

**Maine Department of Education  
Career and Technical Education**

**Allied Health Occupations-CIP: 51.0000**

**Certified Nursing Assistant (CNA)**

**and**

**American Medical Technologists Medical Assisting (AMT)**

**Intersections with**

**Maine College and Career Readiness Standards-Mathematics**

<b>Duties, Skills, and Tasks Certified Nursing Assistant; Medical Assistant</b>	<b>Math Content Standards And The Eight Mathematical Practices (CCSS)</b>	<b>Demonstration of Proficiency (possible projects, evidence, performance assessment, etc.)</b>	<b>Maine Learning Results- Guiding Principles and Career and Education Development (Optional)</b>
<b>Certified Nursing Assistant (CNA)</b>			
<b>1. Entering the Health Care and Human Service Fields</b>			
a. Describe the different kinds of health care and human service programs available to consumers.	No Standards identified for Intersection.		<b>GP-B1: A self-directed and lifelong learner who</b> Recognizes the need for information and locates and evaluates resources
b. Describe the important values in health care and human services.	No Standards identified for Intersection.		<b>GP-D6: A responsible and involved citizen who:</b> Demonstrates awareness of personal and community health and wellness
c. Describe the scope of career options within the health care and human service systems (e.g., the types of employment available).	No Standards identified for Intersection.		<b>GP-B1: A self-directed and lifelong learner who</b> Recognizes the need for information and locates and evaluates resources
<b>2. Basic Work Skills and Job Maintenance</b>			
a. Describe your responsibilities as an employee.	No Standards identified for Intersection.		<b>GP-B6: A self-directed and lifelong learner who</b> Demonstrates reliability and concern for quality <b>GP-D: A responsible and involved citizen who:</b> 2. Accepts responsibility for personal

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			decisions and actions 3. Demonstrates ethical behavior and the moral courage to sustain it
b. Describe your rights as an employee.	No Standards identified for Intersection.		GP-D4 <b>A responsible and involved citizen who:</b> Understands and respects diversity
c. Identify good work habits such as attendance, punctuality, and reliability.	No Standards identified for Intersection.		<p>GP-B <b>A self-directed and lifelong learner who:</b></p> <ol style="list-style-type: none"> <li>1. Recognizes the need for information and locates and evaluates resources</li> <li>2. Applies knowledge to set goals and make informed decisions</li> <li>3. Applies knowledge in new contexts</li> <li>4. Demonstrates initiative and independence</li> <li>5. Demonstrates flexibility including the ability to learn, unlearn and relearn</li> <li>6. Demonstrates reliability and concern for quality</li> <li>7. Uses interpersonal skills to learn and work with individuals from diverse backgrounds</li> </ol> <p>GP-C7 <b>A creative and practical problem solver who</b> Perseveres in challenging situations</p> <p>GP-D2 <b>A responsible and involved</b></p>

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			<b>citizen who:</b> Accepts responsibility for personal decisions and actions
d. Explain why prioritizing is important.	No Standards identified for Intersection.		GP-B2 <b>A self-directed and lifelong learner who</b> Applies knowledge to set goals and makes informed decisions
e. Prioritize a list of common tasks.	No Standards identified for Intersection.		GP-B2 <b>A self-directed and lifelong learner who</b> Applies knowledge to set goals and makes informed decisions
f. Describe conduct that is appropriate in a work setting.	No Standards identified for Intersection.		<p>GP-A <b>A clear and effective communicator who:</b></p> <ol style="list-style-type: none"> <li>1. Demonstrates organized and purposeful communication in English and at least one other language</li> <li>3. Adjusts communication based on the audience</li> </ol> <p>GP-D <b>A responsible and involved citizen who:</b></p> <ol style="list-style-type: none"> <li>2. Accepts responsibility for personal decisions and actions</li> <li>3. Demonstrates ethical behavior and the moral courage to sustain it</li> </ol>
g. Describe the importance of proper boundaries when working in health care or human services.	No Standards identified for Intersection.		<p>GP-B7 <b>A self-directed and lifelong learner who</b> Uses interpersonal skills to learn and work with individuals from diverse backgrounds</p> <p>GP-D4: <b>A responsible and involved citizen who:</b> Understands and respects diversity</p>

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h. Explain the importance of personal appearance, hygiene, nutrition, and personal stress reduction for effective job performance.	No Standards identified for Intersection.		<b>GP-D6 A responsible and involved citizen who:</b> Demonstrates awareness of personal and community health and wellness
i. Explain the importance of personal and career development.	Math.HSS-ID.A.1: Represent data with plots on the real number line (dot plots, histograms, and box plots).  Math.HSS-ID.B.6: Represent data on two quantitative variables on a scatter plot, and describe how the variables are related.	Compare incomes of various medical facilities and professions in relation to the amount of training required.	<b>GP-B A self-directed and lifelong learner who:</b> 2. Applies knowledge to set goals and makes informed decisions 4. Demonstrates initiative and independence 5. Demonstrates flexibility including the ability to learn, unlearn and relearn
<b>3. Legal and Ethical Aspects of Health Care</b>			
a. Describe key regulations governing the functioning of health care and human service providers.	No Standards identified for Intersection.		<b>GP-D A responsible and involved citizen who:</b> 3. Demonstrates ethical behavior and the moral courage to sustain it 5. Displays global awareness and economic and civic literacy 6. Demonstrates awareness of personal and community health and wellness
b. Explain basic consumer rights.	No Standards identified for Intersection.		<b>GP-D A responsible and involved citizen who:</b> 1. Participates positively in the community and designs creative solutions to meet human needs and wants 3. Demonstrates ethical behavior and

