

Certified Radiology Administrator (CRA) 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. 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.

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. 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

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- 1. Which of the following is a crucial element of leadership in radiology management?**
 - A. Micromanagement of staff**
 - B. Inspiration and mentoring of team members**
 - C. Strict enforcement of rules without flexibility**
 - D. Limiting communication with staff**

- 2. Which of the following is allowable as cost share?**
 - A. Equipment donated at fair market value**
 - B. Alcohol purchased at an allowable business dinner**
 - C. A portion of the salary of the dept's Head Secretary**
 - D. Travel costs in excess of the inst. per diem**

- 3. What is the function of a SWOT analysis in radiology administration?**
 - A. To forecast financial trends**
 - B. To identify strengths, weaknesses, opportunities, and threats related to the organization**
 - C. To assess employee performance**
 - D. To implement new technologies**

- 4. What phase of a clinical trial provides a new drug given to a large group of 100-300 to observe the effectiveness and to further evaluate safety?**
 - A. Phase I**
 - B. Phase II**
 - C. Phase III**
 - D. Phase IV**

- 5. A grant is a(n):**
 - A. Memorandum of Understanding**
 - B. Acquisition Agreement**
 - C. Assistance Agreement**
 - D. Cooperative Agreement**

6. What legislation places restrictions on who can possess select agents and provides criminal penalties for possession?

- A. Export Controls**
- B. Deemed Exports**
- C. Patriot Act**
- D. ITAR**

7. Which type of agreement is typically used for the purchase of goods and services?

- A. Subaward**
- B. Vendor agreements**
- C. Partnership agreements**
- D. Collaboration agreements**

8. Which of the following are two critical termination clauses of the general provisions of a federal contract?

- A. Disputes and Changes**
- B. Default and Convenience**
- C. Default and Stop Work order**
- D. Stop Work order and failure to conform**

9. How can a radiology administrator improve patient satisfaction?

- A. By reducing the number of staff**
- B. By implementing effective communication and service protocols**
- C. By increasing wait times**
- D. By limiting service hours**

10. A subaward/subcontract is a specific type of:

- A. Third Party Agreement**
- B. Binding Agreement**
- C. Research Agreement**
- D. Two-Party Agreement**

Answers

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

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Explanations

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1. Which of the following is a crucial element of leadership in radiology management?

- A. Micromanagement of staff**
- B. Inspiration and mentoring of team members**
- C. Strict enforcement of rules without flexibility**
- D. Limiting communication with staff**

Inspiration and mentoring of team members is a crucial element of leadership in radiology management because effective leaders understand that their role extends beyond simply overseeing operations. By providing inspiration, leaders foster an environment where team members feel valued and motivated to perform at their best. Mentoring allows leaders to share their expertise and provide guidance, helping staff to develop professionally and personally. When leaders inspire and mentor their team, they create a culture of collaboration and support, which enhances productivity and job satisfaction. This approach encourages open communication, allows for innovation, and promotes a more cohesive team dynamic, which are all vital in a healthcare setting where collaboration is essential for patient care and safety. In contrast, micromanagement, strict enforcement of rules without flexibility, and limiting communication are generally not effective strategies in leadership. These approaches can lead to disengagement, low morale, and a lack of trust within the team, ultimately hindering performance and negatively impacting patient care. Balancing motivation and guidance while promoting a positive work environment is critical for effective leadership in radiology management.

2. Which of the following is allowable as cost share?

- A. Equipment donated at fair market value**
- B. Alcohol purchased at an allowable business dinner**
- C. A portion of the salary of the dept's Head Secretary**
- D. Travel costs in excess of the inst. per diem**

Allowable cost share refers to the portion of costs that can be attributed to a project in a way that satisfies funding requirements and regulations. Equipment donated at fair market value is a type of cost share that can be included because it provides tangible value to a project without requiring actual cash expenditure from the project's budget. Donated equipment contributes directly to the research or activity, establishing a clear benefit and value to the project, which aligns with the principles of cost sharing. Each of the other options presents various reasons for being less suitable as cost share. While alcohol purchased for a business dinner may seem like it contributes to a business function, expenses for alcoholic beverages are typically not allowed as cost share according to most funding agencies' policies. The salary of the department's Head Secretary could be relevant to the project, but unless their work is directly tied to the project and documented appropriately, it generally wouldn't qualify as a cost share. Lastly, travel costs in excess of the institution's per diem are not typically recognized as cost share because they exceed what is permissible under normal institutional guidelines and are not necessary for the program's execution. Thus, donated equipment recognized at fair market value stands out as the only option that reliably meets the criteria for allowable cost sharing.

