



# Essentials Of Medical Transcription: A Modular Approach, 2e

*Cynthia Destafano BSBa RT(R), Fran M. Federman MSED*

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In this hands-on introductory text, scenario drills and realistic simulations help the reader gain confidence and develop marketable skills for a career in medical transcription. The modular, building-block approach reinforces basic concepts as the material progresses. A unique Error Analysis Chart points out common and recurring mistakes so readers can learn to avoid these errors. A motivating Production for Pay Summary sheet is linked to a grading grid, so net words of production are calculated to monetary value and students experience the real-world accountability of earning a pay check. The updated CD-ROM is easier to use and more closely tied to the book content, and it now contains the audio transcriptions that are included on the accompanying audio tapes. Instructor resources are available; please contact your Elsevier sales representative for details.

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- Emphasizes interactive skill building and simulations through activities in medical terminology, proofreading, and transcription.
- Features a unique and motivating Production for Pay Summary sheet linked to a grading grid, where net words of production are calculated to monetary value.
- Features a unique Error Analysis Chart to categorize and track undetected errors for each document, so students and instructors can note the occurrence of repeated mistakes and prescribe a remedy for each type of error.
- Narrative and corresponding transcripts comply with the AAMT Book of Style.
- The CD-ROM has been significantly updated in programming, design, and ease of use. It also allows for use of a foot pedal that is integrated with the computer, which eliminates the need for a transcription machine.
- The book's design has been improved in order to make the presentation easier to follow.
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