

Practice Exam Questions



NPD-BC

Nursing Professional Development



EXAMKILLER

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Total Question: 150 QAs

Question No: 1

During what phase of the traditional project life cycle does the project manager provide an accurate estimate of cost and performance reports to stakeholders?

- A. Concept
- B. Development
- C. Implementation
- D. Close-out

Answer: C

Explanation: Implementation. Phases of the traditional project life cycle are as follows:

- Concept: Establishment of needs and work breakdown structure, preliminary estimate of costs.
- Development: More accurate estimate of costs, more detailed work breakdown structure.
- Implementation: Accurate estimate of costs, provision of performance reports to stakeholders.
- Close-out: Work completed, final report/documentation.

Question No: 2

If a new type of electronic device is available for healthcare networks, the most important initial consideration for its purchase is:

- A. the life expectancy of the device
- B. device integration
- C. cost-effectiveness
- D. ease of use

Answer: B

Explanation: If a new type of electronic device is available for healthcare networks, the most important initial consideration for its purchase is device integration- that is, whether the device will connect to and function with existing hardware and software. Although software is usually available that can get a device to function, once it is in place, it can affect the entire network in unforeseen ways. Any new device needs to go through threat and vulnerability testing to ensure that it is working effectively and safely.

Question No: 3

If the nursing professional development (NPD) practitioner is applying for a grant through the Health Resources and Services Administration (HRSA) or other government agencies, approximately how much time should be allotted to complete the grant application?

- A. 10 hours
- B. 20 hours
- C. 40 hours
- D. 100 hours

Answer: C

Explanation: If the NPD practitioner is applying for a grant through the HRSA or other government agencies, the person should plan at least 40 hours to complete the application. For example, HRSA applications can be up to 80 pages in length and include sections on goals and objectives, needs, response and impact, resources and capabilities, and budget. Once an application is submitted, it can take up to 6 months before a decision

is made about funding.

Question No: 4

According to Afaf Meleis's transitions theory regarding change, transition conditions include:

- A. facilitators and inhibitors
- B. process indicators and outcome indicators
- C. critical points or marker events
- D. awareness and engagement

Answer: A

Explanation: According to Meleis's transitions theory regarding change, transition conditions include facilitators and inhibitors; that is, one attaches perceptions about or meanings to health and illness or other experiences, and these perceptions can either facilitate or inhibit the ability of the individual to achieve a transition. Transitions usually involve a critical point or marker event that propels the individual to make a change. Process indicators and outcome indicators are used to assess progress toward the transition.

Question No: 5

Which site provides a hospital report card that shows achievement toward standards in multiple areas including specific surgical procedures, such as total hip replacement and pancreatic resection for cancer?

- A. Centers for Medicare & Medicaid Services (CMS) Care Compare
- B. Leapfrog Hospital Safety Grade rankings
- C. National Committee for Quality Assurance report cards
- D. Healthgrades

Answer: B

Explanation: Leapfrog Hospital Safety Grade rankings provide a hospital report card that shows achievement toward standards in multiple areas including specific surgical procedures, such as total hip replacement and pancreatic resection for cancer. Areas covered in the ratings include preventing and responding to patient harm, medication safety, healthcare-associated infections, maternity care, pediatric care, critical care, complex adult and pediatric surgery, elective outpatient adult and pediatric surgery, and care for elective outpatient surgery patients.

Question No: 6

The five rights of delegation include the right task, circumstance, person, direction, and:

- A. authority
- B. responsibility
- C. time frame
- D. supervision

Answer: D

Explanation: Supervision. The five rights of delegation include:

1. Right task: An appropriate task to delegate for a specific individual.
2. Right circumstance: Considering the setting, resources, time factors, safety factors, and all other relevant factors to determine appropriateness.
3. Right person: By virtue of education/skills to perform a task for the right individual.
4. Right direction: Clear description of the task, the purpose, any limits, and expected outcomes.
5. Right supervision: Able to supervise, intervene as needed, and evaluate performance of the task.

