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HEALTH RECORDS AND INFORMATION TECHNOLOGY LEVEL 6

HE/OS/HR/CR/01/6

Register Patients

July/August 2025

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

PRACTICAL ASSESSMENT

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Time: 45 MINUTES

PRACTICAL TASKS

1. You are required to perform the following tasks:

   Mr. B (aged 35) visited the hospital accompanied by his daughter K of 4 years. Mr. B was diagnosed with diabetes and is expected to return for a check-up in one month. His daughter K was also attended to and found to have a skin infection, requiring a follow-up visit after 7 days.

   Mrs. C also visited the hospital for scheduled follow-up appointment. She had previously been diagnosed with gastritis and was returning for review as advised.

   As the Health Records Officer on duty, you are responsible for registering the patients and updating their records appropriately

   i. **TASK 1:** Register Mr. B, K, and Mrs. C in the appropriate health records MOH registers, ensuring that all relevant personal and medical details are accurately recorded.

   ii. **TASK 2:** Book appointment for the THREE patients accordingly.

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

    - Comfortable Chair
    - Working table
    - MOH 204 A
    - MOH 204 B
    - Appointment card

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