



Certified Clinical Medical Assistant (CCMA) Comprehensive Test Plan

Introduction

The eLightenment Solutions Certified Clinical Medical Assistant (CCMA) Test Plan provides a structured framework for the examination used to evaluate competency in clinical medical assisting practice. This test plan ensures that all examination items align with current standards of patient care, clinical safety, regulatory compliance, and professional conduct across ambulatory and outpatient healthcare settings.

The plan is designed to reflect the knowledge and skills required of clinical medical assistants who support licensed healthcare providers through direct patient care, diagnostic support, care coordination, and accurate clinical documentation.

Examination Overview

- **Total Scored Items:** 120
- **Exam Time:** 2 hours
- **Format:** Multiple-choice questions assessing knowledge-based and applied clinical tasks
- **Delivery:** Computer-based testing with randomized item selection
- **Purpose:** The Clinical Medical Assistant (CMA) Certification Examination is designed to ensure candidates demonstrate the core clinical knowledge, patient-care skills, and professional competencies required to safely and effectively function as a clinical medical assistant in ambulatory, outpatient, and clinical healthcare settings.

Examination Domains & Weighting

Domain	Approximate Weighting	Question Selection
Anatomy, Physiology & Pathophysiology	~11%	Randomized from Anatomy, Physiology & Pathophysiology item bank
Patient Intake, Vital Signs & History	~14%	Randomized from Patient Intake, Vital Signs & History item bank
Infection Control, OSHA & Safety	~7%	Randomized from Infection Control, OSHA & Safety item bank
General Patient Care & Care Coordination	~14%	Randomized from General Patient Care & Care Coordination item bank
ECG & Cardiovascular Diagnostics	~9%	Randomized from ECG & Cardiovascular Diagnostics item bank
Pharmacology & Medication Administration	~17%	Randomized from Pharmacology & Medication Administration item bank
Legal, Ethical, HIPAA & Documentation	~14%	Randomized from Legal, Ethical, HIPAA & Documentation item bank
Administrative Practices & Special Populations	~14%	Randomized from Administrative Practices Special Populations item bank

Total	100%	100 randomized questions
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Domain 1: Anatomy, Physiology & Pathophysiology (~11%)

- Identify basic anatomy and physiology of major body systems.
- Understand homeostasis and normal versus abnormal findings.
- Recognize common disease processes and pathophysiologic changes.
- Apply medical terminology related to clinical care.
- Understand nutritional principles and their impact on health and disease.

Domain 2: Patient Intake, Vital Signs & Health History (~14%)

- Verify patient identity using two approved identifiers.
- Obtain and document chief complaint, health history, and review of systems.
- Measure and document vital signs accurately.
- Position patients appropriately for examinations and procedures.
- Demonstrate professional communication and patient-centered interviewing techniques.

Domain 3: Infection Control, OSHA & Safety (~7%)

- Apply Standard and Transmission-Based Precautions.
- Follow OSHA regulations related to bloodborne pathogens.
- Use personal protective equipment (PPE) correctly.
- Identify and respond to exposure incidents and emergencies.
- Perform proper waste disposal and sharps handling.

Domain 4: General Patient Care & Care Coordination (~14%)

- Assist with patient mobility, transfers, and positioning.
- Prepare patients for examinations and procedures.
- Provide patient education using clear, appropriate methods.
- Utilize teach-back to confirm patient understanding.
- Coordinate referrals, follow-ups, and continuity of care.
- Identify community and healthcare resources to support patient needs.

Domain 5: ECG & Cardiovascular Diagnostics (~9%)

- Prepare and preserve specimens (centrifugation, aliquoting, refrigeration)
- Maintain specimen integrity (light, temperature, time-sensitive handling)
- Adhere to chain-of-custody for forensic and legal testing
- Enter results into laboratory information systems (LIS)
- Communicate critical values to providers promptly

Domain 6: Pharmacology & Medication Administration (~17%)

- Apply the “Five Rights” of medication administration.
- Understand basic pharmacologic classifications and actions.
- Calculate medication dosages accurately.
- Administer medications via approved routes within scope of practice.
- Follow vaccine storage, handling, documentation, and patient education requirements.
- Identify and report medication errors appropriately.

Domain 7: Legal, Ethical, HIPAA & Documentation (~14%)

- Maintain patient confidentiality and comply with HIPAA regulations.
- Understand scope of practice for medical assistants.
- Apply ethical principles such as beneficence, autonomy, and nonmaleficence.
- Properly document care in paper and electronic health records.
- Complete incident reports accurately and objectively.
- Understand informed consent and advance directives.

Domain 8: Administrative Practices & Special Populations (~14%)

- Support appointment scheduling and care coordination workflows.
- Understand basic insurance concepts, billing forms, and coding principles.
- Utilize electronic health records (EHRs) appropriately.
- Communicate effectively with diverse patient populations.
- Adapt care approaches for pediatric, geriatric, disabled, and culturally diverse patients
- Identify and respond appropriately to suspected abuse or neglect.

Core Knowledge (Applied Across All Domains)

- Medical terminology used in clinical practice
- Professional communication and documentation standards
- Patient safety principles
- Ethical and legal responsibilities
- Cultural competence and health literacy

Professional Notes

Examinations are computer-based and randomized, ensuring no two exams are identical. The randomization process maintains domain coverage balance, even though the exact question count may vary. Pretest items may appear but are not scored. They are used to validate future exam questions.

Candidates are encouraged to prepare across all content domains, as each exam version provides a comprehensive assessment of phlebotomy practice.

Alignment with eLightenment Solutions' Mission

This test plan has been developed and updated to reflect current clinical best practices, patient safety standards, and regulatory compliance requirements, and aligns with eLightenment Solutions' mission:

“Empowering Communities Through Education, Training, and Support.”