

**B.Sc. MEDICAL RECORD SCIENCE  
(New Syllabus 2015-2016 & 2018-2019)**

**FIRST YEAR**

**PAPER III – MEDICAL RECORD SCIENCE**

***Q.P. Code: 801733***

**Time: Three Hours**

**Maximum: 100 Marks**

**Answer all questions**

**I. Elaborate on:**

**(3 x 10 = 30)**

1. What are the differences among Electronic Medical Records, Electronic Health Record and Personal Health Records?
2. Explain the content of the Medical Records.
3. Write the contents of the Disease and operation, physician index and its uses.

**II. Write notes on:**

**(8 x 5 = 40)**

1. Explain the Systematized Nomenclature Of Medicine (SNOMED).
2. Explain components of Qualitative and Quantitative analysis in Medical Records.
3. Explain the following:  
(a) Security (b) Confidentiality (c) Privacy.
4. Explain the Responsibilities of Medical Record Committee.
5. Describe the function of Register. Identify three types of register maintained in Medical Record Department.
6. What is Medical Audit and how it can be conducted?
7. Explain the Registration of Birth and Death.
8. What are the Duties and Responsibilities of Medical Record Officer.

**III. Short answers on:**

**(10 x 3 = 30)**

1. Define the register of Birth and Death.
2. Short notes on Secondary Records.
3. Define: (a) Live Birth (b) Fetal Death.
4. Define Vital Record and Statistics.
5. Explain about the Cancer Registry.
6. What are the components of Form Control Program give three Examples.
7. Define the following:  
(a) Adult bed (b) Child bed (c) Post Operative Infection Rate.
8. Discuss Subpoena.
9. What are the content of the Disease Index?
10. Important point in Medical Records Layout.

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**Time: Three Hours**

**Maximum: 100 Marks**

**Answer all questions**

**I. Elaborate on:**

**(3 x 10 = 30)**

1. Write about numbering system and 3 types of filing system with examples.
2. Write about medical records values and uses.
3. Explain medical history and physical examination.

**II. Write notes on:**

**(8 x 5 = 40)**

1. Explain the process of discharge analysis of records. What are the statistical information that can be obtained from the data.
2. Explain uses of indexes.
3. Explain the following:  
(a) Retrospective audit (b) Deficiency notification records.
4. Describe management of policies, procedure standards and rules.
5. List techniques which may be used in locating misfiled records.
6. Write details the development of medical records from 18<sup>TH</sup> century to till date.
7. Explain the ownership of medical records.
8. What are the basic functions of the medical record department?

**III. Short answers on:**

**(10 x 3 = 30)**

1. Describe the five purposes of medical records.
2. Define defamation.
3. Define medical records.
4. Explain the integrated medical records.
5. Write inpatient assembling orders.
6. Explain method of releasing information.
7. Describe inactive medical records.
8. What about master patient index?
9. Define the following:  
(a) Discharge summary (b) Progress notes.
10. Give formula for the following:  
(a) Bed occupancy rate (b) Gross death rate (c) Net death rate.

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**THE TAMIL NADU DR. M.G.R. MEDICAL UNIVERSITY**

**[AHS 0321]**

**MARCH 2021**

**Sub. Code: 1733**

**(AUGUST 2020 EXAM SESSION)**

**B.Sc. MEDICAL RECORD SCIENCE**

**FIRST YEAR (Regulations 2015-2016 & 2018-2019)**

**PAPER III – MEDICAL RECORD SCIENCE**

**Q.P. Code : 801733**

**Time: Three hours**

**Answer ALL Questions**

**Maximum: 100 Marks**

**I. Elaborate on:**

**(3 x 10 = 30)**

1. Explain four types of Ambulatory Care Services.
2. Explain Source Oriented and Problem Oriented Medical Records.
3. Explain Record Management. What are the four basic components of Emerge Management?

