

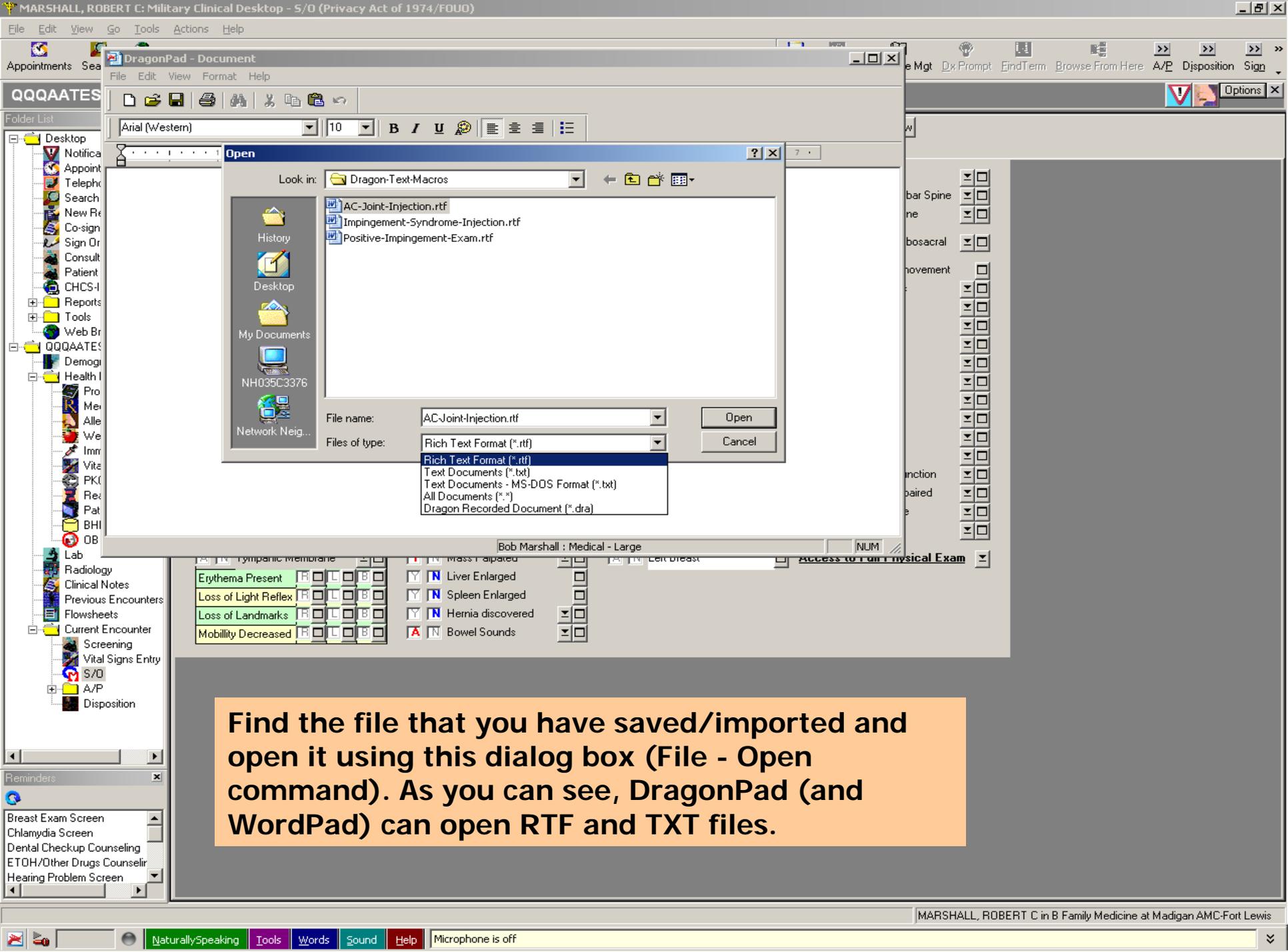
# **Importing and Using Dragon Text Macros**

