

## MODULE 8

# Endocrinology



### MODULE HIGHLIGHTS

- Identify and differentiate sound-alike words
- Apply style guide principles
- Hone proofreading skills
- Apply listening skills
- Transcribe a variety of endocrinology medical reports from dictated voice files
- Edit speech recognition text in a variety of endocrinology medical reports from dictated voice files
- Internalize the use of medical terminology
- Research medical abbreviations
- Research medications

Endocrinology is the medical specialty related to glands that control hormones. It is a subspecialty of internal medicine. This specialty diagnoses, treats, and supports diseases and conditions that result in hormone imbalances or deficiencies.

### MEDICAL TRANSCRIPTION TIPS

Endocrinology is the specialty of medicine concerned with the endocrine glands and hormones. An endocrinologist may work in collaboration with other specialties.

The elements that make up the endocrine system include the pineal, pituitary, thyroid, parathyroid, and adrenal glands, as well as the pancreas, ovaries, testes, and hypothalamus.

Treatments for endocrine disorders can often be complex. Endocrine disorders occur because there is either too much or too little gland secretions or there is a lesion causing the gland to function ineffectively creating a hormone imbalance.

A medical transcriptionist will encounter many varied types of reports.

#### Speech Recognition *BLOOPER*

Dictated:

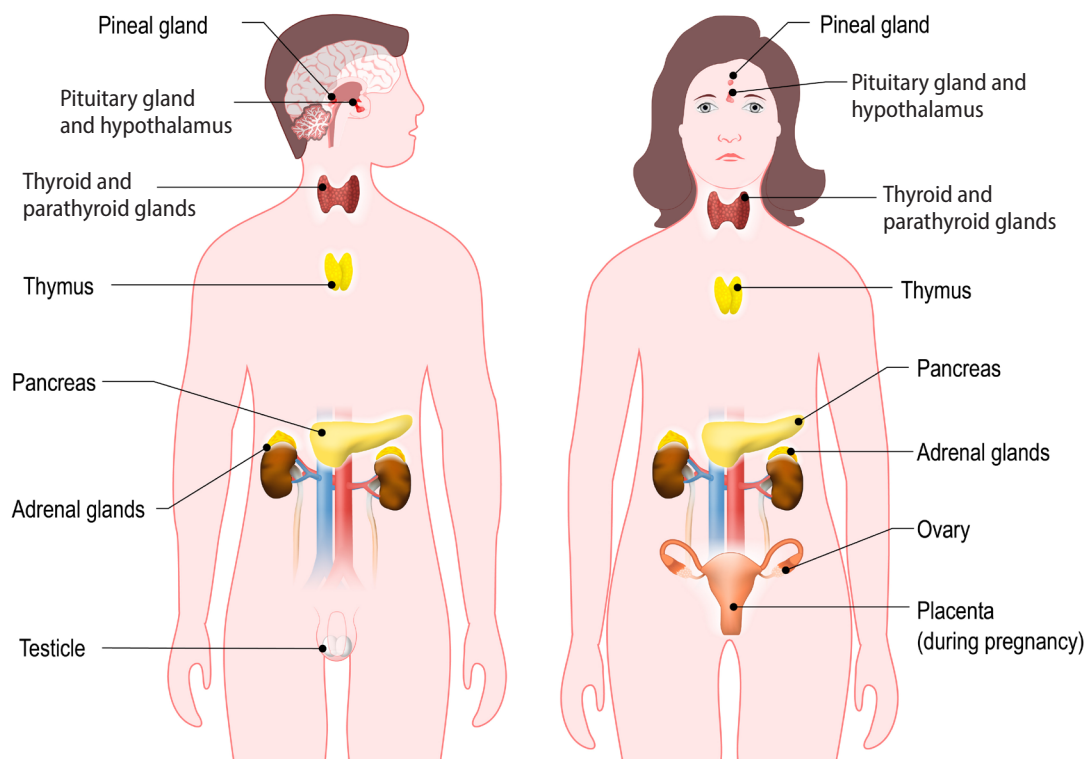
✓ *Hyperthyroidism.*

Speech Recognition:

