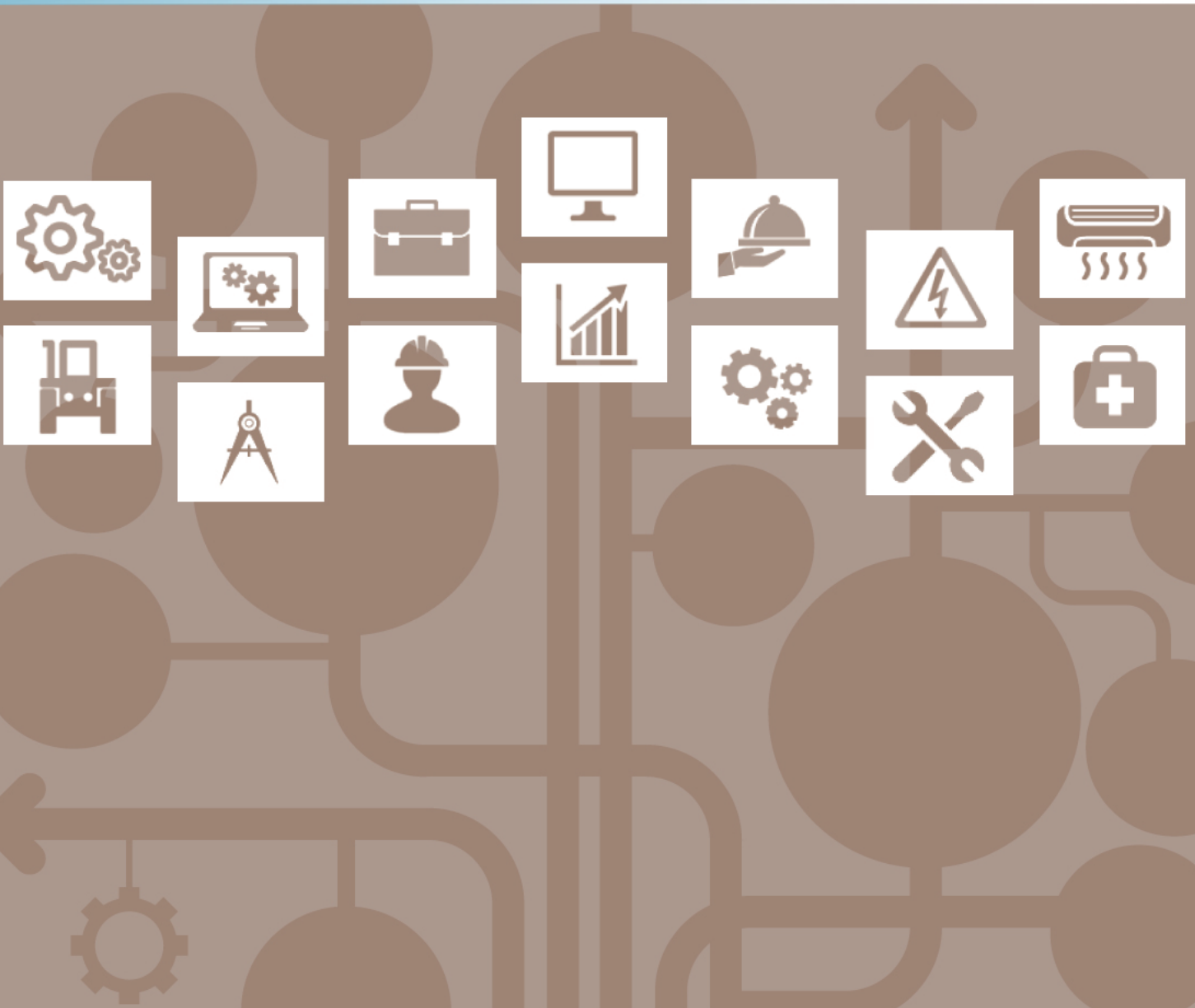


*Entry Level Assessment Blueprint*

***Health Informatics***



## Specific Competencies and Skills Tested in this Assessment:

### General Health Sciences Technical Skills

- Apply professional standards when interacting with patients and families
- Identify and interpret medical terminology
- Maintain appropriate infection controls procedures
- Apply knowledge of anatomy and physiology

