

Time: Three Hours

Max. Marks: 75 Marks

INTRODUCTION TO NURSING ADMINISTRATION  
(RS-3 & RS-4)

**Q.P. CODE: 1745**

Your answers should be specific to the questions asked  
Draw neat labeled diagrams wherever necessary

**LONG ESSAYS (Answer any Two)**

**2 x 10 = 20 Marks**

1. Define Nursing administration. List the objectives and principles of nursing administration and explain two of the principles in detail.
2. Define organization. Explain the principles of organization.
3. Define budgeting. Explain the principles of budgeting.

**SHORT ESSAYS (Answer any Seven)**

**7 x 5 = 35 Marks**

4. Staff development programme
5. Role of nursing personnel in material management
6. Performance appraisal
7. Prevention of accidents and infections in the hospital
8. Job description
9. Setting nursing standards
10. Planning for daily total patient care
11. Staff computation
12. Concept of cost effectiveness

**SHORT ANSWERS**

**10 x 2 = 20 Marks**

13. Inventory
14. Methods of reporting
15. Nursing Audit
16. Barriers of communication
17. Group dynamic
18. Therapeutic environment
19. Functions of hospitals
20. Safety measures
21. Job analysis
22. Staff selection

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