

**Qualification Code :** **102104T4HSS**

**Qualification : Health Services Support Level 4**

**Unit Code : MED/OS/HSS/CC/04/4/A**

**Unit of Competency : Demonstrate Knowledge of Organization of Health Facilities**

**WRITTEN ASSESSMENT**

**INSTRUCTIONS TO CANDIDATE**

1. In this assessment, you will be required to answer **written** questions.
2. You have **TWO** hours to answer all the questions.
3. Marks for each question are indicated in the brackets.
4. The paper consists of **Two** sections: **A and B**
5. Candidates should answer the questions in English

**SECTION A (10 MARKS)**

***(Answer All questions in this section)***

1. The appropriate personal protective gear to use in preventing splash of body fluids unto your face is; (1 mark)
2. Surgical gown
3. Face shield
4. Aprons
5. Sterile gloves
6. The appropriate waste bin to put the extracted tooth is; (1 mark)
7. Yellow
8. Red
9. Black
10. Orange
11. Hospital department responsible for emergency cases is, (1 mark)
12. Casualty Department
13. Medical Records Department
14. Administration Department
15. Maintenance Department
16. The act of identifying patients who require urgent management than others in the hospital facility is well known as; (1 mark)
17. Client flow
18. Client triaging
19. Emergent treatment
20. Unfair treatment
21. The Kenyatta national Hospital is an example of a; (1 mark)
22. Level 3 hospital
23. Level 5 hospital
24. Level 6 hospital
25. Level 7 hospital
26. A universal precaution in preventing infections in the hospitals is; (1 Mark)
27. House cleaning
28. Bed making
29. Hand hygiene
30. Use of antibiotics
31. A patient admitted in the ward for management is called; (1 mark)
32. An outpatient
33. An inpatient
34. A surgical client
35. A critical patient
36. The equipment on which nurses put drugs as they administer drugs to patients is; (1 mark)
37. Wheelchair
38. Table
39. Stretcher
40. Trolley
41. The transfer of patients from one hospital to the other is; (1 mark)
42. Discharge
43. Registry
44. Admission
45. Referral
46. The graphical arrangement of the managerial structure from the topmost to the bottom most in the hospital is well known as; (1 mark)
47. Managerial structure
48. Organogram
49. Duty allocation
50. Duty roster

**SECTION B (40 MARKS)**

***Answer All questions in this section***

1. List any **Four (4)** responsibilities of a health support service provider. (4 Marks)
2. Identify **Four (4)** types of wastes generated in hospitals wards. (4 marks)
3. State any **Four (4)** functions of health care facilities in Kenya. (4 Marks)
4. State any **Four (4)** ways of preventing infections in hospitals. (4 marks)
5. Identify **Four (4)** services offered in outpatient clinics. (4 Marks)
6. State any **Four (4)** service providers in hospitals; (4 marks)
7. State any **Four (4)** patient rights enjoyed by patients in hospitals. (4 marks)
8. State any **Four (4)** reasons patient may be transferred to different hospitals. (4 marks)
9. State any **Four (4)** departments found in hospitals. (4 marks)
10. State any **Four (4)** importance of documentation in hospitals. (4 marks)