

## OAD 213: Adv. Medical Transcription

This course is designed to develop skill in the transcription of documents generated in the medical office through classroom instruction and outside lab. Emphasis is on diagnostic studies and laboratory, radiology, and pathology reports. Upon completion, the student should be able to demonstrate proficiency in the preparation of a variety of reports and forms used in the medical environment. Students must complete this course with at least a "C" average.

**Credits:** 3

**Prerequisites:**

OAD 212 or permission of instructor.

**Program:** [Office Administration](#)