



**MGMA-ACMPE Lending Library**

**Book Reference Numbers**

<b>Reference ID #</b>	<b>Book Title</b>	
340-0	Get the Money in the Door ~ Physician Billing Basics	
393-6	HR Policies and Procedures ~ Manual for Medical Practices	5 <sup>th</sup> Edition
378-3	Operating Policies Procedures ~ Manual for Medical Practices	4 <sup>th</sup> Edition
38780-1	Health Care Information Systems ~ A Practical Approach for Health Care Management	2 <sup>nd</sup> Edition
283-0	Mastering Patient Flow ~ Using Lean Thinking to Improve Your Practice Operations	3 <sup>rd</sup> Edition
326-4	Leading, Coaching, and Mentoring the Team ~ How-To Guide for Medical Practices	
381-3	Assessment Workbook for Medical Practices	5 <sup>th</sup> Edition
4821-8	Physician Practice Management ~ Essential Operational and Financial Knowledge	
781-3	Compliance Guide for the Medical Practice ~ How to Attain and Maintain a Compliant Medical Practice	
2-0-9	Let It Go, Just Let It Go! ~ A Guide to Reducing Stress	
8842	Medical Practice Management Body of Knowledge Review Q&A Cards	6 copies
430-8	It's Your Call ~ Mastering the Telephones in Your Medical Practice	
291-5	A+ Marketing ~ Proven Tactics for Success	
432-2	Better Data, Better Decisions: Using Business Intelligence in the Medical Practice	
391-2	EHR Optimization and Operations ~ Guide for Medical Practices	
345-5	Acknowledge! Appreciate! Applaud! ~ 172 Easy Ways to Reward Staff for Little or No Cost	
8817	The Body of Knowledge ~ A Framework for Success (Brochure)	3 <sup>rd</sup> Edition
6-8-9	Leading Physicians through Change ~ How to Achieve and Sustain Results	2 <sup>nd</sup> Edition
576-9	Social Media in Healthcare~ Connect, Communicate, Collaborate	2 <sup>nd</sup> Edition
40-5-5	Establishing, Managing, and Protecting Your Online Reputation~ Social Media Guide for Physicians and Medical Practices	

06-5	15 Ways to Grow Your Business in Every Economy	
14-0	Money \$mart – How Not to Buy Cat Food When You Don't Have a Cat	5 copies
344-8	Body of Knowledge Certification Exam Workbook – Overview & Exercises	5 copies
	Body of Knowledge Review (8 Books)	2 <sup>nd</sup> Edition
	Body of Knowledge Review (8 Books)	2 <sup>nd</sup> Edition
	Body of Knowledge Review (5 Books)	3 <sup>rd</sup> Edition
	Body of Knowledge Review (5 Books)	3 <sup>rd</sup> Edition