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**BACHELOR OF SCIENCE (NURSING) (2007 COURSE)**  
**Fourth Year B. Sc. (Nursing) :SUMMER : 2023**  
**SUBJECT : MANAGEMENT OF NURSING SERVICE & EDUCATION**

Day : Friday

Time : 10:00 AM-01:00 PM

Date : 7/7/2023

**S-1001-2023**

Max. Marks : 75

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**N.B.:**

- 1) All questions are **COMPULSORY**.
  - 2) Figures to the right indicate **FULL** marks.
  - 3) Answers to both the sections should be written in **SEPARATE** answer books.
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**SECTION – I**

**Q.1** Answer in one or two sentences **ANY FIVE** of the following: **[10]**

- a) Bench Marking
- b) Procurement
- c) List leadership styles
- d) Recruitment
- e) Types of communication
- f) Any two objectives of Material Management
- g) Budgeting

**Q.2** Answer **ANY FOUR** of the following: **[16]**

- a) Triage
- b) Quality Assurance Model
- c) Collective Bargaining
- d) Factors influencing ward management
- e) Principles of Adult learning
- f) Group Dynamics

**Q.3** Long Answer Question **ANY ONE** of the following:

- a) Define Planning. **[02]**
- b) Write in detail various steps of planning. **[05]**
- c) Explain the characteristics of planning. **[05]**

**OR**

- a) Define Supervision. **[02]**
- b) Explain the factors affecting supervision. **[05]**
- c) Discuss the qualities of a Nurse Supervisor in detail. **[05]**

**P.T.O.**

**SECTION – II**

**Q.4** Write short notes on **ANY FIVE** of the following: **[10]**

- a) Two benefits of Accreditation
- b) Types of motivation
- c) Roles of professional Nurse
- d) Define Supervision.
- e) List styles of Leadership
- f) Enlist the job description of staff Nurse
- g) Write any four objectives of Human Resource Management.

**Q.5** Write short note on **ANY FOUR** of the following: **[16]**

- a) Legal aspect in Nursing Service
- b) Purposes of staffing
- c) Job responsibilities of Ward In charge
- d) Staff Development Programme
- e) Continuing Education
- f) Nursing Audit

**Q.6** Long Answer Question **ANY ONE** of the following:

- a) Define Hospital. **[02]**
- b) Enlist objectives of Hospital. **[04]**
- c) Medical ward of a Hospital has 60 patients and 10 staff. **[05]**  
Plan a duty roster for a week.

**OR**

- a) Define Curriculum. **[02]**
- b) Explain the process of curriculum Development. **[04]**
- c) Explain the stages of curriculum Development. **[05]**

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**BACHELOR OF SCIENCE (NURSING) (2007 COURSE)**  
**Fourth Year B. Sc. (Nursing) : SUMMER : 2022**  
**SUBJECT: MANAGEMENT OF NURSING SERVICE & EDUCATION**

Day : Friday  
Date 22-Apr-2022

S-1001-2022

Time : 10:00 AM-01:00 PM  
Max. Marks: 75

**N.B.:**

- 1) All questions are **COMPULSORY**.
- 2) Figures to the right indicate **FULL** marks.
- 3) Answers to both the sections should be written in **SEPARATE** answer books.

**SECTION – I**

**Q.1** Answer in one or two sentences **ANY FIVE** of the following: **[10]**

- a) Types of communication
- b) Two benefits of Accreditation.
- c) Job Description.
- d) Process of communication
- e) Qualities of Nurse Manager.
- f) Recruitment.
- g) Bench Marking.

**Q.2** Write short notes on **ANY FOUR** of the following: **[16]**

- a) Consumer Protection Act
- b) PERT
- c) Principles of Adult Learning
- d) Group Dynamics
- e) Function of Hospital
- f) Types of records maintained in ward

**Q.3** Long Answer Question **ANY ONE** of the following:

- a) Define curriculum. **[02]**
- b) Write the process of curriculum. **[04]**
- c) Explain the stages of curriculum development **[06]**

**OR**

- a) Define Management. **[02]**
- b) Enumerate function of management. **[04]**
- c) Explain the principles of management in Nursing. **[06]**

**P.T.O.**

**SECTION – II**

**Q.4** Write short notes on **ANY FIVE** of the following: **[10]**

- a) Define Affiliation.
- b) Role of a nurse as a Manager.
- c) Write any four objectives of Human Resource Management.
- d) Define performance appraisal and write its uses.
- e) Define superannuation.
- f) Role of nurse in disaster management.
- g) What is mission of planning?

