

BACHELOR OF SCIENCE (ANAESTHESIA & OT TECHNOLOGY) (CBCS - 2020 COURSE)  
B. Sc. (Anaesthesia & OT Technology) Sem - III : WINTER- 2022  
SUBJECT : ELECTIVE :MEDICAL RECORDS MANAGERMENTS

Day : Saturday

Time : 10:00 AM-12:00 PM

Date : 28-01-2023

W-23415-2022

Max. Marks : 20

**N.B.:**

- 1) There are three sections as  
Section – A = Objective Type questions - 20 marks.  
Section – B = Long Answer questions - 20 marks.  
Section – C = Short Answer questions - 20 marks.
- 2) Section B has four long questions and **ANY TWO** questions have to be answered.
- 3) Section C has six short questions and **ANY FOUR** questions have to be answered.
- 4) Section A is given in **SEPARATE** sheet and has to be answered on same sheet. This sheet should be completed with the first 20 minutes of starting of the examination. This sheet with Section A only will be collected by Supervisor.
- 5) You have to make such kind of mark  $\surd$  in the box of the appropriate answers.

Seat No.: \_\_\_\_\_

**SECTION-A**

**M.C.Q's**

- Q.1** The medical record begins with patients first \_\_\_\_\_
- a)  Discharge
  - b)  Investigations
  - c)  Admission
  - d)  Outpatient
- Q.2** Forms should be held on the medical record by \_\_\_\_\_
- a)  Staples
  - b)  Clip
  - c)  Folder
  - d)  Clip or fastener
- Q.3** The person in charge of medical department
- a)  RMO
  - b)  MRO
  - c)  CMO
  - d)  Resident
- Q.4** Patients \_\_\_\_\_ is not recorded on the MPI card as it changes
- a)  Address
  - b)  Age
  - c)  Name
  - d)  Diagnosis

**P.T.O.**

- Q.5 The process of remaining medical records not is used from active file room is called \_\_\_\_\_
- a)  Culling
  - b)  Active medical Record
  - c)  Purging
  - d)  Tracer card
- Q.6 The \_\_\_\_\_ rate is the proportion of inpatients that die in hospital
- a)  Birth
  - b)  Census
  - c)  Hospital Death
  - d)  Discharge
- Q.7 Full form of MLC is \_\_\_\_\_
- a)  Meeting Legislative Committee
  - b)  Member Legislative Council
  - c)  Medicolegal Cases
  - d)  None of the above
- Q.8 Abbreviation MRD means \_\_\_\_\_
- a)  Medical Research Department
  - b)  Medicolegal Department
  - c)  Medical Record Department
  - d)  Management Review Department
- Q.9 What is correct name of Consent \_\_\_\_\_
- a)  Informal consent
  - b)  Informed Consent
  - c)  Informative consent
  - d)  Improper consent
- Q.10 The patient's information can be releases with only \_\_\_\_\_ sign.
- a)  Patient
  - b)  Relative
  - c)  Doctor
  - d)  Lawyer

\* \* \* \* \*

**BACHELOR OF SCIENCE (ANAESTHESIA & OT TECHNOLOGY) (CBCS - 2020 COURSE)**  
**B. Sc. (Anaesthesia & OT Technology) Sem - III : WINTER- 2022**  
**SUBJECT : ELECTIVE :MEDICAL RECORDS MANAGERMENTS**

Day : Saturday

Time : 10:00 AM-12:00 PM

Date : 28-01-2023

**W-23415-2022**

Max. Marks : 40

---

**N.B.:**

- 1) There are three sections as  
Section – A = Objective Type questions - 20 marks.  
Section – B = Long Answer questions - 20 marks.  
Section – C = Short Answer questions - 20 marks.
- 2) Section B has four long questions and **ANY TWO** questions have to be answered.
- 3) Section C has six short questions and **ANY FOUR** questions have to be answered.
- 4) Answer to both the sections should be written in **SAME** answer book.

---

**SECTION-B**

Long answer (Attempt **ANY TWO**): **(20)**

- 1) What all “History” and “Systemic Examinations” are taken while writing a Medical Case Sheet?
- 2) What are the contents of a good Discharge Summary?
- 3) Describe the components a medical record.
- 4) What is an Audit? Give differentiation between Passive Audit and Active Audit.

**SECTION-C**

Short answer (Attempt **ANY FOUR**): **(20)**

- 1) What are the functions of Medical Record Department?
- 2) Write short note on Tracer Card
- 3) Describe the method of Retrieval of Medical Records
- 4) What is the protocol for access to MRD after office hours and on holidays in Emergency situations?
- 5) Contents of an admission register/paper
- 6) Contents of a Death Register/Record

\* \* \* \* \*