The Association for Career and Technical Education (ACTE), the leading professional organization for career and technical educators, commends all students who participate in career and technical education programs and choose to validate their educational attainment through rigorous technical assessments. In taking this assessment you demonstrate to your school, your parents and guardians, your future employers and yourself that you understand the concepts and knowledge needed to succeed in the workplace. Good Luck!

The American Medical Certification Association (AMCA) established as a division of the American School of Business, offers 14 certification exams for the allied healthcare field. AMCA supports NOCTI’s Health Science assessments which are aligned to industry standards. This assessment is an excellent training instrument, in both content and test-mode preparation. Students passing both the NOCTI assessment and AMCA’s national certification exam are demonstrating superior knowledge in their field and are outstanding candidates for entry-level positions in the allied healthcare field.

In the lower division baccalaureate/associate degree category, 3 semester hours in Health Informatics or Health Information Systems

Test Type: The Health Informatics industry-based credential is included in NOCTI’s Pathway assessment battery. Pathway assessments assess knowledge and skills at a broader level than the Job Ready assessments and focus on the Pathways established as part of the national career cluster model. Pathway assessments are delivered entirely online which allows NOCTI to include engaging interactive items.

Revision Team: The assessment content is based on input from secondary, post-secondary, and business/industry representatives from the states of Kentucky, Minnesota, New York, North Carolina, and Pennsylvania.
NOCTI written assessments consist of questions to measure an individual’s factual theoretical knowledge.

**Administration Time:** 2 hours  
**Number of Questions:** 103  
**Number of Sessions:** This assessment may be administered in one, two, or three sessions.

### Areas Covered

<table>
<thead>
<tr>
<th>Area</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>General Health Sciences Technical Skills</td>
<td>13%</td>
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<tr>
<td>Health Informatics Technical Skills</td>
<td>20%</td>
</tr>
<tr>
<td>Academic Foundations</td>
<td>11%</td>
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<tr>
<td>Systems</td>
<td>5%</td>
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<tr>
<td>Ethics and Legal Responsibilities</td>
<td>5%</td>
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<tr>
<td>Communications</td>
<td>8%</td>
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<tr>
<td>Information Technology Applications</td>
<td>5%</td>
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<tr>
<td>Problem Solving, Critical Thinking, and Decision Making</td>
<td>8%</td>
</tr>
<tr>
<td>Leadership and Teamwork</td>
<td>7%</td>
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<tr>
<td>Safety, Health, and Environmental</td>
<td>10%</td>
</tr>
<tr>
<td>Employability and Career Development</td>
<td>8%</td>
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</tbody>
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Specific Standards and Competencies Included in this Assessment

General Health Sciences Technical Skills
• Apply professional standards when interacting with patients and families
• Identify and interpret medical terminology
• Maintain appropriate infection controls procedures
• Apply knowledge of anatomy and physiology

Health Informatics Technical Skills
• Read, interpret, and extract information from medical documents, applying knowledge of medical terminology, billing, and diagnostic codes
• Establish and maintain record storage systems within legal guidelines and protocols
• Collect and interpret health information data for a variety of purposes (e.g., determining community health information needs)
• Identify job opportunities and responsibilities within the health informatics field

Academic Foundations
• Apply reading skills in a health sciences career environment
• Apply writing skills in a health sciences career environment
• Apply mathematical skills in a health sciences career environment
• Apply science skills in a health sciences career environment

Systems
• Describe the relationship, roles, and responsibilities among health care professionals
• Analyze the impact on health care systems based on changes in technology, epidemiology, managed care, etc.

(Continued on the following page)
Specific Standards and Competencies (continued)

Ethics and Legal Responsibilities
- Apply appropriate laws, regulations, and industry standards to health care situations
- Identify ethical issues and demonstrate ethical behavior in health care situations

Communications
- Communicate with patients using appropriate language and level, including using appropriate techniques for communicating with special needs patients (e.g., hard of hearing)
- Apply listening skills and interpret verbal and nonverbal behaviors to enhance communication with coworkers and patients
- Interpret and use tables, charts, and figures to support written and oral communication

Information Technology Applications
- Use work processing, presentation software, and email applications to prepare communications
- Use spreadsheet and database applications to manage and communicate data and information

Problem Solving, Critical Thinking, and Decision Making
- Use problem solving and critical thinking skills to locate credible sources of information about problems and determine appropriate methods for investigating causes
- Use problem solving and critical thinking skills to determine root causes of problems and to suggest and evaluate solutions

(Continued on the following page)
Specific Standards and Competencies (continued)

**Leadership and Teamwork**
- Apply leadership qualities to improve the quality of work and the work environment
- Work effectively in a team environment to improve the quality of work and the work environment

**Safety, Health, and Environmental**
- Identify and practice appropriate safety and health procedures for health care occupations
- Demonstrate appropriate emergency and first aid knowledge and procedures for health care occupations
- Identify and practice appropriate environmental procedures for health care occupations

**Employability and Career Development**
- Demonstrate appropriate workplace behavior related to a career in health sciences
- Pursue career development skills to advance in health science careers
Penicillin is an effective antibiotic treatment for some _____ infections.
   A. bacterial
   B. viral
   C. fungal
   D. hereditary

When assisting a client into a chair, the nursing assistant notices the client’s grimace and guarding of the left arm. This is an example of
   A. non-verbal communication
   B. feedback
   C. verbal communication
   D. empathy

To be a good team leader, it is important to
   A. be a technical expert in the field
   B. force others to agree with the leader
   C. be popular with the employees
   D. recognize the strengths of others

The integumentary system includes the
   A. liver and pancreas
   B. eyes and ears
   C. brain and spinal cord
   D. hair and nails

As part of standard precautions, use the _____ technique to remove items from isolation.
   A. sterile
   B. transfer
   C. dust-proof
   D. double bag

(Continued on the following page)
Sample Questions (continued)

Which of the following is generally considered a barrier to effective communication with patients?
A. maintaining eye contact  
B. using complicated medical terms  
C. being sensitive to cultural differences  
D. using clear and concise pronunciation

Combining address file data with a form letter is called
A. mail merge  
B. a personal letter  
C. a business letter  
D. auto-addressing

The best method for disposing of saturated bloody dressings is to
A. wrap them in paper towels and put in a dumpster  
B. put them in the biohazard container  
C. flush them down the toilet  
D. put them in a trash can or wastebasket

The purpose of straining urine is to check for
A. gall stones  
B. stool  
C. blood  
D. kidney stones

An individual who types dictation from physicians for patient records is a
A. medical transcriptionist  
B. phlebotomist  
C. office manager  
D. physician assistant