The Management University of Africa

Sponsored by the Kenya Institute of Management

DIPLOMA UNIVERSITY EXAMINATIONS

SCHOOL OF MANAGEMENT AND LEADERSHIP

DIPLOMA IN COMMUNITY HEALTH AND DEVELOPMENT

DHD 102 : HEALTH RECORDS AND SYSTEMS MANAGEMENT

DATE : 6TH DECEMBER 2023

DURATION: 2 HOURS

MAXIMUM MARKS: 70

INSTRUCTIONS:

1. Write your registration number on the answer booklet.
2. **DO NOT** write on this question paper.
3. This paper contains **SIX (6)** questions.
4. Question **ONE** is compulsory.
5. Answer any other **FOUR** questions.
6. Question **ONE** carries **30 MARKS** and the rest carry **10 MARKS** each.
7. **Write all your answers in the Examination answer booklet provided.**

QUESTION ONE

Read the Case Study below carefully and answer the questions that follow:

Country Y would like to adopt an Electronic Medical Records System for management of its health and medical records. The country did research and found out that ; successful implementation of Electronic Medical Records have a wide range of measurable benefits, including clinical decision support such as drug allergy warnings and drug incompatibilities , support for program monitoring including reporting outcomes, budgets, and supplies , support for clinical research, and management of chronic diseases such as diabetes, hypertension, and heart failure .

Additionally it was found that, in high-income countries EMRs have demonstrated significantly increased net monetary benefit per provider, cumulative net hospital savings, an increase in provider productivity, and improved provider efficiency. Adoption of EMR also improved clinical outcomes in high-income countries, including shorter hospital length of stay and lower 30-day mortality, a decrease in relative odds of death from myocardial infarction and improved outcomes for renal disease patients.

Despite the many benefits of the EMR systems, country Y willingness to adopt EMR still remains low. The reasons for this include: resource and infrastructure limitations such as lack of reliable electricity, low-quality Internet access, and insufficient supply of devices; lack of centralized organization such as a national health information technology (IT) agenda; lack of explicit and broad legal regulation; lack of common interoperability standards; and lack of a trained workforce, including specialized IT workers and medical informaticians.

Required:

a) Define the term

i. Medical records **(1 Mark)**

ii. Health records **(2 Marks)**

iii. Electronic Medical Records System **(2 Marks)**

b) Discuss five merits country Y would encounter by having Electronic Medical Records System in place **(10 Marks)**

c) Explain five components of an Electronic Medical Records System **(5 Marks)**

d). Describe five factors that hinder country Y from adopting and implementing an Electronic Medical Records System **(10 Marks)**

QUESTION TWO

A healthcare giver institute would like to automate its processes, among them being management of health records. As a manager in charge of the registry, propose the steps you would recommend for the process **(10 Marks)**

QUESTION THREE

a). Define the term Healthcare Delivery System **(2 Marks)**

b). Describe challenges facing healthcare delivery systems **(8 Marks)**

QUESTION FOUR

With the help of a diagram, illustrate the records management life cycle **(10Marks)**

QUESTION FIVE

a). Differentiate between

i). Records retention schedule and records appraisal **(2 Marks)**

ii). Filing and indexing **(2 Marks)**

iii). Records centre and Archive **(2 Marks)**

b). List and explain four things to consider before filing health records **(4 Marks)**

QUESTION SIX

a). Discuss guidelines that should be followed during release of patient information **(4 Marks)**

b). Formulate measures that should be put in place to backup health electronic records **(6 Marks)**