

Numeracy Initial Assessment

User Workbook

Version 1.0 January 2010

Try to answer all of the questions in the spaces provided in the booklet.

You can't use a calculator but you may use other paper to help you work out your answers.

There is no limit on the time you can take but feel free to stop if you think the questions are getting too difficult.

Talk to the person administering this Initial Assessment if you are having any difficulties.

1 9 people work in this team.

How many are missing?



Answer

2 A door entry code is: seven, three, five, nine.

Write the code in numbers in the correct order in the boxes.

3 A dentist appointment is for Thursday.
The surgery rings the day before.

On which day will the surgery ring?

Circle the correct box.

Thursday

Tuesday

Wednesday

Friday

4 A patient asks when breakfast will be served.

Which of these times would be sensible?

Write A, B, C or D in the answer box.

A 8 am

B 12 noon

C 4 pm

D 8 pm

Answer

5 This is a list of telephone numbers in an office.

Benita McDonald	Human Resources	2540
John Hawksley	Finance	2554
Mita Patel	Occupational Health	2539
Whitney Franklin	Works	2569

What is Mita Patel's number?

Write the number in the box.

Answer

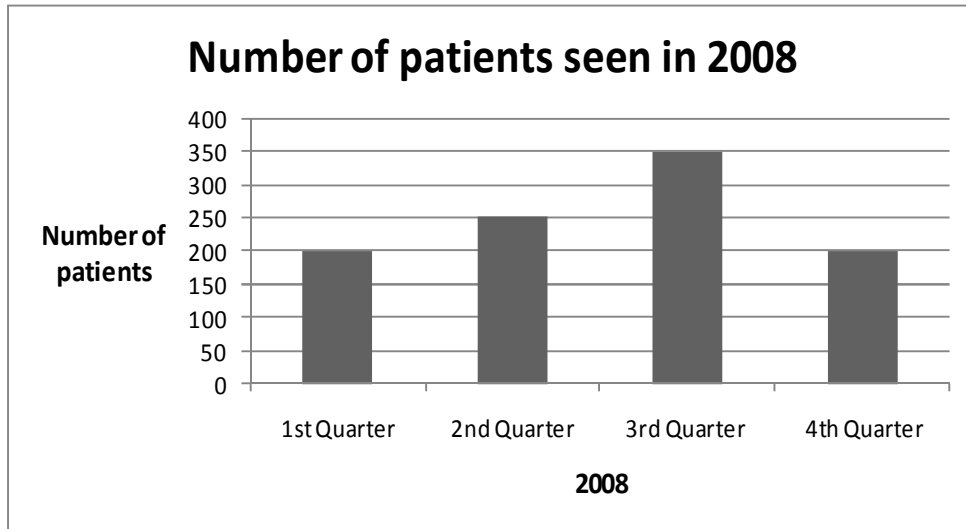
6 A doctor has told a patient to take 2 tablets, 4 times a day.

How many tablets will the patient take in 3 days?

Write your answer in the box.

Answer

- 7** The chart shows how many patients a community nurse saw in each quarter of 2008.



In which quarter did the community nurse see the most patients?

Circle the correct box.

1st

2nd

3rd

4th

- 8** The stock sheet shows the number of sterile gowns used on Monday, Tuesday and Wednesday.

Daily Sterile Gowns Sheet			
	Monday	Tuesday	Wednesday
Large:	18	15	13
Small:	22	27	21
Total:	40	32	34

Which daily total is wrong?

Circle the correct box.

Monday

Tuesday

Wednesday

- 9** A bottle of medicine has a "use by" date of 6/11/13.

Which date should the medicine be used by?

Circle the correct box.

