

**091906T4HRI**

**HEALTH RECORDS AND INFORMATION TECHNOLOGY LEVEL 6**

**HE/OS/HR/CR/07/6/A**

**MANAGE ELECTRONIC HEALTH**

**NOV/DEC 2023**



## **PRACTICAL ASSESSMENT**

### **INSTRUCTIONS TO CANDIDATE**

1. Time allocation **1 HOUR** for performing tasks.
2. In this practical assessment, you are required to perform the following tasks:

TASK1: Convert the paper based medical record below into electronic medical record using Microsoft Word.

**RIZIKI MATERNITY HOSPITAL**  
**PATIENT REGISTRATION FORM**

**PATIENT PERSON DETAILS**

FULL NAME: ..... GENDER: .....  
ID/PASSPORT NO: ..... NATIONALITY: ..... AGE: .....  
OCCUPATION: ..... MARITAL STATUS: .....  
RELIGION: ..... RESIDENCE: .....  
PATIENT TEL NO: ..... (FOR OUTPATIENT ONLY): .....

**PATIENT SOCIO-ECONOMIC STATUS**

EDUCATION LEVEL:  
PRIMARY:  SECONDARY:  COLLEGE/UNIVERSITY  NONE

**NEXT OF KIN**

NAME..... RELATIONSHIP; .....  
TEL..... RESIDENCE.....

**OTHER PERSON TO BE CONTACTED**

NAME..... RELATIONSHIP.....  
TEL NO..... RESIDENCE.....

**PREVIOUS ATTENDANCE TO RMH**

REFERRED FROM:  
SELF REFERRAL: YES.  NO   
TO ATTEND (CLINIC) ..... DATE..... TIME..... WARD.....

**PAYMENT MODE:**

SELF.  NHIF.  OTHER INSURANCE.  OTHERS SPECIFY.....  
LINDA MAMA

**INTERVIEWER INFORMATION**

NAME..... DESIGNATION.....  
SIGNATURE.....DATE..... TIME.....  
UNIT NUMBER.....

3. The assessor will be required to take photos/audio record of you during the assessment.
4. You will be provided with the following resources:
  - i. Computer installed with Microsoft Office
  - ii. Computer accessories, power source
  - iii. Stationeries
  - iv. Table
  - v. Chair