

SCRIBE ACADEMY

gvsu.edu/scribe

The Scribe Academy trains individuals to assist health care providers by documenting patient care in an electronic medical record. It is taught jointly by Grand Valley State University faculty and Helix Scribe Solutions staff. Free training involves a hybrid of online and in-person instruction resulting in a paid position with Helix upon successful completion of the program.

Program Elements

The GVSU Scribe Academy consists of two training sections spanning about eight weeks.

- **Preclinical Training:** learn online delivery of advanced medical terminology and how to write healthcare documents. Includes in-person simulations based on location.
- **Clinical Training:** five to eight shifts of 1:1 mentored instruction in a clinical setting. Shifts are eight hours on average. *Helix offers a bonus stipend commensurate of the location.*

Commitment Requirement

Every graduate is expected to work two (eight hour) shifts per week year round. Emergency department scribes can work days, nights, weekends, and holidays. Medical office scribes work day shifts Monday through Friday only. A minimum commitment of 900+ hours and 12 consecutive months is required.



Admissions Criteria

- Second semester college freshman, sophomore, junior, senior or recent graduates interested in a health care career.
- GPA of 3.0 or higher preferred.
- Must be 18 years old or older prior to clinical training.
- Can type 60 words per minute.
- Pass a screening interview.
- Immunizations and medical screening for health care providers required.
- Pass a background check and drug screen.

Jumpstart Your Career

Medical scribes work one-on-one with health care providers by documenting patient care in real-time, at the bedside, and through the use of electronic medical records.

Scribes interested in pursuing a career in a health care profession can gain a competitive edge that will set themselves apart from their peers.

Working as a medical scribe can be exciting, fast paced, and extremely educational.

For More Information

Grand Valley State University Scribe Academy

gvsu.edu/scribe

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Helix Scribe Solutions

helixscribes.com

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Grand Valley State University is an affirmative action, equal opportunity institution.

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