

**MANIPAL UNIVERSITY****SIXTH SEMESTER B.Sc. H.I.A. DEGREE EXAMINATION – JUNE 2011****SUBJECT: APPLIED MEDICAL TRANSCRIPTION**

Tuesday, June 07, 2011

Time: 14:00-17:00 Hrs

Max. Marks: 80

✍ **All questions are compulsory.**

✍ **Answer the following:**

1. What prompts a Medical Transcriptionist to work from home? What are the requirements for working from home?  
(10 marks)

2. Define clipped sentence. Identify the situations when clipped sentences are acceptable and when they are not? Cite a few examples in support of your answer.  
(10 marks)

3. Write short notes on the following:

3A. AAMT

3B. CMT

3C. Editing

3D. Questionable comments

3E. Flagging

3F. Professionalism

(5×6 = 30 marks)

4. Choose the best answer:

4A. This book is the MT's primary reference, providing definition of terms listed alphabetically.

a) Medical Style Guide

b) Medical Word book

c) Medical Dictionary

d) Abbreviation and Acronym book

4B. Up-to-date, well-used references are the signs of

a) Well-informed MT

b) Professional MT

c) Both

d) Qualified MT

4C. The dictators have different accents because

a) They are from different origins

b) They are specialized in different specialties

c) Both

d) English is their second language

4D. Proofreading and editing should be done in such a way that

a) The text is edited

b) Contents are unchanged

c) Both

d) It should be changed according to the Transcriptionist

- 4E. Reasons for flagging a report are
- a) Inability to understand a certain portion or term
  - b) Mixing up of genders
  - c) Medication not consistent with the diagnosis
  - d) All the above
- 4F. The introduction of this gave sound quality a much needed boost.
- a) Mylar tape
  - b) Standard cassette
  - c) Compact disc
  - d) Computers
- 4G. Nouns, verbs, adjectives and adverbs are called \_\_\_\_\_ words.
- a) Function
  - b) Conveying
  - c) Effective
  - d) Content
- 4H. Adding parts of words to other words according to the rules of grammar is known as
- a) Complementizers
  - b) Reflexives
  - c) Inflection
  - d) Interjections
- 4I. These words from the framework of the sentence. The meaning of these words is derived from their use in the sentence.
- a) Function
  - b) Conveying
  - c) Effective
  - d) Content
- 4J. These should be always be capitalized
- a) Chemical names
  - b) Generic names
  - c) Brand names
  - d) Vitamin names
- 4K. The correct method of transcribing the following sentence is
- a) SYSTEMS REVIEW: Unremarkable
  - b) Systems Review: unremarkable
  - c) Systems Review: Unremarkable
  - d) SYSTEMS REVIEW: UNREMARKABLE
- 4L. Choose the correct sentence.
- a) Do not get up till the report is finished
  - b) Share your headphone whenever necessary
  - c) Findout what your neighbor is doing
  - d) Squeeze your shoulders, stretch your back and shake your arms frequently.
- 4M. While considering unknown words, we should look for
- a) Silent words
  - b) Listen to the whole sentence
  - c) Keep replaying till the correct word is got
  - d) All the above
- 4N. These are used to set off interrupting phrases from the rest of the sentence. They indicate a change of thought or a side comment not essential to the meaning of the sentence.
- a) Dashes
  - b) Hyphen
  - c) Parentheses
  - d) Quotation marks

- 4O. The part, which tells us something about the subject, is called the \_\_\_\_\_ of the sentence
- a) Syntax
  - b) Predicate
  - c) Verb
  - d) Noun

- 4P. The act of translating patient health record from oral to written format is called
- a) Transcription
  - b) Medical Transcription
  - c) Medical Documentation
  - d) Both b) & c)

- 4Q. It is very important that the subject and \_\_\_\_\_ of a sentence match in number and person.
- a) Verb
  - b) Adjective
  - c) Pronoun
  - d) Noun

- 4R. The Latin word *punctum* means
- a) Punctuation
  - b) A point
  - c) Comma
  - d) Colon

- 4S. Identify the correct sentence
- a) She is to see myself for follow up in a week.
  - b) She is to see me for follow-up in a week.
  - c) She is see me for follow up in a week
  - d) She is to see myself for follow-up in a week.

- 4T. Use \_\_\_\_\_ when entries in the series have internal commas
- a) Period
  - b) Semicolon
  - c) Colon
  - d) Dash

(1×20 = 20 marks)

5 Proofread the following:

#### HISTORY OF PRESENT ILLNESS:

The patient is 35-year-old gentleman who comes in for a full physical. He complains of low back pain for the last few months, particularly in the tailbone area. He has had similar problems previously off-and-on, and in 1993 an MRI was done of the area, which showed a mild diffuse annular disk bulge at L5, S1 with possible small posterior disk protrusion. The patient reports he has had left lateral thigh numbness that is worse with standing, and daily low back pain. Both his brother and father had problems with the tailbone requiring surgery. The patient believes they may have had some sort of cyst removed.

#### PAST MEDICAL HISTORY:

1. Distant history of alcohol abuse. The patient has had no alcohol for 9 years.
2. Internal hemorrhoids found on flexible sigmoidoscopy, 12/93.
3. Coccygeal pain with L5-S1 disk protrusion, as above.
4. Positive family history of coronary artery disease. The patient's father had angioplasty at age 53. He was a smoker. The patient himself has no risk factors.

#### PAST SURGICAL HISTORY

None.

MEDICATIONS:

None.

HABITS:

The patient does not smoke or drink alcohol.

FAMILY HISTORY:

The patient's father is 56 with a history of coronary artery disease. The patient's mother is 56, alive and well. The patient has one brother, age 30, alive and well.

SOCIAL HISTORY:

The patient is married. He is currently retired after the sale of a start-up company which he began. He is considering working with another start-up company. His wife is an interior designer. He has a daughter, age 2, and enjoys activities with his daughter.

REVIEW OF SYSTEMS:

Non-contributory.

PHYSICAL EXAMINATION:

GENERAL: A healthy-appearing gentleman in no acute distress.

VITAL SIGNS: Height 66-1/2 inches. Weight 155. Blood pressure 118/80. Pulse 64.

HEENT: Pupils equal, round, and reactive to light and accommodation. Extraocular muscles are in tact. Fundi benign. Discs flat. Tympanic membranes are clear. Oral pharynx is unremarkable.

NECK: Subtle with no significant cervical adenopathy or thyromegaly.

LUNGS: Clear.

HEART: Heart sounds regular without murmur.

ABDOMEN: Soft and nontender. No liver or spleen enlargement. No masses.

GENITALIA: Normal circumscribed male without testicular masses or tenderness.

RECTAL:

Not indicated.

EXTREMITIES: No sinuses, clubbing, or edema. There are 2+ radial and dorsalis pedis pulses.

NEUROLOGIC: Grossly nonfocal. Reflexes are intact and symmetrical.

ASSESSMENT:

1. L5-S1 disk disease, documented by MRI (magnetic resonance imaging) in 1993, now with intermittent low back pain, chronic left leg numbness, and pain in the tailbone area; likely related to spinal changes.

PLAN:

1. Will check a lab panel, obtain an MRI of the lumbosacral spine, and refer the patient to orthopedics.
2. Relafen 50-mg tablets, two tablets p.o. daily with food.

(10 marks)

