

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. Students are trained in the classroom, online, and in the clinical environment and will be hired by Helix upon successful completion of the program.

The academy is free and open to college sophomores, juniors, seniors, or recent graduates interested in a health care career.

Program Elements

The GVSU Scribe Academy consists of two training sections.

- **Preclinical Training:** Approximately 40 hours of online and classroom instruction.
- **Clinical Training:** 40 hours (five, eight hour shifts) of mentored instruction in a clinical setting. Successful candidates will receive a bonus upon graduation.

Commitment Requirement

Every graduate is expected to work two (eight hour) shifts per week year round. Scribes are expected to work a variety of hours, including nights, weekends, and holidays. A minimum commitment of 900+ hours and 12 months is required.



Admissions Criteria

- Area college sophomore, junior, senior or recent graduates interested in a health care career.
- GPA of 2.5 or higher preferred.
- Must be able to lift and carry up to 15 lbs. and work in a fast-paced, stressful environment.
- 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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