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			the moral courage to sustain it 4. Understands and respects diversity 5. Displays global awareness and economic and civic literacy 6. Demonstrates awareness of personal and community health and wellness
c. Describe the legal status of consumers including guardianship, power-of attorney, living wills, and “Do Not Resuscitate” (DNR) orders.	No Standards identified for Intersection.		GP-D <b>A responsible and involved citizen who:</b> 3. Demonstrates ethical behavior and the moral courage to sustain it 4: Understands and respects diversity
d. Recognize signs and symptoms of abuse (verbal, physical, psychological, and sexual), as well as, exploitation and neglect.	No Standards identified for Intersection.		GP-A2 <b>A clear and effective communicator who:</b> Uses evidence and logic appropriately in communication GP-C <b>A creative and practical problem solver who:</b> 1. Observes and evaluates situations to define problems 3. Identifies patterns, trends and relationships that apply to solutions
e. Explain your responsibilities in reporting known or suspected abuse, neglect, or exploitation, including the consequences for not reporting.	No Standards identified for Intersection.		GP-A2 <b>A clear and effective communicator who:</b> Uses evidence and logic appropriately in communication GP-C3 <b>A creative and practical problem solver who:</b> Identifies patterns, trends and relationships that apply to solutions GP-D3 <b>A responsible and involved</b>

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			<p><b>citizen who:</b> Demonstrates ethical behavior and the moral courage to sustain it</p> <p>GP-E4 <b>An integrative and informed thinker who:</b> Applies systems thinking to understand the interaction and influence of related parts on each other and on outcomes</p>
f. Explain what ethics means and how it applies in the health care and human service fields.	No Standards identified for Intersection.		GP-D3 <b>A responsible and involved citizen who:</b> Demonstrates ethical behavior and the moral courage to sustain it
<b>4. Communication</b>			
a. Identify the parts (e.g., sender, message, and receiver) and the potential barriers to communication.	No Standards identified for Intersection.		<p>GP-A <b>A clear and effective communicator who:</b></p> <p>3. Adjusts communication based on the audience</p> <p>4. Uses a variety of modes of expression (spoken, written and visual and performing including the use of technology to create and share the expressions)</p>
b. Identify the methods of communication (e.g., verbal, body language, and listening).	No Standards identified for Intersection.		<p>GP-A <b>A clear and effective communicator who:</b></p> <p>2. Uses evidence and logic appropriately in communication</p> <p>3. Adjusts communication based on the audience</p> <p>4. Uses a variety of modes of expression (spoken, written and</p>

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			visual and performing including the use of technology to create and share the expressions)
c. Explain the active listening strategy for improving communication.	No Standards identified for Intersection.		GP-A <b>A clear and effective communicator who:</b> 3. Adjusts communication based on the audience 4. Uses a variety of modes of expression (spoken, written and visual and performing including the use of technology to create and share the expressions)
d. Explain appropriate communication between health care and human service workers and consumers.	No Standards identified for Intersection.		GP-A3 <b>A clear and effective communicator who:</b> Adjusts communication based on the audience  GP-D4 <b>A responsible and involved citizen who:</b> Understands and respects diversity  GP-E3 <b>An integrative and informed thinker who:</b> Applies ideas across disciplines
e. Explain appropriate communication between an employee and others including; staff members, supervisors, family, and friends.	No Standards identified for Intersection.		GP-A3 <b>A clear and effective communicator who:</b> Adjusts communication based on the audience  GP-D4 <b>A responsible and involved citizen who:</b> Understands and

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			respects diversity  <b>GP-E3 An integrative and informed thinker who:</b> Applies ideas across disciplines
f. Describe strategies for communication with people that have physical, emotional, cultural, and social impairments.	No Standards identified for Intersection.		<b>GP-A3 A clear and effective communicator who:</b> Adjusts communication based on the audience  <b>GP-B7 A self-directed and lifelong learner who:</b> Uses interpersonal skills to learn and work with individuals from diverse backgrounds  <b>GP-D A responsible and involved citizen who:</b> 1. Participates positively in the community and designs creative solutions to meet human needs and wants 4. Understands and respects diversity  <b>GP-E3 An integrative and informed thinker who:</b> Applies ideas across disciplines
<b>5. Observation, Reporting, and Documentation</b>			
a. Describe the requirements concerning observation, reporting, and documentation, including the right to	No Standards identified for Intersection.		<b>GP-C1 A creative and practical problem solver who:</b> Observes and evaluates situations to define problems



