

SHARAYU-IV (2007 COURSE): OCT/NOV-2013  
SUBJECT: MANAGEMENT OF NURSING SERVICE AND EDUCATION

Day: Wednesday  
Date: 23-10-2013

Time: -  
Max. Marks: 15

N.B.:

- 1) Put a ✓ in the appropriate box in front of the correct answer.
- 2) Use a blue ball point pen only.
- 3) Each question carries ONE mark.
- 4) Students will not be allotted marks if he/she overwrites/ strikes or puts white ink on the tick once marked.
- 5) This answer sheet should be returned to supervisor after 15 minutes.

Seat No. \_\_\_\_\_

Total Marks Obtained \_\_\_\_\_

Jr. Supervisor: \_\_\_\_\_

Examiners Signature \_\_\_\_\_

SECTION - A

Q.1 MCQ

- 1) Planned learning experiences provided by the employing agency for employees.

- a) Curriculum
- b) Syllabus
- c) Continuing Education
- d) In service education

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- 2) - While determining the staff members required in a ward, one must consider.

- a) Working hours
- b) Holidays
- c) Absenteeism
- d) All of the above

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- 3) In achieving the objectives of the school programme it is very important to consider

- a) Academic qualification of teaching staff
- b) Numbers of teaching staff
- c) Location of the school
- d) Infrastructure of the school

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- 4) - A prescribed realm of negotiation in which there are specific laws and rules that govern the negotiating activity.

- a) Management by objective
- b) Collective bargaining
- c) Monitoring
- d) Mentoring

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5) Person who identified the criteria for a profession from an acknowledged professions of law, medicine and theology.

- a) Hall
- b) Greenwood
- c) Flexner
- d) Moor

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6) Failure to exercise the degree of care that a person of ordinary prudence, based upon the reasonable person standard, would exercise under the same or similar circumstances is known as

- a) Negligence
- b) Network
- c) Non punitive discipline
- d) Liability

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7) States that one should do no harm

- a) Beneficences
- b) Non - maleficence
- c) Veracity
- d) Justice

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8) These learning activities intended to build upon the educational experiential bases of the professional nurse for the enhancement of practice, education, administration, research or theory development to the end of improving the health of the public.

- a) Online learning
- b) Continuing education
- c) Graduation
- d) Licensure

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9) The major responsibilities connected with nursing service administration are all EXCEPT-

- a) Planning total patient care
- b) General supervision
- c) Treatment
- d) Public relationship maintenance

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10) One of them is not the basic work aspect of the job analysis-

- a) Physical requirement
- b) Working conditions
- c) Responsibilities
- d) Conducting classes

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11) The word budget literally means-

- a) Cloth
- b) Leather bag
- c) Book
- d) Accounts

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12) An operational plan for a definite period is-

- a) Staffing
- b) Planning
- c) Budget
- d) coordination

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13) A permanent written communication of a patient's health status is a-

- a) Report
- b) Record
- c) Assignment
- d) Care plan

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14) Integration of several parts of information into an orderly whole to meet organizational goal is -

- a) Co-operation
- b) Organization
- c) Co-ordination
- d) Performing

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15) The process by which actual performance of staff and people is guided towards organization goal is-

- a) Directing
- b) Supervising
- c) Coordinating
- d) Performing

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SHARAYU-IV (2007 COURSE): APRIL / MAY - 2014  
SUBJECT: MANAGEMENT OF NURSING SERVICE AND EDUCATION

Day: Saturday  
Date: 03-05-2014

Time: —  
Max. Marks: 15

N.B.:

- 1) Put a ✓ in the appropriate box in front of the correct answer.
- 2) Use a blue ball point pen only.
- 3) Each question carries ONE mark.
- 4) Students will not be allotted marks if he/she overwrites/ strikes or puts white ink on the tick once marked.
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Seat No. \_\_\_\_\_

Total Marks Obtained \_\_\_\_\_

Jr. Supervisor: \_\_\_\_\_

Examiners Signature \_\_\_\_\_

SECTION - A

Q.1 MCQ:

- 1) Should contain the elements of orientation training in special skills and continuing education
  - a) In service education ☐
  - b) CNE ☐
  - c) Ward rounds ☐
  - d) Recruitment ☐
- 2) Broadly covers physical, mental and social well being of all students as part of the total school programme
  - a) Policies ☐
  - b) Hostel ☐
  - c) Welfare programmes ☐
  - d) Guidance ☐
- 3) The student Nurses association is an associate organization of
  - a) SOMI ☐
  - b) INC ☐
  - c) MNC ☐
  - d) TNAI ☐
- 4) A professional misconduct, unreasonable lack of skill or infidelity in professional duties, evil practice or illegal or immoral conduct.
  - a) Malpractice ☐
  - b) Illegal detention ☐
  - c) Fraud ☐
  - d) Defamation ☐



5) A legible, accurate medical report is a crucial health care document, there are some charting techniques and strategies for documentation EXCEPT one given below.

