NUANCE

eScription One ASR Structured Items —Quick Reference Card

Menu bar: File | Home | Transcription | Data | Format | View

Toolbar buttons: F1 Jump To | F2 Play | F3 Rewind | F4 Fast | F5 Add Associate | F6 Copy Dictation | F7 Complete | F8 Mark for Review | F9 Save | F10 Auto Text | F11 Show Pool | F12 Download Next

0:00 / 2:42 Attach Selection

2) Content below title box

Type under section or subsection title. Type content of section within box. Can sometimes appear with no title, just the box.

1) Section Title Box

Makes up structure of document.

To edit title use: **Ctrl+F6**

To convert title into text use: **Shift+Ctrl+**

6) Moving edit cursor between content

To move cursor to next content box use: **Down Arrow or Tab**

To move cursor to previous content box use: **Up Arrow or Shift+Tab**

5) Section Properties List

Appears when inserting a Section Title: **Ctrl+N** or subsection: **Shift+Ctrl+N**.

Search for predefined titles for use with current document type.

3) Subsection Title

Appears italicized under main section title.

To add a new subsection on same level use **Shift+Ctrl+N**.

To edit subtitle use: **Ctrl+F6**

To convert title into text use: **Shift+Ctrl+**

4) Numbered Lists

Use Ctrl+L to add/remove. List always appear bulleted. Converted to numbers or other formats when document is previewed or delivered to client.

To indent list use **Ctrl+M**
To unindent list use **Shift+Ctrl+M**

Patient ID: 123
Patient Name: Mark Do...
Gender: M
Birthdate: 11/7/1980

Doc Type: Consult
Location: Kentwood
Pat Letter:
Reference Type:
Appt Type:
Reason for Visit:

Document list columns: ent | Doc Type | ... | ue Date
Docs | Consult | Rich... | 5/7/2020 8
Docs | Consult | Rich Doc N | 5/24/2019 | 2:42 | 5/23/2020

Past Medical Histo...

The patient is a 73-year-old H... , diabetes

Allergies

- Norco
- Amoxicilli

Physical E...

General

The patient is a...

gns

Context menu:
- Add Section
- Add Sub-Section
- Move Section Up
- Move Section And Sub-Sections Up
- Move Section Down
- Move Section and Sub-Sections Down
- Delete Section
- Delete Section and Contents
- Section Properties
- Make Sub-Section Section
- Make Section Sub-Section

Add Section dialog:
☑ Filter based on current section
Title: Medications
Code: 5010
[OK] [Cancel]

7) Promote and Demote Sections

To convert subsection to main section use: **ctrl+ , (comma)**

To convert main section to subsection use: **ctrl+ . (period)**

8) Move single section Up or Down

To move section above prior section use: **Ctrl+alt+,**

To move section below next section use: **Ctrl+alt+.**

9) Move entire section with subsections Up or Down

To move section and subsection above use: **Shift + alt + ,**

eScription One ASR Structured Draft Items —Quick Reference Card

4) Attach Selection

To attach edit cursor to the voice cursor use: **Ctrl + Space.** When attached edit cursor merges with voice cursor and voice cursor changes blue.

5) Move Playback To Cursor

To move voice cursor to edit cursor use **Shift + Ctrl + Space.**

1) Voice Cursor

Moves over each word as audio is played. Helps MT read and listen attentively. Also can carry edit cursor for more efficient editing.

2) Recognized Section Content

The text transcribed by the speech engine related to the section title.

3) Recognized Subsection Content

The text transcribed by the speech engine related to the subsection title.

6) Red Content Lines

Title recognized but not a predefined title for the current Doc Type so content appears in between to red lines.

File | Home | Transcription | Data | Format | View

F1 Jump To Next Field | F2 Play | F3 Rewind | F4 Fast Forward | F5 Add Associate | F6 Copy Dictation

!	TID	Queued	Client	Doc Type	Clinician	Dict Date	Length	Due Date
3	192258860	2:11 PM	NDocs	Consult	Rich Doc M.D.	2/14/2019	2:46	5/7/2020 8
3	193282947	2:11 PM	NDocs	Consult	Rich Doc M.D.			5/23/2020

Patient Name: Mark Doe
Gender: M
Birthdate: 11/7/1980
Appt: 11/18/2020
Appt Time:
Dict Date: 5/24/2019
Legacy Order Nu:
Clinician: Doc M.D., Rich
Doc Type: Consult
Reference Type:
Appt Type:
Reason for Visit:
Referring Physicia:
This is UF 5

90

Past Medical History

The patient is a 73-year-old Hispanic man with history of hypertension, diabetes

Allergies

- Norco
- Amoxicillin

Physical Examination

General

The patient is awake, alert and in no acute distress.

ENT

The patient underwent nasal surgery for deviated nasal septum in 2018.

Lungs