

PSG COLLEGE OF ARTS & SCIENCE
(AUTONOMOUS)
MSc DEGREE EXAMINATION MAY 2025
(Second Semester)

Branch – **HOSPITAL ADMINISTRATION**
MEDICAL RECORDS MANAGEMENT

Time: Three Hours

Maximum: 75 Marks

SECTION-A (10 Marks)

Answer **ALL** questions

ALL questions carry **EQUAL** marks

(10 × 1 = 10)

Module No.	Question No.	Question	K Level	CO
1	1	What is one of the main differences between the POMR and the SOMR? a) POMR focuses on physical examinations, while SOMR focuses on medication records. b) POMR organizes data by problem lists, while SOMR organizes data by chronological order. c) POMR is a paper-based system, while SOMR is electronic. d) POMR is used in hospitals, while SOMR is used in clinics	K1	CO1
	2	Which medical record system is known for its standard format that facilitates readability and auditing? a) Electronic Health Records (EHR) b) Narrative Charting c) Problem-Oriented Medical Record (POMR) d) Source-Oriented Medical Record (SOMR)	K2	CO1
2	3	What are the entry requirements for a Medical Records Unit for the reception of visitors and staff? a) Single point of entry b) A single controlled point of entry c) Multiple entry points d) Closed point of entry	K1	CO2
	4	Which one of the following is a legal requirement to be complied with in relation to records? a) Data Protection Act b) Caldicot principles c) NMC Record Keeping d) Code of Professional Conduct	K2	CO2
3	5	Who adopts the approach that 'if it is not recorded, it has not happened'. a) The Nursing and Midwifery Council b) courts of law c) the Data Protection Act d) the doctors	K1	CO3
	6	EMR is an abbreviation for which of the following? a) Electronic Medical Record b) Emergency Medical Record c) Electronic Medical Resource d) Electronic Method of Recording	K2	CO3
4	7	Which of the following is a feature of the EHR? a) Personal Health Record b) Continuity of Care Record c) Application Server Provider d) Personal Care Record	K1	CO4
	8	PHR is an acronym for which term? a) Personnel Health Record b) Public Health Record c) Personal Health Review d) Personal Health Record	K2	CO4
5	9	What usually happens to a paper medical record after the transition to an electronic medical record? a) It is scanned into the electronic medical record and then destroyed b) It is scanned into the electronic medical record and then moved to storage. c) Baseline data and recent information is scanned into the electronic record, and the paper record is moved to storage. d) Baseline data and recent information is scanned into the electronic record, and the paper record is kept available for two to three years.	K1	CO5

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5	10	Which type of medical record document is the patient entitled to obtain? a) Copy c) E-mail	b) Original d) Scanning	K2	CO5
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SECTION - B (35 Marks)

Answer ALL questions

ALL questions carry EQUAL Marks

(5 × 7 = 35)

Module No.	Question No.	Question	K Level	CO
1	11.a.	Explain the importance of medical records.	K6	CO1
	(OR)			
	11.b.	Compare the key differences between POMR (Problem-Oriented Medical Record) and the SOMR(Source-Oriented Medical Record).	K2	
2	12.a.	Explain the characteristics of good medical record.	K6	CO2
	(OR)			
	12.b.	Explain the General operational policies for a medical records department.	K2	
3	13.a.	Explain how statistical records and ICD coding helps in preventive health care.	K4	CO3
	(OR)			
	13.b.	What are the medico legal aspects of medical records?		
4	14.a.	What are the implementation of personal health record?	K4	CO4
	(OR)			
	14.b.	What are the protocols of medical records in Tele health applications?		
5	15.a.	Explain the electronic medical record system.	K6	CO5
	(OR)			
	15.b.	Narrate the maintenance of Intensive care units records.		

SECTION - C (30 Marks)

Answer ANY THREE questions

ALL questions carry EQUAL Marks

(3 × 10 = 30)

Module No.	Question No.	Question	K Level	CO
1	16	Create a flow chart to explain the flow of medical records department and Infra structural requirements for a medical records department.	K6	CO1
2	17	Summarize the characteristics of good medical records.	K6	CO2
3	18	Explain in detail about the principal responsibilities and duties of medical records administrator.	K6	CO3
4	19	Explain organizational and management of medical records department.	K6	CO4
5	20	What are the various steps to be followed for implementation of EMR in hospital.	K6	CO5