### Health Informatics Technical Skills

- Read, interpret, and extract information from medical documents, applying knowledge of medical terminology, billing, and diagnostic codes
- Establish and maintain record storage systems within legal guidelines and protocols
- Collect and interpret health information data for a variety of purposes (e.g., determining community health information needs)
- Identify job opportunities and responsibilities within the health informatics field

### Academic Foundations

- Apply reading skills in a health science career environment
- Apply writing skills in a health science career environment
- Apply mathematical skills in a health science career environment
- Apply science skills in a health science career environment

### Systems

- Describe the relationships, roles, and responsibilities among healthcare professionals
- Analyze the impact on healthcare systems based on changes in technology, epidemiology, managed care, etc.

### Ethics

- Apply appropriate laws, regulations, and industry standards to healthcare situations
- Identify ethical issues and demonstrate ethical behavior in healthcare situations



## ***Specific Competencies and Skills continued:***

### **Communications**

- Communicate with patients using appropriate language and level, including using appropriate techniques for communicating with special needs patients (e.g., hard of hearing)
- Apply listening skills and interpret verbal and nonverbal behaviors to enhance communication with coworkers and patients
- Interpret and use tables, charts, and figures to support written and oral communication

### **Information Technology Applications**

- Use word processing, presentation software, and email applications to prepare communication
- Use spreadsheet and database applications to manage and communicate data and information

### **Problem Solving, Critical Thinking, and Decision Making**

- Use problem solving and critical thinking skills to locate credible sources of information about problems and determine appropriate methods for investigating causes
- Use problem solving and critical thinking skills to determine root causes of problems and to suggest and evaluate solutions

### **Leadership and Teamwork**

- Apply leadership qualities to improve the quality of work and the work environment
- Work effectively in a team environment to improve the quality of work and the work environment



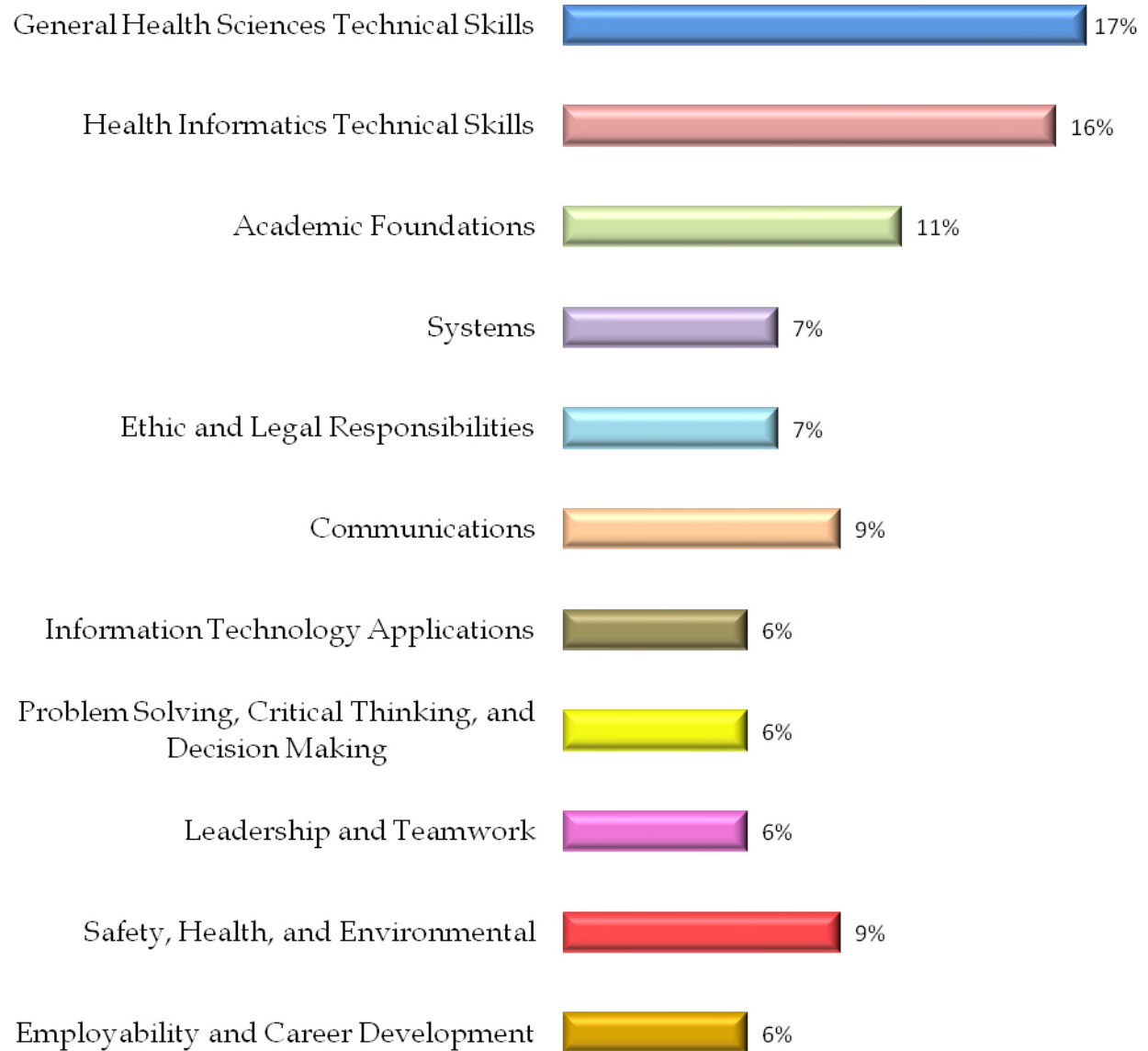
***Specific Competencies and Skills continued:***