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confidentiality.			
b. Describe the difference between objective and subjective observations.	No Standards identified for Intersection.		<b>GP-C A creative and practical problem solver who</b> 1. Observes and evaluates situations to define problems 2. Frames questions, makes predictions and designs data/information collection and analysis strategies
c. Relate observation skills to the collection of information about the consumer and how this relates to report writing.	No Standards identified for Intersection.		<b>GP-C A creative and practical problem solver who</b> 1. Observes and evaluates situations to define problems 2. Frames questions, makes predictions and designs data/information collection and analysis strategies
d. Describe the elements of good reporting.	No Standards identified for Intersection.		<b>GP-A2 A clear and effective communicator who:</b> uses evidence and logic appropriately in communication
e. Identify situations that require an incident report to be written.	No Standards identified for Intersection.		<b>GP-C1 A creative and practical problem solver who:</b> Observes and evaluates situations to define problems
f. Explain the function of documentation and why documentation is an important and necessary part of the job.	No Standards identified for Intersection.		
g. Describe the characteristics of good documentation.	No Standards identified for Intersection.		

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<b>6. Health, Safety, and Fire Prevention</b>			
a. Describe the common causes of injury.	No Standards identified for Intersection.		GP-D6 <b>A responsible and involved citizen who:</b> Demonstrates awareness of personal and community health and wellness
b. Describe the general rules of environmental safety.	No Standards identified for Intersection.		GP-D6 <b>A responsible and involved citizen who:</b> Demonstrates awareness of personal and community health and wellness
c. Describe the proper techniques and equipment for lifting and moving people.	No Standards identified for Intersection.		GP-C1 <b>A creative and practical problem solver who:</b> Observes and evaluates situations to define problems  GP-D6 <b>A responsible and involved citizen who:</b> Demonstrates awareness of personal and community health and wellness
d. Explain the basic concepts of fire prevention.	No Standards identified for Intersection.		GP-D6 <b>A responsible and involved citizen who:</b> Demonstrates awareness of personal and community health and wellness
e. Explain what to do in the event of a fire.	No Standards identified for Intersection.		GP-D6 <b>A responsible and involved citizen who:</b> Demonstrates awareness of personal and community health and wellness
f. Describe the safety precautions necessary when oxygen is being used.	No Standards identified for Intersection.		GP-D6 <b>A responsible and involved citizen who:</b> Demonstrates awareness of personal and community health and wellness

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g. Identify hazardous materials and explain how to handle them appropriately.	No Standards identified for Intersection.		GP-D6 <b>A responsible and involved citizen who:</b> Demonstrates awareness of personal and community health and wellness
h. Explain what to do when you encounter workplace violence.	No Standards identified for Intersection.		GP-D6 <b>A responsible and involved citizen who:</b> Demonstrates awareness of personal and community health and wellness
i. Explain basic infection control procedures and the importance of proper hand washing.	No Standards identified for Intersection.		GP-D6 <b>A responsible and involved citizen who:</b> Demonstrates awareness of personal and community health and wellness
j. Explain the role of first responder.	No Standards identified for Intersection.		GP-D6 <b>A responsible and involved citizen who:</b> Demonstrates awareness of personal and community health and wellness
<b>7. Becoming a Certified Nursing Assistant</b>			
a. Describe the roles of the health care team as they relate to the CNA.	No Standards identified for Intersection.		
b. Describe the CNA's function on the health care team.	No Standards identified for Intersection.		GP-E4 <b>An integrative and informed thinker who:</b> Applies systems thinking to understand the interaction and influence of related parts on each other and on outcomes
c. Describe regulatory aspects of health care important to the CNA.	No Standards identified for Intersection.		
d. Discuss observation, reporting, and the patient care plan specific to the CNA role.	No Standards identified for Intersection.		GP-C1 <b>A creative and practical problem solver who:</b> Observes and evaluates situations to define

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			problems
e. Discuss appropriate patient/CNA interaction.	No Standards identified for Intersection.		<p>GP-A3 <b>A clear and effective communicator who:</b> Adjusts communication based on the audience</p> <p>GP-D4 <b>A responsible and involved citizen who:</b> Understands and respects diversity</p>
f. Discuss patient safety issues specific to the CNA role.	No Standards identified for Intersection.		<p>GP-D6 <b>A responsible and involved citizen who:</b> Demonstrates awareness of personal and community health and wellness</p>
g. Discuss human growth and development.	<p>Math.HSS-IC.B.6 Evaluate reports based on data.</p> <p>Math.HSF-LE.A.1b Recognize situations in which one quantity changes at a constant rate per unit interval relative to another.</p> <p>Math.HSF-LE.A.1c Recognize situations in which a quantity grows or decays by a constant percent rate per unit interval relative to another.</p> <p>Math.HSF-LE.B.5 Interpret the parameters in a linear or exponential function in terms of a context.</p>	<p>Graphing Height &amp; Weight Percentiles</p> <p>Interpreting Graph Results</p>	<p>GP-D <b>A responsible and involved citizen who:</b></p> <ol style="list-style-type: none"> <li>1. Participates positively in the community and designs creative solutions to meet human needs and wants</li> <li>6. Demonstrates awareness of personal and community health and wellness</li> </ol>
<b>8. Infection Control</b>			

