

## **Will/Grundy EMS 3<sup>rd</sup> Trimester CME Study Guide**

1. Excellent communication and documentation skills are crucial to assure the best possible patient care and to assure decreased liability? True or False
2. What are the six functions that a pre-hospital care report serves?
3. What are the three general rules that narrative sections of report should follow?
4. What is specifically looked at when tracking documentation through quality improvement programs and data collection?
5. What is included in the minimum data set?
6. A patient care report is a legal document that is a permanent part of the patient's medical record/chart? True or False
7. List the different groups of people that will read your patient care report.
8. What does the addition of pertinent negatives show in the narrative section of a patient care report?
9. If a mistake is made while writing your patient care report, what should you do to correct that mistake?
10. What is the procedure for making an addendum to a written report?
11. What are some of the special reporting requirements set forth by the EMS system?