

**B.Sc. MEDICAL RECORD SCIENCE  
SECOND YEAR**

**PAPER IV – HEALTH INFORMATION MANAGEMENT - I AND  
NOMENCLATURE**

*Q.P. Code: 801714*

**Time: Three Hours**

**Maximum: 100 Marks**

**Answer all questions**

**I. Elaborate on:** **(3 x 10 = 30)**

1. Explain Organization of Hospital Service.
2. Briefly describe the principles of form design.
3. What is Indexes? Explain detail about its types.

**II. Write notes on:** **(8 x 5 = 40)**

1. Explain Coding Policies and Procedures.
2. Write short notes on Optical Character Recognition Technology.
3. Explain Retention of the Health Record.
4. Explain Numbering system.
5. Types of filing system.
6. List the Code of Ethics for health information professionals.
7. Write short notes on Standardized Data Sets.
8. Functions of Health records and Health information.

**III. Short answers on:** **(10 x 3 = 30)**

1. Clinical Trials.
2. Vital Statistics.
3. Certified Coding Specialist.
4. Define Health Information Management.
5. Implant Registries.
6. Confidentiality.
7. Unified Medical Language system.
8. Electronic Medical Record.
9. Define Health Record.
10. Types of Filing System.

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