



AMREF INTERNATIONAL UNIVERSITY
SCHOOL OF PUBLIC HEALTH
DEPARTMENT OF HEALTH SYSTEMS MANAGEMENT AND DEVELOPMENT
BACHELOR OF SCIENCE IN HEALTH RECORDS AND INFORMATION
MANAGEMENT
END OF SEMESTER EXAMINATION APRIL 2025

HRI 100: FUNDAMENTALS OF HEALTH RECORDS AND INFORMATION
MANAGEMENT

DATE: 9TH APRIL 2025

TIME: Two (2) Hours Start: 4:30 pm End: 6:30 pm

INSTRUCTIONS TO CANDIDATES

- 1) This exam is out of 70 marks
- 2) Section-A is compulsory with a Total of 30 Marks
- 3) Answer any TWO (2) questions in Section B

Read carefully the additional instructions preceding each section.

Section A: Attempt ALL QUESTIONS in this section (30marks)

1. Explain any two (2) numerical filing systems of health records used in Kenya (4mks)
2. Identify any four (4) health records indices used and maintained in a health records department of a healthcare facility (4mks)
3. State any four (4) types of special health records that should not be destroyed (4mks)
4. Highlight any four (4) challenges to healthcare data analysis and management (4mks)
5. Outline any four (4) basic principles observed when designing medical forms (4mks)
6. State any five (5) uses of patient health records in a healthcare facility (5mks)
7. Outline the health records life-cycle (5mks)

SECTION B: Answer ANY TWO questions in this section (40marks)

8. The Data Protection Act 2019 and the regulations for patient health records management stipulates that information concerning a patient is confidential and should not be released to any unauthorized persons. Discuss any five (5) conditions under which the contents of a patient's health record may be justified for disclosure (20mks)
9. You have been selected by the Head of Health Records Department in your facility to conduct an appraisal of patient health records to guide in making decisions about retention of health records. Using appropriate examples, advise him on any five (5) considerations he should make to guide retention of health records (20mks)
10. The Information and communications technologies (ICTs) plays a critical role towards the achievement of the Universal Health Coverage in Kenya. Using relevant examples from the healthcare industry, describe any five (5) applications of ICT in improving health care for individuals and communities in the country (20mks)