

Front
6.75x4 folding to 2.25x4

| SPEECH THERAPY | |
|------------------|------------------------------|
| 901 | Speech Therapy Evaluation |
| 904 | Speech Therapy Progress Note |
| 905 | Modified Barium Swallow |
| 908 | Speech Therapy Discharge |
| NEURODIAGNOSTICS | |
| 481 | Neurodiagnostics Report |
| 484 | EEG Report |
| 485 | EMG Report |
| 486 | Evoked Potential Report |

TO REVIEW MEDICAL DICTATION

Patient account number is required

1. Call (719)591-4444
2. Enter your 4-digit physician ID #
3. Press "*"
4. Press "1" to get into review mode
5. Press "1" to review by account number
6. Enter the 10-digit account number.
7. If more than one report is available on the same patient, press "5" to play the next report

Key Pad Functions for Dictation and Review

- | | |
|---|--|
| 1 Listen | 6 Go To End |
| 2 Dictate, resume dictation | 7 Fast Forward |
| 3 Rewind | 8 Go To Beginning |
| 4 Pause | 9 Disconnect |
| 5 End Report | 0 Press during dictation to prioritize report. |
| ## Hear job number, press 2 to resume dictating | Press 2 to resume dictating. |

CRITICAL STEP: Identify yourself, the report type, spell patient's first and last name, include patient's DOB, and state the patient's 12-digit account number. Dictators requiring supervising physician signature must state clearly, at the beginning of the dictation, "dictating for" and then give the supervising physician's name.

**Please do not dictate from cell phone!*

Penrose-St. Francis
Health Services
Centura Health.

For Assistance Call:

HIM 719-776-5269 (option 2) OR Medquist at 1-888-Dictate (1-888-342-8283)

Dictation Instructions

To access the Dictation System, call (719) 591-4444 and follow the message prompts. Direct toll-free Medquist dictation line 1-866-376-4384 available as an alternative

1. 4-digit Physician ID Number. If you have a 3-digit number, use 0+your number (0123)
2. Enter the 3-digit report type.
3. Enter the 10-digit account number
4. After all numbers have been entered, you will hear "Press 2 to dictate." You will then hear a ready tone.
5. Press "9" at end to disconnect.

Inside
6.75x4 folding to 2.25x4

Report Types

| General | |
|-------------------|----------------------------|
| 100 | History & Physical |
| 101 | PreOp History & Physical |
| 102 | Operative Report |
| 103 | Consultation |
| 104 | Progress Note |
| 105 | Procedure Report |
| 108 | Discharge Summary |
| 201 | ED Report |
| 209 | Urgent Care Report |
| 609 | Pain Clinic Notes |
| 799 | Wound Center Visit |
| OBGYN | |
| 545 | Delivery Report |
| CARDIODIAGNOSTICS | |
| 220 | Echocardiogram |
| 221 | Treadmill |
| 222 | 24-Hour Holter Monitor |
| 223 | Stress Echocardiogram |
| 224 | Tilt Table Test |
| 225 | Cardiac Diagnostics Report |
| 230 | Cath/Invasive Procedure |
| 231 | Cardioversion Report |

| DIAGNOSTICS | |
|-------------------------|---------------------------------|
| 685 | Pulmonary Procedure Note |
| 686 | Bronchoscopy |
| 687 | Pulmonary Function |
| SPECIALTY CONSULTATIONS | |
| 213 | Cardiology Consultation |
| 273 | Critical Care Consultation |
| 293 | Dermatology Consultation |
| 313 | Endocrinology Consultation |
| 333 | ENT Consultation |
| 353 | Gastroenterology Consultation |
| 373 | Hospitalist Consultation |
| 403 | Infectious Disease Consultation |
| 443 | Neonatology Consultation |
| 463 | Nephrology Consultation |
| 483 | Neurology Consultation |
| 503 | Neurosurgery Consultation |
| 523 | Nutrition Consultation |
| 543 | OB/GYN Consultation |
| 813 | Oncology Consultation |
| 583 | Ophthalmology Consultation |
| 563 | Orthopedic Consultation |
| 623 | Pediatric Consultation |
| 643 | Perinatology Consultation |

| 663 | Podiatry Consultation |
|------------------------|---------------------------------|
| 833 | Psychiatric Consultation |
| 813 | Radiation Oncology Consultation |
| 713 | Rheumatology Consultation |
| 733 | Surgical Consultation |
| 753 | Transplant Consultation |
| 773 | Urology Consultation |
| 243 | Vascular Consultation |
| 793 | Wound Consultation |
| 813 | Radiation Oncology Consultation |
| BEHAVIORAL HEALTH | |
| 840 | Outpatient Behavioral Health |
| 841 | Psychological Services Report |
| PHYSICAL THERAPY/REHAB | |
| 861 | Physical Therapy Evaluation |
| 864 | Physical Therapy Progress Notes |
| 868 | Physical Therapy Discharge |
| 931 | Rehab Functional Capacity |
| 911 | Audiology Assessment |
| OCCUPATIONAL THERAPY | |
| 881 | Occupational Therapy Evaluation |
| 884 | Occ. Therapy Progress Note |
| 888 | Occupational Therapy Discharge |

Continues on reverse