

B.Sc. in Medical Records Sciences 4 Years (8 Semesters)

Overview: B.Sc. in Medical Records Sciences is an undergraduate program designed to equip students with the knowledge and skills required to manage and handle medical records, data, and health information in healthcare settings. This program focuses on the organization, management, and analysis of patient information in compliance with healthcare laws and standards, while ensuring confidentiality, security, and accessibility. Students will learn how to use medical coding systems, maintain patient records, and understand the importance of data for clinical decision-making, legal purposes, and healthcare management.

The program is essential in today's healthcare environment where medical data management is critical for the efficient functioning of hospitals, clinics, and other healthcare organizations. Graduates can pursue careers in healthcare data management, medical coding, health information systems, and hospital administration.

Affiliated Institution: School of Medical Sciences and Technology, Malla Reddy Vishwavidyapeeth (Deemed to be University)** The minimum eligibility for B.Sc. Medical Records Sciences is a pass in 10+2 with at least 50% marks in Physics, Chemistry and Biology from a recognized board (CBSE/ISC/PUC) or equivalent

Key Highlights:

- Comprehensive Data Management: The program teaches students how to manage and maintain medical records, ensuring accurate, secure, and compliant data management in healthcare settings.
- Medical Coding & Classification: Students learn medical coding systems such as ICD (International Classification of Diseases), CPT (Current Procedural Terminology), and HCPCS (Healthcare Common Procedure Coding System) for accurate billing and insurance purposes.
- Health Information Systems: The program provides hands-on training in various health information systems (HIS) and electronic health record (EHR) management tools.
- Legal and Ethical Aspects: Students are taught the legal and ethical requirements surrounding patient privacy and confidentiality, including compliance with HIPAA (Health Insurance Portability and Accountability Act) and other regulatory frameworks.
- Healthcare Administration: In addition to medical records, the program covers aspects of healthcare administration, including hospital management, healthcare policies, and health informatics.
- Career Opportunities: Graduates can pursue various roles in health data management, hospital administration, medical coding, and health IT.

Course Curriculum:

The B.Sc. in Medical Records Sciences is usually a three-year program that combines theory and practical training. Below is a typical outline of the course curriculum:



Year 1:

- > Introduction to Healthcare System
- > Medical Terminology
- > Basic Anatomy and Physiology
- > Introduction to Health Information Management
- > Medical Records and Documentation
- > Fundamentals of Computer Science and Information Technology
- > Introduction to Medical Coding and Classification Systems
- > Health Laws and Ethics
- > Introduction to Hospital Administration

Year 2:

- Medical Coding and Billing
- Health Information Systems (HIS)
- > Electronic Health Records (EHR) Management
- Clinical Data Management
- > Medical Statistics and Research Methods
- Medical Insurance and Reimbursement Systems
- > Hospital Records and Data Security
- > Human Resource Management in Healthcare
- > Pharmacology and its Application in Medical Records

Year 3:

- > Advanced Medical Coding and Classification Systems
- Health Informatics
- > Patient Privacy, Data Security, and Confidentiality
- > Health Information Management in Public Health
- Quality Assurance in Healthcare Records
- > Medical Transcription and Documentation Techniques
- Healthcare Data Analysis and Reporting
- > Healthcare Financial Management
- Internship in Health Information Management or Medical Records Department

Additional/Optional Modules:

- Healthcare Data Analytics: Learning how to analyze healthcare data to improve patient care and operational efficiency.
- Health IT Systems and Implementation: Focus on the integration and implementation of IT systems in healthcare settings.
- Clinical Trials and Data Management: Understanding the management of data in clinical trials and research studies.
- Advanced Medical Record Management: Study of advanced practices and tools for managing complex medical records and information systems.