# Two Methods

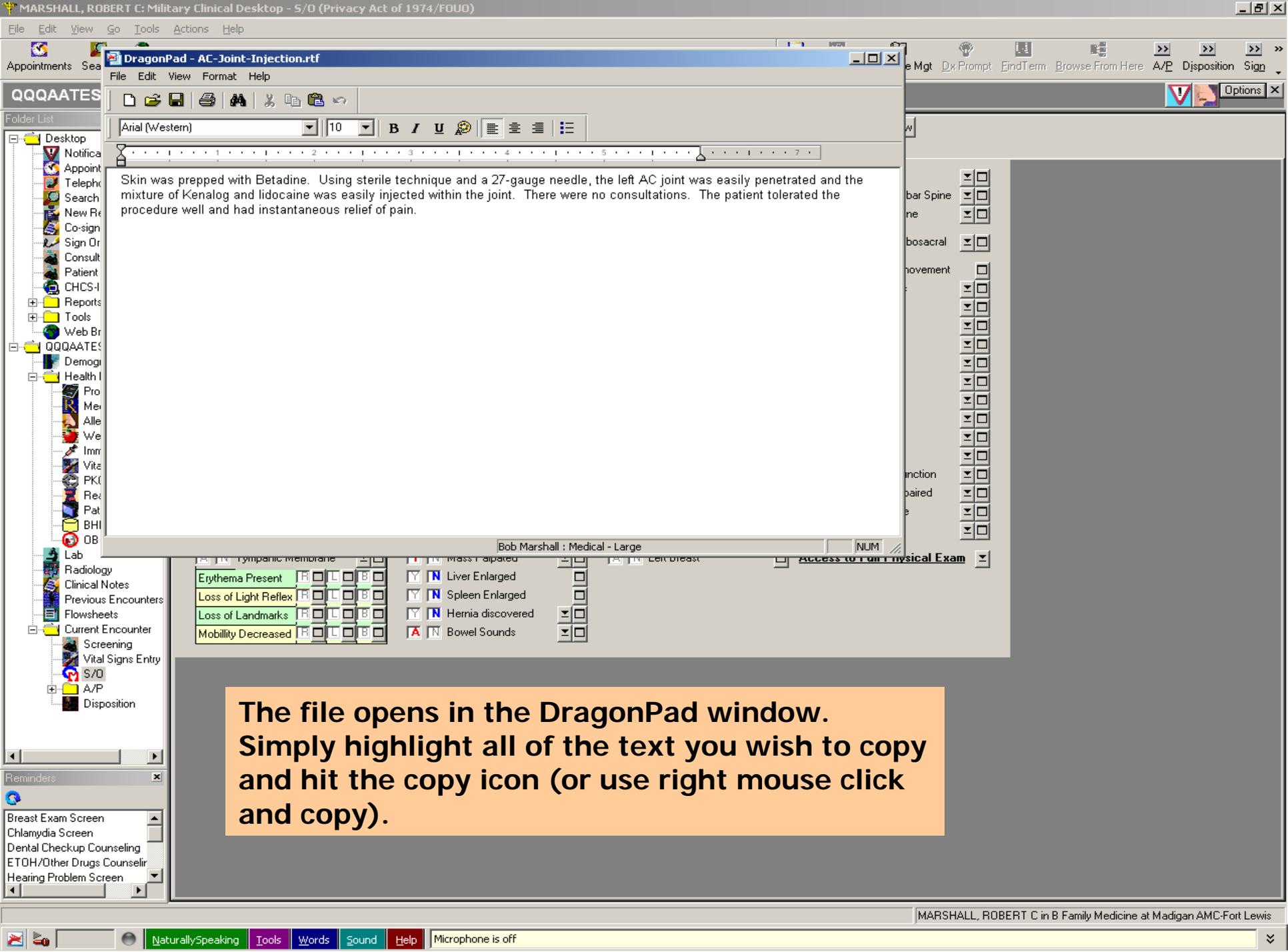
- There are two methods to import and use Dragon text macros
- Most are saved in the RTF (Rich Text Format) file type, but TXT (text) file types are okay as well
- Use either WordPad/Word or Dragon Pad to open the file

The screenshot shows a medical software interface with a DragonPad window open. The DragonPad window is titled "DragonPad - Document" and has a menu bar with "File", "Edit", "View", "Format", and "Help". Below the menu bar is a toolbar with icons for file operations and editing. The text area of the DragonPad window is empty. The background interface shows a "Folder List" on the left with categories like "Desktop", "Reports", "Tools", "Web Br", "Demogr", "Health I", "Lab", "Radiology", "Clinical Notes", "Previous Encounters", "Flowsheets", "Current Encounter", "Screening", "Vital Signs Entry", "S/O", "A/P", and "Disposition". The main area of the background interface is a medical form titled "Bob Marshall : Medical - Large" with a "NUM" field. The form has several sections with checkboxes and dropdown menus, including "Tympanic membrane", "Mass palpated", "Liver Enlarged", "Spleen Enlarged", "Hernia discovered", "Bowel Sounds", "Erythema Present", "Loss of Light Reflex", "Loss of Landmarks", and "Mobility Decreased". A "Tools" menu is open in the bottom left corner, showing options like "Accuracy Center...", "Command Browser...", "Add New Command...", "Dictation Box...", "DragonPad...", "Administrative Settings...", and "Options...". The "DragonPad..." option is highlighted. The bottom of the screen shows a taskbar with icons for "NaturallySpeaking", "Tools", "Words", "Sound", and "Help". The system tray shows "Microphone is off".

