

REGISTERED HEALTH INFORMATION ADMINISTRATOR (RHIA) DOMAIN 5 PRACTICE EXAM (SAMPLE)

STUDY GUIDE



Prepare with structure. Pass with confidence



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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. What is the obligation of one party when the other party has substantially performed under a contract?**
 - A. To perform their contractual obligations
 - B. Not to perform their contractual obligations
 - C. To void the contract
 - D. To invalidate the contract

- 2. Strategic thinkers exhibit which of the following skills?**
 - A. Discomfort with uncertainty and risk
 - B. The ability to gain a powerful core of healthcare entity supporters and customers
 - C. Flexibility but lacking creativity
 - D. An ability to implement the vision and plan and be uncomfortable with change

- 3. What is the role of the Electronic Health Record (EHR) in healthcare?**
 - A. To consolidate financial records into a single system
 - B. To provide a digital version of a patient's paper chart, making information easily accessible and shareable
 - C. To serve as a platform for billing and insurance claims
 - D. To offer a centralized location for patient appointments

- 4. What is a work breakdown structure (WBS) in project management?**
 - A. Manages the risks of the project
 - B. Hierarchical list of the project tasks
 - C. Document that defines team roles and responsibilities
 - D. List of project scope changes

- 5. What is a significant impact of data breaches in healthcare?**
 - A. Increase in staffing requirements
 - B. Loss of patient trust and potential legal consequences
 - C. Improved data management systems
 - D. Enhanced patient communication

- 6. In project planning, the task progress is typically represented by which component?**
- A. Row numbers
 - B. Task completed
 - C. Task progress
 - D. Dependency
- 7. What is critical for maintaining the confidentiality of patient records?**
- A. Implementing strong data encryption methods
 - B. Allowing unrestricted access to all staff
 - C. Relying on verbal communication
 - D. Storing physical records only
- 8. Why is health record archival important?**
- A. To improve the efficiency of healthcare operations
 - B. To ensure long-term access and compliance with legal requirements
 - C. To enhance communication between patients and providers
 - D. To reduce costs associated with healthcare
- 9. Which document outlines the rights of patients regarding their health information?**
- A. Health Information Policy Statement
 - B. Patient Information Manual
 - C. Notice of Privacy Practices
 - D. Patient Rights Charter
- 10. What does the acronym SNOMED CT represent?**
- A. Systematic Navigation of Medical Operative Documents
 - B. Standardized Notation for Medical Observation and Diagnosis
 - C. Systematized Nomenclature of Medicine Clinical Terms
 - D. Supportive Network of Medical and Organizational Duties

Answers

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

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Explanations

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1. What is the obligation of one party when the other party has substantially performed under a contract?

- A. To perform their contractual obligations**
- B. Not to perform their contractual obligations
- C. To void the contract
- D. To invalidate the contract

When one party has substantially performed under a contract, the other party is generally obligated to perform their own contractual obligations. Substantial performance means that the party has fulfilled enough of their contractual duties that the essential purpose of the contract has been achieved, even if there may be minor deviations from the terms. In such cases, the party who has substantially performed is typically entitled to compensation or to receive the benefits of the contract—even if there are some omissions or defects that remain. This principle ensures that contracts remain enforceable and that parties are encouraged to complete their obligations. It aligns with the legal doctrine of substantial performance, which is a way to balance fairness and accountability in contractual agreements. Therefore, the correct obligation of the other party is to continue performing their part of the contract, even if minor issues exist with the completion of the other party's duties.

2. Strategic thinkers exhibit which of the following skills?

- A. Discomfort with uncertainty and risk
- B. The ability to gain a powerful core of healthcare entity supporters and customers**
- C. Flexibility but lacking creativity
- D. An ability to implement the vision and plan and be uncomfortable with change

Strategic thinkers are pivotal in shaping the future of organizations, especially in the complex landscape of healthcare. The ability to gain a powerful core of healthcare entity supporters and customers is a hallmark of strategic thinking because it reflects an understanding of the importance of building relationships and fostering loyalty among stakeholders. This skill allows strategic thinkers to align their vision with the needs and interests of their supporters, ensuring that their strategic initiatives are well-received and backed by those who are essential for the entity's success. Strategic thinkers assess the market environment and creatively engage their followers, which is crucial for garnering support and navigating challenges. By effectively communicating their vision and value proposition, they can create a strong base of advocates who will help champion their initiatives. This ability ultimately positions the healthcare entity to thrive, adapting to changes in the industry while maintaining support from key groups.

