

# Medical Transcription Editor

## INDUSTRY FACTS



### What do medical transcriptionists and editors do?

Medical transcription professionals play a key role in providing accurate medical records. The industry is evolving to include two important and distinct roles:

- **Medical transcriptionists** who type (or transcribe) the dictations of doctor patient interactions, creating the reports that are included in patients' medical records.
- **Medical transcription editors** who are specialized medical transcriptionists focused on correcting and editing the written reports generated by speech recognition software, which electronically transcribes dictations into text.

### Where do medical transcriptionists and editors work?

Medical transcription is primarily a work-from-home occupation, giving you the opportunity to have a professional career from the comfort of your own home. Most healthcare providers outsource their medical transcription work to national healthcare documentation companies, which hire medical transcription professionals from all over the country to transcribe and edit the records from their homes in an online, virtual work environment.



### How much do medical transcriptionists and editors earn?

Medical transcription professionals are compensated in several different ways, and the amount each individual earns varies with employer and experience level. However, these professionals are usually paid on a production basis, and the U.S. Department of Labor reports that medical transcriptionists earn about \$37,550 a year.\*

\* Bureau of Labor Statistics, U.S. Department of Labor. "Medical Transcriptionists" Occupational Outlook Handbook. Accessed April 22, 2025.

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## PROGRAM DETAILS

### Prepare For A Better Job

Train affordably without sacrificing quality. This program's comprehensive training was developed by industry professionals with years of experience – specifically designed to help you prepare for the Registered Healthcare Documentation Specialist (RHDS) exam.

- Gain the skills of both a medical transcriptionist and a specialized medical transcription editor
- Simulate the real world by training you on hundreds of authentic physician dictations
- Prepare for the future of the industry as it relies more on speech recognition technology
- Train to begin working from home immediately upon completion

### Learn At Home

Online training minimizes the challenges of taking time out to return to school. The online training format offers distinct advantages:

- Study on a schedule that fits your life
- Progress at a pace that matches your learning style
- Enjoy the flexibility to adjust the time and effort you devote to your coursework each day

### Achieve Success With Live Learner And Career Support

Our AHDI-approved training is designed to help you accomplish your goal of getting a job. In addition to employer-trusted training and online flexibility, you'll have one-on-one access to three support teams—learner support, technical support, and career support—to ensure you can complete your training and prepare for a better future! All of these teams are committed to helping you:

- Complete your training quickly
- Prepare for industry certification
- Successfully move into the workforce

### Program Modules

Module
Program Orientation
Medical Transcription Editing Industry
Technology and the Medical Professional
Medical Word Building
Grammar and Punctuation
Anatomy, Pathophysiology, and Disease Process – Block 1
Anatomy, Pathophysiology, and Disease Process – Block 2
Mastering Medical Language
Pharmacology
Healthcare Documentation
Diagnostic Reports
Focus on Medical Specialties
Introduction to Transcription
Transcription Clinic Notes
Transcription Acute Care
Transcription Advanced Acute Care
Editing Theory
Editing Clinic Notes
Editing Acute Care
Final Exam Preparation, Expectations, and Policies