- a) Sign every entry
- b) One can use abbreviation as per convenience
- c) Use proper spelling and grammar
- d) Avoid taking verbal or orders on phone

6) TNAI bases its standards for conduct of professional nurses on code for nurses

- a) INC
- b) MNC
- c) SRC
- d) ICN

7) Only one non-verbal strategy designed to convey professionalism in nursing

- a) Appearance and dress
- b) Education
- c) Knowledge
- d) Competence

8) The threat of touching another person without his or her consent

- a) Legal damage
- b) Assault
- c) Battery
- d) Fraud

9) Delivery of individualized nursing care to clients by a group of nurses led by a professional nurse is known as-

- a) Primary nursing
- b) Team nursing
- c) Group nursing
- d) Case management

10) Management simply means-

- a) Synthesis
- b) Mobilizing
- c) Decision making
- d) Enabling

11) Administrators who are "Hollow men" use the following principle of Administration-

- a) Bureaucracy
- b) Morale
- c) Specialism
- d) Self - administration

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12) Policy planning is also known as-

- a) Operational planning
- b) Administrative planning
- c) Directional planning
- d) Motivational planning

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13) People, physical resources, economic and market conditions, Attitude and legal, constraints are the fundamental elements of -

- a) Planning
- b) Coordination
- c) Direction
- d) Organization

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14) The number of subordinates an officer can effectively supervise is Known as-

- a) Span of attention
- b) Span of control
- c) Span of work
- d) Span of people

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15) When a subordinate feels a positive attraction towards a leader by Identifying himself with the fundamental elements of-

- a) Legitimate
- b) Expert
- c) Reward
- d) Charismatic

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**SHARAYU – IV (2007 COURSE): SUMMER – 2017**  
**SUBJECT : MANAGEMENT OF NURSING SERVICE & EDUCATION**

Day : Monday  
Date : 24/04/2017

Time : -  
Max. Marks : 15

**N.B.:**

- 1) All questions are **COMPULSORY**.
- 2) Put a mark ☒ in a appropriate box .
- 3) Use **BLUE / BLACK** pen only.
- 4) Section – I to be completed within **15** minutes.
- 5) Each question carries **ONE** mark.
- 6) Student will not be allotted marks if he/she overwrite strikes or puts inks on the cross once marked.

Seat No. \_\_\_\_\_

Total Marks Obtained. \_\_\_\_\_

Jr. Supervisor Signature. \_\_\_\_\_

Examiners signature: \_\_\_\_\_

**SECTION – I**

- 1) NIMHANS hospital is an example of \_\_\_\_\_.
  - a) ☐ Local body hospital
  - b) ☐ Autonomous body hospital
  - c) ☐ Central govt. hospital
  - d) ☐ Private hospital
- 2) Collective bargaining is \_\_\_\_\_.
  - a) ☐ Strike against management collectively
  - b) ☐ Collective violence to achieve goals
  - c) ☐ Discussion and negotiation
  - d) ☐ All of the above
- 3) Fourteen principles of administration were identified by \_\_\_\_\_.
  - a) ☐ Henri Fayol
  - b) ☐ Kurt Lewis
  - c) ☐ Elton Mayo
  - d) ☐ Abraham Maslow
- 4) Following are the elements of material management EXCEPT:
  - a) ☐ Demand forecasting
  - b) ☐ Procurement
  - c) ☐ Issue and distribution
  - d) ☐ Marketing

P.T.O.

