**Medical Transcriptionist**

A certified medical transcriptionist is a medical language specialist who interprets and transcribes dictation by physicians and other health care professionals regarding patient assessment, therapeutic procedures, clinical course, and diagnosis. The information is used to document patient care and facilitate delivery of health care services. The primary skills necessary are extensive medical knowledge and understanding, sound judgment, deductive reasoning, and the ability to detect medical inconsistencies in dictation. They must also be aware of all standards and requirements that apply to the medical record, as well as the legal significance of medical transcripts.

**Medical records** -- Written record of a patient’s diagnosis, care, treatment, test results andprognosis

**Documentation** -- Recording in a medical record pertinent information concerning a patient