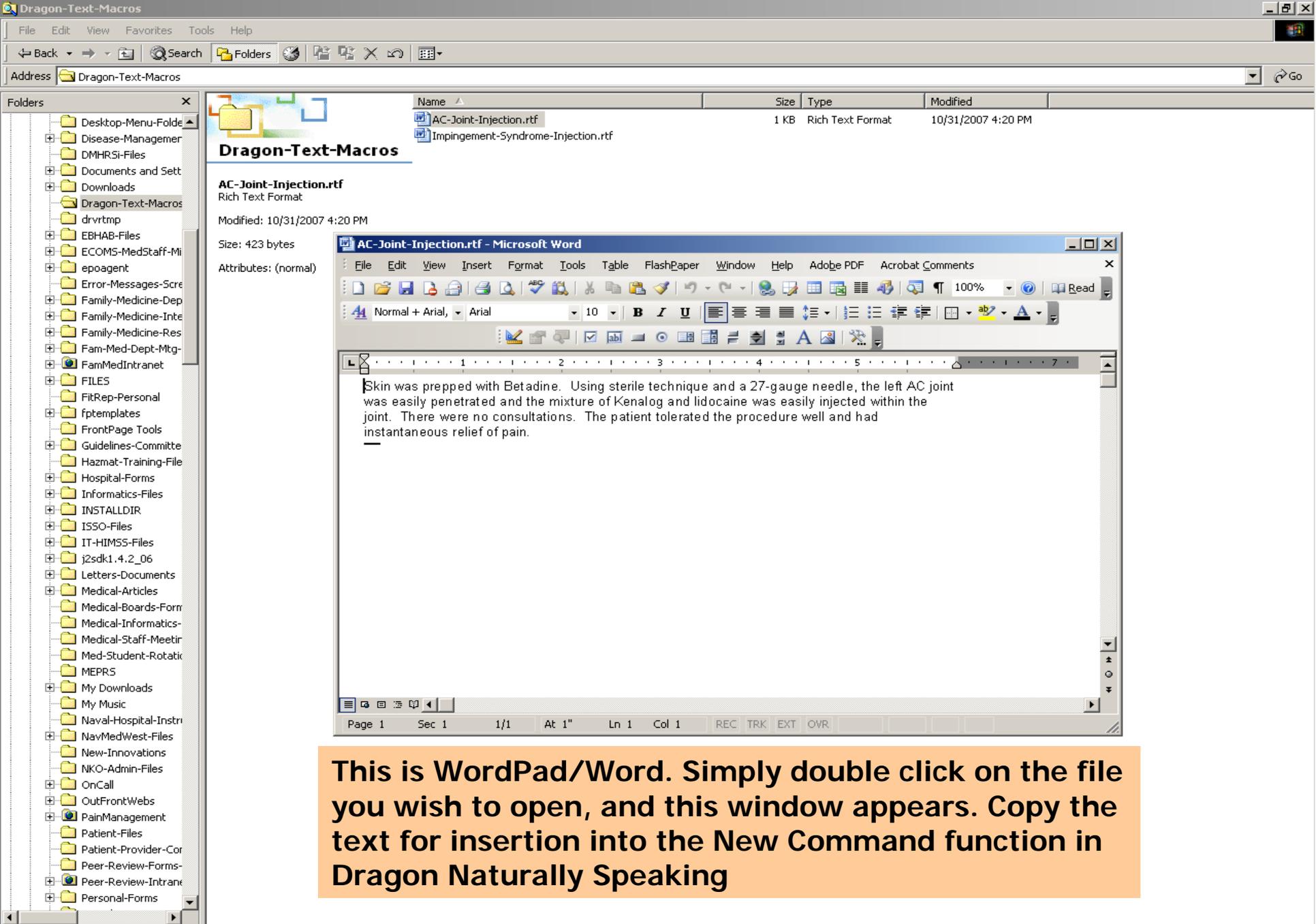
Using the Dragon Navigation Bar, click on Tools → DragonPad to open this box (similar to WordPad...with spell check, etc)



Find the file that you have saved/imported and open it using this dialog box (File - Open command). As you can see, DragonPad (and WordPad) can open RTF and TXT files.



The file opens in the DragonPad window. Simply highlight all of the text you wish to copy and hit the copy icon (or use right mouse click and copy).