✗ *Hyper thyroid is him.*



## Endocrine System



### Diseases and Conditions

Addison disease	hyperglycemia	juvenile diabetes
Cushing syndrome	hyperthyroidism	menopause
diabetes mellitus	hypoglycemia	osteoporosis
gestational diabetes	hypothyroidism	polycystic ovary syndrome
goiter	hypogonadism	type 1 and type 2 diabetes

### Laboratory Studies and Diagnostics

24-hour urine study	fine-needle aspiration	SPECT
ACTH	oral glucose tolerance test	Thyroid testing: TSH, free T3, and free T4
CT scan	PET scan	ultrasound

### Procedures and Surgeries

adrenalectomy	hysterectomy	thyroid lobectomy
chemotherapy/radiation	pancreatectomy	thyroidectomy

### Medications

Class	Brand Name	Generic Name
antithyroid agent	Tapazole	methimazole
GLP-1 receptor agonist	Xultophy	liraglutide/degludec
PCSK9 inhibitor	Repatha	evolocumab
peptide	Sandostatin	octreotide
sulfonylureas	Glucophage	metformin
thyroid hormone	Synthroid	levothyroxine

### Abbreviations

adrenocorticotrophic hormone (ACTH)	human growth hormone (hGH)
antidiuretic hormone (ADH)	insulin-dependent diabetes mellitus (IDDM)
dehydroepiandrosterone (DHEA)	luteinizing hormone (LH)
diabetes mellitus (DM)	noninsulin-dependent diabetes mellitus (NIDDM)
follicle-stimulating hormone (FSH)	polycystic ovary syndrome (PCOS)
hormone replacement therapy (HRT)	thyroid-stimulating hormone (TSH)

### What Is Being Dictated/Search Tips

Report Component	Explanation	Rules/Examples
Hyperthyroidism/ hypothyroidism	This condition represents an overactive or underactive thyroid gland. Hyperthyroidism and hypothyroidism may sound similar.	Refer to the medication a patient is taking (methimazole is prescribed for hyperthyroidism and levothyroxine is prescribed for hypothyroidism). Refer to the level of their TSH result if dictated (a low TSH indicates hyperthyroidism and a high TSH indicates hypothyroidism). Never guess at which is being dictated.
Insulin	Insulin replaces the hormone normally produced in the pancreas to lower high blood glucose levels in a patient with diabetes.	It is very important to listen carefully to the brand of insulin being dictated as there can be variations in a brand.  Always use a reliable resource when searching for names of insulin types and dosing. Never guess!  Examples:  Short-acting insulin: Humulin R, Humulin N, Humulin L, Humulin 30/70  Long-acting insulin: insulin glargine such as Lantus; insulin detemir such as Levemir  Ultra-long-acting insulin: Toujeo  Rapid-acting insulin: Apidra, Humalog

## SOUND-ALIKE WORDS

accept	to receive something or answer yes to something
except	to leave out; other than
advice	(n) an opinion
advise	(v) to give an opinion
ensure	to make sure something will occur
insure	guarantee; secure or protect someone or something
etiology	the cause of a disease
ideology	way of thinking or believing
habitat	area where a species lives
habitus	physical characteristic
hyperthyroidism	overactive thyroid gland
hypothyroidism	underactive thyroid gland
root	base of something
route	planned way of travel
than	used when talking about comparisons
then	used when talking about something in relation to time
verses	lines of a poem or song
versus	one or the other; opposing sides
workup	(n) the name for an examination on a patient
work up	(v) to do an examination on a patient

**TASK 1** SOUND-ALIKE EXERCISE

Fill in the blanks using the correct sound-alike words.