Career and Academic Opportunities:



Career Opportunities:

Graduates of B.Sc. in Medical Records Sciences can pursue careers in a variety of healthcare and administrative settings, including hospitals, clinics, insurance companies, public health agencies, and health information management firms. Some career options include:

- Medical Records Manager: Overseeing the management of medical records in healthcare facilities, ensuring that records are accurate, up-to-date, and securely stored.
- Health Information Technician: Handling and organizing patient records, both physical and digital, ensuring accuracy and confidentiality.
- Medical Coder: Applying medical coding systems (ICD, CPT, HCPCS) to categorize and code patient diagnoses, treatments, and procedures for billing and insurance purposes.
- Health Information Administrator: Managing health information systems, ensuring compliance with legal and regulatory requirements, and overseeing data security protocols.
- Clinical Data Analyst: Analyzing healthcare data to improve patient care, manage hospital operations, and ensure regulatory compliance.
- Hospital/Healthcare Administrator: Managing overall operations of healthcare institutions, ensuring efficient healthcare delivery, and managing medical records systems.
- Medical Transcriptionist: Converting voice recordings made by healthcare professionals into written documents for patient records.
- Health Insurance Specialist: Managing health insurance claims, billing processes, and insurance coding in collaboration with hospitals and clinics.

Academic Opportunities:

Graduates can further their education by pursuing postgraduate programs in specialized fields of healthcare management, health information technology, and health administration. Some options include:

- Master's in Health Information Management: A specialized program that focuses on advanced topics in managing healthcare data, information systems, and technology.
- Master's in Health Administration (MHA): Focuses on the business side of healthcare, including hospital management, policy-making, and administration.
- Master's in Public Health (MPH): A program for those interested in working in public health sectors, focusing on the management and analysis of health data at the population level.
- Master's in Health Informatics: Specializing in the use of IT systems in healthcare, including EHRs, health data analytics, and informatics.
- Master's in Hospital Administration: A program designed for those interested in managing hospitals, healthcare facilities, and medical records departments.

For those interested in research or academia, pursuing a **Ph.D. in Health Information Management** or **Public Health** can lead to advanced research roles or teaching positions.



Professional Opportunities:

- Certified Health Information Technician (CHIT): Certification for professionals in health information management, ensuring competence in the management of health records.
- Certified Professional Coder (CPC): A certification for those working in medical coding, validating expertise in the application of ICD and CPT codes.
- Certified Health Data Analyst (CHDA): A certification for professionals analyzing healthcare data to improve patient care, clinical decision-making, and operational efficiency.
- Certified Medical Records Professional (CMRP): Certification for individuals managing and organizing medical records in healthcare facilities.
- Certified Health Information Administrator (CHIA): A professional certification for those in senior management roles related to health information and records.
- Certified Medical Transcriptionist (CMT): Certification for professionals transcribing medical recordings into patient records.

Higher Education and Research Prospects:

- Research Opportunities: Graduates may engage in research in areas such as health informatics, medical data security, healthcare systems optimization, and the development of new technologies for medical record management.
- Postgraduate Studies: Graduates can pursue Master's programs in health administration, public health, health informatics, or health information management to further specialize.
- Ph.D. Programs: For those interested in academia or research, a Ph.D. in Health Information Management or Public Health offers advanced study in medical record systems, data analytics, and healthcare management.
- Interdisciplinary Research: Graduate students may collaborate on interdisciplinary research involving medical record management, healthcare IT systems, and healthcare policies.

Conclusion:

The **B.Sc. in Medical Records Sciences** is an essential program for students interested in the management and organization of medical data in the modern healthcare system. The program equips students with a deep understanding of medical coding, health information management, legal and ethical considerations, and healthcare administration. Graduates are well-prepared for various roles in healthcare facilities, including medical coding, health information management, and hospital administration.

With the increasing digitization of healthcare data and the need for efficient management systems, there is a growing demand for professionals skilled in managing medical records. This program offers great career prospects in both private and public healthcare sectors, with opportunities for further academic specialization and certifications.