## Dragon-Text-Macros

**AC-Joint-Injection.rtf**  
Rich Text Format

Modified: 10/31/2007 4:20 PM

Size: 423 bytes

Attributes: (normal)

**AC-Joint-Injection.rtf - Microsoft Word**

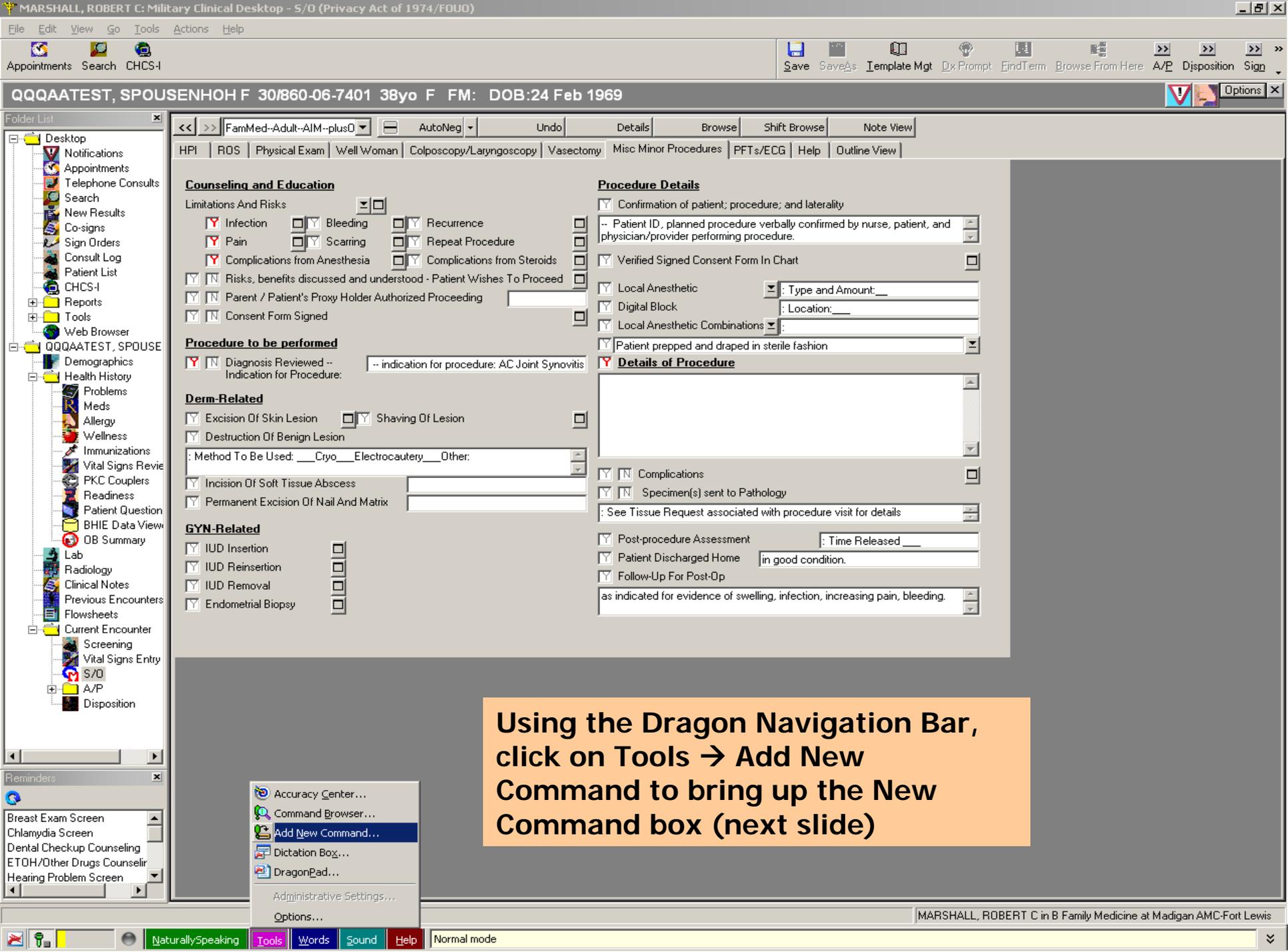
File Edit View Insert Format Tools Table FlashPaper Window Help Adobe PDF Acrobat Comments

Normal + Arial, Arial 10 B I U

Skin was prepped with Betadine. Using sterile technique and a 27-gauge needle, the left AC joint was easily penetrated and the mixture of Kenalog and lidocaine was easily injected within the joint. There were no consultations. The patient tolerated the procedure well and had instantaneous relief of pain.

