

# Transcription Capability Statement



## SOCIO - ECONOMIC FACTORS:

Vets First CVE Certified  
Service-Disabled Veteran Owned (SDVOSB)  
SBA Certified Small Disadvantaged Business  
Minority Business Enterprise (MBE)

## CONTACT INFORMATION:

404.684.6008 OFFICE  
866.552.7771 TOLL FREE  
866-552-7771 x32 TRANSCRIPTION  
MANAGER  
info@jps-online.com  
www.jps-online.com

## CONTRACT VEHICLES:

GS-03F-0106V - Office, Imaging and Document Solutions  
GS-07F-0065N - Temporary Administrative and Professional Services  
GS-10F-0121N - Professional Services Schedule  
SeaPort - e N00178-14-D-7350

Tracie Ellis  
Medical Transcription Division Manager  
tellis@jps-online.com

## JAMISON PROFESSIONAL SERVICES

2995 East Point Street East Point Georgia 30344

DUNS: 85-912-0214

Cage Code: 0TKW5

## NAICS CODES:

561410 - Document Preparation Services  
561320 - Temporary Help Services  
541990 - All Other Professional, Scientific and Technical Services



## COMPANY OVERVIEW

Introducing Jamison, a professional staff augmentation organization providing the best value proposition in staffing and management solutions! Our services provide our clients with skilled talent while finding meaningful, sustainable employment for thousands of women and men across a wide range of occupations and skills. We marry the art of matchmaking with the goal of bringing together talented professionals with mission-oriented businesses.

Jamison is a certified National Minority Supplier Diversity Counsel MBE, Service-Disabled Veteran Owned Small Business with offices in Atlanta, GA and Washington, DC.

Jamison provides medical transcription and document management services. We provide medical and legal transcriptionists that are certified through National Court Reporters Association and Association for Healthcare Documentation Integrity.

## CORE COMPETENCIES

- Corporate Data - 30 years in business with over 5 million in sales for 2020.
- Experience - Jamison has been providing accurate and timely medical transcription services to the Department of Veterans Affairs for over 25 years. In 2020 we were able to adapt during the pandemic to continue to provide services to our clients. We were able to see large growth in clientele because of our innovative thinking to problem solving and referrals from current customers.
- Staff - Diverse and experienced employees with applicable certifications and clearance through the Office of Personnel Management to work government jobs and highly sensitive jobs. We boast a low employee turnover rate with over 1/3 of employees maintaining 5+ years employment longevity. We offer a mentoring program and education reimbursement incentives.
- Management/Leadership - The Transcription Division Manager brings over 30 years of executive level medical transcription management experience. She has streamlined the process to successfully offer the client trust, accountability, and savings.

## DIFFERENTIATORS

- Distinct Approach - When taking a new client Jamison carefully listens to the client and assists in ascertaining where and how we can improve, streamline, and strengthen their tracking, production, quality, and profitability.
- Commitment to Clients - Consistent, reliable, and able to pivot quickly to client's changing needs resulting in an excellent retention rate of long-term clients.
- Community Outreach - Jamison proudly support the Boys & Girls Club and Atlanta Community Food Bank. Gilliam's Community Farming Initiative in the community where we are located.
- Diversity & Inclusion - At Jamison one of our top priorities is to affiliate with schools that assist with minority education and job placement which is directly parallel to our mission statement.

## FEATURED CLIENTS

