

DO YOU NEED STAFF WITH MEDICAL KNOWLEDGE AND COMPUTER SKILLS?

- *Robust comprehension of medical terminology?*
- *Understanding of documentation needs in healthcare?*
- *Excellent computer skills?*
- *Detail orientation for high quality products?*

WHY LOOK ANYWHERE ELSE?

The medical transcriptionist is your most valuable resource today and tomorrow: educated, flexible, a long-time member of your health information and IT team ready to move forward with you as your organization moves toward EHR adoption and integration.

WHAT IF WE TOLD YOU THAT:

- In your local community, in your organization, or among your currently subcontracted staff, you have available a pool of knowledge workers who can facilitate your transition to the EHR.
- These knowledge workers form a reservoir of expertise in medical language, clinical practice, and the basics of health IT, with resumes and credentials attesting to that expertise.
- They are historically one of the most flexible and resilient groups of skilled workers in the healthcare sector.

THESE SKILLED WORKERS CAN:

1. Create EHR templates.
2. Train new EHR users and provide ongoing EHR user support and training.
3. Design, test, and implement best practices in EHR use.
4. Develop and implement EHR policies and procedures to meet regulatory requirements.
5. Function as a real-time scribe through direct EHR entry of accurate and secure information related to your clinical care encounters.
6. Monitor EHR documentation to ensure accuracy and completeness.
7. Review EHR documents by diagnosis and procedure codes for billing purposes.
8. Utilize the EHR in assembling and analyzing medical documentation to improve patient care, compliance, and safety.
9. Monitor and report results of compliance and ethics assessments (e.g. as per HIPAA and HITECH) performed on EHR documentation.
10. Maintain ongoing communication with medical staff regarding EHR documentation issues.



**THE MEDICAL
TRANSCRIPTIONIST:**

Brings to the EHR process a wealth of knowledge, skills, and experience.

Understands medical language, clinical practice and the requirements of HIPAA and HITECH, as well as workflow and process in healthcare documentation.

Has already transitioned from typewriters and tapes through a multitude of technical changes and into the online digitized world of today's health information creation and exchange.