3. What is the role of the Electronic Health Record (EHR) in healthcare?

- A. To consolidate financial records into a single system
- B. To provide a digital version of a patient's paper chart, making information easily accessible and shareable**
- C. To serve as a platform for billing and insurance claims
- D. To offer a centralized location for patient appointments

The role of the Electronic Health Record (EHR) in healthcare is fundamentally about creating a digital version of a patient's paper chart, which enhances the accessibility and shareability of medical information. An EHR allows healthcare providers to store a wide range of patient data, including medical history, diagnoses, medications, treatment plans, immunization dates, allergies, radiology images, and laboratory test results. This digitization facilitates more effective communication among healthcare providers, improving the continuity of care. It enables different providers to have a comprehensive view of a patient's health status regardless of where they are located. With EHRs, real-time access to patient information means that healthcare professionals can make better-informed decisions, reduce errors, and ultimately improve patient outcomes. By prioritizing the organization and accessibility of patient data, EHRs play a critical role in modern healthcare, moving away from paper-based systems and enhancing efficiency in managing patient information. In contrast, while consolidating financial records, processing billing, and managing appointments are important aspects of healthcare operations, they do not encapsulate the primary purpose of an EHR, which centers on patient information management.

4. What is a work breakdown structure (WBS) in project management?

- A. Manages the risks of the project
- B. Hierarchical list of the project tasks**
- C. Document that defines team roles and responsibilities
- D. List of project scope changes

A work breakdown structure (WBS) in project management is a hierarchical decomposition of the project into smaller, more manageable components or tasks. By breaking down the overall project into its constituent parts, the WBS helps project managers and teams visualize the entirety of the project, allowing them to organize work, allocate resources, and schedule timelines effectively. This structured approach facilitates better tracking of progress and ensures that all elements of the project are accounted for, which is essential for successful project delivery. The WBS serves as the foundation for more detailed planning, including estimating costs, defining timelines, and assigning responsibilities. It enhances clarity and focus by providing a comprehensive outline of what needs to be accomplished, making it easier to monitor project performance against defined objectives. In contrast, other options provided do not accurately define a WBS. For example, managing risks pertains to risk management strategies, team roles and responsibilities align more closely with organizational charts or project management plans, and changes in project scope are typically documented through a change log or scope management plan. Each of these plays a crucial role in project management but focuses on different aspects than the structure and clarity provided by a WBS.

5. What is a significant impact of data breaches in healthcare?

- A. Increase in staffing requirements
- B. Loss of patient trust and potential legal consequences**
- C. Improved data management systems
- D. Enhanced patient communication

The significant impact of data breaches in healthcare primarily revolves around the loss of patient trust and potential legal consequences. When patient data is compromised, the most immediate effect is that individuals may feel their sensitive information is no longer secure within the healthcare provider's systems. This erosion of trust can lead patients to reconsider their choices of providers, reducing patient retention and affecting overall patient relationships. Legal consequences are equally critical; healthcare organizations may face lawsuits, regulatory fines, and reputational damage as a result of data breaches. Regulations such as the Health Insurance Portability and Accountability Act (HIPAA) involve strict penalties for breaches of protected health information (PHI). Consequently, not only does a breach impact patients on a personal level, but it also brings substantial operational and financial risks to healthcare organizations which may have to invest heavily in breach response, remediation, and improved security measures to comply with regulatory standards. The other options, while they may seem relevant, do not capture the primary and immediate consequences of data breaches as effectively. Increased staffing requirements, improved data management systems, and enhanced patient communication could theoretically be outcomes of addressing breaches, but they do not directly represent the primary or most significant impacts resulting from the breach itself.

6. In project planning, the task progress is typically represented by which component?

- A. Row numbers
- B. Task completed
- C. Task progress**
- D. Dependency

The representation of task progress in project planning is best captured by the component referring to "Task progress." This component provides a clear indication of how much of a specific task has been completed over time and is essential for tracking project timelines and efficiency. By highlighting the extent of work finished, project managers can identify whether the project is on schedule, ahead, or behind, which is crucial for effective resource allocation and timeline adjustments. On the contrary, row numbers serve primarily as organizational tools without conveying any information about the completion status of tasks. "Task completed" only indicates whether a task has reached its endpoint but does not communicate the degree to which a task is in progress, which is vital during the planning phase. Similarly, the concept of "Dependency" relates to how tasks are interconnected and reliant on one another rather than providing insights into the actual progress of tasks. Therefore, focusing on "Task progress" allows a clearer and more comprehensive view of the current state of project tasks.

