

091905T4HRI

HEALTH RECORDS AND INFORMATION TECHNOLOGY LEVEL 5

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

Maintain Health Records Database

Nov/Dec 2024



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

PRACTICAL ASSESSMENT

Time: 45 MINUTES

INSTRUCTIONS TO CANDIDATE:

1. You are required to perform the following tasks

TASK 1

Create a folder on the desktop and name it PATIENT RECORD

TASK 2

Design a health records database and name the file as Health Records Database.

TASK 3

Capture the data provided in the patient records and save it in folder created in task 1

TASK 4

Make the IP number the primary key.

2. You have been provided with the following resources for the practical tasks:

- Computer installed with MS office
- Computer accessories, power source
- 2 patient records (files) containing the following details:
 - ✓ Patient name
 - ✓ IP Number
 - ✓ Diagnosis
 - ✓ Date of birth
 - ✓ Residence
 - ✓ Contacts
 - ✓ Next of Kin

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