Labs



1. Health Information Management (HIM) Lab

- > **Purpose**: Training students in medical record organization, storage, and retrieval.
- > Equipment & Facilities:
 - ✓ Electronic Health Record (EHR) Systems
 - ✓ Medical record filing and indexing systems
 - ✓ ICD (International Classification of Diseases) coding manuals
 - ✓ Diagnostic and procedural coding software
 - ✓ Patient data entry and retrieval stations

2. Medical Coding & Billing Lab

- > **Purpose**: Teaching medical coding, billing, and insurance claim processing.
- Equipment & Facilities:
 - ✓ CPT (Current Procedural Terminology) coding manuals
 - ✓ HCPCS (Healthcare Common Procedure Coding System) resources
 - ✓ Medical billing and insurance processing software
 - ✓ Claim submission and reimbursement simulation tools
 - ✓ Hands-on training with real or simulated patient records

3. Electronic Health Records (EHR) & Data Management Lab

- Purpose: Hands-on experience in handling digital medical records and data management.
- > Equipment & Facilities:
 - EHR & EMR (Electronic Medical Records) software (such as EPIC, Cerner, Meditech)
 - ✓ Database management systems for health records
 - ✓ Data entry, validation, and integrity tools
 - ✓ HL7 (Health Level Seven) standards training tools
 - ✓ Digital signature and authentication systems

4. Medical Statistics & Data Analytics Lab

- > **Purpose**: Training in health data analysis, medical statistics, and research methods.
- > Equipment & Facilities:
 - \checkmark SPSS, R, and Python for health data analysis
 - ✓ Statistical modeling tools for epidemiology
 - ✓ Data visualization software (Tableau, Power BI)
 - ✓ Patient health trends and reporting systems
 - ✓ Big data tools for healthcare analytics



5. Hospital Administration & Workflow Simulation Lab

- Purpose: Understanding hospital workflow, patient management, and operational efficiency.
- > Equipment & Facilities:
 - ✓ Simulated hospital administration software
 - ✓ Patient scheduling and bed management systems
 - \checkmark Communication systems for interdepartmental coordination
 - ✓ Inventory management for medical supplies
 - ✓ Legal compliance and medico-legal case record training

6. Medical Record Security & Compliance Lab

- Purpose: Training in HIPAA (Health Insurance Portability and Accountability Act), data privacy, and cybersecurity.
- > Equipment & Facilities:
 - ✓ Cybersecurity tools for health data protection
 - ✓ HIPAA and GDPR compliance guidelines training
 - ✓ Access control and encryption techniques for health records
 - ✓ Digital forensic tools for detecting unauthorized access
 - ✓ Incident response training for data breaches





PROGRAM OUTCOMES (POs)

РО	Program Outcomes		
	Medical Documentation and Data Management		
PO-1	Graduates will be proficient in managing, analyzing, and maintaining patient health records, ensuring accuracy, confidentiality, and compliance with healthcare regulations.		
	Healthcare Information Systems and Technology Graduates will demonstrate the ability to use and manage electronic health record (EHR) systems, medical coding software, and healthcare analytics tools for efficient record-keeping.		
PO-2			
	Regulatory and Legal Compliance		
PO-3	Graduates will understand and apply legal, ethical, and regulatory requirements related to medical records management, ensuring adherence to national and international healthcare standards.		
	Research and Evidence-Based Practice		
PO-4	4 Graduates will be able to apply research methodologies and data-driven decision-making in healthcare settings, contributing to quality improvement initiatives and patient care enhancement.		
	Communication and Professional Ethics		
PO-5	Graduates will develop strong communication skills to collaborate effectively with healthcare professionals, patients, and regulatory bodies while maintaining ethical and professional conduct.		





COURSE STRUCTURE – B.Sc. Medical Records Sciences

Semester 1

SL		Course	Name of the Subject/Practical		Contact		t,	~
No.	Broad Category	Code			urs/wo	Р	Credits	
1.	BSMRS101 Introduction to Medical Records & Health Information Systems		2	1	0	3		
2.	Major (Core)	BSMRS102	Basics of Anatomy & Physiology for Medical Record Professionals	2	1	0	3	
3.		BSMRS103	Fundamentals of Medical Terminology & Coding		0	2	3	
4.		BSMRS104	Healthcare Laws & Ethics in Medical Record-Keeping		1	0	2	
5.	Minor Select any two minor courses, each worth 2 credits, for a maximum of 4 credits per semester	BSMRS105	 Introduction to Electronic Health Records (EHR) Basics of Data Management in Healthcare Health Informatics & Data Analytics Introduction to Hospital Administration & Management Medical Documentation & Report Writing 	1	1	0	4	
6.	6. Skill BSMRS106 1. Hands-on Training in Medical Coding 2. Database Management for Health		0	0	2	. 2		
	Courses		Information Systems	0	U	2		
7.	Ability Enhancement Courses	BSMRS107	 English Communication Skills Ethical & Legal Issues in Medical Documentation 	0	0	2		
8.	Value-Added Courses	BSMRS108	 Medical Research Documentation & Referencing Techniques Healthcare IT & Cybersecurity Fundamentals 	1	0	2	2	
Total					5	10	20	
Total Contact Hours				l	25			



