# Canadian Health Information Management Association Practice Exam (Sample)

## Study Guide


**Everything you need from our exam experts!**

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# Introduction

**Preparing for a certification exam can feel overwhelming, but with the right tools, it becomes an opportunity to build confidence, sharpen your skills, and move one step closer to your goals. At Examzify, we believe that effective exam preparation isn't just about memorization, it's about understanding the material, identifying knowledge gaps, and building the test-taking strategies that lead to success.**

**This guide was designed to help you do exactly that.**

**Whether you're preparing for a licensing exam, professional certification, or entry-level qualification, this book offers structured practice to reinforce key concepts. You'll find a wide range of multiple-choice questions, each followed by clear explanations to help you understand not just the right answer, but why it's correct.**

**The content in this guide is based on real-world exam objectives and aligned with the types of questions and topics commonly found on official tests. It's ideal for learners who want to:**

- **Practice answering questions under realistic conditions,**
- **Improve accuracy and speed,**
- **Review explanations to strengthen weak areas, and**
- **Approach the exam with greater confidence.**

**We recommend using this book not as a stand-alone study tool, but alongside other resources like flashcards, textbooks, or hands-on training. For best results, we recommend working through each question, reflecting on the explanation provided, and revisiting the topics that challenge you most.**

**Remember: successful test preparation isn't about getting every question right the first time, it's about learning from your mistakes and improving over time. Stay focused, trust the process, and know that every page you turn brings you closer to success.**

**Let's begin.**

# How to Use This Guide

**This guide is designed to help you study more effectively and approach your exam with confidence. Whether you're reviewing for the first time or doing a final refresh, here’s how to get the most out of your Examzify study guide:**

### 1. Start with a Diagnostic Review

**Skim through the questions to get a sense of what you know and what you need to focus on. Don’t worry about getting everything right, your goal is to identify knowledge gaps early.**

### 2. Study in Short, Focused Sessions

**Break your study time into manageable blocks (e.g. 30 – 45 minutes). Review a handful of questions, reflect on the explanations, and take breaks to retain information better.**

### 3. Learn from the Explanations

**After answering a question, always read the explanation, even if you got it right. It reinforces key points, corrects misunderstandings, and teaches subtle distinctions between similar answers.**

### 4. Track Your Progress

**Use bookmarks or notes (if reading digitally) to mark difficult questions. Revisit these regularly and track improvements over time.**

### 5. Simulate the Real Exam

**Once you're comfortable, try taking a full set of questions without pausing. Set a timer and simulate test-day conditions to build confidence and time management skills.**

### 6. Repeat and Review

**Don’t just study once, repetition builds retention. Re-attempt questions after a few days and revisit explanations to reinforce learning.**

### 7. Use Other Tools

**Pair this guide with other Examzify tools like flashcards, and digital practice tests to strengthen your preparation across formats.**

**There’s no single right way to study, but consistent, thoughtful effort always wins. Use this guide flexibly — adapt the tips above to fit your pace and learning style. You've got this!**

# Questions

**1. Which description best fits a normal distribution?**

**A. Bell-shaped, a variance of 1, the mean=median=mode.**

**B. Symmetrical about the mean, bell-shaped, single mode.**

**C. Discrete data, unsymmetrical about the mean.**

**D. Bell-shaped, symmetrical about the mean, variance of three.**

**2. A subset of health information usually associated with non-clinical settings in a jurisdiction is known as what?**

**A. CDA**

**B. Domain repository**

**C. HIAL**

**D. None of the above**

**3. Which of the following would be considered a controlling function in management?**

**A. Creating job descriptions**

**B. Hiring employees**

**C. Measuring productivity**

**D. Setting performance standards**

**4. What is the best method to visually represent each surgeon's infection rate and the total service rate?**

**A. Bar graph**

**B. Line graph**

**C. Scatter graph**

**D. Table**

**5. A tool used to display performance data over time is a:**

**A. Benchmark.**

**B. Run chart.**

**C. Status process control chart.**

**D. Time ladder.**

**6. Which statement accurately describes sensitivity?**

- **A. Sensitivity is a measure of central tendency**
- **B. Sensitivity is not a measure of validity**
- **C. Sensitivity is the percentage of all true cases correctly identified**
- **D. Sensitivity is the percentage of all true non-cases correctly identified**