1. I told the patient he needs to \_\_\_\_\_ his diagnosis, \_\_\_\_\_ he is having trouble with this, so I have referred him to Endocrinology for an assessment. (**accept/except**)
2. I would like to \_\_\_\_\_ the patient, but I would like to perform further testing of his adrenal function before giving further \_\_\_\_\_. (**advice/advise**)
3. I was able to assure the patient that we could \_\_\_\_\_ that Sun Life would \_\_\_\_\_ them for any additional costs incurred. (**ensure/insure**)
4. Some patients have the \_\_\_\_\_ that type 2 diabetes is incurable; however, the \_\_\_\_\_ of type 2 diabetes has proven correctable with lifestyle modifications. (**etiology/ideology**)
5. This patient was bitten by a brown recluse spider, whose \_\_\_\_\_ the patient had visited, but due to the patient's body \_\_\_\_\_, it was difficult to treat the rash that developed. (**habitat/habitus**)
6. The patient's dose of Synthroid for her \_\_\_\_\_ was decreased, as her TSH was lower on her latest blood work, and I did not want her to fall into factitious \_\_\_\_\_. (**hyperthyroidism/hypothyroidism**)
7. I decided to take the \_\_\_\_\_ of referring this patient to Dr. Ormone to hopefully get to the \_\_\_\_\_ of her symptoms. (**root/route**)
8. I would rather perform blood tests initially to assess this patient's adrenal function \_\_\_\_\_ perform an MRI and \_\_\_\_\_ blood tests. (**than/then**)
9. The resident created rhyming \_\_\_\_\_ when studying to distinguish the symptoms of Cushing syndrome \_\_\_\_\_ Addison disease. (**verses/versus**)
10. The patient's initial \_\_\_\_\_ will include a TSH, T3, and T4. Depending on those results, I will then \_\_\_\_\_ with further testing if needed. (**workup/work up**)

**TASK 2** **STYLE GUIDE EDITING AND USAGE GUIDELINES EXERCISE**

Using Part A of the Abbreviated Style Guide (Appendix H), choose the correct sentence.

1. a) This patient is here in followup of her type I diabetes.  
b) This patient is here in followup of her type 1 diabetes.
2. a) The patient was found to have hypercalcemia with a ca of 12.7.  
b) The patient was found to have hypercalcemia with a Ca of 12.7.
3. a) \_\_\_\_\_  
Carmela Ormone, Medical Doctor  
b) \_\_\_\_\_  
Carmela Ormone, MD
4. a) The patient's medication list includes levothyroxine 1 mcg daily.  
b) The patient's medication list includes levothyroxine 1mcg daily.
5. a) A pituitary adenoma measuring <1 mm was incidentally noted on MRI.  
b) A pituitary adenoma measuring less than 1 mm was incidentally noted on MRI.
6. a) The thyroid has enlarged another 30% compared to the last ultrasound.  
b) The thyroid has enlarged another 30 percent compared to the last ultrasound.
7. a) A 2-cm incision was made below the xiphisternum.  
b) A 2 cm incision was made below the xiphisternum.
8. a) The surgeon took an extra in. of the pancreas to ensure the margins were clear.  
b) The surgeon took an extra inch of the pancreas to ensure the margins were clear.
9. a) The patient was referred to the endocrinologist at Brooklane Medical Centre.  
b) The patient was referred to the endocrinologist at Brooklane Medical Center.
10. a) When I saw the patient yesterday, he was saying he has Hashimoto's in the past.  
b) When I saw the patient yesterday, he was saying he had Hashimoto's in the past.

**TASK 3** STYLE GUIDE PUNCTUATION EXERCISE

Using Part B of the Abbreviated Style Guide (Appendix H), choose the sentence that uses correct punctuation.

1. a) There is a history of gallstone pancreatitis in the patients sister.  
b) There is a history of gallstone pancreatitis in the patient's sister.  
c) There is a history of gallstone pancreatitis in the patients' sister.
2. a) I will repeat thyroid function tests in 6 weeks time.  
b) I will repeat thyroid function tests in 6 weeks' time.
3. a) Upon imaging of the mass, the patient was informed that surgery was required immediately.  
b) Upon imaging of the mass the patient was informed that surgery was required immediately.
4. a) The patient arrived 30 minutes late for his appointment: however, there was a vacancy due to a patient cancellation.  
b) The patient arrived 30 minutes late for his appointment; however, there was a vacancy due to a patient cancellation.  
c) The patient arrived 30 minutes late for his appointment – however, there was a vacancy due to a patient cancellation.
5. a) The patient said, "I am terrified of this procedure!"  
b) The patient said, "I am terrified of this procedure"!
6. a) The patient's thyroid is atrophic and non-tender.  
b) The patient's thyroid is atrophic and non tender.  
c) The patient's thyroid is atrophic and nontender.
7. a) The patient is scheduled for surgery Tuesday at 09:00 hours.  
b) The patient is scheduled for surgery Tuesday at 0900 hours.
8. a) The orthopedic surgeon, Dr. Blake Lapner, was one of the surgeons on duty last night.  
b) The orthopedic surgeon Dr. Blake Lapner was one of the surgeons on duty last night.
9. a) **DIAGNOSIS**  
?Graves disease.  
b) **DIAGNOSIS**  
Query Graves disease.  
c) Both a) and b)
10. a) Today, we will be focusing on clinic procedures as well as safety guidelines.  
b) Today, we will be focusing on clinic procedures, as well as safety guidelines.