- 5) Adult education is for \_\_\_\_\_.
- a) ☐ Mature people
  - b) ☐ Children
  - c) ☐ Only woman
  - d) ☐ All of the above
- 6) Centralized scheduling of staff is \_\_\_\_\_.
- a) ☐ Time consuming for head nurse
  - b) ☐ Cost effective and consistent with policies
  - c) ☐ Effective
  - d) ☐ By head nurse
- 7) A budget is \_\_\_\_\_.
- a) ☐ An element of management
  - b) ☐ A plan for allocation of resources
  - c) ☐ A blue print of finance resources
  - d) ☐ A control for financial expenditure
- 8) Nursing audit is done by \_\_\_\_\_.
- a) ☐ Checking records of patients maintained by nurses
  - b) ☐ Patient turn over and mortality statistics
  - c) ☐ Length of stay of patient
  - d) ☐ Checking manpower supply
- 9) Delegation of duties and responsibilities is effective when it is \_\_\_\_\_.
- a) ☐ From senior to subordinate
  - b) ☐ In accordance with staff position
  - c) ☐ Needed only
  - d) ☐ In accordance with experience and ability of individual
- 10) At the middle management level, skills most needed are \_\_\_\_\_.
- a) ☐ Technical
  - b) ☐ Human
  - c) ☐ Conceptual
  - d) ☐ Technical and conceptual



- 11) Tools of supervision are \_\_\_\_\_.
- a) ☐ Observation
  - b) ☐ Checklist
  - c) ☐ Anecdotal record
  - d) ☐ All of the above
- 12) An effective assignment is one which is \_\_\_\_\_.
- a) ☐ Interesting
  - b) ☐ Non specific
  - c) ☐ Unified and motivating
  - d) ☐ Easy to understand
- 13) Management is distinct process considering of \_\_\_\_\_.
- a) ☐ Demanding, bargaining and directing
  - b) ☐ Planning, organizing, actuating and controlling
  - c) ☐ Accomplishing, decision making and marketing
  - d) ☐ Human, financial and physical
- 14) The ward policies are useful EXCEPT:
- a) ☐ To prevent waste of time
  - b) ☐ To prevent interruptions of ward work
  - c) ☐ It increases the head nurse's work
  - d) ☐ It avoids undesirable repetition and confusion in the smooth nursing of the ward work
- 15) Progressive patient care is \_\_\_\_\_.
- a) ☐ Care based upon the general condition
  - b) ☐ Care based upon the unit arrangement
  - c) ☐ Care based upon the expertise specialization
  - d) ☐ None of the above

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Final Year B.Sc. Nursing (2007 Course : Winter-2017)

SUBJECT : MANAGEMENT OF NURSING SERVICE & EDUCATION

Day : Wednesday

Date : 11-10-2017

W-2017-3747

Time : —

Max. Marks : 15

N.B.:

- 1) All questions are **COMPULSORY**.
- 2) Put a mark ☐ in a appropriate box .
- 3) Use **BLUE / BLACK** pen only.
- 4) Section – I to be completed within **15** minutes.
- 5) Each question carries **ONE** mark.
- 6) Student will not be allotted marks if he/she overwrite strikes or puts inks on the cross once marked.

Seat No. \_\_\_\_\_

Total Marks Obtained. \_\_\_\_\_

Jr. Supervisor Signature. \_\_\_\_\_

Examiners signature: \_\_\_\_\_

SECTION – I

- 1) Management by objectives as an organization tool was first explained by \_\_\_\_\_.
  - a) ☐ Robert Owen
  - b) ☐ Hugo Munsterberg
  - c) ☐ Henry Towne
  - d) ☐ Peter Drucker
- 2) Material management is a scientific technique concerned with \_\_\_\_\_.
  - a) ☐ Planning, organizing and control of materials
  - b) ☐ Planning, organizing budget for materials
  - c) ☐ Planning, organizing policies
  - d) ☐ All of the above
- 3) Expansion of CPM is \_\_\_\_\_.
  - a) ☐ Clinical programme method
  - b) ☐ Clinical programme model
  - c) ☐ Critical programme model
  - d) ☐ Critical path method
- 4) What is the initial step to be followed in manpower planning?
  - a) ☐ Training
  - b) ☐ Organization
  - c) ☐ Coordination
  - d) ☐ Determining the requirement

P.T.O.

- 5) Which of the following is not an objective of inventory control?
- a) ☐ To reduce financial investment
  - b) ☐ Facilitating smooth production
  - c) ☐ Preparing a list
  - d) ☐ Deciding whether to go for bulk purchase or not
- 6) Which of the following type of communication is used in an organization?
- a) ☐ Wheel network
  - b) ☐ y-network
  - c) ☐ Communication network
  - d) ☐ All of the above
- 7) The following are the functions of a leadership except:
- a) ☐ Goal setter
  - b) ☐ Planner
  - c) ☐ Executive
  - d) ☐ Field worker
- 8) Which of the following is one of the socioeconomic functions of the staff development programme?
- a) ☐ Nursing practices
  - b) ☐ In-direct nursing care
  - c) ☐ In-service education
  - d) ☐ Man-power planning
- 9) Which of the following is not a nursing regulatory body?
- a) ☐ District nursing council
  - b) ☐ State nursing council
  - c) ☐ INC
  - d) ☐ ICN
- 10) Purpose of promotion is to \_\_\_\_\_.
- a) ☐ Increase control over employee
  - b) ☐ Increase the employee and organizational effectiveness
  - c) ☐ To get more work done by the employee
  - d) ☐ Identify good candidate