7. What is critical for maintaining the confidentiality of patient records?

A. Implementing strong data encryption methods

B. Allowing unrestricted access to all staff

C. Relying on verbal communication

D. Storing physical records only

Implementing strong data encryption methods is essential for maintaining the confidentiality of patient records because it ensures that sensitive information is securely encoded, making it unreadable to unauthorized users. This layer of security is critical in protecting electronic health information from cyber threats, data breaches, and unauthorized access. Encryption safeguards data both during transmission and while stored, which is particularly important given the increasing reliance on digital records in healthcare settings. In contrast, unrestricted access to all staff compromises confidentiality, as it increases the risk of exposure to sensitive patient information. Relying solely on verbal communication lacks security measures that would protect patient data from being overheard or miscommunicated. Additionally, storing physical records only does not inherently provide adequate confidentiality, as these records can be easily accessed without the appropriate safeguards in place. Thus, strong data encryption methods are a fundamental practice for protecting patient records in today's digital environment.

8. Why is health record archival important?

A. To improve the efficiency of healthcare operations

B. To ensure long-term access and compliance with legal requirements

C. To enhance communication between patients and providers

D. To reduce costs associated with healthcare

Health record archival is crucial primarily because it ensures long-term access to patient information and compliance with legal requirements. Archiving health records involves securely storing patient data in a manner that it remains retrievable for future reference, thereby supporting continuity of care. This long-term access is essential for various reasons, including historical patient care, ongoing treatment plans, and supporting decision-making processes by healthcare providers. Furthermore, legal regulations mandate that healthcare organizations maintain records for specific periods to protect patients' rights and provide evidence in case of disputes or audits. Proper archiving practices align with these regulatory requirements while safeguarding against loss and ensuring that confidential information remains accessible only to authorized individuals. While improving efficiency, enhancing communication, and reducing costs are important aspects of healthcare operations, they do not capture the primary legal and operational imperatives of why health record archival is fundamentally essential. Thus, ensuring long-term access and compliance stands out as the most critical aspect of effective health record management.

9. Which document outlines the rights of patients regarding their health information?

- A. Health Information Policy Statement
- B. Patient Information Manual
- C. Notice of Privacy Practices**
- D. Patient Rights Charter

The Notice of Privacy Practices is a critical document that informs patients about their rights concerning their personal health information. This document is essential in the context of healthcare compliance, specifically with respect to privacy regulations such as the Health Insurance Portability and Accountability Act (HIPAA) in the United States. The Notice of Privacy Practices outlines how a healthcare provider may use and disclose a patient's protected health information (PHI), details the patient's rights to access and amend their health information, and describes how patients can file a complaint if they believe their rights have been violated. This document serves as a mandatory disclosure that must be provided to patients, establishing clarity and transparency about the management of their health information and their rights within that framework. It ensures that patients are not only aware of their privacy rights but also understand the procedures for exercising those rights. In contrast, other documents, such as the Health Information Policy Statement or the Patient Rights Charter, may encompass broader topics related to healthcare service provision or patient rights in general but do not specifically address patient rights concerning their health information. The Patient Information Manual may be informative regarding the healthcare services available but lacks the legal emphasis and specific required content found in the Notice of Privacy Practices, making the latter the most appropriate choice for this

10. What does the acronym SNOMED CT represent?

- A. Systematic Navigation of Medical Operative Documents
- B. Standardized Notation for Medical Observation and Diagnosis
- C. Systematized Nomenclature of Medicine Clinical Terms**
- D. Supportive Network of Medical and Organizational Duties

The acronym SNOMED CT stands for Systematized Nomenclature of Medicine Clinical Terms. This standardized vocabulary is designed to facilitate the systematic organization of medical information. SNOMED CT provides a comprehensive foundation for the consistent representation of clinical phrases and enhances the interoperability among different health information systems. By using a structured terminology, healthcare providers can accurately document patient care, share information effectively, and improve outcomes through better data analysis. Other options, while they may contain terms related to medical documentation or observations, do not accurately reflect the definition or purpose of SNOMED CT. They do not capture the critical aspect of systematic terminology used across various healthcare settings to ensure precise communication and data exchange.

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://rhiadomain5.examzify.com>

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

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