

Linea Pricing Document

Digital Transcription Services - Standard Rate Card

Activity	Source	Unit Rate	Unit
Typing	Digital Sound Files	From £1.95	Per recorded minute
Multi Voice Transcription	Digital Sound Files	From £2.80	Per recorded minute
Document Production	Word documents	£40.00	Per typing hour
Project scoping & advice	Project scope	£850	Per consultant day
Secretarial review	Project scope	£850	Per consultant day
Secretarial training - preparation	Project scope	£750	Per consultant training day
Secretarial training	Delivery	£195	Per attendee (min. 4)
Secretarial certification	Project scope	£125	Per certificate
Digital dictation system advice	Project scope	£650	Per consultant day
Digital dictation implementation	Project scope	To be defined	
Bespoke dictation app	Project scope	£850 - £4000	Per client
Bespoke dictation app	Project scope	Nil	Per client user
Cost reduction review	Project scope	£850	Per consultant day

Standard Rates

These rates are subject to negotiation and discussion and factors such as volumes and length of contract will play an integral part in determining the appropriate rate for each organisation.

Standard Terms for Consultancy Services

Consultant's Working Day: 7.5 hours exclusive of travel and lunch.

Working Week: Monday to Friday excluding national holidays

Office Hours: 09:00 – 17:00 Monday to Friday

Service delivery hours of typing: 24 hours, 7 days per week

Travel and Subsistence: recharged at agreed consultants' costs

Professional Indemnity Insurance: included in day rate.