Question No: 7

When conducting a review of literature as part of the research of best practices, the first thing to consider is the:

- A. source of the material
- B. author's credentials
- C. thesis
- D. evidence

Answer: A

Explanation: When conducting a review of literature as part of research of best practices, the first thing to consider is the source of the material. Material from a juried journal, such as the American Journal of Medicine or the American Journal of Nursing, has more credibility compared to material from the popular press, such as People magazine. Next, review the author's credentials and check the date of publication and the date of the study to determine if the information is up to date. Then, identify the thesis or central claim, the organization and methodology, and review the evidence. Last, evaluate the overall article.

Question No: 8

If using critical chain scheduling to ensure that a project with limited resources is completed on time, at the end of the project, it is necessary to include a:

- A. feedback buffer
- B. task buffer
- C. project buffer
- D. resource buffer

Answer: C

Explanation: If using critical chain scheduling to ensure that a project with limited resources is completed on time, at the end of the project, it is necessary to include a project buffer. This is a time period planned after the work is completed but before the planned completion date in case there have been delays.

Feedback buffers are also planned during the project before tasks on the critical chain that were preceded by noncritical tasks.

Question No: 9

The type of conflict most often addressed in conflict-of-interest policies is:

- A. personal
- B. financial
- C. familial
- D. duty

Answer: B

Explanation: The type of conflict most often addressed in conflict-of-interest policies is financial. Conflict-of-interest policies should include a procedure for disclosure showing that a person's interests may be in conflict with those of the organization. The policy should apply to all individuals associated with an organization, including board members, administrators, consultants, committees, and medical staff as well as family members. Disclosure is typically done through a questionnaire that asks about the type of financial interests that may suggest a conflict of interest and affiliations with individuals or companies with which the organization does business.

Question No: 10

The most effective way to monitor performance is through:

- A. observation
- B. personal interviews
- C. self-assessments
- D. data collection

Answer: D

Explanation: The most effective way to monitor performance is through data collection. Monitoring begins with identifying performance measures and then determining how to measure the performance, analyzing the data, and comparing to internal and external data and benchmarks. This should lead to identification for improvement opportunities, supported by research and design or redesigns of processes and implementation of changes.

Question No: 11

The first step in succession planning is to:

- A. describe the behaviors, skills, and leadership qualities needed for the role
- B. develop a formal written succession plan
- C. develop plans for emergency and planned succession
- D. outline the needs of the organization

Answer: A

Explanation: The first step in succession planning is to describe the behaviors, skills, and leadership qualities needed for the role. The next steps include outlining the needs of the organization and developing a formal written succession plan. An organization should have plans in place for emergency succession (usually with an internal candidate) and planned succession (with an internal or external candidate).

Plans for succession should always be in place so that transitions are not disruptive to the organization. Planned succession may focus on internal and external candidates, depending on the needs of the organization.

Question No: 12

According to the NPD Scope and Standards of Practice, for standard 1, "Assessment of practice gaps," one of the roles of the NPD practitioner is to:

- A. identify the desired outcomes
- B. integrate ethics into practice
- C. analyze trends and supporting data
- D. maintain current knowledge

Answer: C

Explanation: According to the NPD Scope and Standards of Practice, for standard 1, "Assessment of practice gaps," one of the roles of the NPD practitioner is to analyze trends and supporting data. The NPD Scope and Standards of Practice includes standards of practice (which focus on the development of educational programs) and standards of professional performance (which include professional responsibilities, such as mentoring).

Question No: 13

The primary focus in coaching should be on:

- A. pointing out areas of weakness or errors
- B. watching the learner carry out demonstrations
- C. developing goals for the learner
- D. using questioning to help learners recognize problem areas

Answer: D

Explanation: The primary focus in coaching should be on using questioning to help learners recognize problem areas. Coaching can include specific training, providing career information, and confronting issues of concern. Other effective methods of coaching include:

- Giving positive feedback, stressing what the learner is doing right.
- Providing demonstrations and opportunities for question/answer periods.
- Providing regular progress reports so the learner understands areas of concern.
- Assisting the learner to establish personal goals for improvement.
- Providing resources to help the learner master material.

Question No: 14

Which of the following is a critical element of virtual learning?

- A. Interactivity
- B. Scheduled break times
- C. Detailed outline
- D. Vocabulary list

Answer: A

Explanation: A critical element of virtual learning is interactivity. Interactivity means that the learner responds in some way to the content, such as by answering a question or making a choice. Interactivity that requires some action, like making a choice onscreen, is more effective than presenting a question for contemplation. Without interactivity, learners tend to tune out after a time and miss content, especially with asynchronous learning in which there is no opportunity to communicate in real time with the instructor or other learners.