**II. Write notes on:**

**(8 x 5 = 40)**

1. Define the following:  
(a) Straight Numeric Filing system. (b) Terminal Digit Filing system.
2. What are the Duties and Responsibilities of Medical Record Professional?
3. Explain the advantages Centralized and Decentralized Filing system.
4. Write about Essential Characteristics of the Hospitals.
5. Elucidate the Legal Potentialities of Medical Records.
6. Explain the Medical Records and Brief its uses and values.
7. Define the following:  
(a) Nurse notes (b) Doctors orders (c) MLC register.
8. Write short notes on JCAHO ten steps.

**III. Short answers on:**

**(10 x 3 = 30)**

1. Explain the values of Medical Records.  
(a) To the patient (b) To health care providers.
2. Define terms Morbidity and mortality.
3. Mention the types of Record Storage Equipments.
4. Define the following:  
(a) Census (b) Inpatient admission.
5. Color coding of Record Folders.
6. Define Retention of the Records.
7. Write short notes on Consultation Reports.
8. Describe the Unit Records.
9. Give three basic rules from Form Design Rules.
10. Give the formula for calculation of the following:  
(a) Length of stay (b) Bed turn over Rate (c) Autopsy Rate.

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**THE TAMIL NADU DR. M.G.R. MEDICAL UNIVERSITY**

**[AHS 0422]**

**APRIL 2022**

**Sub. Code: 1733**

**(FEBRUARY 2021 & AUGUST 2021 EXAM SESSIONS)**

**B.Sc. MEDICAL RECORD SCIENCE**

**FIRST YEAR (Regulations 2015-2016 & 2018-2019)**

**PAPER III – MEDICAL RECORD SCIENCE**

***Q.P. Code: 801733***

**Time: Three Hours**

**Answer All questions**

**Maximum: 100 Marks**

**I. Elaborate on : (3X10=30)**

1. Explain in detail about the uses of medical records as personal and impersonal document.
2. Write down the steps involved in planning and designing of forms.
3. Write about the types of medical records based on.
  - a) Source oriented
  - b) Problem oriented
  - c) Integrated medical records.

**II. Write Notes on : (8X5=40)**

1. Write briefly about two types of review of medical records.
2. What are the advantages and disadvantages of terminal digit filing system?
3. Write short notes on subpoena.
4. Write notes on contents of History sheet.
5. Write briefly on microfilming.
6. Write the differences between ambulatory care and long term care.
7. What are the different types of consent? Explain each.
8. What are the characteristics of good medical record?

**III. Short Answers on : (10X3=30)**

1. What is privileged communication?
2. What is meant by hospice care?
3. What about the incomplete record control?
4. What is primary health centre?
5. What is medical negligence?
6. What is meant by centralized record?
7. Define electronic health record?
8. Write about the nurses' notes
9. What is meant by deficiency checking?
10. Write about medico-legal care register.

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**THE TAMIL NADU DR. M.G.R. MEDICAL UNIVERSITY**

**[AHS 0423]**

**APRIL 2023**

**Sub. Code: 1733**

**B.Sc. MEDICAL RECORD SCIENCE**

**FIRST YEAR (Regulations 2015-2016 & 2018-2019 onwards)**

**PAPER III – MEDICAL RECORD SCIENCE**

**Q. P. Code: 801733**

**Time: Three hours**

**Maximum : 100 Marks**

**Answer ALL Questions**

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

1. Add a note on various Filing systems that are used in Medical record Department.
2. List out JCAHO's various steps for monitoring and evaluating the quality management.
3. Add a note on Centralization and Decentralization of Medical Records. List out their Merits and Demerits.

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

1. Contents of Medical record.
2. Qualitative and Quantitative Analysis.
3. List out the various rules to be followed in form designing.
4. Medical record retention policy.
5. Problem oriented medical record.
6. Essential characteristics of hospital.
7. Destruction of Medical records.
8. Systematized Nomenclature of Medicine (SNOMED).

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

1. Ambulatory care.
2. Ownership of Medical record.
3. Microfilming.
4. Cancer registry.
5. Define Inpatient and outpatient Service.
6. Length of Stay.
7. Subpoena.
8. Colour Coding system.
9. Delinquent Health record.
10. Average daily Census.

