

**Second Year Post Basic B.Sc Nursing Degree Supplementary Examinations March 2018**

**INTRODUCTION TO NURSING ADMINISTRATION**

**Time: 3 Hours**

**Total Marks: 75**

- **Answer all questions**

**Essays:** (2x10=20)

1. Define supervision. Explain the purpose and principles of supervision. (2+8)
2. Define hospital. Describe the functioning of different departments of hospital. (3+7)

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

3. Role of head nurse in patient care
4. Factors contributing to human relations
5. Principles of management in nursing
6. Elements of administration
7. Nurses role in therapeutic communication

**Differentiate between:** (4x3=12)

8. ABC analysis and VED analysis
9. Nursing audit and nursing standards
10. Job description and job analysis
11. Records and reports

**Answer briefly:** (4x2=8)

12. Objectives of inventory control
13. Types of leadership
14. Purposes of records
15. Qualities of nurse manager

**Define the following:** (5x2=10)

16. Induction training
17. Team nursing
18. personnel management
19. Performance appraisal
20. Accreditation