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Basic Medical Terminology

(Pre-med) - Part 2

Includes: Worksheets and Quizzes



Study the medical abbreviations for J, K, L, & M terms.

Refer to the medical terms below to complete the worksheet and quiz.

Abbreviation	Meaning
J	Joint
KCl	Potassium chloride
Kg	Kilogram
KUB	Kidney, Ureter, Bladder (x-ray)
KVO	Keep vein open
L	Liter
L	Left
LSD	Labor & delivery
Lat	Lateral (side)
lb	Pound
liq	Liquid
LLQ	Left lower quadrant
LMP	Last menstrual period
LOC	Level of consciousness, laxative of choice
LUQ	Left upper quadrant
MA	Medical assistant
mcg	Microgram
MD	Medical doctor
mEq	Milliequivalent
mg	Milligram
Mg	magnesium
MRSA	Methicillin resistant Staphylococcus aureus



Medical Transcriptionist ROBERT SMITH

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Alabama

Objective

12 years of experience as a Medical Transcriptionist. Looking to obtain a position which will require me to utilize my computer knowledge, strong personal skills, organizational abilities, and business experience as well as a position in which my customer service, personal, clerical and general office skills will contribute to greater efficiency and productivity.

Skills

Microsoft Office Suite 2012, Transcription Medical, and Legal, Legal Research, Medical Billing, and Coding, Basic Spanish.

Work Experience

Medical Transcriptionist
ABC Corporation - August 2013 - July 2018
Specialized in record retrieval, billing, management, nurse analysis, audit, regulatory compliance services helping clients in the legal, pharmaceutical, government, insurance and healthcare industries accomplish and overcome their business challenges.
Transcribed legal nurse reviewers digital dictation of medical records into comprehensive typed documents.
Transcribed legal nurses reviews notes into well organized and accurate type written documents in pre-approved format per project requirements.
Detected any discrepancies in dictation and highlights for nurse review on the work product.
Transcribed complex medical terms and ensured that the meaning of the reports were accurate.
Upload completed, digital segments into the database for review and merging, ensured deadlines were met.
Responsible for billing all time worked into MRC time and billing software according to project specification analyzed medical records.

Tax Consultant

ABC Corporation - December 2006 - July 2015
Responsible for all computers generated tax forms (ie 1040, 1040a, 1040ez, and etc.)
Liaised with any finance/accounting department to gather sufficient information, being able to analyze tax risks for multinational companies.
Conducted efficiently in tax return forms to assist global clients in oil and gas, manufacture fields on monthly and/or quarterly basis.
Maintained portfolios of tax due diligence with updated projections.
Assisted tax manager to prepare worldwide income tax for expatriates included foreign tax credit and dual taxation.
Prepared and electronically filed the s and other related schedules.
Worked with clients in providing the necessary documents for the tax agencies when required.

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