

Article published on August 22nd 2012 | Business

Healthcare entities continue to outsource transcription and other non-core office processes in view of the many benefits dedicated partnering firms offer them. Outsourcing is in fact the proven solution that will restrain businesses from exhausting their resources, while enjoying superior work quality and excellent streamlining of business processes. However, if you are considering outsourcing your transcription jobs, choosing the right medical transcription company should be the prime consideration.

Take the Following Factors into Account

 $\hat{a} \in \phi$  As a first step, compare various medical transcription outsourcing companies. Prepare a list of possible service providers from the internet, or ask your friends or colleagues. Then contact these companies personally or by phone and compare their offerings. While comparing the providers of medical transcription services look at their professional credentials, their pricing structure and find out whether they have worked with a client facility the same size as yours. A medical transcription firm that is highly recommended by other firms should be considered as the potential partner in your business.

 $\hat{a} \in \phi$  The more experienced, the better the performance of the company would be. A company without ample years of experience may not be able to ensure the quality output you are looking for. Always associate with an experienced and reliable medical transcription service provider to avail of competent solutions at affordable rates.

• Besides having years of experience in transcribing different dialects and terminology, a medical transcription company should have a quality auditing system in place. Those firms with good auditing system should be able to consistently achieve 99 percent accuracy. Enquire about their QA process. Existence of multi-level processes involving professional editors and proofreaders guarantees the reliability.

• Choosing a transcription firm having a lot of clients is a wise decision. The company with more customers can provide you with comprehensive transcription solutions.

## HIPAA Compliance, Flexibility and Cost-effectiveness

Ensure that your chosen transcription firm follows HIPAA norms and regulations, thus offering guaranteed security of the patient†s health related information. With such a firm, you can stay assured that your patient data will remain confidential. Choose those firms that charge you per line instead of per minute or per page. Find a service provider that offers a turnaround time that meets your requirements. When choosing a medical transcription company to suit your needs, consider whether the services offered are flexible and that they would offer customized medical transcription services. Ask the transcription company what cost benefits you would get by outsourcing to them. You can also ask the transcription firm to give you references. Contact these references to ensure that they are genuine.

Follow the above tips and make the right choice of a medical transcription company.

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MTS Transcription Service - About Author:

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Article Keywords: / Medical Transcription Company, medical transcription companies, medical transcription, transcription services

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