Page 1 Sec 1 1/1 At 1" Ln 1 Col 1 REC TRK EXT OVR

**This is WordPad/Word. Simply double click on the file you wish to open, and this window appears. Copy the text for insertion into the New Command function in Dragon Naturally Speaking**



Folder List

- Desktop
  - Notifications
  - Appointments
  - Telephone Consults
  - Search
  - New Results
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  - Sign Orders
  - Consult Log
  - Patient List
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  - Reports
  - Tools
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- QQQAATEST, SPOUSE
  - Demographics
  - Health History
    - Problems
    - Meds
    - Allergy
    - Wellness
    - Immunizations
    - Vital Signs Review
    - PKC Couplers
    - Readiness
    - Patient Question
    - BHIE Data View
    - OB Summary
    - Lab
    - Radiology
    - Clinical Notes
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  - Current Encounter
    - Screening
    - Vital Signs Entry
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  - Breast Exam Screen
  - Chlamydia Screen
  - Dental Checkup Counseling
  - ETOH/Other Drugs Counselor
  - Hearing Problem Screen

FamMed-Adult-AIM-plusO AutoNeg Undo Details Browse Shift Browse Note View

HPI RDS Physical Exam Well/Woman Colposcopy/Laryngoscopy Vasectomy Misc Minor Procedures PFTs/ECG Help Outline View

**Counseling and Education**

Limitations And Risks

Infection  Bleeding  Recurrence

Pain  Scarring  Repeat Procedure

Complications from Anesthesia  Complications from Steroids

Risks, benefits discussed and understood - Patient Wishes To Proceed

Parent / Patient's Proxy Holder Authorized Proceeding

Consent Form Signed

**Procedure to be performed**

Diagnosis Reviewed -- Indication for Procedure: AC Joint Synovitis

**Derm-Related**

Excision Of Skin Lesion  Shaving Of Lesion

Destruction Of Benign Lesion

: Method To Be Used:  Cryo  Electrocautery  Other:

Incision Of Soft Tissue Abscess

Permanent Excision Of Nail And Matrix

**GYN-Related**

IUD Insertion

IUD Reinsertion

IUD Removal

Endometrial Biopsy

**Procedure Details**

Confirmation of patient; procedure; and laterality

-- Patient ID, planned procedure verbally confirmed by nurse, patient, and physician/provider performing procedure.

Verified Signed Consent Form In Chart

Local Anesthetic  : Type and Amount: \_\_

Digital Block  : Location: \_\_

Local Anesthetic Combinations  :

Patient prepped and draped in sterile fashion

**Details of Procedure**

Complications

Specimen(s) sent to Pathology

: See Tissue Request associated with procedure visit for details

Post-procedure Assessment  : Time Released \_\_

Patient Discharged Home  in good condition.

