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QUESTION 1

In planning for a file system conversion to a new physical location, it is wise to schedule the actual conversion process to occur

- A. during a Joint Commission survey.
- B. during a 2-week period when the department is closed.
- C. at an off-peak time for the department such as a weekend (Friday to Monday).
- D. before purging inactive records.

Correct Answer: C

QUESTION 2

Your hospital has purchased a number of outpatient facilities. You have been assigned to chair an interdisciplinary committee that will write record retention policies for the new corporation. You begin by telling the committee their primary consideration when making retention decisions must be

- A. space considerations.
- B. statutory requirements.
- C. provider preferences.
- D. professional standards.

Correct Answer: B

QUESTION 3

Which classification system was developed to standardize terminology and codes for use in clinical laboratories?

- A. Systematized Nomenclature of Human and Veterinary Medicine International (SNOMED)
- B. Systematized Nomenclature of Pathology (SNOP)
- C. Read Codes
- D. Logical Observation Identifiers, Names and Codes (LOINC)

Correct Answer: D

QUESTION 4

A patient, who is HIV positive, has raised lesions, red or purple in color, appearing on the skin, in the mouth, or anywhere on the body. What is the stage of his disease process in today's medical terminology?



- A. ARC
- B. AIDS
- C. AZT
- D. HIV positive

Correct Answer: B

QUESTION 5

Which of the following statements demonstrates a violation of protected health information?

- A. "Yes, Mr. Smith is in room 222. I will transfer your call."
- B. Physician's office staff calls centralized scheduling and says, "Dr. Smith wants to perform a bunionectomy on Mary Jones next Tuesday."
- C. "Mary, at work yesterday I saw that Susan had a hysterectomy."
- D. Dr. Jones tells a nurse on the floor to give Ms. Brown Demerol for her pain.

Correct Answer: C

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