Accreditation & PI Staff Awareness Questionnaire #20
MEDICAL RECORDS

Employee name: _______________________________ Department: _______________________________
Title ________________________________________ Id number: ________________________________

Deadline: February 13, 2009

Find the words forward, backwards or diagonal in the "Seek - N - Find". Refer to the key below.

S A I T I E N T S A F E T Y Y A V D R
S S A O H I B N J E U O P C X T E R
E R G S N P C X P A T I E N T I R I
N A N U T O A U R R E E D L S A
E S W U N O I T A I V E R B B A I N
T A E D P E O T P N I L M A P I O D
E Y W G E Q Y Z A A C I A L A I T U
L C I N F O R M A T I O N C X N U A
P A V B R S K N W S N I O H N E Y Z
M R R I S S A P O D E E E L O D U A
O U U E I I U W S O G I M N I J E
C C C R X T U K L I N G V U T E T N
O C E I Q Y Z A I B I L M A C G N D P
A A E E U A R S M R L V F T E O A G
B N O J E U O P C X I U K A T C D R
F T E N G U F U N B F A I N O S O G
A D R P E O E N I L F A P O R E L J
T N J G E Q Y Z A I U W S O P I B N
A R N S O P C X T U K L M R D V F T

1. Documentation: Writing down the observations, findings, orders, etc. in the medical record
2. Abbreviation: A shortened form of a written word or phrase used in place of the whole <amt is an abbreviation for amount>
3. Error: An act involving an unintentional deviation from truth or accuracy <made an error in adding up the bill>
4. Confidentiality: Containing information whose unauthorized disclosure could be prejudicial to the patient’s interest
5. Access: Permission or ability to view patients interest
6. Accuracy: Correctness or freedom from mistake or error
7. Completeness: Having all necessary parts, elements, or forms
8. Information: The communication or reception of knowledge or intelligence
9. Filing: An act or instance of storing a file in its place
10. Protection: To cover from exposure, damage, or destruction

GOOD LUCK

Return the completed questionnaire to: Accreditation & Risk Management Office, AUBMC Phase I, 8th Floor, Rooms C-801 & C-802