

091905T4HRI
HEALTH RECORDS AND INFORMATION TECHNOLOGY LEVEL 5
HE/OS/HR/CR/04/5/A
REGISTER PATIENTS
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 performs 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 & Reg. No.			
Assessor's Name & Reg. Code/ID No.			
Unit of Competence			
Venue of Assessment			
Date of Assessment			
(Award maximum marks if correct and zero marks if wrong)			
Items to be evaluated: <i>Please award marks as appropriate. Give a brief comment on your observation.</i>	Marks Allocated	Marks Awarded	Comment
1. Adhered to safety as per workplace procedures: <ul style="list-style-type: none"> ● Dust coat <p><i>(Award 1 mark for each)</i></p>	1		
2. Greeted the patients <i>(Award 2 marks or 0)</i>	2		
3. Introduced herself/himself to the patient <i>(Award 2 marks or 0)</i>	2		
4. Welcomed the patients and assured the patients of good service <i>(Award 2 marks or 0)</i>	2		
5. Established whether the clients are new or revisit client <i>(Award 2 marks or 0)</i>	2		
6. Picked the correct MoH 204B for Grace Okumu and MOH 204A for Amos okumu among the list of registers provided <i>(Award 2 for each patient marks or 0)</i>	4		
7. Captured the following bio-data from the patients; <ul style="list-style-type: none"> i. Full patient name as per the ID of the patient 	7		

ii. Age iii. Residence iv. Gender/sex v. Occupation vi. Next of Kin vii. Patient contact number <i>(Award 1 mark for each bio data captured for each patient to a maximum of 7)</i>			
8. Generated unique identification number <i>(Award 2 mark for generated identification number for each patient or 0)</i>	4		
9. Directed the patients appropriately to the next point of service (Award 2 mark or 0)	2		
Sub Total Marks	26		
ASSESSMENT OUTCOME			
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The candidate was found to be: Competent <input type="checkbox"/> Not yet competent <input type="checkbox"/> <i>(Please tick as appropriate)</i> <i>(The candidate is competent if s/he gets 50 %.)</i>			
Feedback to candidate:			
Feedback from candidate:			
Candidate's Signature -----			
			Date
Assessor's Signature -----			
			Date