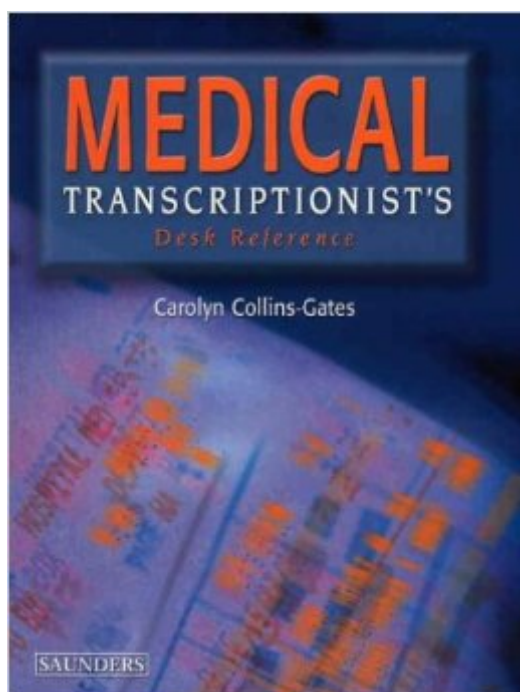


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# Medical Transcriptionist's Desk Reference, 1e



## Synopsis

This highly useful reference provides essential information that makes the task of transcribing medical reports easier and more efficient. Organized by the type of problem or issue transcriptionists are likely to encounter on the job - and written by an experienced, well-known medical transcriptionist - the format of this book is designed to significantly reduce "down time" spent researching information. It follows the AAMT style guidelines and provides quick access to facts related to anatomy, general medical terminology, and various medical specialties. Intuitive, problem-based organization presents information by type of problem or situation that transcriptionists are likely to encounter, for fast, efficient reference. A broad scope provides just the right amount of information for answers to the most common issues that most medical transcriptionists encounter. Authored by a well-known and respected professional, her expertise gives the reader confidence in the value, accuracy, and relevance of the material. Written to specifically reflect the AAMT style guidelines, for a direct tie-in with the accepted national standard. The best "first reach" book for time-saving and accuracy - it often provides the answer immediately, or otherwise directs the user to the next level search.

## Book Information

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## Customer Reviews

This is a must have for any transcriptionist (newbie or experienced). The information in the book is useful and easy to understand. The book provides valuable information such as frequently used lab

tests, medical terminology, and physical exam terms. This books help cut down on research time when you are stuck on trying to figure out "What in the world did he/she say"!!!!

I always look for ways to make my job quick and easy. With 3 boys I need to make money fast. I keep one book on my desk and it is this one. This book seems to have the common and most used terms that the typical doctors office's use as well as the things you don't hear very often from the special fields of medicine. This is absolutely the easiest reference guide I have found yet. Do yourself a favor, buy this one. It is well worth it and will definitely cut down your research time.

This book has a lot of good and useful information right at your finger-tips. I would suggest this book to anyone in the transcription feild. This book has sample reports, do's and don'ts to follow, terminology, medications, ect. The book is fast and efficient!

If you have a bit of experience, I think this book is too basic. I've had the book for three weeks now, and I have found only one answer to my "What did he say" questions in it. The lab section is useful, however, especially since it lists normal values for many of the common tests.

My wife bought this book to use as she is going through medical transcriptionist training. I thought I would let her write the review. This book is very well organized! All it takes to find what you need quickly is a look at the table of contents, everything is detailed and written out to let you go to the correct page without having to go to the beginning of the chapter and work your way through it until you find what you are looking for. She has a section for each body system and labeled illustrations also. There is a brief chapter on medical terminology which is good for a quick glance. She has samples of reports to refer to, the only thing is that she wrote this book in 2003 and in 2005 a Book of Style 3rd edition came out with a few changes-not a whole lot though. There is a section on commonly confused words and their definitions that is good for a quick, easy glance. She has lists of commonly used drugs and they are organized by what they are used for. There are plenty of blank pages in the back for your own notes. I am still in training but I think that this book will be very helpful as I progress and eventually get a job. I can use it already in my studies somewhat. Overall I find this a very helpful book that is well worth the money.

I have 40 years of experience, yet once in a while something comes up that you have never heard of before or it is said so infrequently you don't quite remember. This reference is great - easy to use

and so informational. Excellent helper.

As a student I learned early on that anything that you can get your hands on would help you in your career path. As a student, attaining an AA degree in Medical Transcription, I found this book to be so very helpful, with much information, that was not only easy to understand, but even easier to follow. When you can obtain a reference manual that you will actually have sitting on your desk during transcribing, but knowing that you will use it in your job career path. I found this to be one of the best purchases that I have made, and I have spent almost 1,000.00 on books, manuals, references, and some DVD disks that will help me to make the very best decisions when I am employed and in my education, you cannot say anything bad about the this book. I absolutely love it!

Twila J. Rich  
Honors Student  
Kaplan University Online  
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