

BACHELOR OF SCIENCE (ENDOSCOPY) (CBCS-2021 COURSE)
B.Sc. (ENDOSCOPY) Sem - III : WINTER- 2022
SUBJECT : MEDICAL RECORDS MANAGERMENTS

Day : Saturday

Time : 10:00 AM-12:00 PM

Date : 28-01-2023

W-25090-2022

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

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Max. Marks : 40

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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.
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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

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