B.Sc. IN MEDICAL RECORDS SCIENCE AND HEALTH INFORMATION TECHNOLOGY

Term-End Examination

December, 2017

BAHI-021 : MEDICAL RECORD SCIENCE

Time : 3 hours   *Maximum Marks : 70*

Note :   *Attempt any six questions. Question no. 9 (nine) is compulsory.*

1. Explain centralisation and decentralisation in storage of Medical Records and write about the advantages of centralisation of Medical Records Storage.   **8**

2. Define Medical Record and discuss the purposes of Medical Record.   **1+7**

3. Discuss the important task performed by the Medical Record Personnel.   **8**

4. (a) Define subpoena duces tecum.   **3+5=8**
    (b) List the steps that should be taken before submitting the Medical Record in a court of law.

5. (a) Briefly explain the standard arrangement of Medical Record forms.   **4+4=8**
    (b) Briefly write about "Physicians Progress note".

6. (a) Define ethics. 2+6=8
   (b) Explain code of ethics for Medical Record Professional.

7. Describe standard history Part of a History and Physical Examination form. 8

8. Explain the reasons why open shelf filing units are preferable to file cabinets for Medical Record Storage in the file area. 8

9. Write short notes on **any five** of the following : 5x6=30
   (a) Problem Oriented Medical Records
   (b) Medical Audit
   (c) Important items listed on the Labour Record
   (d) Medical Record Forms
   (e) Master Patient Index
   (f) Value of Medical Record to the Patient and to the Physician

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