



Fusion Dictation Instructions

Weston

To access the voice recorder call **1-800-868-6224**.

- 1) Enter physician ID number (and press #)
- 2) Enter location ID **614** and press #
- 3) Enter in subject ID(PT ID/MRN) and press # (bypass press #)
- 4) Enter WORK TYPE (see below) and press # (bypass press #)

0 - MISCELLANEOUS – WORK TYPE NOT SPECIFIED
1 – HISTORY AND PHYSICAL
2 – OPERATIVE REPORT
3 – PROCEDURE
4 – CONSULTATION
9 – STAT

PLEASE state physician name, patient's info, number, date of service, referring physician

- 1 to pause (press "2" to resume)
- 2 to start dictating
- 3 to RW dictation (couple seconds)
- 4 to review from start (current dictation)
- 5 to save current dictation and launch the next dictation *Confirmation number provided after each new dictation*
- 7 to FF (couple seconds)
- Press # # to receive confirmation # during dictation
- 9 to receive confirmation # and then disconnect

Listen Mode (Establish by pressing "5" or "8" after the dictation is complete.)

Press *1. System prompt will state "access denied." Choose from following options:

- 2 Return to the Dictate Mode.
- 3 Establish Listen Mode. (Disregard other options)

After Listen Mode has been selected, user is prompted to select "1" for reference number or "2" for specifics.

- 1 Prompts user to enter corresponding reference number for the job to playback. Press # after entry.
- 2 Prompts user to enter corresponding subject number and WT for the job to playback. Press # after each entry.

Listen Mode Instructions

- 1 Rewind to beginning of dictation
- 2 Fast forward to end of dictation
- 3 Rewind dictation (3 seconds)
- 4 Disconnect
- 5 Fast Forward (3 seconds)
- 6 First Job
- 7 Next Job