

QP CODE: 205011

Reg. No:.....

Second Year Post Basic B.Sc Nursing Degree Examinations - October 2016

INTRODUCTION TO NURSING ADMINISTRATION

Time: 3 Hours

Total Marks: 75

- **Answer all questions**

Essays : (2x10=20)

1. Define hospital. Describe the classification of hospital. (1+9=10)
2. Define staff development. Describe the role of administrator in organizing a staff development programme for staff nurses. (1+9=10)

Short notes : (5x5=25)

3. Role of nurse in maintaining the physical environment of a nursing unit
4. Staff welfare programmes for nursing staff
5. Inventory control in nursing unit
6. Group dynamics
7. Problem solving process

Differentiate between: (4x3=12)

8. Centralization and Decentralization
9. Job description and Job specification
10. Administration and Management
11. Direct and Indirect methods of supervision

Answer briefly: (4x2=8)

12. Audit cycle
13. Qualities of leader
14. Principles of recruitment
15. Legal safeguards in nursing

Define the following: (5x2=10)

16. Directing
17. Communication
18. Evaluation
19. Records
20. Public relations