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a. Describe the difference between pathogens and non pathogens.	No Standards identified for Intersection.		
b. Identify six conditions needed by microorganisms to live and grow.	No Standards identified for Intersection.		GP-D6 <b>A responsible and involved citizen who:</b> Demonstrates awareness of personal and community health and wellness
c. Identify the signs and symptoms of an infection.	No Standards identified for Intersection.		GP-D6 <b>A responsible and involved citizen who:</b> Demonstrates awareness of personal and community health and wellness
d. Define asepsis, disinfection, and sterilization.	No Standards identified for Intersection.		GP-D6 <b>A responsible and involved citizen who:</b> Demonstrates awareness of personal and community health and wellness
e. List the conditions necessary for a pathogenic micro-organism to become a disease.	No Standards identified for Intersection.		GP-D6 <b>A responsible and involved citizen who:</b> Demonstrates awareness of personal and community health and wellness
f. Explain how microorganisms are transmitted.	No Standards identified for Intersection.		GP-D6 <b>A responsible and involved citizen who:</b> Demonstrates awareness of personal and community health and wellness
g. Discuss the importance of proper hand washing.	No Standards identified for Intersection.		GP-D6 <b>A responsible and involved citizen who:</b> Demonstrates awareness of personal and community health and wellness
h. Identify and describe the different types of isolation techniques (carry out instructions according to	No Standards identified for Intersection.		GP-D6 <b>A responsible and involved citizen who:</b> Demonstrates awareness of personal and community health and wellness

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Center for Disease Control (CDC) guidelines).			
i. Demonstrate infection control procedures.	No Standards identified for Intersection.		GP-D6 <b>A responsible and involved citizen who:</b> Demonstrates awareness of personal and community health and wellness
j. Discuss the psychosocial effect of isolation on the patient.	No Standards identified for Intersection.		GP-D6 <b>A responsible and involved citizen who:</b> Demonstrates awareness of personal and community health and wellness
k. Discuss how policies and procedures for infection control differ in various settings.	No Standards identified for Intersection.		GP-D6 <b>A responsible and involved citizen who:</b> Demonstrates awareness of personal and community health and wellness
<b>9. Patient Environment</b>			
a. Describe the patient unit in various settings.	No Standards identified for Intersection.		
b. Describe the purpose of proper bed making for patient comfort.	No Standards identified for Intersection.		GP-D6 <b>A responsible and involved citizen who:</b> Demonstrates awareness of personal and community health and wellness
c. Describe the admission procedure.	Math.HSS-IC.B.6 Evaluate reports based on data.  Math.HSF-LE.A.1b Recognize situations in which one quantity changes at a constant rate per unit interval relative to another.  Math.HSF-LE.A.1c Recognize situations in which a quantity grows	Graphing Height & Weight Percentiles Interpreting Graph Results	GP-C <b>A creative and practical problem solver who:</b> 1. Observes and evaluates situations to define problems 2. Frames questions, makes predictions and designs data/ information collection and analysis strategies

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	<p>or decays by a constant percent rate per unit interval relative to another.</p> <p>Math.HSF-LE.B.5 Interpret the parameters in a linear or exponential function in terms of a context.</p>		
d. Describe the transfer procedure.	No Standards identified for Intersection.		<p><b>GPP-C A creative and practical problem solver who:</b></p> <ol style="list-style-type: none"> <li>1. Observes and evaluates situations to define problems</li> <li>2. Frames questions, makes predictions and designs data/information collection and analysis strategies</li> </ol>
e. Describe the discharge procedure	No Standards identified for Intersection.		<p><b>GP-C A creative and practical problem solver who:</b></p> <ol style="list-style-type: none"> <li>1. Observes and evaluates situations to define problems</li> <li>2. Frames questions, makes predictions and designs data/information collection and analysis strategies</li> </ol>
f. Describe the CNA's role in the postmortem procedure.	No Standards identified for Intersection.		<p><b>GP-A A clear and effective communicator who:</b></p> <ol style="list-style-type: none"> <li>2. Uses evidence and logic appropriately in communication</li> <li>3. Adjusts communication based on the audience</li> </ol> <p><b>GP-D4 A responsible and involved citizen who:</b> Understands and</p>

