

Breyah Holobaugh

Medical Transcriptionist

Profile

I have over three years of experience as a medical transcriptionist. In that time, I have gained an extensive knowledge of medical terminology and the various styles of documentation used by different healthcare providers. My typing speed is 60 wpm with 100% accuracy, and I am able to work independently with little supervision. I am also proficient in using Microsoft Office applications such as Word and Excel.

Employment History

Medical Transcriptionist at Precision Transcription, AL

Jun 2022 - Present

- I increased my typing speed by 15 wpm within 6 months of starting the job.
- I completed an average of 2000 lines per day, while meeting a 98% accuracy rate.
- I was promoted to lead medical transcriptionist after only 1 year on the job.
- I successfully trained 2 new employees in company policy and procedures.
- I implemented a new system for organizing patient files that decreased retrieval time by 30%.

Medical Transcriptionist II at , AL

Sep 2019 - May 2022

- Completed daily work assignments with 98% accuracy.
- Trained 2 new medical transcriptionists.
- Edited and formatted document templates for the department.
- Created macros to increase efficiency in transcribing reports.
- Attended 10 continuing education courses on medical terminology.

Education

Certificate in Medical Transcription at Auburn University, AL

Aug 2015 - May 2019

Some skills I've learned are medical terminology, anatomy and physiology, pathophysiology, pharmacology, and English grammar.

Certificates

Registered Medical Transcriptionist (RMT)

Sep 2020

Certified Medical Transcriptionist (CMT)

May 2019

Memberships

American Association for Medical Transcription

Association for Healthcare Documentation Integrity

Details

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Links

[linkedin.com/in/breyahholobaugh](https://www.linkedin.com/in/breyahholobaugh)

Skills

Medical Terminology

English Grammar and Punctuation

Listening Skills

Typing Speed and Accuracy

Computer Literacy

Knowledge of Medical Record Documentation Guidelines

Transcription Equipment Operation

Languages

English

French

Hobbies

Listening to music

Organizing

Cooking