

II Year B.Sc. Nursing (PC) Degree Examination – September 2014

Time: Three Hours**Max. Marks: 75 Marks****INTRODUCTION TO NURSING ADMINISTRATION**
(RS-3 & RS-4)**Q.P. CODE: 1745**Your answers should be specific to the questions asked
Draw neat, labeled diagrams wherever necessary**LONG ESSAYS (Answer any Two)****2 x 10 = 20 Marks**

1. Explain the role of nursing personnel in material management.
2. Define budgeting. Explain the principles of budgeting.
3. Explain the principles of administration. How will you apply these principles in nursing service administration?

SHORT ESSAYS (Answer any Seven)**7 x 5 = 35 Marks**

4. Enumerate the functions of a hospital.
5. Identify the factors affecting the quality of nursing care.
6. As a nursing Superintendent, plan the staffing pattern for a 10 bedded ICU based on the staffing norm.
7. What is supervision? Write the principles of supervision.
8. Describe the leadership styles
9. Explain the methods of reporting.
10. How will you maintain public relation as a Public Relation Officer of a hospital?
11. What are the qualities of a good manager?
12. How will you recruit and select the staff nurses for a Maternity Unit?

SHORT ANSWERS**10 x 2 = 20 Marks**

13. Records and reports maintained in the nursing service department
14. Define recruitment.
15. What is skill training?
16. Responsibility of staff nurse in Medico Legal Case
17. Define nursing audit.
18. Differentiate between job description and job analysis.
19. What are the elements of administration?
20. Write the steps of problem solving process.
21. Types of communication
22. What is therapeutic environment?
