

# HIPAA Implementation Case Studies: Medical Transcription

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Healthcare Documentation Solutions

# Why dictation and transcription?

- Impact of dictation and transcription on healthcare documentation
- Common scenarios

# The Invisible MT Market

- Size
- Diverse environments

# Business Associate vs. Clearinghouse

- How to determine where you fit
- What to do if you are a business associate
- What if you are a clearinghouse?

# De-identified Information

- Is there such a thing?
- Can it be applied to dictation and transcription?

# Delivery of Transcribed Documents

- In-house scenarios
- Common physician office practices
- Delivery by courier
- Electronic delivery

# Storage and Retrieval

- How are your records stored?
- Where are records stored?
- Who has access?
- If an outside business, how long does the business keep the record before deleting it, or does the business delete it at all?

# Minimum Necessary vs. Reasonable

In the world of dictation and transcription,  
what is the minimum necessary and  
what is reasonable?



# Contracts

- Full disclosure
- Hold harmless
- Indemnification
- Can medical transcription be done offshore?

# How to Reduce Your Risk

- Know the MT business
- Choose your business associates carefully
- Require full disclosure from MT businesses
- Consider requesting a site visit
- Be prepared to negotiate with MT businesses
- Partner with MTs to provide solutions to implementation

# Questions?

Thank you!

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