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QUESTION 1

Before making rounds, a medical assistant should be sure that they are carrying _____ on their person.

- A. A pen
- B. A syringe
- C. A glucose meter
- D. A change of clothes

Correct Answer: A

QUESTION 2

Patient details should be updated as necessary every _____.

- A. Year
- B. Month
- C. Time the patient visits
- D. Six months

Correct Answer: C

Best practice in recordkeeping is to check with the patient every time they visit the office that all their personal details (address, telephone number, email, next of kin etc.) are up-to-date.

This should minimize the chance of important information going astray.

QUESTION 3

For maximum efficiency, individual patient records should be organized by _____.

- A. Category
- B. Date
- C. Alphabetically
- D. Physician name

Correct Answer: A

Although certain aspects of a patient record maybe organized by time, for example consultation record sheets, it is very time-consuming for a physician to trawl through a file seeking the information they require. For this reason good recordkeeping will involve organizing patient treatment by category (e.g. medication prescribed, surgeries undergone



etc.) so that the physician can immediately access the information they require.

QUESTION 4

Who treats a patient that has diseases of the blood?

- A. Cariologist
- B. Pulmonologist
- C. Podiatrist
- D. Hematologist

Correct Answer: D

QUESTION 5

Which of these can be reported to relevant authorities without a patient's consent?

- A. HIV status
- B. Illegal narcotics in bloodstream
- C. Gunshot wound
- D. Blood alcohol level

Correct Answer: C

In most circumstances the right of the patient to confidentiality is paramount.

That means his/her consent to confidential information being released must be obtained.

However, in the case of gunshot wounds, information may be passed to law enforcement agencies even if the patient should not wish this to happen.

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