3. What is the function of a SWOT analysis in radiology administration?

- A. To forecast financial trends
- B. To identify strengths, weaknesses, opportunities, and threats related to the organization**
- C. To assess employee performance
- D. To implement new technologies

A SWOT analysis plays a crucial role in radiology administration by systematically identifying the strengths, weaknesses, opportunities, and threats that the organization faces. This strategic planning tool helps radiology administrators understand both internal and external factors that can influence the success and operation of their department or facility. By focusing on strengths, the analysis highlights what the organization does well, which can be leveraged to maximize efficiency and improve patient care. Identifying weaknesses allows for the recognition of areas that need improvement or resources that might be lacking. This can lead to strategic planning that addresses these shortcomings directly. Opportunities refer to external prospects that the organization can capitalize on, such as advancements in technology or changes in healthcare regulations that could enhance service delivery or expand patient access. Finally, identifying threats provides insight into potential risks—be they economic, competitive, or regulatory—that could impact the organization's performance. Unlike forecasting financial trends or assessing employee performance, which have narrower scopes, a SWOT analysis provides a holistic view of the organization's strategic position. It supports informed decision-making and aids in developing strategies that align with both the internal capabilities and the external environment. This is why the identification of strengths, weaknesses, opportunities, and threats is fundamental in the context of radiology administration.

4. What phase of a clinical trial provides a new drug given to a large group of 100-300 to observe the effectiveness and to further evaluate safety?

- A. Phase I
- B. Phase II**
- C. Phase III
- D. Phase IV

The phase of a clinical trial that involves administering a new drug to a larger group of participants, typically ranging from 100 to 300 individuals, is Phase II. This phase is crucial for gathering initial data on the drug's effectiveness and continuing to evaluate its safety after initial results from Phase I, which focuses on a smaller group primarily to test safety and dosage. In Phase II, researchers monitor the drug's therapeutic effects and determine whether it has the desired effect on the conditions it is intended to treat. Safety is still a primary concern, but the focus shifts more towards effectiveness, as the sample size allows for a more comprehensive assessment of how the drug behaves in a larger population. Phases III and IV are concerned with larger scale studies and post-marketing surveillance, respectively, while Phase I deals with safety and dosage in a small number of healthy volunteers or patients. Therefore, understanding the structure of clinical trials and the purpose of each phase is essential for recognizing the specific objectives and challenges involved at each stage of drug development.

5. A grant is a(n):

- A. Memorandum of Understanding**
- B. Acquisition Agreement**
- C. Assistance Agreement**
- D. Cooperative Agreement**

A grant is characterized as an assistance agreement primarily because it involves the transfer of funds or property from a grantor to a grantee to support a public purpose, rather than to obtain goods or services. In essence, grants are designed to provide financial support to facilitate projects that serve the public good, such as educational initiatives, community development, or scientific research. The recipient does not have to repay the funds, making it a form of financial assistance rather than a transactional purchase. In the context of grants, the term "assistance agreement" emphasizes the relationship between the funding agency and the recipient, focusing on the support of specific goals or projects that benefit society. This framework distinguishes grants from other types of agreements, such as contracts for services or goods where there are reciprocal obligations to deliver specific outcomes. Other options, such as a memorandum of understanding or cooperative agreements, do not fully encapsulate the nature of grants. A memorandum of understanding is generally used for collaborative agreements and does not involve funding, while cooperative agreements, although similar to grants, imply a degree of collaboration or substantial involvement between the grantor and grantee during the project. Thus, the label of "assistance agreement" aligns best with the nature and purpose of a grant.

6. What legislation places restrictions on who can possess select agents and provides criminal penalties for possession?

- A. Export Controls**
- B. Deemed Exports**
- C. Patriot Act**
- D. ITAR**

The legislation that imposes restrictions on possession of select agents and outlines criminal penalties for unauthorized possession is the Patriot Act. Enacted in response to the September 11 attacks, this Act includes provisions aimed at enhancing security measures in various sectors, including public health and safety. It specifically addresses the potential misuse of dangerous biological agents and toxins, thereby setting stringent controls over who may possess, use, or transfer these materials. The Patriot Act gives federal authorities the ability to regulate select agents, providing a legal framework to prevent biological terrorism and ensure that only qualified individuals or institutions have access to these agents. It establishes penalties for violations, reflecting the serious nature of the potential risks associated with these materials. Other options, such as Export Controls and ITAR, primarily focus on regulating the international transfer of sensitive technology and arms, while Deemed Exports pertains to the transfer of technology to foreign nationals within the United States. While these are important pieces of legislation related to security and trade, they do not specifically address the control of select agents in the same way that the Patriot Act does.

