Medical Transcription

Department: Allied Health
Degree: Diploma/Certificate
Entry time: Fall
Length: 2 semesters

- **Program Description**
  Increasing requirements for patient care documentation provide numerous opportunities for medical transcriptionists. Physicians and other health care providers use state-of-the-art electronic technology to dictate and transmit highly technical and confidential information for their patients. These medical professionals rely on skilled medical transcriptionists to transform the spoken word into comprehensive records that accurately communicate medical information.

  In Kirkwood’s Medical Transcription program, students learn medical language and health care documentation. In addition, they are taught how to interpret and transcribe dictation by physicians and other health care professionals regarding patient assessment, therapeutic procedures, clinical courses, diagnoses and prognoses.

- **Sample Classes**
  - Basic Anatomy and Physiology
  - Introduction to Health Information Technology
  - Legal Aspects of Health Information
  - Medical Terminology
  - Professionalism in Medical Transcription
  - Medical Transcription
  - Elements of Pharmacology
  - Introduction to Pathology
  - Introduction to Math
  - Career Medical Transcription
  - Communication for Health Care Professionals

- **Scholarships**
  Kirkwood will help you pay for college! Kirkwood awards more scholarships than any other community college in Iowa. For more information and to apply, visit [www.kirkwood.edu/scholarships](http://www.kirkwood.edu/scholarships).

- **Career Opportunities**
  - Physicians offices
  - Medical transcription businesses
  - Rehabilitation centers
  - Legal offices
  - Insurance companies

  For gainful employment information, including graduation rates, the median debt of students who completed the program and other information, visit [www.kirkwood.edu/gainfulemployment](http://www.kirkwood.edu/gainfulemployment).

- **at a glance**
  - The transcription program utilizes the latest technology and techniques that develop students into job-ready graduates.
  - Small class sizes that contribute to a better understanding of the curriculum.
  - Students get experience with emerging technologies and medical document trends to increase their knowledge of the profession.
  - Passionate faculty who care about student success.
  - Graduates get the chance to work in an important area of the medical field.