



MERU UNIVERSITY OF SCIENCE AND TECHNOLOGY

P.O. Box 972-60200 – Meru-Kenya.
Tel: +254(0) 799 529 958, +254(0) 799 529 959, +254 (0)712 524 293
Website: www.must.ac.ke Email: info@mucst.ac.ke

UNIVERSITY EXAMINATIONS 2023/2024

SECOND YEAR, FIRST SEMESTER EXAMINATION FOR THE DEGREE OF BACHELOR
OF SCIENCE IN HEALTH RECORDS AND INFORMATION MANAGEMENT

HPR 3214: INTRODUCTION TO ARCHIVES AND RECORD MANAGEMENT

DATE: JANUARY 2025

TIME: 2 HOURS

INSTRUCTIONS: *Answer questions One and any other Two*

SECTION A: ANSWER ALL QUESTIONS (40 MARKS)

1. State Five the importance of Record Integration. (5 Marks)
2. Outline the Ethical issues arising from Archiving of Health Records. (5 Marks)
3. State the aspect of interoperability in an Electronic Health Information System.(5 Marks)
4. State the legal issues prevailing a digital health information System. (5 Marks)
5. Outline the administrations of Archival program. (5 Marks)
6. What is the application of archival services in health information management (5 Marks)
7. State the steps for digitizing old health photographs. (5 Marks)
8. Describe the challenges facing electronic health records how they impact on patient care and healthcare management. (5 Marks)

SECTION B: ANSWER TWO QUESTIONS IN THIS SECTION. (30 MARKS)

9. Discuss the Core Functions of Archival in Health Record Management. (15 Marks)
 10. Explain the factions of Preservation, conservation, and disaster planning for maintaining the integrity and accessibility of archival records. (15 Marks)
 11. Discuss the types of Archiving each serving different purposes and audiences (15 Marks)
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MUST is ISO 9001:2015 and



ISO/IEC 27001:2013 CERTIFIED