7. Which type of agreement is typically used for the purchase of goods and services?

- A. Subaward**
- B. Vendor agreements**
- C. Partnership agreements**
- D. Collaboration agreements**

Vendor agreements are typically utilized for the purchase of goods and services because they are specifically designed to outline the terms and conditions under which a seller (vendor) provides products or services to a buyer (organization or individual). These agreements detail aspects such as pricing, delivery timelines, specifications of goods or services, payment terms, and any warranties or return policies associated with the transaction. The focus of vendor agreements is on the transactional nature of the relationship between the vendor and the buyer, making them crucial in commercial operations where clear expectations need to be established about the procurement of goods and services. This ensures that both parties understand their responsibilities and can refer back to the agreement in case of disputes or misunderstandings, fostering a more efficient and smooth operation within an organization. In contrast, subawards refer specifically to a funding arrangement where part of a grant is given to another entity, and they are not intended for general goods and services procurement. Partnership agreements generally pertain to the collaborative goals between organizations and are more about shared ventures rather than straightforward transactions. Collaboration agreements often involve joint efforts in projects and do not focus purely on the exchange of goods or services but rather on shared research, development, or practices. Thus, vendor agreements are the most appropriate choice for purchasing goods and

8. Which of the following are two critical termination clauses of the general provisions of a federal contract?

- A. Disputes and Changes**
- B. Default and Convenience**
- C. Default and Stop Work order**
- D. Stop Work order and failure to conform**

In the context of federal contracts, the two critical termination clauses are indeed related to "Default and Convenience." The "Default" clause provides the government with the right to terminate a contract if the contractor fails to perform the work as specified, which includes failure to deliver goods or services on time or not meeting other contractual obligations. This allows the government to exit a poor-performing contract and seek more reliable alternatives. On the other hand, the "Convenience" clause grants the government the ability to terminate the contract for its own reasons, even if the contractor is performing adequately. This offers flexibility to the government in managing contracts, allowing them to cancel agreements when it is in the best interest of the agency, such as due to budget cuts or changes in needs. These two clauses are fundamental as they outline the rights and remedies available to the government in different scenarios, ensuring both parties understand their obligations and the conditions under which the contract can be concluded.

9. How can a radiology administrator improve patient satisfaction?

- A. By reducing the number of staff
- B. By implementing effective communication and service protocols**
- C. By increasing wait times
- D. By limiting service hours

Improving patient satisfaction is crucial in healthcare, and one of the most effective ways to achieve this is through the implementation of effective communication and service protocols. When a radiology administrator ensures that staff communicates clearly and empathetically with patients, it fosters a supportive environment where patients feel valued and understood. Effective communication helps in setting realistic expectations, providing necessary information about procedures, and addressing any concerns promptly. Moreover, service protocols streamline operations, which can lead to a more efficient workflow, ultimately reducing wait times and ensuring that patients receive timely care. When patients experience clarity and professionalism in their interactions, their overall satisfaction is likely to increase, leading to enhanced patient loyalty and positive feedback. In contrast, options that involve reducing staff or limiting service hours can negatively impact patient experience by creating longer wait times and reducing access to care. Increasing wait times would naturally frustrate patients and diminish their satisfaction as well. Thus, implementing effective communication and service protocols is a proactive approach that directly contributes to a positive patient experience in radiology.

10. A subaward/subcontract is a specific type of:

- A. Third Party Agreement**
- B. Binding Agreement
- C. Research Agreement
- D. Two-Party Agreement

A subaward or subcontract is indeed categorized as a specific type of third-party agreement. This designation arises from the nature of the relationship established through a subaward or subcontract, which involves one organization (the prime recipient) transferring a portion of the funded work to another entity (the subrecipient) to carry out specific tasks or functions that contribute to the overall project. In the context of research and funding, a third-party agreement typically refers to any agreement where the contractual obligations and rights involve parties outside of the primary entity managing the funding. Therefore, when a prime recipient issues a subaward to a subrecipient, that subaward forms a third-party relationship that is integral to the main contract, allowing the subrecipient to receive funds and carry out specified work that aligns with the terms set by the original funding source. Other types of agreements listed do not accurately represent the characteristics of subawards/subcontracts. A binding agreement is a general term that applies to any contract that holds legal force, while a research agreement focuses specifically on research-related collaboration and may not involve transferring funds or responsibilities as a subaward does. Similarly, a two-party agreement is simply a contract between two entities but does not capture the nature of the relationship in a subaward scenario, which inherently

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://radiologyadmincra.examzify.com>

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

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