JARAMOGI OGINGA ODINGA UNIVERSITY OF SCIENCE AND TECHNOLOGY
SCHOOL OF HEALTH SCIENCES

UNIVERSITY EXAMINATION FOR TVET DIPLOMA IN HEALTH RECORDS MANAGEMENT

2ND YEAR 2ND SEMESTER 2023/2024 ACADEMIC YEAR

MAIN CAMPUS

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COURSE CODE: HDR 2227

COURSE TITLE: HEALTH RECORDS MANAGEMENT II

EXAM VENUE: STREAM: (TVET Dip. Health Records)

DATE: EXAM SESSION:

TIME: 3.00 HOURS

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Instructions:

1. **Answer question ONE and any other THREE**

2. **Candidates are advised not to write on the question paper.**

3. **Candidates must hand in their answer booklets to the invigilator while in the examination room.**

ANSWER QUESTION ONE AND ANY OTHER THREE

QUESTION ONE

a) Define the following terms
   i.   Records   (2mks)
   ii. Health record management   (2mks)
   iii. Archives   (2mks)
   iv. Informed consent   (2mks)
   v.   HIPAA   (2mks)

b) Explain FIVE aspects that define good-quality data   (10mks)
c) Discuss qualities of a health record storage room. (10mks)
d) State levels of hospitals by KEPH, explaining their roles in health record management (10mks)

QUESTION TWO

a) Discuss qualities of a Health Records Manager (10mks)
b) Health Information System (HIS) policy is an expression of health sector commitment to the goals and priorities for improving health information products and health services. Discuss aims of HIS policy (10mks)

QUESTION THREE
Discuss the value of properly managed health records under the following sub headings;

   i.   Patient   (4mks)
   ii. Healthcare worker   (8mks)
   iii. Health facility   (8ms)

QUESTION FOUR

a) Discuss benefits of health records management   (10mks)

b) "You may not realize the significant risk of poorly managed medical records until you're in the midst of a problem." Discuss risks of unmanaged medical records (10mks)

QUESTION FIVE

a) Explain roles of a Health Records and Information Officer (10mks)
b) Discuss legal aspects applied in Health Records management (10mks)

QUESTION SIX
Kenya Health Information System Policy 2013 defines roles and responsibilities of various actors at all levels of health sector, discuss. (20mks)