

**S.Y. P.B.B.Sc NURSING : WINTER - 2021**  
**SUBJECT : INTRODUCTION TO NURSING ADMINISTRATION**

Day : Wednesday  
Date : 20/10/2021

**W-2021 - 5669**

Time : 10:00 A.M. TO 1:00 P.M.  
Max. Marks : 75

**N. B. :**

- 1) All questions are **COMPULSORY**.
- 2) Figures to the right indicate **FULL** marks.
- 3) Answers to both sections should be written in **SEPARATE** answer books.

**SECTION - I**

**Q. 1** Answer **ANY FIVE** of the following: **(10)**

- a) Purposes of Budgeting.
- b) Staff development.
- c) VED analysis.
- d) Progressive patient care.
- e) Maintenance of therapeutic environment.
- f) Anaecdotal report

**Q. 2** Write short notes on **ANY FOUR** of the following: **(16)**

- a) Purposes of nursing Audit
- b) Responsibilities of nursing superintendent
- c) Qualities of an effective leader
- d) Types of budget
- e) Any 5 functions of personnel management

**Q. 3** Answer **ANY ONE** of the following:

- A) i)** Define management. **(02)**
- ii)** List principles of management. **(05)**
- iii)** Discuss management of disciplinary problems in nursing. **(05)**

**OR**

- B) i)** Define supervision. **(02)**
- ii)** Discuss techniques used for supervision. **(05)**
- iii)** Discuss principles of supervision. **(05)**

**P.T.O.**

## SECTION – II

**Q. 4** Answer **ANY FIVE** of the following: **(10)**

- a) Job description of Nursing Superintendent.
- b) Records and reports maintained in hospital.
- c) Orientation program of staff Nurses.
- d) Importance of good human relations.
- e) Legal responsibilities in maintaining patients records and reports.
- f) Factors affecting quality of nursing care.

**Q. 5** Write short notes on **ANY FOUR** of the following: **(16)**

- a) Leadership styles
- b) Performance appraisal
- c) Organizational behavior
- d) I.N.C.
- e) Cost analysis

**Q. 6** Answer **ANY ONE** of the following:

- A)**
- i) Define hospital. **(02)**
  - ii) Explain the classification of hospital. **(04)**
  - iii) Discuss the functions of hospital. **(05)**

**OR**

- B)**
- i) Define evaluation. **(02)**
  - ii) Describe the steps of evaluation. **(04)**
  - iii) Discuss the types and purpose of evaluation. **(05)**

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