**7. What type of consent is applied when a patient collapses at the entrance of an emergency department?**

- **A. Emergency consent**
- **B. Expressed consent**
- **C. Implied consent**
- **D. Informed consent**

**8. What type of care would be considered a characteristic of the primary health care model?**

- **A. In-patient hospital services.**
- **B. Long-term care facilities.**
- **C. Outreach and community services.**
- **D. Specialized surgical procedures.**

**9. What is the primary role of the EHRS blueprint?**

- **A. Identify data elements for collection**
- **B. Identify the business architecture**
- **C. Identify vendors of systems**
- **D. A and B**

**10. If a hardware failure impacts a clinic's EMR, which plan should be initiated immediately?**

- **A. Business continuity**
- **B. Information system strategic**
- **C. Privacy impact assessment**
- **D. Project plan**

# Answers

1. B
2. B
3. C
4. A
5. B
6. C
7. C
8. C
9. B
10. A

# Explanations

## 1. Which description best fits a normal distribution?

**A. Bell-shaped, a variance of 1, the mean=median=mode.**

**B. Symmetrical about the mean, bell-shaped, single mode.**

**C. Discrete data, unsymmetrical about the mean.**

**D. Bell-shaped, symmetrical about the mean, variance of three.**

**A normal distribution is characterized by its symmetrical bell shape, meaning that the data is evenly distributed around the mean. The mean, median, and mode of a normal distribution are all located at the same central point, which reinforces its symmetry. Additionally, a normal distribution has a single mode, as there is only one peak in the data, contrasting with multimodal distributions that may have multiple peaks. This concept is crucial in various applications, such as statistics and quality control, where researchers often assume a normal distribution when analyzing data. It's important to recognize how each property of a normal distribution contributes to its overall characteristics. The other options present aspects that either deviate from the normal distribution properties or introduce inaccuracies. For instance, a normal distribution does not have discrete data characteristics or an asymmetrical shape, which are key elements of other types of distributions. Understanding these definitions and characteristics can help in identifying the application of statistical concepts in real-world scenarios.**

## 2. A subset of health information usually associated with non-clinical settings in a jurisdiction is known as what?

**A. CDA**

**B. Domain repository**

**C. HIAL**

**D. None of the above**

**The correct answer identifies the concept known as a domain repository, which refers to a specific subset of health information typically linked to non-clinical settings within a jurisdiction. This encompasses various types of data that may not be strictly related to direct patient care but are critical for broader health information management and policy-making processes. A domain repository collects and organizes information to support various healthcare functions, such as resource management, public health reporting, and regulatory compliance. By focusing on non-clinical elements, it enriches the overall understanding of health system performance and contributes to strategic planning within the health sector. Other choices, on the other hand, do not encompass the same scope or definition. CDA, for example, generally pertains to clinical document architecture and is primarily related to clinical information exchange. HIAL, which stands for Health Information Access Layer, is more focused on the mechanisms of accessing and sharing health information rather than the specific subset of data from non-clinical domains. Thus, recognizing the domain repository as the correct option aligns with its definition and application in health information management contexts.**

## 3. Which of the following would be considered a controlling function in management?

**A. Creating job descriptions**

**B. Hiring employees**

**C. Measuring productivity**

**D. Setting performance standards**

**Measuring productivity is considered a controlling function in management because it involves the evaluation of the performance of employees and the overall efficiency of operations. Control in management refers to the process of monitoring performance, comparing it with set standards, and taking corrective actions if necessary. By measuring productivity, managers can assess whether the outputs of their team or organization meet the established benchmarks or goals. This assessment is crucial for ensuring that resources are being used effectively and that objectives are being achieved. Creating job descriptions, hiring employees, and setting performance standards are all essential components of management but fall under different functions. Creating job descriptions relates to organizing and clarifying roles, hiring employees encompasses the staffing function, and setting performance standards involves planning and establishing what is expected. While all these functions contribute to the overall management process, measuring productivity directly pertains to the control aspect, making it the correct answer in this context.**