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			respects diversity
g. Identify the OBRA regulations related to the long term care environment	No Standards identified for Intersection.		GP-D6 <b>A responsible and involved citizen who:</b> Demonstrates awareness of personal and community health and wellness
<b>10. Caring for the Patient</b>			
a. Define introductory concepts of anatomy and physiology, including appropriate medical terminology, cell functions, tissue types, organs, systems, wellness and prevention strategies, and common categories of disease.	No Standards identified for Intersection.		GP-D6 <b>A responsible and involved citizen who:</b> Demonstrates awareness of personal and community health and wellness
b. Name, locate and define the functions, common diseases, and related care procedures of the structures of the integumentary system.		"Rule of 9's" To Determine the % of Body Surface Burn?	GP-D6 <b>A responsible and involved citizen who:</b> Demonstrates awareness of personal and community health and wellness
c. Name, locate and define the functions, common diseases, and related care procedures of the structures of the skeletal system.	No Standards identified for Intersection.		GP-D6 <b>A responsible and involved citizen who:</b> Demonstrates awareness of personal and community health and wellness
d. Name, locate and define the functions, common diseases, and related care procedures of the structures of the muscular system.	No Standards identified for Intersection.		GP-D6 <b>A responsible and involved citizen who:</b> Demonstrates awareness of personal and community health and wellness



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e. Name, locate and define the functions, common diseases, and related care procedures of the structures of the gastrointestinal system.	No Standards identified for Intersection.		GP-D6 <b>A responsible and involved citizen who:</b> Demonstrates awareness of personal and community health and wellness
f. Define nutritional needs of patients, including therapeutic and mechanical altered diets, supplements, intake/output recording, feeding techniques, alternate feeding methods and common eating disorders.	Math.HSN-Q.A.1 Use units as a way to understand problems and to guide the solution of multi-step problems; choose and interpret units consistently in formulas; choose and interpret the scale and the origin in graphs and data displays.  Math.HSN-Q.A.3 Choose a level of accuracy appropriate to limitations on measurement when reporting quantities.	Meal Plate Percentage Intake and Output Worksheet	GP-D <b>A responsible and involved citizen who:</b> 1. Participates positively in the community and designs creative solutions to meet human needs and wants 4. Understands and respects diversity 6. Demonstrates awareness of personal and community health and wellness
g. Name, locate and define the functions, common diseases, and related care procedures of the structures of the respiratory system.	No Standards identified for Intersection.		GP-D6 <b>A responsible and involved citizen who:</b> Demonstrates awareness of personal and community health and wellness
h. Name, locate and define the functions, common diseases, and related care procedures of the structures of the cardiovascular system.	No Standards identified for Intersection.		GP-D6 <b>A responsible and involved citizen who:</b> Demonstrates awareness of personal and community health and wellness
i. Identify and demonstrate procedures for observing and recording the five vital signs.	Math.HSS-ID.A.1 Represent data with plots on the real number line (dot plots, histograms, and box plots).	Graphing, Analyzing and Interpreting a Vital Sign Chart	GP-C <b>A creative and practical problem solver who:</b> 1. Observes and evaluates situations to define problems

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	Math.HSS-ID.B.6 Represent data on two quantitative variables on a scatter plot, and describe how the variables are related.		2. Frames questions, makes predictions and designs data/information collection and analysis strategies 6. Uses information and technology to solve problems
j. Name, locate and define the functions, common diseases, and related care procedures of the structures of the endocrine system.	No Standards identified for Intersection.		GP-D6 <b>A responsible and involved citizen who:</b> Demonstrates awareness of personal and community health and wellness
k. Name, locate and define the functions, common diseases, and related care procedures of the structures of the urinary system.	No Standards identified for Intersection.		GP-D6 <b>A responsible and involved citizen who:</b> Demonstrates awareness of personal and community health and wellness
l. Name, locate and define the functions, common diseases, and related care procedures of the structures of the nervous and sensory systems.	No Standards identified for Intersection.		GP-D6 <b>A responsible and involved citizen who:</b> Demonstrates awareness of personal and community health and wellness
m. Name, locate and define the functions, common diseases, and related care procedures of the structures of the reproductive system.	No Standards identified for Intersection.		GP-D6 <b>A responsible and involved citizen who:</b> Demonstrates awareness of personal and community health and wellness
<b>11. Care of the Patient in Special Settings</b>			
a. Care for the patient's mental well-being.	No Standards identified for Intersection.		GP-D <b>A responsible and involved citizen who:</b> 1. Participates positively in the community and designs creative