Course outcomes for B.Sc. Medical Records Sciences MAJOR -Introduction to Medical Records & Health Information Systems

Sr. No.	Course Outcome	Description
1	Understand the Importance of Medical	Explain the role of medical records in
1	Records	healthcare delivery and patient safety.
2	Describe Different Types of Medical	Learn about electronic health records (EHRs),
2	Records	paper records, and hybrid systems.
3	Explain the Structure and Components of	Understand the integration of patient data,
5	Health Information Systems	billing, and clinical information.
4	Analyze the Role of Health Information	Learn about data collection, storage, retrieval,
	Management (HIM) Professionals	and confidentiality.
5	Understand <mark>the</mark> Princip <mark>les</mark> of Data	Explain how errors in medical records impact
5	Accuracy and Integrity	patient care.
6	Describe the Use of Health Information	Learn how data is utilized for clinical and
U	Systems in Decision-Making	administrative purposes.
7	Explain the Impact of Digitalization in	Understand the advantages and challenges of
/	Medical Records	electronic health record systems.
8	Apply Knowle <mark>dge</mark> of Medical Record	Develop skills in managing and organizing
o	Systems in Healthcare Settings	patient records effectively.

Course outcomes for B.Sc. Medical Records Sciences MAJOR - Basics of Anatomy & Physiology for Medical Record Professionals

Sr. No.	Course Outcome	Description
1	Understand the Structure of the Human Body	Explain the basic anatomical organization and major organ systems.
2	Describe the Functions of Different Organ Systems	Learn about the cardiovascular, respiratory, digestive, and nervous systems.
3	Explain Common Medical Conditions Related to Each System	Understand diseases and disorders affecting different body systems.



Sr. No.	Course Outcome	Description
4	Analyze the Relationship Between Anatomy, Physiology, and Medical Records	Learn how physiological processes are documented in health records.
5	Understand the Importance of Accurate Medical Documentation	Explain how incorrect documentation can affect patient treatment and diagnosis.
6	Describe the Role of Medical Record Professionals in Healthcare Documentation	Learn how medical record professionals contribute to clinical decision-making.
7	Explain the Basics of Diagnostic Tests and Procedures	Understand how lab results, imaging, and pathology reports are recorded.
8	Apply Anatomy and Physiology Knowledge in Medical Record-Keeping	Utilize anatomical and physiological information in coding and documentation.

Course outcomes for B.Sc. Medical Records Sciences MAJOR -

Fundamentals of Medical Terminology & Coding

Sr. No.	Course Outcome	Description
1	Understand th <mark>e Basics of Medical Terminology</mark>	Explain the structure of medical terms, including prefixes, suffixes, and root words.
2	Describe the Importance of Standardized Medical Coding Systems	Learn about ICD, CPT, and HCPCS coding systems used in healthcare.
3	Explain the Process of Medical Coding and Classification	Understand how diagnoses, procedures, and treatments are coded.
4	Analyze the Impact of Accurate Medical Coding on Billing and Reimbursement	Learn how coding errors affect healthcare claims and revenue cycles.
5	Understand the Ethical and Legal Considerations in Medical Coding	Explain the role of compliance and fraud prevention in coding practices.
6	Describe the Use of Medical Coding in Clinical Documentation Improvement (CDI)	Learn how coding enhances the quality and accuracy of medical records.
7	Explain the Relationship Between Medical Terminology and Healthcare Documentation	Understand how medical terms are applied in patient records and reports.