- 11) Performance appraisal refers to all the formal procedures used in the working organization to \_\_\_\_\_.
- a) ☐ Understand their sincerity in work
  - b) ☐ Gain knowledge about their skills in communication
  - c) ☐ Evaluate the personalities and contribution of group members
  - d) ☐ None of the above
- 12) Which of the following is not a factor that affects nursing practice?
- a) ☐ Demographic changes
  - b) ☐ Environmental changes
  - c) ☐ Changes to health practices
  - d) ☐ Material changes
- 13) Functions of SNC is \_\_\_\_\_.
- a) ☐ Reciprocal registration
  - b) ☐ Power to make regulations
  - c) ☐ Uphold standard of profession
  - d) ☐ Recognize nurse as a separate branch
- 14) Which of the following is not a component of career development?
- a) ☐ Career planning
  - b) ☐ Career administration
  - c) ☐ Career management
  - d) ☐ All of the above
- 15) Career planning is an ongoing process, with steps of \_\_\_\_\_.
- a) ☐ Career information
  - b) ☐ Personal policies
  - c) ☐ Work experience
  - d) ☐ Determine goals

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Fourth - year

SHARAYU-IV (2007 COURSE): APRIL/MAY-2013 BSC. Nursing  
SUBJECT: MANAGEMENT OF NURSING SERVICE AND EDUCATION

Day: Saturday  
Date: 04.05-2013

Time: —  
Max. Marks: 15

N.B.:

- 1) Put a ✓ in the appropriate box in front of the correct answer.
- 2) Use a blue ball point pen only.
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Seat No. \_\_\_\_\_

Total Marks Obtained \_\_\_\_\_

Jr. Supervisor: \_\_\_\_\_

Examiners Signature \_\_\_\_\_

SECTION - A

Q.1 MCQ:

- 1) The most widely used tool for evaluation in schools or colleges at present is
  - a) Achievement tests ☐
  - b) Assignments ☐
  - c) Seminar ☐
  - d) Conference ☐
- 2) May be written to keep a record of unusual incidents and to describe unusual students
  - a) Check list ☐
  - b) Rating scale ☐
  - c) Anecdotal records ☐
  - d) Cumulative records ☐
- 3) Body in India responsible for laying minimum standard of education, recognition of qualification is
  - a) Central Govt ☐
  - b) State Govt ☐
  - c) TNAI ☐
  - d) INC ☐
- 4) Minimum experience for admission to MSc nursing are regulated by INC
  - a) 1 years ☐
  - b) 2 years ☐
  - c) 3 years ☐
  - d) 4 years ☐

CP:



- 5) After completing MPhil in nursing the process, State nursing council does is
- a) Registration ☐
  - b) Additional qualification ☐
  - c) Examination ☐
  - d) Attestation of certificate ☐
- 6) Periodic inspection conducted by INC is done after
- a) 1 years ☐
  - b) 2 years ☐
  - c) 3 years ☐
  - d) 4 years ☐
- 7) INC Act came into existence is
- a) 1950 ☐
  - b) 1948 ☐
  - c) 1947 ☐
  - d) 1949 ☐
- 8) ICN code of Ethics most recently revised in
- a) 2011 ☐
  - b) 2012 ☐
  - c) 2010 ☐
  - d) 2006 ☐
- 9) A supporting role indicates a-
- a) Line organization ☐
  - b) Staff organization ☐
  - c) Committee organization ☐
  - d) Social organization ☐
- 10) In a management where there is use of specialized knowledge for carrying on a number of specific projects, the organization is known as -
- a) Project ☐
  - b) Matrix ☐
  - c) System ☐
  - d) Complex ☐

