

[Time: 3 Hours]

[Max. Marks: 80]

**ADMINISTRATION AND NURSING ADMINISTRATION  
(REVISED SCHEME 2)  
Q.P. CODE: 9613**

Your answers should be specific to the questions asked.  
Draw neat labeled diagrams wherever necessary. Answer all questions

**LONG ESSAY****4 X 15 = 60 Marks**

1.
  - a. Define organization.
  - b. Discuss the characteristics of a good organization chart.
  - c. Prepare on organization chart of college of nursing and hospital.
2.
  - a. Define recruitment.
  - b. Discuss in detail about recruitment and selection procedure for teaching staff in college of nursing.
3.
  - a. Define law.
  - b. Discuss the legal issues in clinical settings.
4. Discuss briefly the theories of administration.

**SHORT ESSAY****2 X 10 = 20 Marks**

5. Cost analysis in hospital administration.
6. Records and reports.

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