Sr. No.	Course Outcome	Description
8	Apply Medical Coding Knowledge in Practical Healthcare Scenarios	Develop skills in assigning correct codes for diagnoses and procedures.

Course outcomes for B.Sc. Medical Records Sciences MAJOR - Healthcare Laws & Ethics in Medical Record-Keeping

Sr. No.	Course Outcome	Description
1	Understand th <mark>e</mark> Legal Framework Governing Medical Records	Explain national and international healthcare laws related to medical records.
2	Describe the <mark>Im</mark> portanc <mark>e of Patient</mark> Confidentiality and Data Protection	Learn about HIPAA, GDPR, and other privacy regulations.
3	Explain the Ethical Principles in Medical Documentation	Understand the concepts of integrity, accuracy, and honesty in record-keeping.
4	Analyze the Legal Consequences of Improper Medical Documentation	Learn about legal liabilities, malpractice cases, and record falsification.
5	Understand C <mark>onsent and Patient Rights in</mark> Medical Record-Keeping	Explain the principles of informed consent and access to health records.
6	Describe the Role of Medical Record Professionals in Legal Compliance	Learn how to ensure healthcare facilities comply with legal standards.
7	Explain the Impact of Technology on Legal and Ethical Aspects of Record-Keeping	Understand cybersecurity, data breaches, and digital health ethics.
8	Apply Legal and Ethical Principles in Managing Medical Records	Develop skills in handling sensitive patient information responsibly.

Course outcomes for B.Sc. Medical Records Sciences MINOR-Introduction to Electronic Health Records (EHR)



Sr. No.	Course Outcome	Description
1	Understand the Concept of Electronic Health Records (EHR)	Explain the transition from paper-based to electronic records.
2	Describe the Components of an EHR System	Learn about patient demographics, clinical notes, lab results, and billing information.
3	Analyze the Benefits and Challenges of Implementing EHR	Understand the impact of EHR on efficiency, data security, and healthcare delivery.
4	Explain the Legal and Regulatory Requirements for EHR	Learn about compliance with HIPAA, GDPR, and national healthcare policies.
5	Understand Interoperability and Data Exchange in EHR	Explain how different healthcare systems communicate through EHR.
6	Describe the Role of Healthcare Professionals in EHR Management	Learn how doctors, nurses, and record professionals interact with EHR.
7	Analyze Security and Privacy Concerns in EHR Usage	Understand encryption, access control, and data protection measures.
8	Apply Knowledge of EHR in Real-World Scenarios	Develop practical skills in managing and updating electronic health records.

Course outcomes for B.Sc. Medical Records Sciences MINOR- Basics of Data Management in Healthcare

Sr. No.	Course Outcome	Description
1	Understand the Fundamentals of Healthcare Data Management	Explain the types of health data and their sources.
2	Describe the Role of Data in Healthcare Decision-Making	Learn how patient data influences treatment plans and hospital management.
3	Explain Data Collection, Storage, and Retrieval Methods	Understand how medical data is organized and accessed.
4	Analyze the Importance of Data Accuracy and Quality	Learn about data integrity, completeness, and reliability in healthcare.



Sr. No.	Course Outcome	Description
5	Understand Data Security and Confidentiality in Healthcare	Explain the importance of protecting patient records from breaches.
6	Describe Healthcare Databases and Management Systems	Learn about EHR databases, patient registries, and health information systems.
7	Explain the Use of Data in Research and Public Health	Understand how healthcare data supports medical studies and policy-making.
8	Apply Data Management Techniques in Healthcare Settings	Develop hands-on experience in handling and maintaining medical data.

