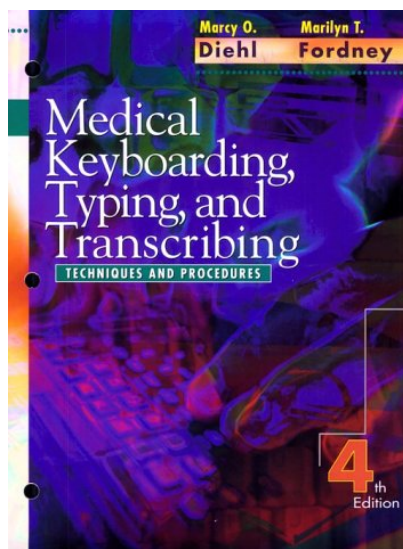


!Best Medical Keyboarding, Typing, and Transcribing: Techniques and Procedures, 4e PDF



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by By Marcy O. Diehl BVE CMA-A CMT AHDI-F, Marilyn Fordney CMA-AC

This worktext has been completely updated to reflect the medical transcription field of today. Every aspect of transcription is addressed, with emphasis on proper English grammar as it applies to medicine, formatting and editing skills, use of supplemental materials, legal issues, career opportunities, and equipment. All examples and review tests use actual medical dictation illustrating the content and format of medical transcripts. A reference section consists of perforated pages that may be incorporated into the reader's personal transcription notebook. Companion software has also been added to provide additional "hands-on" practice and experience.

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!Best Medical Keyboarding, Typing, and Transcribing: Techniques and Procedures, 4e Review

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