Test Bank for Grammar and Writing Skills for the Health Professional 3rd Oberg

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TRUE/FALSE

1 : The most important message of the memo is stated in the last line.?
A : true
B : false

Correct Answer : B

2 : “Get back to me about this matter” is a good closing for a memo.?
A : true
B : false

Correct Answer : B

3 : “Re:” on a memo refers to the topic of the memo.?
A : true
B : false

Correct Answer : A

4 : Email can be transmitted anywhere in the world.?
A : true
B : false

Correct Answer : A

5 : Email is more expensive than a phone call.?
A : true
B : false

Correct Answer : B

6 : Email is a good way to communicate highly confidential messages.?
A : true
B : false

Correct Answer : B

7 : Email should not be used to communicate a long and complicated message.?
A : true
B : false

Correct Answer : A

8 : All caps and bold letters should not be used in email messages.?
A : true
B : false

Correct Answer : A

9 : The writing style of a memo or email is direct, concise, and clear.?
A : true

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B : false

Correct Answer : A

10 : There is no need to carefully check emails for accuracy before sending them.?
A : true
B : false

Correct Answer : B

MULTIPLE CHOICE

11 : Identify the italicized pronouns in the following sentences.?Who was responsible for the travel itinerary??
A : ?demonstrative
B : ?interrogative
C : ?personal
D : ?reflexive

Correct Answer : B

12 : Whom do you know is providing that coverage??
A : ?demonstrative
B : interrogative?
C : ?personal
D : reflexive ?

Correct Answer : A

13 : The doctor who is on call answered immediately.?
A : ?demonstrative
B : ?relative
C : ?personal
D : ?reflexive

Correct Answer : B

14 : What is the proper handwashing technique??
A : ?demonstrative
B : ?interrogative
C : ?personal
D : ?reflexive

Correct Answer : B

15 : Several people attended the lecture.?
A : ?demonstrative
B : ?interrogative
C : ?indefinite
D : ?reflexive

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Correct Answer : C

16 : These are the ones needed at Grand Rounds Hospital.?
A : ?demonstrative
B : ?interrogative
C : ?indefinite
D : ?reflexive

Correct Answer : A

17 : The text, which is small, contains valuable medical information.?
A : ?demonstrative
B : ?relative
C : ?personal
D : ?reflexive

Correct Answer : B

18 : None is in place.?
A : ?demonstrative
B : ?interrogative
C : ?indefinite
D : ?reflexive

Correct Answer : C

19 : The doctor gave himself credit for the successful operation.
A : ?demonstrative
B : ?interrogative
C : ?indefinite
D : ?reflexive

Correct Answer : D

20 : They were the first people to apply for the position.?
A : ?demonstrative
B : ?relative
C : ?personal
D : ?reflexive

Correct Answer : C

21 : Select the word that is spelled correctly.?
A : ?brankoscopy
B : ?branchoscopy
C : ?bronchoscopy
D : ?bronchocopy

Correct Answer : C

22 : Select the word that is spelled correctly.?
A : ?catheter
B : ?cateter

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C : ?cathater
D : ?cathetor

Correct Answer : A

23 : Select the word that is spelled correctly.?
A : ?paltation
B : ?palitation
C : ?palpitation
D : ?palpetation

Correct Answer : C

24 : Select the word that is spelled correctly.?
A : ?antisiptic
B : ?anticaptic
C : ?anteseptic
D : ?antiseptic

Correct Answer : D

25 : Select the word that is spelled correctly.?
A : ?gallblader
B : ?galbladder
C : ?gallbladdar
D : ?gallbladder

Correct Answer : D

26 : Select the word that is spelled correctly.?
A : ?chirrhoses
B : ?chirrhosis
C : ?cirrhosis
D : ?cirrhasis

Correct Answer : C

27 : Select the word that is spelled correctly.?
A : ?urinalysis
B : ?urrinalysis
C : ?urinalisis
D : ?urinalasis

Correct Answer : A

28 : Select the word that is spelled correctly.?
A : ?stethascope
B : ?stethescope
C : ?sthethoscope
D : ?stethoscope

Correct Answer : D

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29 : Select the word that is spelled correctly.?
A : ?pancreatis
B : ?pancretitis
C : ?pancreatitis
D : ?pancreititis

Correct Answer : C

30 : Choose the correct pronoun to complete the following sentences.??____ arrived as the patient returned from the recovery room.
A : ?Them
B : ?Us
C : ?They
D : ?Him

Correct Answer : C

31 : The student is ____.?
A : ?she
B : ?him
C : ?her
D : ?they

Correct Answer : A

32 : The medical personnel on the case were ____.?
A : ?us
B : ?we
C : ?them
D : ?you

Correct Answer : B

33 : The dental hygienists are ____.?
A : ?them
B : ?us
C : ?they
D : ?him

Correct Answer : C

34 : This is ____ with the antiseptic solution.?
A : ?she
B : ?her
C : ?them
D : ?him

Correct Answer : A

35 : The medical assistant helped ____ with the medical record.?
A : ?me
B : ?I
C : ?we

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D : ?she

Correct Answer : A

36 : Luke and ____ are physician-employers.?
A : ?me
B : ?I
C : ?him
D : ?her

Correct Answer : B

37 : The nurse showed ____ the x-ray.?
A : ?he
B : ?she
C : ?we
D : ?him

Correct Answer : D

38 : The electrocardiograph, ____ we used yesterday, is not working.?
A : ?who
B : ?whose
C : ?which
D : ?whom

Correct Answer : C

39 : The nurse ____ took the history and physical is working in the clinic.?
A : ?which
B : ?whose
C : ?whom
D : ?who

Correct Answer : D

40 : This is the centrifuge ____ Chris prefers to use.?
A : ?who
B : ?that
C : ?whose
D : ?whom

Correct Answer : B

41 : Neither Joan nor Patricia reached ____ goal.?
A : ?his
B : ?thier
C : ?her
D : ?hers

Correct Answer : C

42 : ____ has an abnormally high concentration of sugar in the blood, indicating

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hyperglycemia.?
A : ?Her
B : ?They
C : ?She
D : ?Its

Correct Answer : C

43 : Cathy and Chris calibrated ____ instruments.?
A : ?his
B : ?their
C : ?theyre
D : ?there

Correct Answer : B

FILL IN THE BLANK

44 : Choose the appropriate form of its/it's to correctly complete the following sentences.??The bed alarm sounded _____ warning.

Correct Answer : its

45 : When you are finished with the chart, please return it to _____ appropriate department. ?

Correct Answer : its

46 : Upon receiving the lab result, the nurse alerted the physician of _____ critical value. ?

Correct Answer : its

47 : Choose the correct predicate pronoun to complete the following sentences.?It was _____ (me, I) who took the patient's vital signs.

Correct Answer : I

48 : The resident who ordered x-rays for the patient was _____ (he, him). ?

Correct Answer : he

49 : Is it _____ (she, her) who has lower extremity edema? ?

Correct Answer : she

50 : The mastectomy patient is _____ (her, she). ?

Correct Answer : she

51 : Having had adverse reactions in the past, _____ (them, they) felt fearful of trying any new medications. ?

Correct Answer : they

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