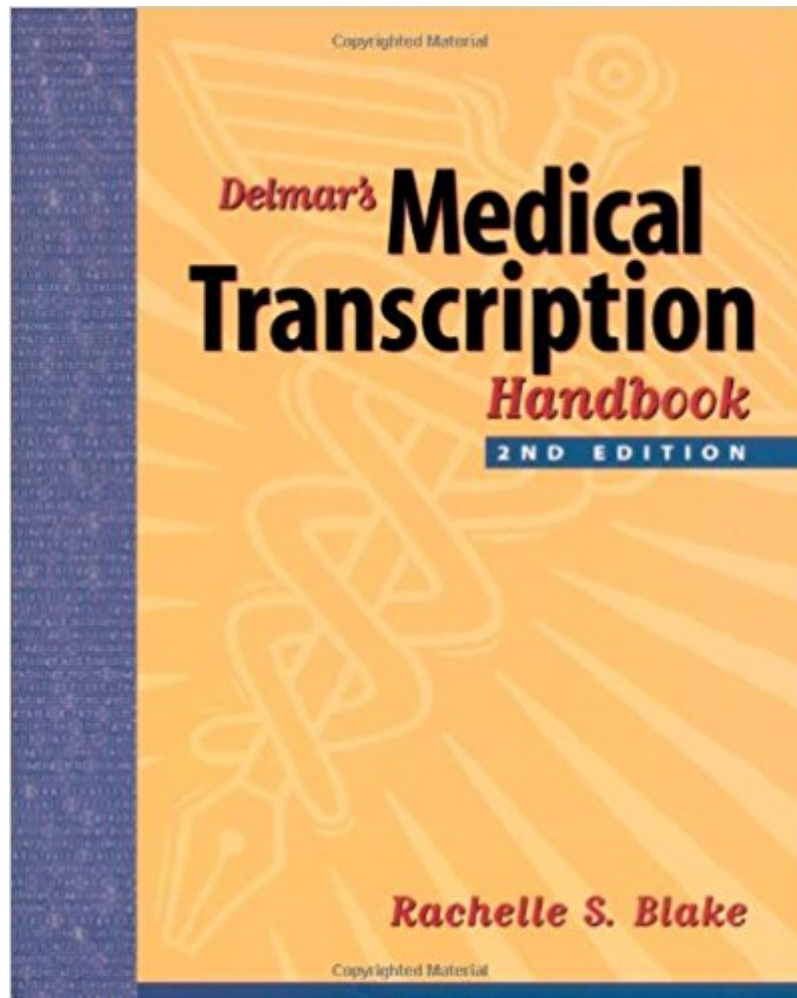




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# Delmar's Medical Transcription Handbook



## Synopsis

Students and practicing medical transcriptionists alike will appreciate this unique worktext and reference manual. Offering guidelines for style, grammar, specific transcription mechanics and techniques, the handbook is an essential tool in any transcriptionist's library.

## Book Information

Paperback: 274 pages

Publisher: Delmar Cengage Learning; 2 edition (November 14, 1997)

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Average Customer Review: 3.0 out of 5 stars 3 customer reviews

Best Sellers Rank: #3,028,345 in Books (See Top 100 in Books) #59 in Books > Medical Books > Allied Health Professions > Medical Transcription #1042 in Books > Textbooks > Medicine & Health Sciences > Administration & Policy > Medical History & Records #1529 in Books > Medical Books > Administration & Medicine Economics > Medical History & Records

## Customer Reviews

INTRODUCTION TO MEDICAL TRANSCRIPTION: What is Medical Transcription?. Medical Transcription Transcribing Tools. Telecommunications Tools In Medical Transcription. Use of Reference Materials. MEDICAL TRANSCRIPTION FORMATS: Types of Medical Reports and Formats .Medical Office Charting and Correspondence. Additional Medical Forms, Formats and Documents. MEDICAL TRANSCRIPTION MECHANICS: Word Usage. Sentence Grammar. Punctuation. Compound Words and Hyphenation Contractions and Shortened Word Forms. Abbreviations. Capitalization. Plural and Possessive Forms. Numbers and Number Combinations. MEDICAL TRANSCRIPTION SKILLS: Commonly Confused Words, Misspelled Words and Spelling Hints. Editing Medical Dictation and Transcription. The Business of Medical Transcription. Marketing Your Medical Transcription Talents. APPENDIX A. APPENDIX B. APPENDIX C. APPENDIX D. APPENDIX E. APPENDIX F. APPENDIX G. APPENDIX H. APPENDIX I. BIBLIOGRAPHY. INDEX.

Do NOT purchase anything for Medical Transcription!! Please!! This is an almost defunct career choice. As a 37+ year veteran in this field, almost every job has been absorbed by the new

computer policies of the Obamacare regime. Almost every transcription job has been cut. There are no jobs, so it's not wise to invest in any tools to do this job. Do yourself a favor and don't waste your money on anything related to this field. It is just about impossible to get a job and there are people with YEARS of experience all over the country who are out of work. I know of one facility that went from 40 transcriptions, down to 3, and that is just one facility!!

I received this book in great condition. I was very pleased and I still have it

This book is an excellent condensed resource book for basic generalized information specific to Medical Transcription. There are breakdowns of words, terminology, tests and exercises for skill building. It is basically a text book used apparently for Medical Transcription. I would recommend it highly for anyone going into this field or returning to it

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