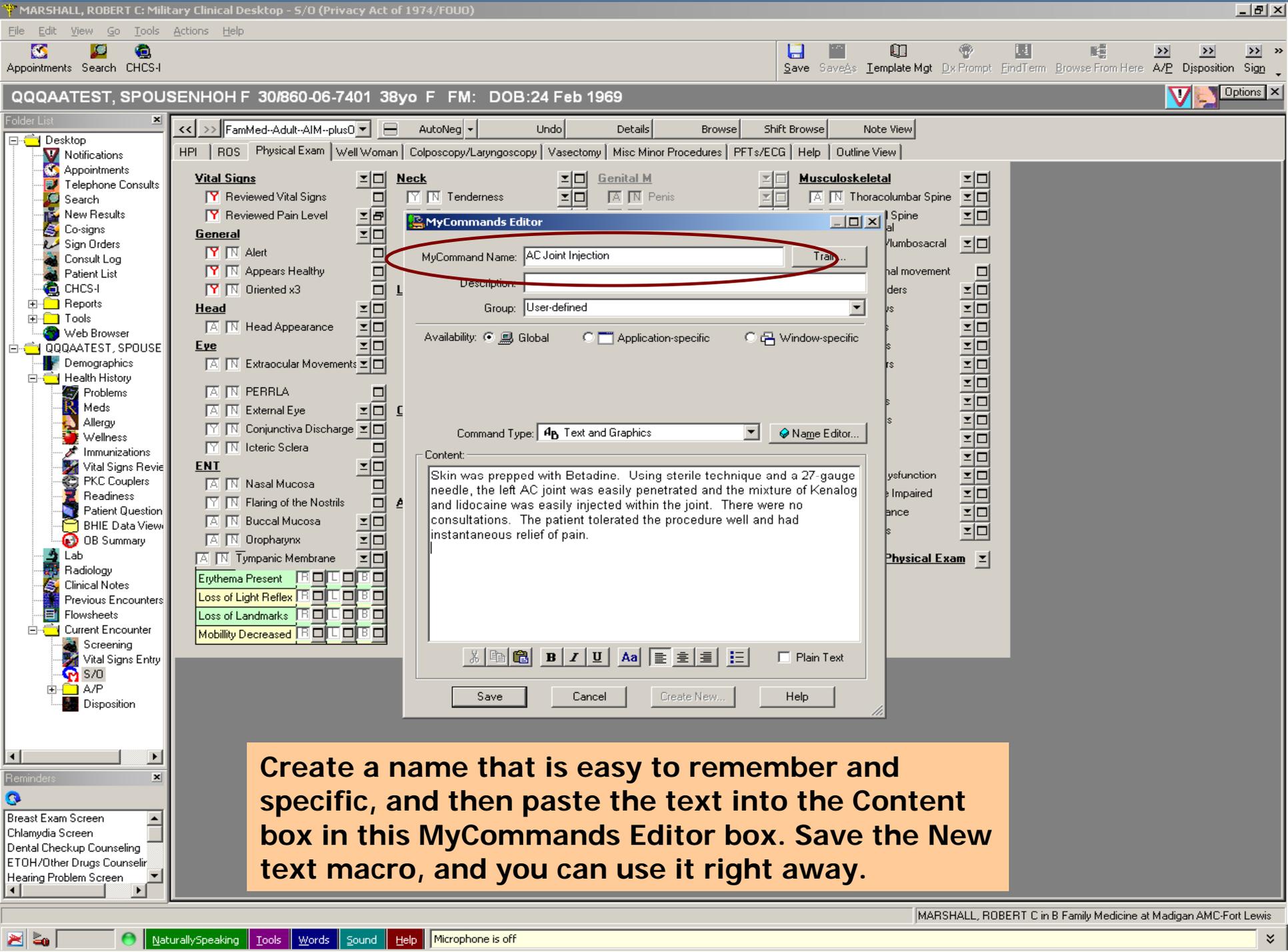
Follow-Up For Post-Op

as indicated for evidence of swelling, infection, increasing pain, bleeding.