11th June 2013

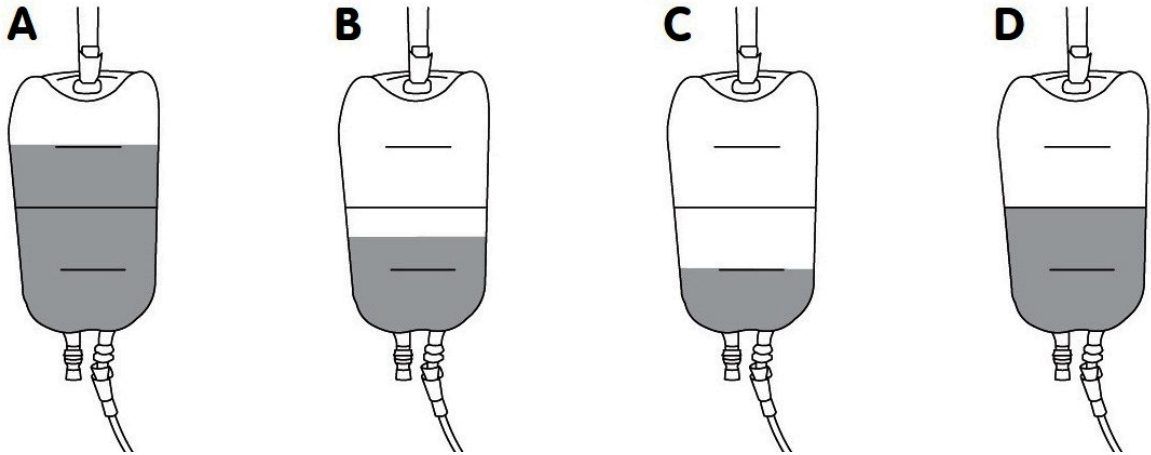
13th June 2011

6th November 2013

13th November 2006

10 Four plastic bags of fluid are shown below.

Which bag is a $\frac{1}{4}$ full?



Write A, B, C or D in the answer box.

Answer

11 A hospital volunteer visits 5 wards with the book trolley.
Each ward has 16 patients.

How many patients are visited?

Write your answer in the box.

Answer

12 Your wages are £328.50 but tax and National Insurance totalling £59.73 have to be taken out.

How much will you receive?

Circle the correct box.

£279.87

£268.77

£331.23

£368.77

13 This is an alphabetical list of clinics and their distance from a hospital entrance.

A & E : 230 metres
Burns : 142 metres
Cardiology : 260 metres
Dermatology : 245 metres
ENT : 323 metres

Which clinic is nearest the entrance?

Which clinic is furthest from the entrance?

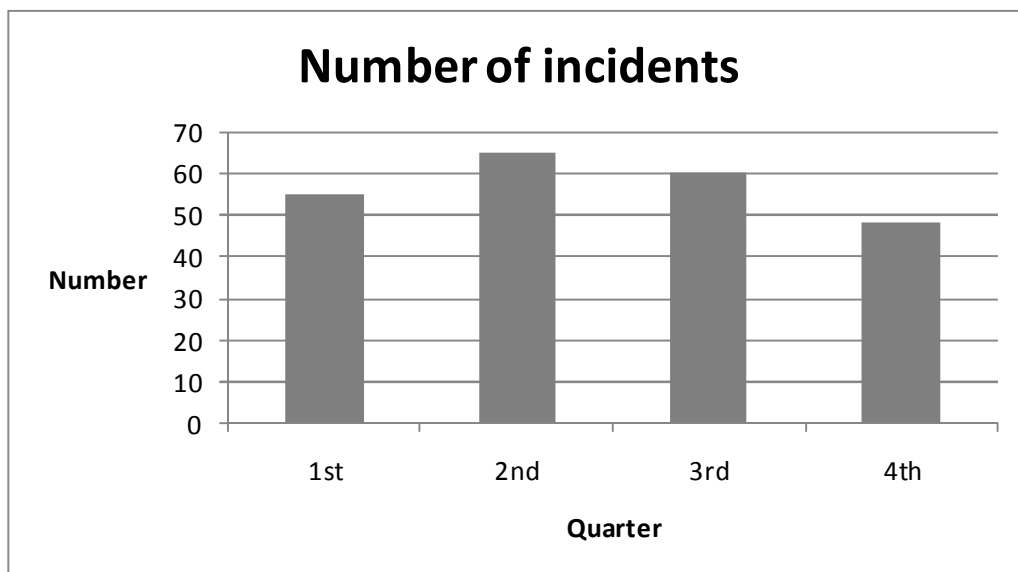
14 On an outing from a day centre 3 coaches are ordered for 75 people.

How many people will there be in each coach?

Answer

15 The chart shows the number of Health & Safety incidents at a hospital in 2008.

How many more incidents were there in the 2nd quarter than in the 3rd quarter?



Circle the correct box.

2

5

55

60

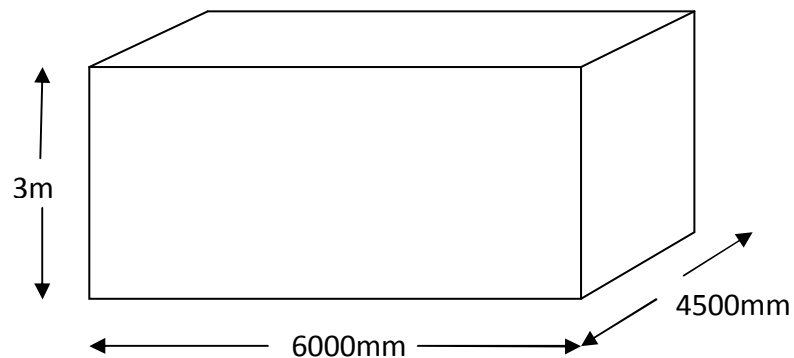
How are you doing?

