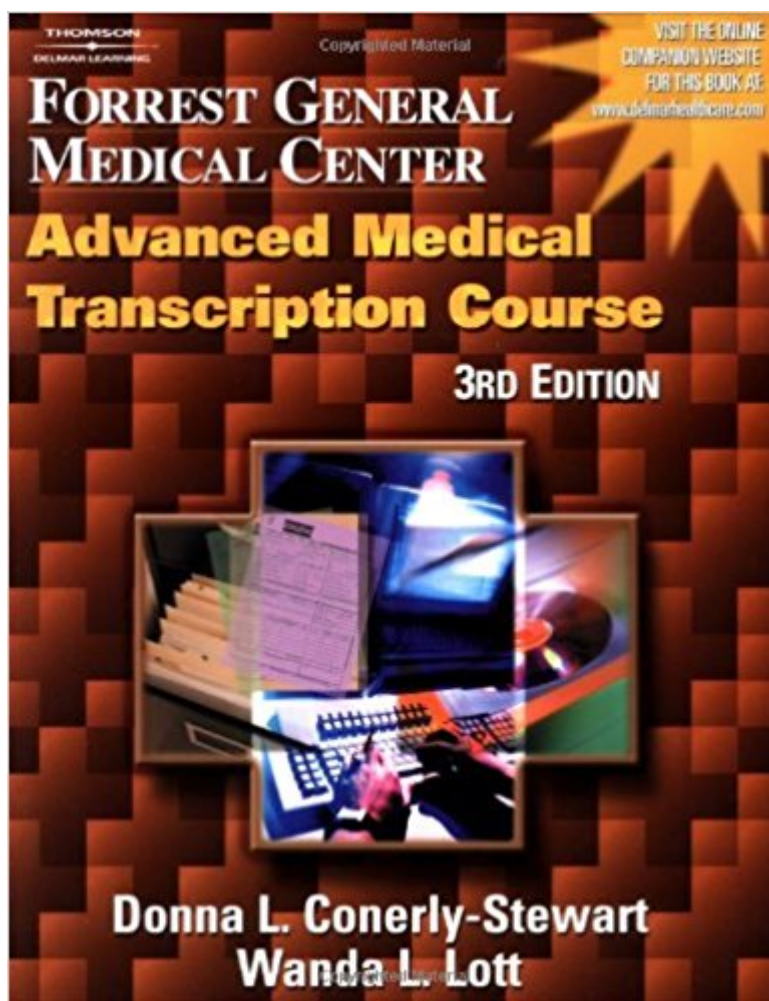




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Forrest General Medical Center Advanced Medical Transcription Course



Synopsis

The third edition of *Forrest General Medical Center* provides relevant, realistic learning materials for advanced medical transcriptionists. This book may be used in a traditional classroom setting or as a self-paced resource for practitioners who wish to upgrade their medical transcription and terminology skills. Whether you work in an allied health or court-reporting field, a medical office or a business office, this educational package presents learning activities that will develop and refine transcription skills to a competitive level. This book is organized by medical specialty; each chapter includes an overview of the specialty, relevant abbreviations, anatomic illustrations, important terminology and pronunciations, transcription tips, and useful web links. Each chapter also includes a critical thinking challenge that enhances the skills and professionalism of the advanced student. Audio transcription exercises are also available for practice with live dictation. The audio exercises are available in several different formats including audio tape and audio files you can download from the internet right to your computer!

Book Information

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NEPHROLOGY. CHAPTER 12 NEUROLOGY. NEUROSURGERY. CHAPTER 13 ONCOLOGY. CHAPTER 14 PSYCHIATRY. CHAPTER 15 OPHTHALMOLOGY. CHAPTER 16 PLASTIC SURGERY. CHAPTER 17 HEMATOLOGY. INFECTIOUS DISEASES. CHAPTER 18 PEDIATRICS. NEONATOLOGY. CHAPTER 19 DENTISTRY. ORAL SURGERY. CHAPTER 20 CRITICAL-THINKING. DECISION-MAKING ACTIVITIES : INTRODUCTION. SECTION I: TRANSCRIPTION EXERCISES ON AUDIOTAPE. SECTION II: REALISTIC ON-THE-JOB DILEMMAS. SECTION III: PROOFREADING EXERCISES. APPENDIX CONTENTS: FREQUENTLY USED DRUGS. MEDICAL INSTRUMENTS. LABORATORY TESTS. TYPES OF SUTURES AND SUTURE MATERIALS. ANESTHETIC AGENTS. TYPES OF DRESSINGS. TYPES OF INCISIONS. OPERATIVE POSITIONS. MEDICAL PREFIXES AND MEANINGS. MEDICAL SUFFIXES AND MEANINGS. MEDICAL COMBINING FORMS AND MEANINGS

Donna Stewart, Ed.D., holds the title of Professor Emeritus from The University of Southern Mississippi. Her career spanned 32 years teaching Business Technology Education, during which time she also served for 5 years as an administrator. Part of her teaching responsibilities included designing and teaching beginning and advanced medical transcription courses to court reporting majors. As part of a professional internship program offered by the university, she worked part time in three medical offices; as a result, she later contracted with a large hospital in Hattiesburg, MS, to train medical transcriptionists. Dr. Stewart is a member of the Association for Healthcare Documentation Integrity (AHDI). She serves with the Accrediting Council for Independent Colleges and Schools as team chair for institutional visits. She resides in Hattiesburg, MS, where she enjoys spending time with her two grandchildren.

The training material will hopefully give me information needed to pursue a career in Medical Transcription. I am currently studying the first book. This particular book, Forrest General Medical Center Advanced Medical Transcription Course, I have not used yet. I have done transcription before for a legal group and wanted to pursue the medical records field. The book is full of information that I will use when I begin medical transcribing.

I like the book but had to send it back because my school sent me the same copy. If it hadn't been for that I would have kept the book. Its was used but in great shape.

This was a wonderful transcription study/test guide. I was taking a course that had switched books

in the middle of my course so I needed this to finish -- very helpful and great transcription dictations to transcribe!! Not all easy ones.....ESL !!! very difficult!!

Didn't come with CD, even though it was marked new.

This book was just as described. Perfect, like brand new condition. Not a mark on it anywhere. Cover totally intact.

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