- 11) Showcase of open a new service or program is one method of Recruitment.  
It is known as-
- a) Employee referral ☐
  - b) Open house ☐
  - c) Career-day programme ☐
  - d) Interviewing ☐
- 12) Pre-employment tests includes tests in all EXCEPT-
- a) General ability ☐
  - b) Personality ☐
  - c) Trade ☐
  - d) Socialization ☐
- 13) A leadership type which is in- ward looking, short term and reactive is known as-
- a) Congruent leadership ☐
  - b) Transforming leadership ☐
  - c) Organizational leadership ☐
  - d) Changing leadership ☐
- 14) Assigning authority to a person is called as-
- a) Delegation ☐
  - b) Accountability ☐
  - c) Mitigation ☐
  - d) Evaluation ☐
- 15) These are --- number of frequencies of delegation
- a) 6 ☐
  - b) 8 ☐
  - c) 4 ☐
  - d) 10 ☐

**SHARAYU – IV (2007 COURSE): SUMMER – 2016**  
**SUBJECT: MANAGEMENT OF NURSING SERVICE & EDUCATION**

Day: Monday  
Date: 02-05-2016

Time: —  
Max. Marks: 15

**N.B.:**

- 1) All questions are **COMPULSORY**.
- 2) Put a mark  $\checkmark$  in a appropriate box.
- 3) Use **blue/ black** pen only.
- 4) Section –I to be completed within **15** minutes.
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Seat No. \_\_\_\_\_

Total Marks Obtained. \_\_\_\_\_

Jr. Supervisor's Signature. \_\_\_\_\_ Signature of the Examiner. \_\_\_\_\_

**SECTION-I**

**MCQ:**

**Q.1** Management is a distinct process considering of:

- a) ☐ Demanding, bargaining , directing
- b) ☐ Planning, organizing actuating and controlling
- c) ☐ Accomplishing, decision making , marketing
- d) ☐ Human, financial and physical

**Q.2** The main objectives of human resource management is to make an organization.

- a) ☐ People oriented
- b) ☐ Authority oriented
- c) ☐ Both (a) and (b)
- d) ☐ Communication

**Q.3** Process of material management involves

- a) ☐ Budgeting, demand, force casting and procurement
- b) ☐ Demanding and bargaining
- c) ☐ Delegating, controlling and planning
- d) ☐ Exposure and destroy

**Q.4** Direction is a complex function that includes all those activities that are designed to encourage.

- a) ☐ Subordinate to work effectively and efficiently
- b) ☐ Subordinate to control and coordinate their work
- c) ☐ Subordinate to do the decision making
- d) ☐ Subordinate to direct supervision

**P. T. O**

Q.5 What is a Gantt Chart?

- a) ☐ Scheduling tool
- b) ☐ Project based
- c) ☐ Scheduling tool takes the form of a horizontal bar graph
- d) ☐ All of the above

Q.6 Which of the following is a basis of classification of hospital?

- a) ☐ Hospital practice
- b) ☐ Length to stay of patient
- c) ☐ Educational purpose
- d) ☐ Medical staff

Q.7 What are the primary objective of human resource management in hospital services?

- a) ☐ To motivate the employees
- b) ☐ To create good organizational relations
- c) ☐ Co ordination
- d) ☐ Contribution of services

Q.8 Which of the following is the purpose of job description?

- a) ☐ Job analysis
- b) ☐ Recruitment
- c) ☐ Staff development
- d) ☐ All of the above

Q.9 What is the purpose of budget?

- a) ☐ To assist in assessing the financial requirement of an agency
- b) ☐ To central the work
- c) ☐ To maintain discipline
- d) ☐ To prepare rules and regulations of an agency

Q.10 Which of the following is a technique of supervision?

- a) ☐ Group conference
- b) ☐ Continuing education
- c) ☐ Orientation
- d) ☐ Induction training

Q.11 Performance appraisal done by a method that contains a list of number of statement known as:

- a) ☐ Rating method
- b) ☐ Check list method
- c) ☐ Force choice method
- d) ☐ Rating scale method

Q.12 In which year was the Indian Nursing Council was constituted?

- a) ☐ 1949
- b) ☐ 1950
- c) ☐ 1948
- d) ☐ 1947

Q.13 Planning for in –service education is required at the \_\_\_\_\_ level?

- a) ☐ Local
- b) ☐ State
- c) ☐ Regional and National
- d) ☐ All of the above

Q.14 The levels of curriculum planning includes the following steps except.

- a) ☐ Societal
- b) ☐ Instructional
- c) ☐ Instructive
- d) ☐ Institutional

Q.15 Which of the following is not a nursing career?

- a) ☐ Nurse Anesthetist
- b) ☐ Mechanical Nurse
- c) ☐ Nephrology Nurse
- d) ☐ Genetic Nurse

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