Happy to go on?

If not, tell the person administering the Initial Assessment.

16 An electrician needs to know the volume of a day room so that he can fit the correct size of extractor.

The dimensions of the day room are shown on the diagram.



Work out the volume of the day room using the formula:

$$\text{volume} = \text{height} \times \text{width} \times \text{depth}$$

Circle the correct box.

27m³

81m³

8100m³

17 The table shows the amount of overtime that a receptionist has worked in a week.

Overtime	
Monday	10 minutes
Tuesday	5 minutes
Wednesday	25 minutes
Thursday	35 minutes
Friday	None

How much overtime has been worked in total?

Give your answer in hours to 2 decimal places.

18 The fluid output from a patient is measured for six days.

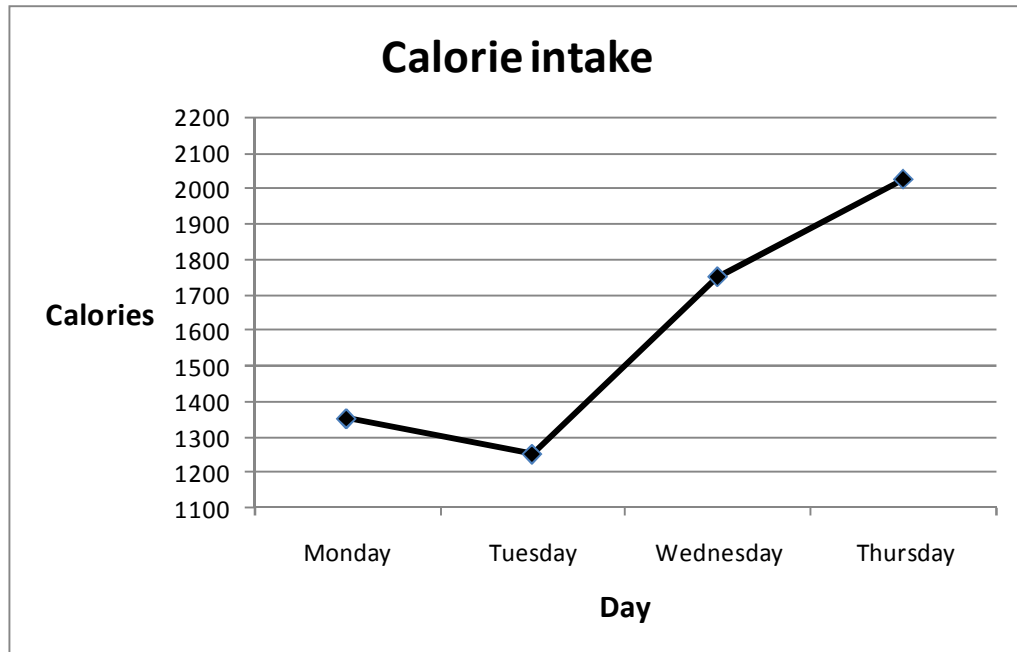
Day	Fluid output in ml.
Monday	785
Tuesday	456
Wednesday	356
Thursday	257
Friday	990
Saturday	876

What is the arithmetic average (mean) value of the patient's fluid output for the six days?

Answer

ml

19 A dietician plots the calorie intake of a patient from their food diary over four days.



How much more was the patient's intake on Wednesday than it was on Tuesday?

Answer

calories

20 A catering manager has a recipe for bread and butter pudding for 60 people.

Reduce the quantities so that the recipe will be suitable for 30 people.

Write your answers in the right-hand column.

Recipe for Bread & Butter Pudding		
Ingredients	Quantities for 60 people	Quantities for 30 people
Thick white bread	60 slices	slices
Butter	800g	g
Raisins	300g	g
Sultanas	500g	g
Caster sugar	600g	g
Eggs	40	
Full cream milk	3600ml	ml

How are you doing?

Happy to go on?

If not, tell the person administering the Initial Assessment.

21 An ambulance station serves four districts. The mileage covered in each district last year (to the nearest thousand miles) is shown in the table.

District	Mileage (in thousands)
Central	48
North	8
West	12
East	4

What fraction of the total mileage was covered by the Central district? Give your answer in its simplest form.

