

091905T4HRI

HEALTH RECORDS AND INFORMATION TECHNOLOGY LEVEL 5

HE/OS/HR/CR/02/5/A

MAINTAIN HEALTH RECORDS DATABASE

NOV/DEC 2023



**TVET CURRICULUM DEVELOPMENT, ASSESSMENT AND CERTIFICATION
COUNCIL (TVET CDACC)**

INSTRUCTION TO THE ASSESSOR

1. You are required to mark practical as the candidate perform the task.
2. You are required to take video clips at critical points.
3. Ensure the candidate has a name tag and registration code at the front

OBSERVATION CHECKLIST

Candidate's name & Registration No.			
Assessor's name & Id code			
Unit(s) of Competency			
Venue of Assessment			
Date of assessment			
Items to be evaluated:	Maximum marks to allocate	Marks allocated	Comments
1. Adhered to safety precautions at work place i. Name tag ii. Dust coat <i>(Award 1 mark for each worn item)</i>	2		
2. Created a folder and named it correctly in the desktop <i>(Award 1 mark for creating and 1 mark for naming)</i>	2		
3. Opened the database <i>(Award 1 mark or 0)</i>	1		
4. Created a database and named it Health information Database <i>(Award 1 mark for creating and 1 mark for naming it correctly)</i>	2		
5. Inserted patient's information to the database correctly ✓ Ip no. ✓ Full patient name ✓ Residence ✓ Identification number ✓ NOK ✓ Age ✓ Gender ✓ Telephone no. <i>(Award 1 marks for each patient file data)</i>	8		