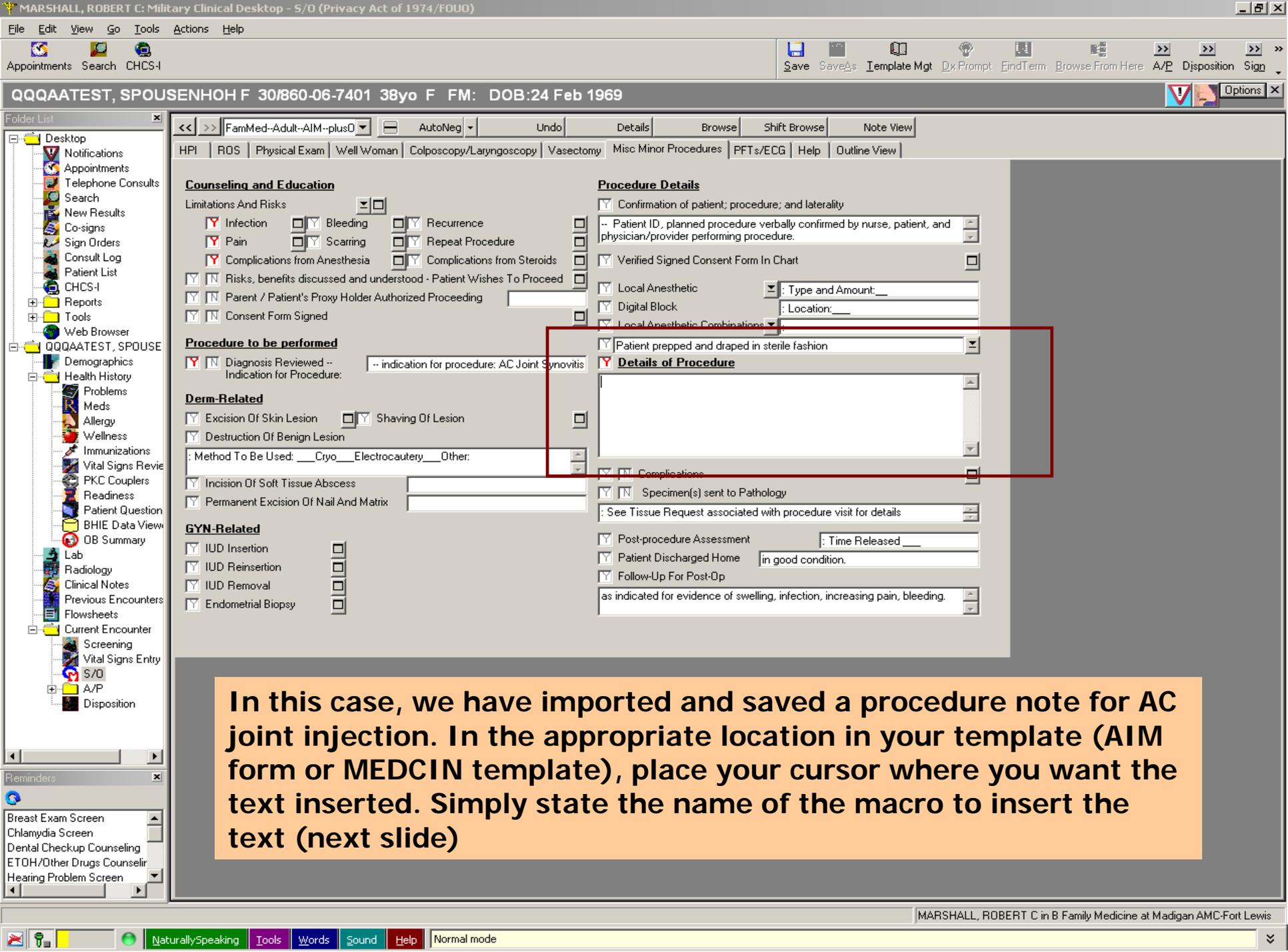
Using the Dragon Navigation Bar, click on Tools → Add New Command to bring up the New Command box (next slide)

