

OAD 212: Medical Transcription

This course is designed to orient students to standard medical reports, correspondence, and related documents transcribed in a medical environment through classroom instruction. Emphasis is on transcribing medical records from dictated recordings. Learn/maintain standards of ethical/professional conduct. Upon completion, the student should be able to accurately transcribe medical documents from dictated recordings.

hours: 3

Prerequisites:

OAD 103

Program: Office Administration