Course outcomes for B.Sc. Medical Records Sciences MINOR- Health Informatics & Data Analytics

Sr. No.	Course Outcome	Description
1	Understand the Basics of Health Informatics	Explain the role of informatics in improving patient care and hospital efficiency.
2	Describe Data Analytics Techniques Used in Healthcare	Learn about predictive analytics, machine learning, and AI applications.
3	Analyze the Importance of Big Data in Healthcare	Understand how large-scale data impacts decision-making and research.
4	Explain the Role of Electronic Health Records in Data Analytics	Learn how EHR systems contribute to clinical data analysis.
5	Understand Data Visualization Techniques for Healthcare Analytics	Explain how graphs, charts, and dashboards aid in healthcare insights.
6	Describe Applications of Health Informatics in Disease Management	Learn how informatics helps track and prevent diseases.
7	Analyze Ethical Considerations in Healthcare Data Analytics	Understand privacy, bias, and legal issues in data-driven healthcare.
8	Apply Health Informatics Tools to Solve Healthcare Challenges	Develop skills in using software for medical data analysis.



Course outcomes for B.Sc. Medical Records Sciences MINOR- Introduction to Hospital Administration & Management

Sr. No.	Course Outcome	Description
1	Understand the Structure and Functioning of a Hospital	Explain the different departments and their roles in hospital operations.
2	Describe Key Principles of Hospital Management	Learn about resource allocation, patient care, and operational efficiency.
3	Explain the Role of Healthcare Administrators	Understand how administrators manage hospital staff, finance, and policies.
4	Analyze the Impact of Quality Assurance in Hospital Services	Learn about accreditation, patient safety, and performance improvement.
5	Understan <mark>d Fin</mark> ancial and Budgetary Management in Hospitals	Explain hospital revenue models, insurance, and cost control.
6	Describe Legal and Ethical Issues in Hospital Administration	Learn about patient rights, medical negligence, and compliance.
7	Explain the Role of Technology in Hospital Operations	Understand the use of hospital management software and digital health tools.
8	Apply Hospita <mark>l Management Concepts in</mark> Real-World Se <mark>ttings</mark>	Develop practical skills in handling hospital workflows and administration.

Course outcomes for B.Sc. Medical Records Sciences MINOR- Medical Documentation & Report Writing

Sr. No.	Course Outcome	Description
1	Understand the Importance of Medical Documentation	Explain how documentation supports patient care, legal compliance, and billing.
2	Describe the Different Types of Medical Reports	Learn about progress notes, discharge summaries, operative reports, and more.
3	Explain the Principles of Effective Medical Writing	Understand clarity, accuracy, and conciseness in medical records.



Sr. No.	Course Outcome	Description
4	Analyze Common Errors in Medical Documentation	Learn about incomplete records, misinterpretations, and legal risks.
5	Understand the Role of Standardized Terminologies in Documentation	Explain how ICD, SNOMED, and LOINC improve consistency.
6	Describe Ethical and Legal Aspects of Medical Documentation	Learn about data privacy, informed consent, and record retention policies.
7	Explain Digital Documentation and EHR Integration	Understand how medical documentation is stored in electronic systems.
8	Apply Report Writing Skills in Healthcare Settings	Develop practical skills in preparing accurate and structured medical reports.

Program Details

- Duration:4Years (8 Semesters)
- > Total Credits: 160–180 credits
- > Total Teaching & Training Hours: 6,000–6,500 hours
- Mode: Classroom, Laboratory, Clinical Training, and Internship
- Assessment: Continuous Internal Assessment (CIA), Semester-End Examinations, Practical Examinations, Clinical Case Presentations, and Research Project
- Internship & Research: One-Year Clinical Internship (Final Year)

Total Hours Distribution

- Theory Classes 2,500–2,800 hours
- Practical & Laboratory Training 1,500–1,800 hours
- Clinical Training & Internship 1,000–1,200 hours
- Research & Dissertation 300–500 hours