## 4. What is the best method to visually represent each surgeon's infection rate and the total service rate?

**A. Bar graph**

**B. Line graph**

**C. Scatter graph**

**D. Table**

**Using a bar graph as the chosen method to visually represent each surgeon's infection rate and the total service rate is advantageous due to its ability to provide a clear and straightforward comparison among different surgeons. Bar graphs excel at displaying categorical data, which allows viewers to quickly see variations in infection rates across multiple surgeons. Each bar represents a surgeon, with the height or length of the bar corresponding to the infection rate, making it easy to assess who has higher or lower rates at a glance. Additionally, if the total service rate can also be represented on the same graph, it can be done using differently colored bars or by adding a secondary axis. This not only maintains clarity but also effectively demonstrates relationships between the rates without overwhelming the viewer with information, which can occur in more complex visualizations. Other methods have their limitations; for instance, line graphs are typically used to show trends over time rather than comparisons among categories. Scatter graphs are best suited for showing relationships between two quantitative variables, which may not apply here as the primary focus is on categorical comparison rather than correlation. A table, while informative, lacks the visual impact and ease of comparison that a bar graph provides, making it less effective in immediately conveying differences in rates.**

## 5. A tool used to display performance data over time is a:

**A. Benchmark.**

**B. Run chart.**

**C. Status process control chart.**

**D. Time ladder.**

**A run chart is an effective tool for displaying performance data over time. It illustrates trends, patterns, and variations in data by plotting individual data points in chronological order. This visual representation allows for the identification of changes or shifts in performance metrics, making it easier to see how processes are performing over time and to assess their stability. Run charts are particularly useful in quality improvement initiatives, as they help to differentiate between common cause variation (normal fluctuations in the process) and special cause variation (trends or shifts that may indicate a problem needing further investigation). By systematically tracking performance over time, stakeholders can make informed decisions about necessary interventions or adjustments to improve outcomes. The other options represent different concepts or tools. Benchmarks are typically standards or points of reference against which performance can be measured but do not inherently track data over time. A control chart is more complex and includes control limits, which is not the case with a run chart, as it focuses solely on displaying data points without such statistical boundaries. A time ladder is not a standard term for a performance tracking tool in health information management.**

## 6. Which statement accurately describes sensitivity?

**A. Sensitivity is a measure of central tendency**

**B. Sensitivity is not a measure of validity**

**C. Sensitivity is the percentage of all true cases correctly identified**

**D. Sensitivity is the percentage of all true non-cases correctly identified**

**Sensitivity is defined as the ability of a test to correctly identify those individuals who have a particular disease or condition. It is calculated as the percentage of true positive results (individuals who actually have the disease) out of the total number of actual positive cases (both true positives and false negatives). Therefore, it reflects how effectively a test can detect cases where the condition is present. For clarity, sensitivity measures how well a test can identify the true cases rather than being a measure of central tendency, which relates to statistical averages. Additionally, while sensitivity is related to the validity of a test, the measure itself is specific to the recognition of true positive outcomes, making it a distinct aspect of evaluating diagnostic effectiveness rather than a measure of overall validity. The incorrect choice regarding true non-cases pertains to specificity, which instead evaluates the test's ability to correctly identify individuals without the disease.**

## 7. What type of consent is applied when a patient collapses at the entrance of an emergency department?

**A. Emergency consent**

**B. Expressed consent**

**C. Implied consent**

**D. Informed consent**

**When a patient collapses at the entrance of an emergency department, the most applicable type of consent is implied consent. This is because implied consent is generally understood as the assumption that a patient would want immediate medical treatment when they are unable to communicate their wishes due to a medical emergency or incapacity. In emergency situations, healthcare providers often enact implied consent to provide necessary care promptly, especially when the patient is unconscious or unable to give explicit consent. The urgency of the situation dictates the need for immediate intervention to preserve life, prevent serious deterioration, or alleviate significant suffering, overriding the typical requirement for expressed or informed consent. Expressed consent involves a clear and direct agreement to treatment, which is not feasible in emergency scenarios when the patient cannot communicate. Informed consent requires that the patient be fully informed about the risks, benefits, and alternatives to treatment, which again may not be possible if the patient is incapacitated. Emergency consent is also relevant but is broadly encompassed within the concept of implied consent in this urgent situation. Thus, given the context, implied consent is the most appropriate type of consent applied in this emergency case.**

