

MEDICAL TRANSCRIPTION TRAINING PROGRAMME

www.transorze.com
www.transorzeacademy.com



GET A FLEXIBLE CAREER IN MEDICAL DOCUMENTATION; MEDICAL TRANSCRIPTION

Let's break the conflict between working time and family time. Transorze offers you a pliable career that allows you to work in your convenient time...

WHAT IS MEDICAL TRANSCRIPTION?

Medical Transcription is the fundamental procedure of medical documentation. Medical Transcriptionists are the ones who prepare the basic medical reports/ medical charts of a patient which are also known as Electronic Medical Records (EMR). Medical Transcription comes under the Healthcare BPO sector and is the process of conversion of the audio files of healthcare professionals to a document in text format.

Medical Transcription is mainly outsourced by developed countries such as the USA, UK, Australia to Third World Countries like India and Philippines. Apart from allowing the doctors to focus on "patient care", outsourcing the documentation process proves to be much more cost effective as the salaries are much lower in the developing countries as compared to the developed countries.

India is the most preferred destination as English is the second language here. Also India is the largest democracy which is stable and is considered to be a very safe place. Indians are known to be tech-savvy, hard working, and sincere.

ADVANCED MEDICAL TRANSCRIPTION

Transorze provides an opportunity for those who completed a Medical Transcription course and have a long gap without practice. Those who are having a career break also can avail

this opportunity. You can complete this course in just 45 days. All additional support from Transorze, including placement assistance will be provided with the certificate.

SKILLS TO BE ENHANCED

As medical transcription is a conversion process of audio files to text documents, the most needed skill is typing, with speed and accuracy. The audio files are commonly recorded in English, by foreign doctors. Thus the transcriptionists need to improve their listening skills. Transorze always provides the perfect platforms to enhance the adequate skills for each candidate, both theoretically and technically.

WHY SHOULD YOU CHOOSE MEDICAL TRANSCRIPTION AS A CAREER

Medical Transcription is a unique blend of Medical & IT field which provides excellent career opportunities to all aspiring candidates from non-medical and non-IT background as well. Medical Transcriptionists find that the flexibility of their careers allows them to enjoy a great work life balance without diluting their lifestyle. As per NASSCOM, Medical Transcription has the potential to generate 160,000 job opportunities annually and attain revenue of Rs. 9,000 Cr per annum. An average Medical Transcriptionist can earn an annual salary of Rs. 3.5 Lakhs within a few years of starting their career

WHO CAN BE A MEDICAL TRANSCRIPTIONIST

Medical Transcription provides excellent job opportunities to all starting from plus two students, to graduates, to healthcare professionals, to retired professionals. The most attractive and flexible factor of learning Medical Transcription is, there is no age limit. One can complete the course in four to six months according to their typing practices.

OUR AFFILIATIONS AND ACCREDITATIONS

- ISO 9001: 2015 Certified
- Training partners of NSDC
- Corporate members of AAPC
- Compliant with HIPAA & AHIMA
- Compliant with HIMAA
- Registered member of MSME & CII
- Compliant with AHDI
- Training partners of DDUGKY & PMKVY



SYLLABUS

Anatomy & Physiology

- Basic knowledge on human body structure & systems
- Medical Terminology
- Language of medicine

Typing Software

- Posture & touch typing
- Attain typing speed & accuracy
- Learning Management System (LMS)
- Unlimited audio files from foreign doctors
- Enhancing listening skills
- Learning US/ UK accents
- Preparation of medical documents

Soft Skill Training

- Interview preparation
- How to make resume
- Personality Development & interpersonal skills

WHY TRANSORZE?

- Transorze is a coveted name in the arena of medical transcription training.
- Unique VC (Virtual classroom)•
- Specially designed program
- Experienced trainers with collective experience of 100 years•
- Monthly contact classes by industry experts•
- Unique Audio, visual training materials•
- Focus on operative reports•
- Special classes in communicative English•
- On-Job-Training•
- 100% placement support