Administrative Settings... Options...

- Accuracy Center...
- Command Browser...
- Add New Command...
- Dictation Box...
- DragonPad...

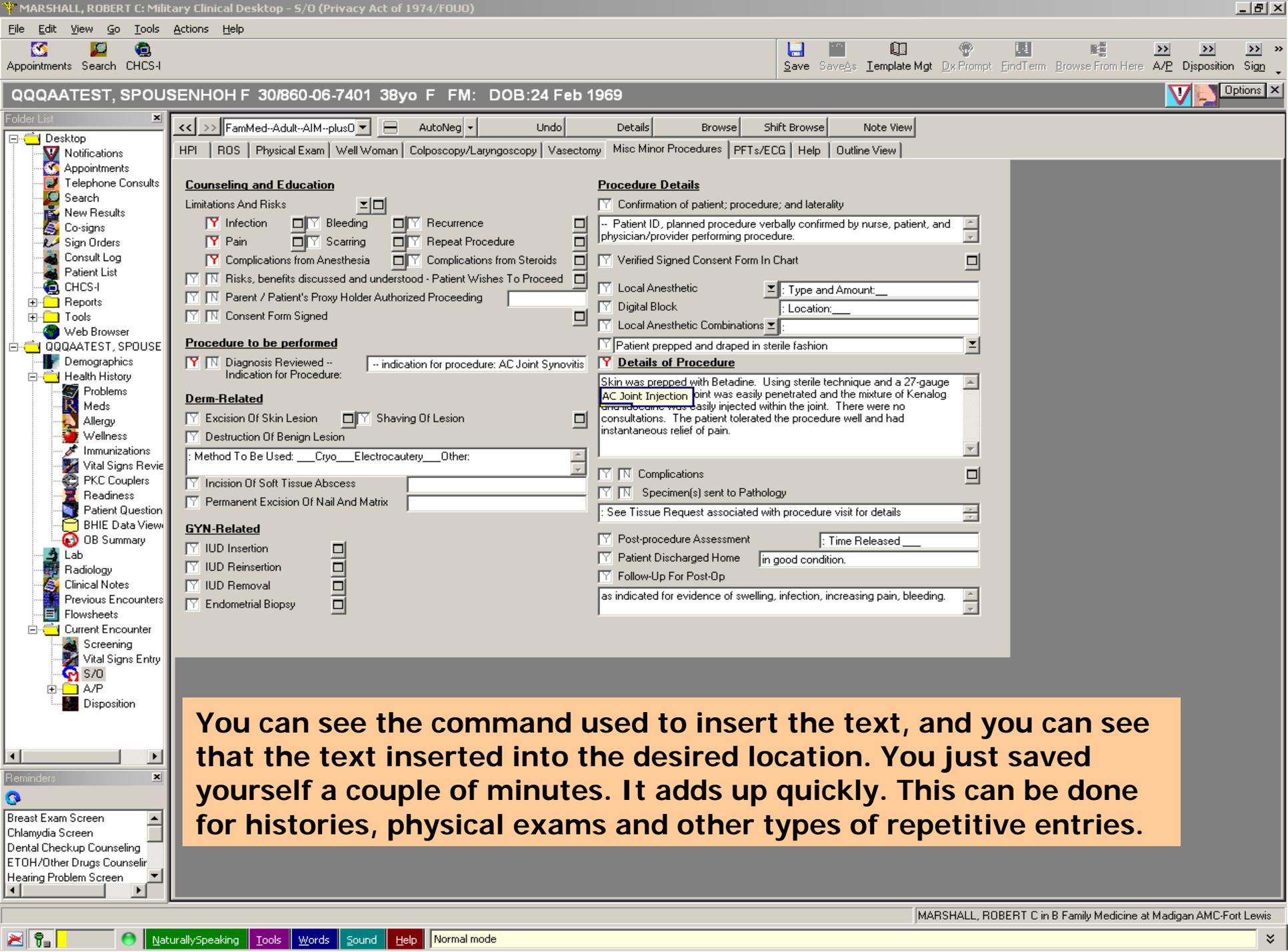


Create a name that is easy to remember and specific, and then paste the text into the Content box in this MyCommands Editor box. Save the New text macro, and you can use it right away.



MARSHALL, ROBERT C: Military Act of 1974/FUSO  
 File Edit View Go Tools Actions Help  
 Appointments Search CHCS-I Save SaveAs Template Mgt Dx Prompt EndTerm Browse From Here A/P Disposition Sign  
**QQQAATEST, SPOUSEHOH F 30/860-06-7401 38yo F FM: DOB:24 Feb 1969** Options  
 Folder List  
 Desktop  
 Notifications  
 Appointments  
 Telephone Consults  
 Search  
 New Results  
 Co-signs  
 Sign Orders  
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 HPI RDS Physical Exam Well/Woman Colposcopy/Laryngoscopy Vasectomy Misc Minor Procedures PFTs/ECG Help Outline View  
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**Procedure to be performed**  
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 Indication for Procedure:  
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 Excision Of Skin Lesion  Shaving Of Lesion  
 Destruction Of Benign Lesion  
 : Method To Be Used: \_\_\_Cryo\_\_\_Electrocautery\_\_\_Other:  
 Incision Of Soft Tissue Abscess  
 Permanent Excision Of Nail And Matrix  
**GYN-Related**  
 IUD Insertion  
 IUD Reinsertion  
 IUD Removal  
 Endometrial Biopsy  
**Procedure Details**  
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 -- Patient ID, planned procedure verbally confirmed by nurse, patient, and physician/provider performing procedure.  
 Verified Signed Consent Form In Chart  
 Local Anesthetic : Type and Amount:\_\_\_  
 Digital Block : Location:\_\_\_  
 Local Anesthetic Combinations  
 Patient prepped and draped in sterile fashion  
**Details of Procedure**  
 Complications  
 Specimen(s) sent to Pathology  
 : See Tissue Request associated with procedure visit for details  
 Post-procedure Assessment : Time Released \_\_\_  
 Patient Discharged Home in good condition.  
 Follow-Up For Post-Op  
 as indicated for evidence of swelling, infection, increasing pain, bleeding.  
 In this case, we have imported and saved a procedure note for AC joint injection. In the appropriate location in your template (AIM form or MEDCIN template), place your cursor where you want the text inserted. Simply state the name of the macro to insert the text (next slide)

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Undo     Details     Browse     Shift Browse     Note View

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**Details of Procedure**

Skin was prepped with Betadine. Using sterile technique and a 27-gauge AC Joint Injection joint was easily penetrated and the mixture of Kenalog and lidocaine was easily injected within the joint. There were no consultations. The patient tolerated the procedure well and had instantaneous relief of pain.

Complications      
 Specimen(s) sent to Pathology      
 See Tissue Request associated with procedure visit for details      
 Post-procedure Assessment    : Time Released \_\_\_\_  
 Patient Discharged Home    in good condition.  
 Follow-Up For Post-Op  
 as indicated for evidence of swelling, infection, increasing pain, bleeding.

You can see the command used to insert the text, and you can see that the text inserted into the desired location. You just saved yourself a couple of minutes. It adds up quickly. This can be done for histories, physical exams and other types of repetitive entries.

# Questions?

- Please contact one of your Command or Regional AHLTA Clinical Champions
- Please share any Dragon text macros you make with CAPT Marshall at [fpnet@msn.com](mailto:fpnet@msn.com) for inclusion on the USAFP Web site