Duties, Skills, and Tasks Certified Nursing Assistant; Medical Assistant	Math Content Standards And The Eight Mathematical Practices (CCSS)	Demonstration of Proficiency (possible projects, evidence, performance assessment, etc.)	Maine Learning Results- Guiding Principles and Career and Education Development (Optional)
			solutions to meet human needs and wants 4. Understands and respects diversity 6. Demonstrates awareness of personal and community health and wellness
b. Care for the pediatric patient.	Math.HSS-IC.B.6 Evaluate reports based on data.  Math.HSF-LE.A.1b Recognize situations in which one quantity changes at a constant rate per unit interval relative to another.  Math.HSF-LE.A.1c Recognize situations in which a quantity grows or decays by a constant percent rate per unit interval relative to another.  Math.HSF-LE.B.5 Interpret the parameters in a linear or exponential function in terms of a context.	Creating and Interpreting Pediatric Growth Charts Interpreting Predictive Height and Weight Creating and Interpreting Vital Sign Charts	<b>GP-D A responsible and involved citizen who:</b> 1. Participates positively in the community and designs creative solutions to meet human needs and wants 4. Understands and respects diversity 6. Demonstrates awareness of personal and community health and wellness
c. Care for the preoperative and postoperative patient.	Math.HSS-IC.B.6 Evaluate reports based on data.  Math.HSF-LE.A.1b Recognize situations in which one quantity changes at a constant rate per unit interval relative to another.  Math.HSF-LE.A.1c Recognize situations in which a quantity grows	Creating and Interpreting Vital Sign Charts Analyzing an Input and Output Worksheet	<b>GP-D A responsible and involved citizen who:</b> 1. Participates positively in the community and designs creative solutions to meet human needs and wants 6. Demonstrates awareness of personal and community health and wellness

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	<p>or decays by a constant percent rate per unit interval relative to another.</p> <p>Math.HSF-LE.B.5 Interpret the parameters in a linear or exponential function in terms of a context.</p>		
d. Care for the geriatric patient.	<p>Math.HSS-IC.B.6 Evaluate reports based on data.</p> <p>Math.HSF-LE.A.1b Recognize situations in which one quantity changes at a constant rate per unit interval relative to another.</p> <p>Math.HSF-LE.A.1c Recognize situations in which a quantity grows or decays by a constant percent rate per unit interval relative to another.</p> <p>Math.HSF-LE.B.5 Interpret the parameters in a linear or exponential function in terms of a context.</p>	<p>Creating and Interpreting Vital Sign Charts Analyzing an Input and Output Worksheet</p>	<p><b>GP-D A responsible and involved citizen who:</b></p> <p>1. Participates positively in the community and designs creative solutions to meet human needs and wants</p> <p>4. Understands and respects diversity</p> <p>6. Demonstrates awareness of personal and community health and wellness</p>
e. Care for the patient in the home setting.	<p>No Standards identified for Intersection.</p>		<p><b>GP-D A responsible and involved citizen who:</b></p> <p>1. Participates positively in the community and designs creative solutions to meet human needs and wants</p> <p>4. Understands and respects diversity</p> <p>6. Demonstrates awareness of personal and community health and wellness</p>

Duties, Skills, and Tasks Certified Nursing Assistant; Medical Assistant	Math Content Standards And The Eight Mathematical Practices (CCSS)	Demonstration of Proficiency (possible projects, evidence, performance assessment, etc.)	Maine Learning Results- Guiding Principles and Career and Education Development (Optional)
<b>Medical Assisting (AMT) – ADDITIONAL WORK WILL BE COMPLETED BY HEIDI HALE AND TAMMY KIRSCH FROM NPT REGION 3</b>			
<b>1. Anatomy and Physiology</b>			
a. Identify the structure and function of the following systems: skeletal, nervous, muscular, respiratory, endocrine, cardiovascular/ circulatory, urinary, integumentary, reproductive, special senses, gastrointestinal.	No Standards identified for Intersection.		
b. Identify and define various disorders and diseases: disease processes, conditions or states of health and health-related syndromes.	No Standards identified for Intersection.		
c. Identify nutritional, exercise, and lifestyle choices factors that are required for or influence wellness.	No Standards identified for Intersection.		
<b>2. Medical Terminology</b>			
a. Identify the structure and function of the following systems: skeletal, nervous, muscular, respiratory, endocrine, cardiovascular/ circulatory, urinary, integumentary, reproductive, special senses, gastrointestinal.	No Standards identified for Intersection.		

<b>Duties, Skills, and Tasks</b> <b>Certified Nursing Assistant;</b> <b>Medical Assistant</b>	<b>Math Content Standards</b> <b>And</b> <b>The Eight Mathematical Practices</b> <i>(CCSS)</i>	<b>Demonstration of Proficiency</b> (possible projects, evidence, performance assessment, etc.)	<b>Maine Learning Results-</b> <b>Guiding Principles</b> and <b>Career and Education Development</b> <i>(Optional)</i>
b. Identify and define various disorders and diseases: disease processes, conditions or states of health and health-related syndromes.	No Standards identified for Intersection.		
c. Identify nutritional, exercise, and lifestyle choices factors that are required for or influence wellness.	No Standards identified for Intersection.		
d. Spell medical terms accurately.	No Standards identified for Intersection.		
<b>3. Medical Law</b>			
a. Identify and understand the application of: types of consent used in medical practice; disclosure laws and regulations; laws, regulations, and acts pertaining to the practice of medicine; scope of practice acts regarding medical assisting; Patient Bill of Rights legislation.	No Standards identified for Intersection.		
b. Identify and understand the application of licensure, certification, and registration.	No Standards identified for Intersection.		
c. Identify credentialing requirements of medical professionals.	No Standards identified for Intersection.		
d. Understand the application of the Clinical Laboratory Improvement Amendments of	No Standards identified for Intersection.		