Assessment Methods

Assessment Component	Weightage (%)	Details
Continuous Internal Assessment (CIA)	40%	Includes internal exams, assignments, presentations, case studies, and practical performance
End-Semester Examination (ESE)	60%	Divided into theory (40%) and practical (20%)
Mid-Semester Exams	20% (Part of CIA)	Two internal tests per semester
Assignments & Case Studies	5% (Part of CIA)	Research-based assignments, patient case studies, and literature reviews
Seminars & Presentations	5% (Part of CIA)	Oral/poster presentations on diabetes management and treatment approaches
Practical Performance & Clinical Evaluation	5% (Part of CIA)	Skill-based assessments in diabetic labs and clinical settings
Attendance & Participation	5% (Part of CIA)	Regularity in theory & practical sessions
Theory Examination (Final)	40% (Part of ESE)	Structured written paper covering subject knowledge
Practical Examination (Final)	20% (Part of ESE)	Includes viva, skill demonstration, and clinical diabetes case handling
Dissertation/Research Project (Final Year)	Mandatory	Evaluated in the final year by internal & external examiners
Clinical Internship/Training in Diabetes Care Centers	Pass/Fail	Logbook-based evaluation with mentor review

Marking System & Grading

Marks (%)	Grade	Grade Point (GPA/CGPA Equivalent)	Classification
90 - 100	O (Outstanding)	10	First Class with Distinction
80 - 89	A+ (Excellent)	9	First Class with Distinction
70 - 79	A (Very Good)	8	First Class



Marks (%)	Grade	Grade Point (GPA/CGPA Equivalent)	Classification
60 - 69	B+ (Good)	7	First Class
50 - 59	B (Satisfactory)	6	Second Class
<50 (Fail)	F (Fail)	0	Fail (Re-exam Required)

Pass Criteria:

- > Minimum 50% marks in each subject (Theory & Practical separately).
- > Aggregate of 55% required for progression to the next semester.
- > No more than two backlogs allowed for promotion to the final year.

Exam Pattern for Theory & Practical

A. Theory Examination Pattern

Total Marks: 100 (Converted to 40% for End-Semester Assessment) Duration: 3 Hours

Section	Question Type	No. of Questions	Marks per Question	Total Marks
Section A	Short Answer Type (SAQ)	10 (Attempt all)	2	20
Section B	Long Answer Type (LAQ)	5 (Attempt any 4)	10	40
Section C	Case-Based/Clinical Scenarios	3 (Attempt any 2)	15	30
Section D	MCQs/Obje <mark>ctive</mark> Type	10 (Compulsory)	1	10
Total 🚬				100

Weightage:

- Health Information Systems & Medical Coding 40%
- > Legal & Ethical Aspects of Medical Records 30%
- ▶ Research & Case Studies in Medical Record Management 20%
- > Emerging Trends in Digital Health Informatics 10%

Passing Criteria: Minimum 50% (50/100 marks)

B. Practical Examination Pattern

Total Marks: 100 (Converted to 20% for End-Semester Assessment) **Duration:** 4–6 Hours



Component	Marks Distribution
Medical Records Management & Case Documentation	30
OSCE (Objective Structured Clinical Examination) – Skill Demonstration	25
Health Information Coding & Data Management	20
Lab-Based Examination (Electronic Health Records, Medical Coding, Data Analysis)	15
Record Work (Logbook & Assignments)	10
Total	100

OSCE (Skill-based Assessment) includes stations on:

- Medical Record Documentation & Retrieval
- ICD & CPT Coding for Disease & Procedure Classification
- Electronic Health Record (EHR) System Navigation & Data Entry
- Legal & Ethical Aspects of Medical Records Management

Passing Criteria: Minimum 50% (50/100 marks) in practicals.

Recommended Books & E-Resources

Textbooks

- ''Health Information Management: Concepts, Principles, and Practice'' Kathleen M. LaTour
- "Principles of Healthcare Information Systems" Jean A. Balgrosky
- "Medical Records and Healthcare Documentation" Shirley Eichenwald Maki
- "Fundamentals of Law for Health Informatics and Information Management" Melanie Brodnik

E-Resources & Journals

- > American Health Information Management Association (AHIMA) www.ahima.org
- > International Journal of Medical Informatics
- > Journal of Health Information Management (JHIM)
- > WHO Guidelines on Electronic Health Records

Career Opportunities after B.Sc. in Medical Records Sciences

- > Medical Records Officer in Hospitals & Clinics
- Health Information Manager in Government & Private Sectors
- Medical Coding & Billing Specialist in Insurance Companies
- Healthcare Data Analyst in IT & Health Informatics Companies



> Compliance & Legal Consultant for Medical Records

