



*AMA008*  
***Medical Audio Typing***

Proudly developed by the AMA



**Suited for**

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.

# Develop your career and *stand out* with *Australia's best* medical training courses

## ***Why Study with the AMA?***

The AMA is Australia's peak body representing doctors, medical students and the health sector in general. When you study with AMA Training Services you will have access to a rich learning environment, industry experienced trainers, high quality training materials and a friendly team geared to supporting your learning journey. Our courses are developed with our in-depth understanding of what the health industry is looking for in its workforce.

## ***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***

| <b>Subject</b>                        | <b>Course Content sample</b>  | <b>Study Mode</b> | <b>Duration</b> |
|---------------------------------------|---|-------------------|-----------------|
| Produce texts for audio transcription | Medical Reports, Theatre Lists, Agendas, Memos, Advertisements, Forms and Letters | Online            | 15 Hours        |

## ***How to Enrol***

Please contact AMA Training Services via

Web [www.amatraining.edu.au](http://www.amatraining.edu.au)

Phone 1800 248 292

Email [training@amawa.com.au](mailto:training@amawa.com.au)

## ***Head Office***

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