Duties, Skills, and Tasks Certified Nursing Assistant; Medical Assistant	Math Content Standards And The Eight Mathematical Practices (CCSS)	Demonstration of Proficiency (possible projects, evidence, performance assessment, etc.)	Maine Learning Results- Guiding Principles and Career and Education Development (Optional)
1988			
e. Define terminology associated with medical law.	No Standards identified for Intersection.		
<b>4. Medical Ethics</b>			
a. Identify and employ proper ethics in practice as a medical assistant.	No Standards identified for Intersection.		
b. Identify the principles of ethics established by the American Medical Association.	No Standards identified for Intersection.		
c. Identify and understand the application of the AMA Patient Bill of Rights.	No Standards identified for Intersection.		
d. Recognize unethical practices and identify the proper response.	No Standards identified for Intersection.		
e. Recognize the importance of professional development through continuing education.	No Standards identified for Intersection.		
<b>5. Human Relations</b>			
a. Identify age-group specific responses and support.	No Standards identified for Intersection.		
b. Identify and employ professional conduct in all aspects of patient care.	No Standards identified for Intersection.		
c. Understand and properly apply communication methods.	No Standards identified for Intersection.		

<b>Duties, Skills, and Tasks</b> <b>Certified Nursing Assistant;</b> <b>Medical Assistant</b>	<b>Math Content Standards</b> <b>And</b> <b>The Eight Mathematical Practices</b> <i>(CCSS)</i>	<b>Demonstration of Proficiency</b> <i>(possible projects, evidence, performance assessment, etc.)</i>	<b>Maine Learning Results-</b> <b>Guiding Principles</b> and <b>Career and Education Development</b> <i>(Optional)</i>
d. Identify and respect cultural and ethnic differences.	No Standards identified for Intersection.		
e. Respect and care for patients without regard for age, gender, sexual orientation, or socioeconomic level.	No Standards identified for Intersection.		
f. Employ appropriate interpersonal skills with employer/administration, co-workers, vendors, and business associates.	No Standards identified for Intersection.		
g. Observe and respect cultural diversity in the workplace.	No Standards identified for Intersection.		
<b>6. Patient Education</b>			
a. Identify and apply proper written and verbal communication to instruct patients in: health and wellness; nutrition; hygiene; treatment and medications; pre- and post-operative care; body mechanics; personal and physical safety.	No Standards identified for Intersection.		
b. Develop, assemble, and maintain appropriate patient brochures and informational materials.	No Standards identified for Intersection.		
c. Understand and utilize proper documentation of patient encounters and instruction.	No Standards identified for Intersection.		



<b>Duties, Skills, and Tasks</b> <b>Certified Nursing Assistant;</b> <b>Medical Assistant</b>	<b>Math Content Standards</b> <b>And</b> <b>The Eight Mathematical Practices</b> <i>(CCSS)</i>	<b>Demonstration of Proficiency</b> <i>(possible projects, evidence, performance assessment, etc.)</i>	<b>Maine Learning Results-</b> <b>Guiding Principles</b> and <b>Career and Education Development</b> <i>(Optional)</i>
<b>7. Insurance</b>			
a. Identify and define terminology associated with various insurance types in the medical office.	No Standards identified for Intersection.		
b. Identify and understand the application of government, medical, disability, and accident insurance plans.	No Standards identified for Intersection.		
c. Identify and appropriately apply plan policies and regulations for programs including: HMO, PPO, EPO, indemnity, open, etc.; short-term and long-term disability; Family Medical Leave Act (FMLA); Workers' Compensation; Medicare (including Advance Beneficiary Notice (ABN)); Medicaid; CHAMPUS / Tricare and CHAMPVA.	Math.HSA.REI.B.3 Solve linear equations and inequalities in one variable, including equations with coefficients represented by letters.	Calculations of Insurance Benefits and patient coinsurance based on insurance plan (HMO, PPO, etc.).	
d. Complete and file insurance claims.	No Standards identified for Intersection.		
e. Evaluate claims response.	Math.HSA-SSE.A.1a Interpret parts of an expression, such as terms, factors, and coefficients.  Math.HSA-SSE.A.1b Interpret complicated expressions by viewing one or more of their parts as a single	Take remittance advice to post a patient account.	