Answer

22 A manager has a draft budget of £57,500.

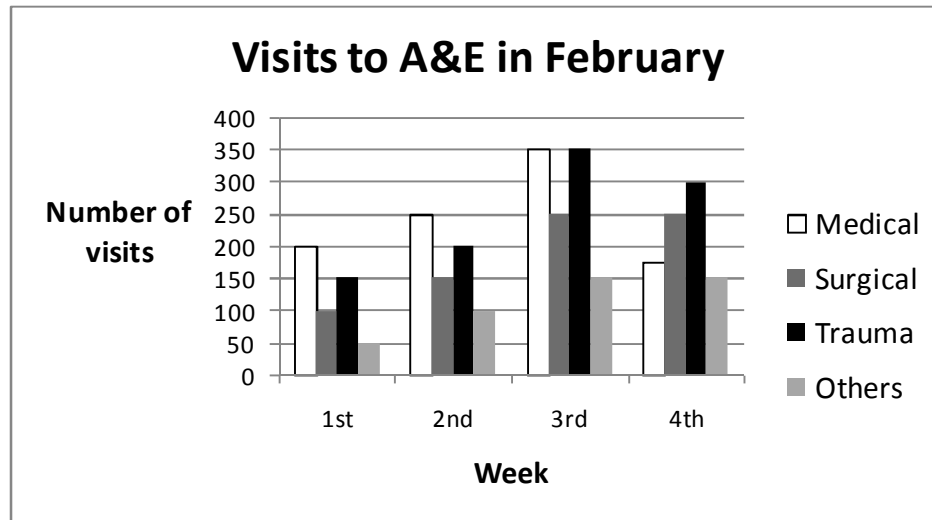
The finance department requests a reduction in this budget of $12\frac{1}{2}\%$.

Calculate the revised budget to the nearest £10.

Answer

€

23 Clinical audit is monitoring the different categories of patients visiting Accident & Emergency for their February report.



Which category of patients made the most visits to A&E in February?

Circle the correct box.

Medical

Surgical

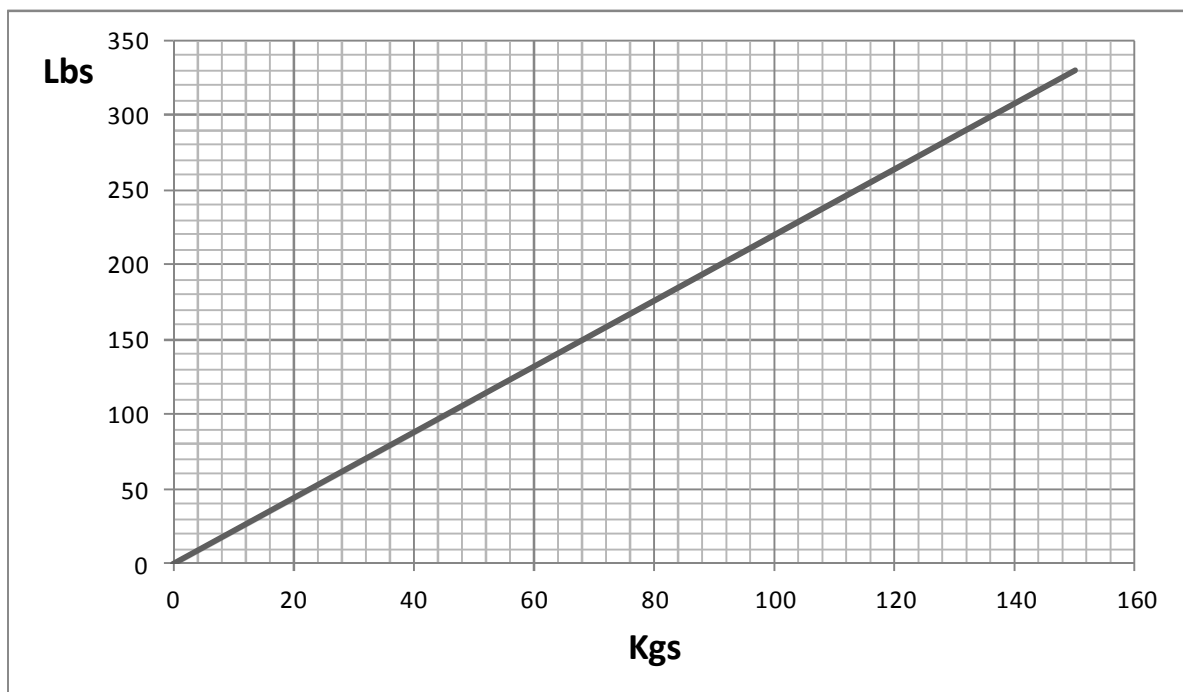
Trauma

Others

24 A pharmacist has to calculate the weight of a person in kilograms (kgs) in order to dispense the correct dosage of a medicine.

The patient states their weight is $9\frac{1}{2}$ stones.

Using 1 stone = 14lbs and the lbs/kgs conversion chart below, what does the patient weigh in kilograms?



Answer

kgs

25 A 12 year old child is prescribed 500mg of paracetamol liquid to be repeated every four to six hours.

The paracetamol liquid strength is 125mg per 5ml.

How many millilitres should the child take for one dose?

Answer

ml

Well done! You have finished.