

Rajiv Gandhi University of Health Sciences, Karnataka

III Semester Bachelors in Hospital Administration Degree Examination - 13-May-2025

Time: Three Hours

Max. Marks: 80 Marks

HOSPITAL MEDICAL RECORDS MANAGEMENT - (RS)

Q.P. CODE: 3239

Your answers should be specific to the questions asked
Draw neat, labeled diagrams wherever necessary

LONG ESSAYS (Answer any Two)

2 x 10 = 20 Marks

1. Define medical records. Write the principles of record keeping.
2. Write a note on POMR. Explain hospital records and its types in detail.
3. What are the different methods of filling – explain.

SHORT ESSAYS (Answer any Eight)

8 x 5 = 40 Marks

4. What are registers? Mention the problems related to maintain registers, mention few names of common registers?
5. What are the advantages of medical records management?
6. Importance of designing the forms.
7. What is nursing audit? Explain the different methods of nursing audit.
8. What is medical report? What are the components of medical records?
9. Write a note on latest trends in medical records.
10. Why evaluation in healthcare is important.
11. Draw the flow diagram of MRD and explain.
12. Write a note on methods of releasing information.
13. Briefly explain the ownership of medical records.

SHORT ANSWERS (Answer any ten)

10 x 2 = 20 Marks

14. Death registers.
15. Legal aspects of medical records.
16. Write a note on x rays and preservation of x rays statutory registers and reports.
17. Bed compliment and bed capacity.
18. Master patient index and physician index.
19. LIC and medical records.
20. Integrated medical records.
21. Numbering system.
22. Gross death rate.
23. Types of medical records.
24. Incomplete records.
25. Summary sheet.
