

Health PEI

eScript User's Guide Medical Students and Residents

Name: _____ ID #: _____

DICTATION INSTRUCTIONS

1. Dial 2900. Centrex rules apply (902-894-2900 or toll free 877-890-2900).
 2. At prompt, enter your Business Entity followed by #.
 3. At prompt, enter your User ID followed by #.
 4. **At prompt, enter your preceptors ID followed by the #.**
 5. Press 2 to dictate or 3 to listen.
 6. At prompt, enter the 2-digit worktype followed by the #.
 7. At prompt, enter MRN, followed by #.
 8. Press 2 to begin dictating.
 9. Press 5 to hang up **OR** press 8 to start a new dictation. **Will assume same Business Entity, but will prompt for new worktype and MRN.**
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BUSINESS ENTITIES - Facilities and clinics

QEH – Queen Elizabeth Hospital

- 2 - QEH Inpatient Units, Emergency Department
- 21- QEH Day Surgery
- 22- QEH Ambulatory Clinics & Diagnostic Imaging
- 23- QEH Cancer Treatment Center
- 24- QEH Internal Medicine Clinic
- 25- QEH Pediatric Clinic
- 26- QEH Cardiology Clinic
- 27- QEH Same Day Treatment (STU) & Enterostomal Clinic
- 28- QEH Special Testing Services (STS)

PCH – Prince County Hospital

- 3 - PCH Inpatient Units, Emergency Department
- 31- PCH Day Surgery
- 32- PCH Ambulatory Clinics
- 33- PCH Cancer Treatment Center

WH – Western Hospital

- 4 - WH Inpatient Units, Emergency Department

KCMH – Kings County Memorial Hospital

- 5 - KCMH Inpatient Units, Emergency Department
- 54- KCMH Internal Medicine Clinic
- 55- KCMH Pediatric Clinic

CHO – Community Hospital O’Leary

- 6 - CHO Inpatient Units

SH – Souris Hospital

- 7 - SH Inpatient Units

HH – Hillsborough Hospital

- 9 - HH Inpatient Units
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WORK TYPES

- 01 – History & Physical
- 02 – Consultation
- 09 – Clinic followup Note
- 03 – Operative Report
- 10 – Procedure Note
- 04 – Discharge Summary
- 05 – Letter (patient relate)