Duties, Skills, and Tasks Certified Nursing Assistant; Medical Assistant	Math Content Standards And The Eight Mathematical Practices (CCSS)	Demonstration of Proficiency (possible projects, evidence, performance assessment, etc.)	Maine Learning Results- Guiding Principles and Career and Education Development (Optional)
	entity.		
f. Identify HIPAA-mandated coding systems and references.	No Standards identified for Intersection.		
g. Properly apply diagnosis and procedure codes to insurance claims.	No Standards identified for Intersection.		
<b>8. Financial Bookkeeping</b>			
a. Understand terminology associated with medical financial bookkeeping.	No Standards identified for Intersection.		
b. Maintain and explain patient billing procedures including: physician's fee schedules; collect and post payments; manage patient ledgers and accounts; Truth in Lending Statements, etc.	<p>Math.HSA-SSE.A.1a Interpret parts of an expression, such as terms, factors, and coefficients.</p> <p>Math.HSA-SSE.A.1b Interpret complicated expressions by viewing one or more of their parts as a single entity.</p> <p>Math.HSA-REI.B.3 Solve linear equations and inequalities in one variable, including equations with coefficients represented by letters.</p>	<p>Take remittance advice to post a patient account.</p> <p>Resource Based Relative Value System (RBRVS) Calculations</p> <p>* Possible Social Studies Intersections (Financial Literacy)</p>	
c. Manage collections policy and procedures.	Math.HSA-SSE.B.3c Use the properties of exponents to transform expressions for exponential functions.	Calculating Interest on accounts receivable	
d. Perform fundamental medical office accounting procedures.	No Standards identified for Intersection.	* Possible Social Studies Intersections (Economics)	

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e. Perform office banking procedures.	No Standards identified for Intersection.		
f. Understand employee payroll procedures.	No Standards identified for Intersection.	*Possible Social Studies Intersections	
g. Understand and perform appropriate calculations related to patient and practice accounts.	Math.HSA-SSE.A.1a Interpret parts of an expression, such as terms, factors, and coefficients.  Math.HSA-SSE.A.1b Interpret complicated expressions by viewing one or more of their parts as a single entity.  Math.HSA-SSE.B.3c Use the properties of exponents to transform expressions for exponential functions.	Calculating Interest on accounts receivable Calculation of coinsurance and copay	
<b>9. Medical Receptionist/Secretarial/Clerical</b>			
a. Understand and correctly apply terminology associated with medical receptionist and secretarial duties.	No Standards identified for Intersection.		
b. Employ appropriate skills when receiving and greeting patients	No Standards identified for Intersection.		
c. Employ appointment scheduling system	No Standards identified for Intersection.		
d. Employ appropriate oral and written communication skills.	No Standards identified for Intersection.		
e. Manage patient records and chart management	No Standards identified for Intersection.		
f. Employ transcription and	No Standards identified for		

Duties, Skills, and Tasks Certified Nursing Assistant; Medical Assistant	Math Content Standards And The Eight Mathematical Practices (CCSS)	Demonstration of Proficiency (possible projects, evidence, performance assessment, etc.)	Maine Learning Results- Guiding Principles and Career and Education Development (Optional)
dictation skills.	Intersection.		
g. Maintain supplies and equipment management	No Standards identified for Intersection.		
h. Demonstrate appropriate skills with computer applications.	Math.HSA-CED.A.1 Create equations and inequalities in one variable and use them to solve problems. <i>Include equation arising from linear and quadratic functions, and simple rational and exponential functions.</i>  Math.HSA-CED.A.2 Create equations in two or more variables to represent relationships between quantities; graph equations on coordinate axes with labels and scales.	Create formulas within spread sheet to calculate payment schedules, RBRVS, check registers, etc.	
i. Privacy regulations.	No Standards identified for Intersection.		
j. Observe office safety policies and procedures.	No Standards identified for Intersection.		
<b>10. Clinical Medical Assisting</b>			
a. Know and understand terminology associated with asepsis.	No Standards identified for Intersection.		
b. Identify and employ appropriate procedures for sterilization of instruments, surgical equipment, etc.	??		
c. Identify instrument classifications; parts, use and care and handling.	??		

<b>Duties, Skills, and Tasks Certified Nursing Assistant; Medical Assistant</b>	<b>Math Content Standards And The Eight Mathematical Practices (CCSS)</b>	<b>Demonstration of Proficiency</b> (possible projects, evidence, performance assessment, etc.)	<b>Maine Learning Results- Guiding Principles and Career and Education Development (Optional)</b>
d. Define terminology associated with vital signs and mensurations.	??		
e. Understand and employ appropriate skills with physical examinations of patients.	??		
f. Identify and define terminology, policies and procedures associated with pharmacology.	??		
g. Identify procedures, instruments and supplies commonly used in minor surgery. h. Identify procedures for common therapeutic modalities.	??		
i. Understand and comply with quality assurance regulations for laboratory procedures.	??		
j. Identify procedure for obtaining 12-lead electrocardiogram. (ECG)	Math.HSS-IC.B.6 Evaluate reports based on data.	Assessing the interval of time per QRS Complex to determine abnormality.	
k. Identify criteria for and steps in performing emergency First Aid procedures.	??		