**Safety, Health and Environmental**

- Identify and practice appropriate safety and health procedures for health occupations
- Demonstrate appropriate emergency and first aid knowledge and procedures for health occupations
- Identify and practice appropriate environmental procedures for health occupations

**Employability and Career Development**

- Demonstrate appropriate workplace behavior related to a health occupations career
- Develop career readiness skills to advance in health occupations

**Written Assessment:****Administration Time:** 2 hours**Number of Questions:** 104**Areas Covered:**

**Sample Questions:**

Penicillin is an effective antibiotic treatment for some \_\_\_\_\_ infections.

- A. bacterial
- B. viral
- C. fungal
- D. hereditary

When assisting a client into a chair, the nursing assistant notices the client's grimace and guarding of the left arm. This is an example of

- A. non-verbal communication
- B. feedback
- C. verbal communication
- D. empathy

To be a good team leader, it is important to

- A. be a technical expert in the field
- B. force others to agree with the leader
- C. be popular with the employees
- D. recognize the strengths of others

The integumentary system includes the

- A. liver and pancreas
- B. eyes and ears
- C. brain and spinal cord
- D. hair and nails

As part of standard precautions, use the \_\_\_\_\_ technique to remove items from isolation.

- A. sterile
- B. transfer
- C. brake
- D. double bag

Which of the following is generally considered a barrier to effective communication with patients?

- A. maintaining eye contact
- B. using complicated medical terms
- C. being sensitive to cultural differences
- D. using clear and concise pronunciation

## Sample Questions (continued)

Combining address file data with a form letter is called

- A. mail merge
- B. a personal letter
- C. a business letter
- D. auto-addressing

The best method for disposing of saturated bloody dressings is to

- A. wrap them in paper towels and put in a dumpster
- B. put them in the biohazard container
- C. flush them down the toilet
- D. put them in a trash can or wastebasket

The purpose of straining urine is to check for

- A. gall stones
- B. stool
- C. blood
- D. kidney stones

An individual who types dictation from physicians for patient records is a

- A. medical transcriptionist
- B. phlebotomist
- C. office manager
- D. physician assistant