

B.Sc.(N) [Post Basic (2nd Year)]

BF/2012/01

Introduction to Nursing Administration

[New Scheme-w.e.f. 2007 admission]

M.M. : 75

Time : 3 Hours.

Note: Attempt all questions.

1. (a) Describe the principles of administration applied to nursing. [7½]
- (b) Discuss the functions of a teaching hospital with special reference to nursing department. [7½]

OR

1. (a) Describe the elements of nursing service administration. [7½]
- (b) Explain in detail the personnel policies for nurses. [7½]

2. (a) Describe the principles of Supervision. [7½]
- (b) Explain various methods adopted by a ward sister to supervise staff nurses. [7½]

3. (a) Discuss leadership qualities of a nurse manager. [5]
- (b) Enumerate the factors that influence communication process. [5]

4. (a) Describe the role of nursing personnel in material management. [5]
- (b) Discuss various methods of reporting in nursing. [5]

5. **Write Short Notes on any FIVE of the followings :** [5x5=25]
 - (a) Steps of problem solving process.
 - (b) Role of ward sister in human relation.
 - (c) Recruitment process.
 - (d) Quality Control.
 - (e) Rotation Plan.
 - (f) Management of Patient care.
 - (g) Job Analysis.