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QUESTION 1

Which of these is the only element that is not a vital part of an appointment matrix?

- A. Room availability
- B. Staff availability
- C. Patient billing details
- D. Catch up times

Correct Answer: C

The appointment matrix should display room availability, staff availability (and unavailability, e.g. holiday times) and should have built-in catch up times to make up for any overruns during the day. A well-run appointment matrix minimizes the chances of patients arriving and no doctor or room being available for them to be seen.

QUESTION 2

Which of these is used to drain fluid from the body?

- A. Catheter
- B. Intravenous drip
- C. Injection
- D. All of these

Correct Answer: A

A catheter is used to drain fluid from the body. It may be inserted in a body cavity, duct or vein.

QUESTION 3

Drugs designed for pain relief are designated _____.

- A. Antiseizure
- B. Anti-convulsive
- C. Analgesic
- D. Anti-infective

Correct Answer: C

Analgesic drugs are used for pain management.

Analgesics can range from mild, e.g. aspirin, to extremely strong, e.g. opiate drugs.

They may be either narcotic or nonnarcotic.

Care must be taken with all analgesic drugs as they can be damaging or fatal in overdose and many can be addictive.

QUESTION 4

When choosing a needle for phlebotomy, you must remember that as gauge numbers go up, so the needles get _____.

- A. Shorter
- B. Wider
- C. Narrower
- D. Longer

Correct Answer: C

As the gauge number increases so the bore of the needle becomes smaller.

Always take special care to select the appropriate needle, or you may cause excessive post-draw bleeding or have to make multiple attempts, both of which will cause distress for your patient.

QUESTION 5

To give informed consent to a medical procedure or course of treatment, a patient must be _____.

- A. Mentally competent
- B. Physically able
- C. Medically qualified
- D. Legally trained

Correct Answer: A

Informed consent means a patient has been given a proper explanation of a treatment or procedure and is mentally able to understand its purpose, implications and any drawbacks it may have. If a person is not mentally competent to do this decisions on treatment may be made by next of kin, medical practitioners and, if there is a conflict, courts of law.