## 8. What type of care would be considered a characteristic of the primary health care model?

**A. In-patient hospital services.**

**B. Long-term care facilities.**

**C. Outreach and community services.**

**D. Specialized surgical procedures.**

**The primary health care model emphasizes accessibility, prevention, and community-based services that focus on the overall health and well-being of individuals and populations. Outreach and community services are integral to this model as they aim to bring healthcare resources to the community, ensuring that care is available where it is most needed. This approach prioritizes health promotion, disease prevention, and education, which are essential elements in empowering individuals to take control of their health. In contrast, in-patient hospital services, long-term care facilities, and specialized surgical procedures typically fall under secondary and tertiary care models. These types of care require more specialized resources and environments, which may not be accessible to everyone and focus more on treatment rather than prevention or community engagement. The primary health care model seeks to address health needs at their root, making outreach and community services the most characteristic of this approach.**

## 9. What is the primary role of the EHRS blueprint?

**A. Identify data elements for collection**

**B. Identify the business architecture**

**C. Identify vendors of systems**

**D. A and B**

**The primary role of the Electronic Health Records (EHR) blueprint is to identify the business architecture. This involves creating a comprehensive framework that outlines how an organization will structure its information systems, including the roles, processes, and information management strategies essential for implementing EHR systems. By focusing on business architecture, the blueprint ensures that the EHR aligns with the strategic goals of the healthcare organization, facilitating the effective management of health information and improving care delivery. While identifying data elements for collection is also important in EHR initiatives, it is typically a part of the operational concerns stemming from the business architecture rather than being the main focus of the blueprint itself. Additionally, recognizing vendors of systems might be relevant in the broader context of implementing an EHR, but it is not a primary function of the blueprint. Hence, the emphasis on business architecture is what makes this answer correct.**

## 10. If a hardware failure impacts a clinic's EMR, which plan should be initiated immediately?

**A. Business continuity**

**B. Information system strategic**

**C. Privacy impact assessment**

**D. Project plan**

**In the event of a hardware failure impacting a clinic's Electronic Medical Record (EMR) system, initiating a business continuity plan is crucial. This type of plan is specifically designed to ensure that critical business functions can continue during and after a disaster or unexpected disruption, such as a hardware failure. The business continuity plan includes strategies for maintaining operations, minimizing downtime, and ensuring that healthcare services can proceed with minimal interruption to patient care. The essence of a business continuity plan is to quickly restore access to essential systems, data, and processes. This involves contingency measures such as data backups, alternative operational methods, and if necessary, temporary systems that can be utilized while the primary hardware is being repaired or replaced. In contrast, an information system strategic plan focuses on long-term goals and the direction of technology use within the organization rather than immediate response. A privacy impact assessment is concerned with evaluating how personal data is handled and ensuring compliance with privacy regulations, which is not an immediate response to hardware failures. A project plan typically outlines steps and timelines for specific projects, rather than addressing the urgent need to continue operations during an unexpected equipment failure. Thus, the business continuity plan stands out as the most appropriate and immediate response to ensure that the clinic can continue providing care amidst the**

# Next Steps

**Congratulations on reaching the final section of this guide. You've taken a meaningful step toward passing your certification exam and advancing your career.**

**As you continue preparing, remember that consistent practice, review, and self-reflection are key to success. Make time to revisit difficult topics, simulate exam conditions, and track your progress along the way.**

**If you need help, have suggestions, or want to share feedback, we'd love to hear from you. Reach out to our team at hello@examzify.com.**

**Or visit your dedicated course page for more study tools and resources:**

**https://chima.examzify.com**

**We wish you the very best on your exam journey. You've got this!**