

QP Code: PBN205

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

BF/2018/08

Introduction to Nursing Administration

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

Time : 3 Hours

Max Marks : 75

- Note:* 1.) **Attempt all questions.**
2.) **NO SUPPLEMENTARY SHEET SHALL BE ALLOWED /PROVIDED.**
3.) **The Student must write O.P. Code in the space provided on the Title Page of the Answer Book.**

1. (i) (a) Explain the meaning of term Administration. [2]
(b) List the purposes of Nursing Administration. [3]
(c) Describe the following elements of administration with suitable examples. [5+5= 10]
(i) Planning.
(ii) Staffing.

OR

- (ii) (a) Explain the meaning of term Hospital. [2]
(b) List the functions of Hospital. [5]
(c) Describe the challenges faced by nursing service department and strategies adopted by a nurse administrator to provide quality nursing care to patients. [8]
2. (a) Explain the meaning of term Quality Assurance. [2]
(b) Describe the factors affecting the quality of patient care in the Ward, give suitable examples. [8]
(c) Discuss the role of nurse administrator in Quality Assurance Team. [5]
3. (a) Explain the meaning of term Personnel Management. [2]
(b) List any six Personnel Policies. [3]
(c) Describe the role of a nurse administrator as a Personnel Manager. [5]
4. (a) Explain the meaning of term Supervision. [2]
(b) List the principles a nurse administrator should keep in mind while Supervision of nurses. [4]
(c) Describe the qualities of a nurse supervisor, with suitable examples. [4]
5. **Write Short Notes on any FIVE of the followings :** [5x5=25]
(a) Role of a Nurse Administrator in Material Management.
(b) Role of a Nurse Administrator in Budgeting and Financial Audit.
(c) Role of a Nurse Administrator in Maintaining Good Public relations in Hospital.
(d) Leadership Style of a Nurse Administrator.
(e) Job Description of a Nursing Officer.
(f) Importance of Human relations in Nursing.
(g) Role of a Nurse in Prevention of Accidents and Infection in the Ward.
-