



ABOUT US

Medtranscripts is a leading provider of outsourced MT services offering world-class medical transcription services to hospitals & clinics. Medtranscripts has a well-located office space equipped with the latest facilities at the prime centre of Coimbatore, India. The company has the advantage of intelligence through experience and infrastructure to deliver high standards.

The Medical Transcription services provided by Medtranscripts are planned and handled by teams of qualified transcriptionists, editors and quality assurance personnel. And a software development team who provide the technology advantage to integrate our capabilities to understand and cater to client needs more precisely.

With the right combination of resources we have been consistent on our commitment to customer satisfaction on turn-around time and quality. We offer our services and support 24 hrs a day and 365 days an year.

SERVICES

At Medtranscripts we transcribe a wide range of dictations which may be classified under different medical reports. We provide our services to hospitals and multi-specialty clinics that may have volumes of dictations to be transcribed on a regular basis. We have a loyal clientele who have been appreciative of the quality and timely transcripts we deliver.

We also extend our services to individual and group of doctors who may require transcription services to keep track of their client's medical history to offer better diagnosis and treatment. We are inclined towards maintaining standing relations with our clients. In this period we create systems that synchronize well with their requirements.

We are HIPAA compliant and we maintain strict confidentiality of information. We have a streamlined process that has been enabling us to remain consistent in our **delivery standards**. And we offer the best of client interaction with round-the-clock support.

DELIVERY STANDARDS

Quality - Medtranscripts adopts a three-level quality assurance. The three-level transcription process at Medtranscripts ensures accuracy of every dictation taken up for transcription. Over and above, this process makes certain the consistency that we maintain in delivering accurate transcripts.

2/4 Ramakrishna Nagar, New Sidhapudur, Coimbatore, Tamilnadu, India. Postal Code: 641 044.

Phone: +91 422 4210046, 47.

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- **Error free Transcript:** Visual proofreading, electronic spell checking and grammar checking are carried out to make the transcript error free.
- **Revised Transcript:** Inconsistencies, discrepancies, and inaccuracies in the transcripts, if any are recognized and edited.
- **Final Transcript:** The transcripts are verified by QA personnel. In addition to these random checks are carried out at all levels.

Turnaround time- We provide our services within a short turnaround time, nevertheless our system is flexible system enough to provide you with much shorter turnarounds.

Cost-saving - The best of Medtranscripts services with all the essential features are priced competitively gaining you the access to world-class services without compromising on quality and time.

Security and Confidentiality – The transcription work outsourced to us are kept highly confidential. We adhere to HIPAA compliance. With necessary security features active, we provide security to every single data we receive from you, the data we work upon and the data we deliver. The employees of Medtranscripts be it Transcriptionists, Editors, or Management staff are bound through a confidential non disclosure agreement.

Our Capabilities

Infrastructure

Medtranscripts has a multi-storied office complex with an additional reserve of space for further expansion.

It features. . .

- Reliable High-speed Dedicated fiber-optic connectivity for communication purposes
- A standby ISDN internet connection
- Branded Servers, PCs and backup storage devices
- Networking components from Cisco & Avaya
- Uninterrupted Power Supply
- Backup power storage devices and power generators to meet power requirements in case of power failures
- Lively work environment with classy interiors
- In-house library with a wide range of books, CDs and reference materials

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Manpower

Medtranscripts has highly qualified and technical manpower as its greatest asset. The Management team is lead by Mr.Prem Kumar who has more than 10 years of corporate experience in areas like IT, Networking and Security, Human Resource Management and Training. And our production team consists of Medical Transcriptionists, Editors, and Quality Assurance personnel. The MT's have an average experience of 3 years.

Medtranscripts has continual recruitment and training programs through which graduates and post graduates with the right skill-set and attitude are absorbed. The transcriptionists are short listed through a stringent selection process and are taken through extensive training modules before they become a part of the production team. The training program lays greater emphasis on 'quality within time'.

At Medtranscripts we foster industrial interface through Continuing Education Programs. These programs are designed by a group of Professors, Medical Practioners, experienced Editors and Software Professionals and are carried out in a phased manner to make sure that the transcriptionists are well aware of the latest developments in the Health Care and BPO industry.

Expertise (can be provided by suitable images)

The specialties we handle include: Orthopedics, Cardiology, ENT, Radiology, Pediatrics, Podiatry, OB/GYN GI/GU Infectious disease, Physical medicine & rehab, etc

The Medical reports we handle include: SOAP notes, Clinic notes, History and physical Progress notes, Discharge summary, etc

Strengths – (can be used as highlight points in the inner pages)

- **Assured Turnarounds**– generally short
- **Uncompromising Quality** – through a three-level quality assurance system
- **High Production capacity** - that meets demanding needs
- **Human Potential** - with necessary skill-set and years of experience
- **Infrastructure** - with the right combination of resources

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