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Excellent proofreading skills are critical for a Medical Transcriptionist. Proofreading is looking for mistakes of all types in a transcribed document and correcting them. ... proofreading skills will improve with practice. Keep a log of mistakes that you find in your own work (or that your supervisor brings to your attention).

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Answers

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Another essential step in transcription is editing and proofreading your work. This lesson starts off with editing do's and don'ts, as well as what to look for when you're proofreading. In your Practice Corner, you will be covering a disease process that has, in some way, touched virtually everyone: cancer.

Medical Transcription | Los Angeles Harbor College

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Proofreading Exercises - Writer

Express Scribe Practice Transcription Files. Popular transcription software maker provides several files (medical, legal, and general) for practice on its software. The software is free to download, and there are PDFs of the completed transcription to check your work, but there is no timing mechanism to check your speed.

Free Online Typing Tests for Transcription Practice

These free proofreading practice exercises are suitable for adults and children, including key-stage 4 pupils, keystage 5 pupils, high-school students, middle-school students, college students, university students and ESL students. And if you don't find these exercises particularly challenging, it could be you're a proofreading natural. Why not consider a career in proofreading?

20 FREE Proofreading Exercises! Ready To Download Right Now!

Applying checklists to transcription. What goes on a proofreading checklist? Everyone's list can and should be customized to fit their own needs, but these basics should always be included: Review the Account Specifics against the final report. Read the report without listening to the audio to check for medical and logistical sense.

Check Please: Proofreading Your Transcription Reports ...

Jennifer Della'Zanna has more than 20 years of experience in the healthcare industry, having worked as a medical transcriptionist, practice administrator, biller, and coding specialist. She writes courses and study guides on the use of technology in health care and regularly contributes to publications about health issues.

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Project 9: DERMATOLOGY -- Task 9-1 A: Fill In The Blanks Exercise -- Task 9-1B Medical Word Building Exercise -- Task 9-1C Multiple Choice Exercise -- Task 9-2 Proofreading Exercises -- Dermatology Transcription Tips -- Task 9-3 Cloze Exercises -- Cloze Exercise 1 SOAP Note_Report 5 -- Cloze Exercise 2 Clinic Note_Report 17.

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