

Second P.B. B.Sc. Nursing Examination, (Phase - III) Winter - 2021
INTRODUCTION TO NURSING SERVICE ADMINISTRATION

Total Duration : Section A+B = 3 Hours

Total Marks : 75

SECTION - A & SECTION - B

- Instructions :**
- 1) Use blue/black ball point pen only.
 - 2) Do not write anything on the **blank portion of the question paper**. If written anything, such type of act will be considered as an attempt to resort to unfair means.
 - 3) **All questions are compulsory.**
 - 4) The number to the **right** indicates **full** marks.
 - 5) Draw diagrams **wherever** necessary,
 - 6) Distribution of syllabus in Question Paper is only meant to cover entire syllabus within the stipulated frame. The Question paper pattern is a mere guideline. Questions can be asked from any paper's syllabus into any question paper. Students cannot claim that the Question is out of syllabus. As it is only for the placement sake, the distribution has been done.
 - 7) Use a common answer book for all sections.

SECTION "A" (40 Marks)

1. Short answer question (**any five** out of six) : [5 × 5 = 25]
 - a) Functions of nursing management.
 - b) Principles of administration by Henry Fayol.
 - c) Purposes of good planning.
 - d) Leadership styles.
 - e) Nursing Audit.
 - f) Advantages of job analysis.

2. Long answer question (**any one** out of two) : [1 × 15 = 15]
 - a) Define Supervision. List down the principles of supervision. Explain the factors contributing to effective supervision.
 - b) Define budget. List down the purposes of budget. Explain various types of budget.

SECTION "B" (35 Marks)

3. Short answer question (**any four** out of five) : [4 × 5 = 20]
- a) Qualities of a leader.
 - b) Purposes of material management.
 - c) Functional method of patient assignment.
 - d) Purposes of records in the hospital.
 - e) Factors contributing to Human relations.
4. Long answer question (**any one** out of two) : [1 × 15 = 15]
- a) Define recruitment. List down the factors affecting recruitment. Explain the methods of recruitment.
 - b) Define In service education. List down the aims of in service education. Explain the organization of In service education.