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**THE TAMIL NADU DR. M.G.R. MEDICAL UNIVERSITY**

**[AHS 1123]**

**NOVEMBER 2023**

**Sub. Code: 1733**

**B.Sc. MEDICAL RECORD SCIENCE  
FIRST YEAR (Regulations 2015-2016 & 2018-2019 onwards)  
PAPER III – MEDICAL RECORD SCIENCE**

**Q. P. Code: 801733**

**Time: Three hours**

**Maximum : 100 Marks**

**Answer ALL Questions**

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

1. Add a note on the contents of Medical Record.
2. Add a note about Hospital under the following Headings:  
A) Types                      B) Services  
C) Characteristics        D) Role of Medical Record Department in Hospital.
3. Distinguish between Hospice care and Ambulatory care.

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

1. Master patient Index.
2. Medicare and Medicaid.
3. Privacy and Security of Medical Record.
4. Write notes on concerns of History Card.
5. Role and Responsibility of Medical record committee.
6. Consent for Release of information.
7. Legal aspects of Medical record.
8. Qualitative Analysis.

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

1. Certification.
2. Bed occupancy Rate.
3. Credentiality.
4. Terminal Digit filing.
5. List out the steps to locate misfiles.
6. Distinguish between Primary and Secondary Data.
7. Purpose of Doctor's order and Progress Notes.
8. Define: LAMA/DAMA.
9. Medical Audit.
10. Uses of Medical record.

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**THE TAMIL NADU DR. M.G.R. MEDICAL UNIVERSITY**

**[AHS 0424]**

**APRIL 2024**

**Sub. Code: 1733**

**B.Sc. MEDICAL RECORD SCIENCE  
FIRST YEAR (Regulations 2015-2016 & 2018-2019 onwards)  
PAPER III – MEDICAL RECORD SCIENCE  
Q. P. Code: 801733**

**Time: Three Hours**

**Answer All questions**

**Maximum: 100 Marks**

**I. Elaborate on:**

**(3 x 10 = 30)**

1. Add a note on Specialized Health Record.
2. How will you prepare subpoenaed records for court?
3. Add a note on format of Medical Record.

**II. Write notes on:**

**(8 x 5 = 40)**

1. Flow of Medical record in a healthcare facility.
2. Add a note on Special consents.
3. Various components of Medical History.
4. Importance of Discharge Summary.
5. Preferred provider organization.
6. Retention of Medical record.
7. Write about a) Serial Numbering system b) Unit Numbering system.
8. Role of medical staff in a healthcare facility.

**III. Short answers on:**

**(10 x 3 = 30)**

1. Confidentiality.
2. Distinguish between Long term care and Short term care.
3. Uses of Medical record.
4. Summon.
5. TPR Sheet.
6. Authentication.
7. Certified Coding Specialist.
8. Incident Report.
9. Hospice Care.
10. Straight Numeric Filing system.

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**THE TAMIL NADU DR. M.G.R. MEDICAL UNIVERSITY**

**[AHS 1125]**

**NOVEMBER 2025**

**Sub. Code: 1733**

**B.Sc. MEDICAL RECORD SCIENCE  
FIRST YEAR (Regulations 2015-2016 & 2018-2019 onwards)  
PAPER III – MEDICAL RECORD SCIENCE  
Q. P. Code: 801733**

**Time: Three Hours**

**Answer All questions**

**Maximum: 100 Marks**

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

1. Uses and values of Medical Records.
2. Medical History and content for the history.
3. Types of Hospital Based Ambulatory Care.

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

1. The functions of Registers. Identify four types of Register.
2. Post operative infection rate and average length of stay.
3. Ownership of the Medical Records.
4. Responsibilities of Medical Record Committee.
5. Duties of the Medical Record Administrator.
6. Monthly and Annual Reports.
7. Systematized Nomenclature of Medicine (SNOMED).
8. Hospital death rate.

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

1. Live Birth.
2. Discharge summary.
3. Consultation Reports.
4. Colour coding of Records folders.
5. Inpatient admission.
6. Progress notes.
7. Serial numbering.
8. Formula for Bed turnover.
9. Define Medical Record.
10. Census.

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