Question No: 15

When developing a promotional strategy, the first step is to determine the:

- A. target audience
- B. organizational goals
- C. marketing channels
- D. costs of different approaches

Answer: B

Explanation: When developing a promotional strategy, the first step is to determine the organizational goals, which should relate to the vision and mission statements as well. Once it is clear what the organization wants to achieve, then it is important to determine the target audience and what they want or need. Then, the marketing channels should be identified- that is, the methods that will be used for the promotion, such as emails, social media, print advertising, commercials, or other methods, and their costs.

Question No: 16

CMS requires that medical records pertaining to billed services for Medicare Parts A and B be maintained for:

- A. 2 years from the date of service

- B. 5 years from the date of service
- C. 7 years from the date of service
- D. 10 years from the date of service

Answer: C

Explanation: CMS requires that medical records pertaining to billed services for Medicare Parts A and B be maintained for 7 years from the date of service in order to prove medical necessity regarding orders, certifications, referrals, prescriptions, and billing requests for services, items, or prescription drugs.

Seven years may be more or fewer years than are required by individual states for record storage.

Required documentation may include physician orders, therapy notes, assessment notes, photographs, evaluations (face to face), and correspondence to or from the patient.

Question No: 17

Which type of database arranges data in rows and columns?

- A. Hierarchical
- B. Columnar
- C. NoSQL
- D. Relational

Answer: D

Explanation: The relational database arranges data in rows and columns (tables). Relational databases have been in use for about 50 years and are reliable for structured data. The language that is commonly used with relational databases is Structured Query Language (SQL). SQL is a fourth-generation programming language that uses syntax similar to human language to access, manipulate, and retrieve data from relational database management systems.

Question No: 18

If the NPD practitioner presents a potential decision but seeks input from staff or teams before making the final decision based on this input, the leadership style is characterized as:

- A. democratic
- B. participatory
- C. consultative
- D. bureaucratic

Answer: B

Explanation: If the NPD practitioner presents a potential decision but seeks input from staff or teams before making the final decision based on this input, that leadership style is characterized as participatory.

Participatory leadership is time-consuming because the staff needs time to review the decision and provide input, and this approach to leadership may result in compromises that are not wholly satisfactory to management or staff. However, this process is motivating to staff who feel that their expertise and input are valued.

Question No: 19

If a hospital experiences a data breach involving 120 patients and was only able to reach 100 patients by mail or email to notify them, what further action must the hospital take?

- A. Telephone the remaining 20 patients.
- B. No further action is required.

- C. Post a notice with a toll-free number on the organization's website.
- D. Notify the Department of Health and Human Services that 20 patients are unreachable.

Answer: C

Explanation: Notification to individuals must be made by mail (or email if permission has been given to do so) within 60 days. If unable to contact fewer than 10 individuals, alternate notification, such as by telephone, is permitted. However, for 10 or more individuals, notice must be placed on the organization's website for 90 days with a toll-free telephone number or notice provided in print or through broadcast media.

Individual breaches of fewer than 500 individuals are reported annually to the Department of Health and Human Services secretary, whereas breaches of 500 or more individuals require that the secretary be notified within 60 days.

Question No: 20

According to Albert Bandura's theory of social learning, learning develops from observation, organizing, and rehearsing behavior that has been:

- A. modeled
- B. inferred
- C. rewarded
- D. socially accepted

Answer: A

Explanation: According to Bandura's theory of social learning, human behavior is learned through observation and modeling. The four conditions that Bandura proposed for modeling include:

1. Attention: The degree of attention paid to modeling can depend on many variables (physical, social, or environmental).
2. Retention: People's ability to retain models depends on symbolic coding, creating mental images, organizing thoughts, and rehearsing (mentally or physically).
3. Reproduction: The ability to reproduce a model depends on physical and mental capabilities.
4. Motivation: Motivation may derive from past performance, rewards, or vicarious modeling.

