



# Medical Transcription Services of America

## THE MTSOA SOLUTION EDGE

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- **NO START UP COSTS**

There is NO CAPITAL INVESTMENT for equipment or software licenses.

- **EASY TO USE**

Intuitive and user-friendly.

- **COMPLETE END-TO-END ELECTRONIC SOLUTION**

Intuitive and user-friendly for physicians and staff. Eliminates analog tapes. Can be used with most Olympus digital hand-held recorders.

- **STATUS QUO FOR CLINICIANS**

Allow clinicians to continue to dictate via phone, digital recorder or computer while the organization achieves cost savings, electronic documentation, and electronic signature.

- **ON-LINE ACCESSIBILITY FOR STAFF**

Authorized users gain access to transcriptions anytime, anywhere. Staff or physicians can review, edit, and sign. All transcriptions instantaneously available online to authorized users, 7/24/365.

- **DATABASE MAINTENANCE**

The MTSOA system maintains a database of the physicians and others you communicate with.

- **INTERFACE TO EMR**

The MTSOA system can easily send a completed transcription to your Electronic Medical Record (EMR). We have developed interfaces to many EMRs using HL7 protocols and customized messaging.

- **HIPAA COMPLIANT**

Our applications have built in security that can be broken down based upon clinician, location and work type.

- **AUTOMATED FOLLOW UP FOR REFERRING CLINICIANS**

MTSOA provides numerous venues to route transcriptions to referring clinicians quickly, efficiently and professionally. Completed transcriptions can be printed for mailing or auto-faxed to recipients using your letterhead design.

*"Quote(s) from  
existing customer  
would go here."*

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## MTSOA IS YOUR TRANSCRIPTION SOLUTION

The MTSOA Solution is a suite of software applications that automates the entire process of dictation, transcription and documentation delivery and storage for medical facilities.

### WORKFLOW PROCESS UTILIZING WEB-BASED APPLICATIONS

#### **Step 1: Capture and route dictations ... three options**

Clinicians call our server to dictate. It can be programmed to prompt for patient ID, document type, location ID, etc. And it can be programmed to emulate the dictation commands for any dictation server. We also support several Olympus digital recorders for dictation using our platform. Or simply dictate via your computer. We will then securely move the dictation to our server over your existing Internet service.

#### **Step 2: Management to observe dictation and transcription process**

The backbone of our application manages the transcription process. It routes dictations to available transcriptionists based on document priority and turnaround time requirements, and can be customized to route based on expertise. It monitors the progress of the transcriptionist and a dictation can be quickly re-routed.

#### **Step 3: Enhancements during transcription process**

MTSOA's typing platform includes productivity enhancement features to facilitate production of high-quality, quick turnaround time transcription. Transcriptionists are connected into our servers to access the patient appointment and external Associates databases. Access is controlled with ID and passwords. Dictations are served to users based on specific criteria created by your staff during startup. MTSOA uses 128-bit encryption when delivering dictations or uploading transcriptions. All user information is encrypted for the short time it resides on the PC and users can only access information when logged into our servers.

#### **Step 4: End product review and completion**

When complete, the transcription is immediately available to medical staff. We have a workflow process that can be customized to your needs. It includes folders to review dictations prior to delivering to clinicians, clinician signature folder, and post signature folders for printing and other processes. When completed through the workflow folders, the repository keeps the transcription for future reference. Transcriptions can be uploaded to your Electronic Medical Record system using industry standard HL7 protocol or a customized interface. MTSOA can also deliver the transcription to your PC or Server in a Microsoft Word, RTF, or PDF format.



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