

Minnesota State College Southeast

MEDS 1218: Advanced Medical Machine Transcription

A. COURSE DESCRIPTION

Credits: 4

Lecture Hours/Week: 4

Lab Hours/Week: *.*

OJT Hours/Week: *.*

Prerequisites: None

Corequisites: None

MnTC Goals: None

This course will enable students to become proficient in the transcription of dictated medical material into a variety of medical documents. These documents include history and physicals, discharge summaries, diagnostic imaging reports, death summaries, radiology reports, pathology reports, laboratory reports, and psychological summaries. (Prerequisite: MEDS1210, MEDS1216 or concurrent) (4 credits: 4 lecture/0 lab)

B. COURSE EFFECTIVE DATES: 02/01/2005 - Present

C. OUTLINE OF MAJOR CONTENT AREAS

1. Demonstrate mastery level of transcription of medical documents
2. Skilled in applying grammar, spelling, and punctuation rules
3. Proficient in proofreading, editing, and problem solving

D. LEARNING OUTCOMES (General)

1. Continue to refer to a variety of medical reference resources
2. Apply advanced knowledge regarding rules of spelling, grammar, and punctuation
3. Demonstrate mastery level when proofreading transcribed medical reports
4. Transcribe surgical dictation
5. Transcribe cardiology dictation
6. Transcribe diagnostic imaging/interventional radiology dictation
7. Transcribe pathology dictation
8. Transcribe obstetrics/gynecology dictation
9. Transcribe orthopedic dictation
10. Transcribe gastroenterology dictation
11. Transcribe respiratory/pulmonary dictation
12. Transcribe urology/nephrology dictation
13. Transcribe oncology dictation
14. Transcribe hematology/infectious diseases dictation
15. Transcribe neurology/neurosurgery dictation
16. Transcribe plastic surgery dictation
17. Transcribe pediatrics/neonatology dictation
18. Transcribe otorhinolaryngology dictation
19. Transcribe ophthalmology dictation
20. Transcribe psychiatry dictation
21. Transcribe dentistry/oral surgery dictation

E. Minnesota Transfer Curriculum Goal Area(s) and Competencies

None

F. LEARNER OUTCOMES ASSESSMENT

As noted on course syllabus

G. SPECIAL INFORMATION

None noted