

**Second Year Post Basic B.Sc Nursing Degree Supplementary
Examinations March 2025****Introduction to Nursing Administration
(2016 Scheme)****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*

Long Essay:**(12)**

1. Define recruitment. Explain the steps of recruitment with a suitable example from the nursing service department. (2+10)

Short Essays:**(2x7=14)**

2. Explain the importance of maintaining a therapeutic environment in the hospital
3. Describe the different tools used for the performance appraisal of staff nurses.

Short Notes:**(5x5=25)**

4. Nursing rounds
5. Inventory control
6. Staff development
7. Organizational communication
8. Delegation

Answer Briefly:**(4x4=16)**

9. Role of nurse in material management
10. Principles of supervision
11. Factors affecting ward management.
12. Importance of maintaining discipline in the hospital

Differentiate between:**(2x4=8)**

13. Job description and Job specification
14. Administration and Management.