Question No: 21

Risk management's primary responsibility toward incident reports is to:

- A. initiate the incident report
- B. assign blame for the incident
- C. determine the financial costs of the incident
- D. review incident reports to identify possible failures in the system

Answer: D

Explanation: Risk management's primary responsibility toward incident reports is to review the reports to identify possible failures in the system. Studies show that errors are grossly underreported; however, increasingly, incident reports are generated by electronic data that indicate an error has occurred, such as in medication administration. Incident report reviews are less comprehensive and time consuming and more cost-effective than retrospective medical record reviews but can yield valuable information, so providing staff with incentives for reporting incidents and confidentiality is important.

Question No: 22

The primary purpose of multifactor authentication is to:

- A. simplify data protection
- B. prevent data breaches
- C. encrypt data
- D. facilitate data sharing

Answer: B

Explanation: The primary purpose of multifactor authentication is to prevent data breaches. Passwords are fairly easy to uncover, so using multifactor authentication adds another step to data access and gives protection against hackers. After inputting the password, one or more additional authentications are required, such as the use of a token or other identification device and sometimes biometric authentication, such as a fingerprint or iris scan, as well.

Question No: 23

The NPD practitioner plans to convene a focus group and knows that focus groups usually comprise:

- A. 3-4 individuals
- B. 5-7 individuals
- C. 8-12 individuals
- D. 13-20 individuals

Answer: C

Explanation: Focus groups usually comprise 8-12 members. A smaller number may lack adequate diversity, whereas a larger number may make it too difficult for the group members to stay focused. The group usually meets for approximately 1.5- 2 hours for a focused discussion on a particular topic led by a facilitator or moderator with a recorder present and sometimes behind a one-way mirror. A transcript of the meeting should be prepared for study. Nontraditional focus groups are sometimes conducted by telephone conference calls, internet groups, or videoconferences.

Question No: 24

If the schedule performance index of a project is 93% and the cost performance index is 105%, this means that the project is:

- A. ahead of schedule and over budget
- B. ahead of schedule and under budget
- C. behind schedule and over budget
- D. behind schedule and under budget

Answer: D

Explanation: If the schedule performance index of a project is 93% and the cost performance index is 105%, this means that the project is behind schedule and under budget. For the schedule performance index, less than 100% is behind schedule and more than 100% is ahead of schedule. For the cost performance index, at 100%, planned and actual costs are equal; and, at more than 100%, the project is under budget. At less than 100%, it is over budget.

Question No: 25

According to Ludwig von Bertalanffy's general systems theory, the four elements in a system include input, processes, output, and:

- A. feedback
- B. evaluation

C. remediation

D. authority

Answer: A

Explanation: According to von Bertalanffy's general systems theory, the four elements in a system include:

1. Input: This is what goes into a system in terms of energy or materials.
2. Processes: These are the actions that take place in order to transform input.
3. Output: This is the result of the interrelationship between input and processes.
4. Feedback: This is information that can be used for evaluation and correction of the system.

According to this theory, a change in any element in a system will impact the other elements and alter the outcomes, so systems must be viewed holistically.

Question No: 26

If the NPD practitioner is asked to manage a project that is outside of that person's area of expertise, the best solution is to:

- A. refuse to manage the project
- B. carry out intensive study in preparation
- C. use consultants
- D. hire additional staff

Answer: C

Explanation: If the NPD practitioner is asked to manage a project that is outside of that person's area of expertise, the best solution is to use consultants. When managing projects, it is common to need outside consultants with expertise in particular areas to ensure that no important details are overlooked and to more accurately identify necessary tasks and ensure the appropriate and desired outcomes.

Average hourly wages for consultants vary but are usually less than \$100 per hour, although this depends on the area of expertise.

Question No: 27

According to the American Nurses Association (ANA), a healthy work environment has three key elements: empowerment, satisfaction, and

- A. flexibility
- B. safety
- C. service
- D. compensation

Answer: B

Explanation: According to the ANA, a healthy work environment has three key elements:

1. Empowerment: Autonomy commensurate with position and training and participation in decision making through some type of shared governance.
2. Satisfaction: Adequate wages, reasonable workload, good scheduling of work hours, flexible working schedules, and a supportive and nonpunitive environment.
3. Safety: Environmental safety (fire escapes, good air quality, and adequate lighting and heating); physical safety; and freedom from bullying, violence, and physical and emotional abuse.

Question No: 28

Which situation best lends itself to the use of scripting to aid communication?