

**Second Year Post Basic B.Sc Nursing Degree Supplementary
Examinations September 2019**

Introduction to Nursing Administration

(2010 Scheme)

Time: 3 Hours

Total Marks: 75

- **Answer all questions**

Essays:

(2x10=20)

1. Explain the principles of administration with examples from the nursing service
2. State the meaning of staff development program. Explain the role of nurse administrator in organizing staff development program for staff nurses. (2+8)

Short notes:

(5x5=25)

3. Functions of hospital
4. Responsibilities of ward sister
5. Maintenance of quality nursing care
6. Elements of communication
7. Steps in management of major disciplinary problems

Differentiate between:

(4x3=12)

8. Line and staff relationship
9. Oral and written reports
10. Authoritative and cooperative supervision
11. Continuous audit and complete audit

Answer briefly:

(4x2=8)

12. Recruitment
13. Inventory control
14. Tools of evaluation
15. Quality control

Define the following:

(5x2=10)

16. Organizing
17. Budgeting
18. Material management
19. Hospital
20. Leadership