REV-01 2025/11
BAOT/63/68

B.Sc. ANAESTHESIA & OPERATION THEATRE TECHNOLOGY
FIRST SEMESTER
MEDICAL TERMINOLOGY & RECORD KEEPING
BAOT-102

SET A

[USE OMR SHEET FOR OBJECTIVE PART]

Duration: 3 hrs. **Full Marks: 70**

Objective

Time: 30 mins. **Marks: 20**

Choose the correct answer from the following: ***1×20=20***

1. Which individual is credited with introducing the Problem-oriented Medical Record (POMR)?
   a. Dr. John Smith
   b. Dr. Lawrence Weed
   c. Dr. Elizabeth Blackwell
   d. Dr. William Osler

2. In the SOAP format, what does the 'A' represent?
   a. Action (what was done)
   b. Admission (date of entry)
   c. Assessment (interpretation of findings)
   d. Audit (quality check)

3. The SOAP format is primarily used for recording which part of the Problem-Oriented Medical Record (POMR)?
   a. Progress note
   b. Problem list
   c. Data base
   d. Initial plans

4. Which section of the medical record contains the drugs name, dose, route, time and signature of the administering staff?
   a. Progress note
   b. Nursing notes
   c. Treatment/management
   d. Medication chart

5. Which of the following is NOT listed as a main component of a problem-oriented medical record (POMR)?
   a. Data base
   b. Initial plans
   c. Problem list
   d. Source or department notes

6. The word root cardi-refers to:
   a. Brain
   b. Liver
   c. Heart
   d. Kidney

7. Which of the following is a word root?
   a. -itis
   b. Tonsil
   c. -ectomy
   d. -osis

8. The suffix-itis indicates:
   a. Tumor
   b. Inflammation
   c. Condition of
   d. Surgical repair

9. The suffix 'centesis' indicates:
   a. Fixation
   b. Surgical repair
   c. To puncture/draw fluid
   d. Excision

10. The term Oligospermia means:
    a. Absence of sperm
    b. Few or scanty sperm count
    c. Inflammation of spermatic cord
    d. Surgical removal of sperm

11. What is a medical abbreviation?
    a. A long, complex word used in medicine
    b. A complete sentence describing a medical procedure
    c. A shortened form of a medical word or phase
    d. A new medical term created daily

12. According to the document, what do the pharmacy abbreviation 'ac' and 'pc' stand for respectively?
    a. After meals and before meals
    b. Before meals and after meals
    c. At bedtime and as needed
    d. Before and with

13. The suffix '-ectomy' is an example of a suffix used for a surgical procedure. What does it mean?
    a. Process of recording
    b. To puncture/tap to draw fluid from
    c. Excision, removal, cut out
    d. Surgery repairs/fixation

14. In Nephrology, what is the full term for the abbreviation 'CKD'?
    a. Chronic renal insufficiency
    b. Chronic kidney disease
    c. Glomercular filtration rate
    d. Acute tubule necrosis

15. Which of the following is NOT a purpose of medical abbreviation in a clinical setting?
    a. To speed up communication among health care professional
    b. To enable a clinician to see more patients saving time writing instructions
    c. To prevent all errors in prescriptions writing
    d. To help interpret data more efficiently, especially in emergency situations

16. The prefix 'brady' means:
    a. Fast
    b. Slow
    c. Normal
    d. Difficult

17. Which of the following is NOT a component of a medical record?
    a. Progress notes
    b. Nursing care plan
    c. X-ray reports
    d. Hospital building plan

18. Which of the following is an advantage of electronic health records (EHR)?
    a. Easy access and data sharing
    b. Increased paperwork
    c. Limited information
    d. Reduced accuracy

19. Which department is responsible for maintaining patient records in a hospital?
    a. Radiology
    b. Medical Records Department (MRD)
    c. Pathology
    d. Outpatient Department (OPD)

20. EEG Stand for:
    a. Endocardial Evaluation Guide
    b. Electric energy graph
    c. Electroencephalogram
    d. Encephalo Growth

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Descriptive

Time : 2 hr. 30 mins. Marks : 50

[Answer question no.1 & any four (4) from the rest]

1. Explain Medical Terminology. Write the importance of medical terminology. How medical terminology works with examples? 2+3+5=10
2. Explain the importance of medical abbreviation in clinical settings. How do they improve communication among healthcare professionals? Give Commonly used Abbreviation in cardiology. 3+4+3=10
3. Compare manual medical records with electronic medical records. Discuss advantages, disadvantages, workflow impact and medico-legal considerations. 5+5=10
4. Describe the contents of a medical record. Discuss the importance of maintaining complete and accurate patient information in healthcare settings. 5+5=10
5. Write down the 10 common prefixes with their meaning. 10
6. Write down the 10 common combining form with their meaning. 10
7. Define problem-oriented medical records (POMR). Write main component of problem-oriented medical records. Write down the contents of medical record. 2+3+5=10
8. Define data entry in EHR system. Write in detailed about the types of Data entry with example. Write down the advantages and management of EHR data entry. 1+5+4=10

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