The AMA Medical Audio Typing unit was specifically designed for individuals who wish to learn the correct methods of presenting medical data in documents and how to transcribe audio dictation to produce accurate texts. This unit is a great follow on for those who have completed our highly regarded Medical Reception Course.

**Study Modes**
- Online – via our online student portal

**Outcome**
- The following nationally recognised unit of competency:
  - BSBADM303 Produce texts for audio transcription

**Duration**
- Online – Approx. 15 hours in total

**Entry Requirements**
- There are no specific entry requirements for this Qualification, though appropriate language, literacy and numeracy skills are expected.
About the Medical Audio Typing Unit

The Medical Audio Typing unit will equip you with the skills to present medical data and transcribe audio dictation correctly to produce accurate texts.

Highly regarded by industry professionals, this unit is designed for those who wish to develop their career in the health and allied health sectors.

This unit is a popular add-on to our Medical Reception Course, the successful completion of which provides participants with the necessary knowledge and skills required to apply for entry-level roles.

Course Fees

- Online Delivery $200

Payment due prior to course commencement.

Course Content

<table>
<thead>
<tr>
<th>Subject</th>
<th>Course Content sample</th>
<th>Study Mode</th>
<th>Duration</th>
</tr>
</thead>
<tbody>
<tr>
<td>Produce texts for</td>
<td>Medical Reports, Theatre Lists, Agendas, Memos,</td>
<td>Online</td>
<td>15 Hours</td>
</tr>
<tr>
<td>audio transcription</td>
<td>Advertisements, Forms and Letters</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

How to Enrol

Please contact AMA Training Services via

Web www.amatraining.edu.au

Phone 1800 248 292

Email training@amawa.com.au

Head Office

12 - 14 Stirling Highway

Nedlands, Western Australia 6009

Follow Us