Fusion Voice Dictation for OMH Hospital Providers

Fusion Voice Dictation Instructions

To access the system:
- Dial 231.213.0202 OR x30202

To Dictate:
- Enter your User ID, followed by the # sign.
  - **Use OMH assigned User ID**
  - If you are unsure of your User ID, please contact Health Information Management at 989-731-7784.

- Enter **1** for Dictation mode.
  - Enter the LOCATION CODE FOLLOWED BY THE # SIGN: **9**
    - **9 – [Otsego Memorial Hospital]**
  - Enter the 2-digit work type, followed by the # sign.
  - Enter the MRN, followed by the # sign.
  - Press 4 to begin dictation.

Dictate the report:
- To avoid patient documentation errors, begin dictation by stating:
  - Name
  - Type of report
  - Patient name
  - Patient medical record number

Dictation Work Type Report Format:	
68	Cardiopulmonary
20	Consultation
80	Correspondence
35	EKG (EKG/EEG)
10	History and Physical
44	Notes
30	Operative Report
40	Summary

Keypad Functions:	
1	Play
2	Rewind
3	Go To End
4	Dictate
5	Pause (60 min limit)
6	Same WT / Same Patient
7	Go to Beginning

Press *5 to dictate a new report: NEW WORK TYPE/NEW PATIENT ID.
Press *6 to dictate a new report: NEW WORK TYPE/SAME PATIENT ID.
Before hanging up, press **4 to hear the job number, if needed.