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Date: 05.03.2026 03:51 PM

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**HEALTH RECORDS AND INFORMATION TECHNOLOGY LEVEL 6**

HE/OS/HR/CR/01/6

**File Medical Records**

**March/April 2026**

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

**PRACTICAL ASSESSMENT**

Date: 05.03.2026 03:51 PM

**Time: 45 Minutes**

**INSTRUCTIONS TO CANDIDATE:**

1. You have received FIVE patient's files from various wards. You are required to perform the following tasks:

**TASK 1:** EDIT the files as per Standard Operating Procedures.

**TASK 2:** File them in the filing area.

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

- Patient's files
- Filing area
- Sorting table
- Kik-stool/ladder

- Stationeries