

2010 Scheme

QP CODE: 205011

Reg. No:.....

Second Year Post Basic B.Sc Nursing Degree Supplementary Examinations June 2022

Introduction to Nursing Administration

Time: 3 Hours

Total Marks: 75

- *Answer all questions to the point neatly and legibly* • *Do not leave any blank pages between answers* • *Indicate the question number correctly for the answer in the margin space*
- *Answer all parts of a single question together* • *Leave sufficient space between answers*

Essays: (2x10=20)

1. Explain the steps in staffing the unit for staff nurses. As a nurse administrator, describe the staff welfare activities that can be planned for the staff nurses. (6+4)
2. Enumerate the qualities of a nurse leader. As a nurse administrator, explain how you will use the different styles of leadership. (3+7)

Short notes: (5x5=25)

3. Classification of hospital
4. Methods of patient assignment
5. Principles of budgeting
6. Role of nurse administrator in material management
7. Communication process

Differentiate between: (4x3=12)

8. Human relation and public relation
9. Administration and management
10. Direct and indirect method of supervision
11. Major and minor disciplinary problems

Answer briefly: (4x2=8)

12. Elements of administration
13. Types of evaluation
14. Problem solving process
15. Methods of reporting

Define the following: (5x2=10)

16. Planning
17. Nursing audit
18. Skill training
19. Personnel policy
20. Job analysis