**TASK 4**    **PROOFREADING EXERCISE**

Locate the ten errors in spelling, formatting, punctuation, grammar, or style in the following report excerpt. Refer to your appendices for guidance.

**PREOPERATIVE DIAGNOSIS**

Hodgkin's disease.

**PROCEDURE**

Right axillary mass excision.

**ESTIMATED BLOOD LOSS**

Less than 10 cc.

**INDICATION**

This 56-year-old male presented with a history of bilateral axillary masses. It was noted that the patient had draining bilateral masses with the right mass being approximately 10 c.m. in diameter

**FINDINGS**

Upon dissection of the right axillary mass the mass was completely removed to insure a more effective recovery, and the mass was noted to have a cavity within it consistent with an abscess. No loose structures were identified; however, the confirmed pathology Report is pending at this time. The right axillary mass was excised without requiring a full axillary dissection.

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_
- 4. \_\_\_\_\_
- 5. \_\_\_\_\_
- 6. \_\_\_\_\_
- 7. \_\_\_\_\_
- 8. \_\_\_\_\_
- 9. \_\_\_\_\_
- 10. \_\_\_\_\_



**TASK 5** LISTENING EXERCISE

Using the voice file Module 8, Task 5, and the following text, fill in the blanks accurately with the missing information.

**PREOPERATIVE DIAGNOSIS**

Multinodular thyroid \_\_\_\_\_.

**ANESTHESIA**

General endotracheal.

**DESCRIPTION OF PROCEDURE**

After identification of the patient occurred, a \_\_\_\_\_ was performed to determine the best \_\_\_\_\_. The patient was placed in a \_\_\_\_\_ position. The patient's eyes were protected with Tegaderm rather \_\_\_\_\_ Medipore. The endotracheal tube was confirmed to be working adequately, and an incision was made in the lower skin crease of the neck. A \_\_\_\_\_ lidocaine with 1:100,000 \_\_\_\_\_ was administered, and a shoulder roll was applied. The patient was prepped and draped in a sterile fashion. A \_\_\_\_\_ was used to make the incision. The strap muscles were reapproximated using a \_\_\_\_\_ suture. Kenalog was injected into the incisional line using a syringe and a 25-gauge needle to \_\_\_\_\_ maximum effectiveness.

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_
9. \_\_\_\_\_
10. \_\_\_\_\_

**TASK 6** TRANSCRIPTION EXERCISES

Transcribe the exercises using the templates and voice files provided in the digital student resource package.

## MODULE 8 TRANSCRIPTION PRACTICE EXERCISE 1

Level 1

Radiology Report

## MODULE 8 TRANSCRIPTION PRACTICE EXERCISE 2

Level 2

Consultation Report

**TASK 7** SPEECH RECOGNITION EDITING EXERCISES

Using the voice files and associated text files provided in the digital student resource package, accurately edit the reports.

MODULE 8 SPEECH RECOGNITION PRACTICE EXERCISE 1

Level 1

Clinic Note

MODULE 8 SPEECH RECOGNITION PRACTICE EXERCISE 2

Level 2

Discharge Summary

**TASK 8** MEDICAL ABBREVIATIONS RESEARCH EXERCISE

Understanding the meaning of medical abbreviations is key to enhancing knowledge of medical report content. Using the Internet, critical thinking, and research skills, identify the following medical, diagnostic, or laboratory abbreviations. Be mindful of the module specialty.

ABBREVIATION	MEANING
CAH	
PTH	
MEN	
RAI	
ITT	

**TASK 9** MEDICATIONS RESEARCH EXERCISE

Understanding the formatting of medications in medical reports is key to enhancing knowledge of medical report content. Using the Internet and research skills, perform a search of each brand name to identify the generic name. Be mindful of the module specialty.

BRAND NAME	GENERIC NAME
Baqsimi	
Jardiance	
Forxiga	
Ozempic	
Trulicity	