**Q.5** Write short note on **ANY FOUR** of the following: **[16]**

- a) Types of Hospital
- b) Nursing as a Profession
- c) Staff Development Programme
- d) Types of Budget
- e) Job responsibilities of ward In-charge
- f) Continuing Education

**Q.6** Long Answer Question **ANY ONE** of the following:

- a) Define In-service Education. **[02]**
- b) Explain aims and objectives of In-service Education. **[04]**
- c) What are the types of record maintained in ward? **[05]**

**OR**

- a) Define Supervision. **[02]**
- b) Explain the factors affecting Supervision. **[04]**
- c) Discuss the qualities of a nurse Supervisor in detail. **[05]**

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**Fourth Year B. Sc. (Nursing) (2007 COURSE): SUMMER – 2021**  
**SUBJECT : MANAGEMENT OF NURSING SERVICE & EDUCATION**

Day : **Friday**  
Date : **21-05-2021**

Time : **10:00AM TO 1:00 P.M.**  
Max. Marks : **75**

**S-2021-1001**

**N.B.:**

- 1) All questions are **COMPULSORY**.
- 2) Figures to the right indicate **FULL** marks.
- 3) Draw neat and labeled diagram **WHEREVER** necessary.
- 4) Answers to both the section should be written in **SEPARATE** answer book.

**SECTION – I**

- Q.1** Answer in one or two sentences: (**ANY FIVE**) **[10]**
- a) What is meant by job description?
  - b) Any two benefits of Accreditation
  - c) Define Curriculum.
  - d) List down any four principles of planning.
  - e) Differentiate between motive and drive.
  - f) Define Profession.
  - g) Define Nursing Audit.
- Q.2** Write short notes on **ANY FOUR** of the following: **[16]**
- a) Consumer Protection Act
  - b) Collective bargaining
  - c) Indian Nursing Council
  - d) Code of ethics
  - e) Principles of guidance and counselling
  - f) Records maintained by staff nurses in ward
- Q.3**
- a) Explain flow of communication **[02]**
  - b) Mention the barriers of effective communication. **[04]**
  - c) Explain the role of nurse in maintaining IPR. **[03]**
  - d) What measures will you adopt to improve communication? **[03]**

**OR**

- a) Define management. **[02]**
- b) List down principles of management applied to nursing **[03]**
- c) Enumerate functions of management. **[04]**
- d) Discuss the role of nurse as a manager. **[03]**

**P.T.O.**

**SECTION – II**

- Q.4** Answer in one or two sentences: **(ANY FIVE)** **[10]**
- a) Write any four principles of adult learning.
  - b) Define staffing.
  - c) Define group dynamics.
  - d) What is meant by GANNT chart?
  - e) List any four principles of Disaster Management.
  - f) Define decision making.
  - g) Define Quality Assurance.

- Q.5** Write short notes on **ANY FOUR** of the following: **[16]**
- a) Scope of administration
  - b) Human resource management
  - c) Styles of leadership
  - d) Process of recruitment
  - e) Indent and supplies
  - f) Performance appraisal

- Q.6**
- a) Define in-service education. **[02]**
  - b) Enumerate principles of developing an in-service education programmes. **[03]**
  - c) Plan an orientation programme for newly appointed staff nurses. **[04]**
  - d) How will you evaluate the effectiveness of in-service education programme? **[02]**

**OR**

- a) Define Supervision. **[02]**
- b) List down principles of effective supervision. **[03]**
- c) List the qualities of nursing supervisor. **[02]**
- d) Discuss the role of nurse in clinical supervision. **[04]**

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FOURTH YEAR B.Sc. (Nursing) (2007 COURSE): SUMMER - 2020  
SUBJECT: MANAGEMENT OF NURSING SERVICE & EDUCATION

Day: **Saturday**  
Date: **19-09-2020**

**S-2020-1001**

Time: **10:00AM TO 1:00PM.**  
Max. Marks: 75

**N.B.:**

- 1) All questions are **COMPULSORY**.
- 2) Figures to the **RIGHT** indicate full marks.
- 3) Answers to both the sections should be written in **SEPARATE** answer book.

**SECTION-I**

- Q.1** Short Answer Questions: (**ANY FIVE**) **(10)**
- a) Write about strategic planning
  - b) Write in short about ethical issues of management
  - c) What are the qualities of a nurse manager
  - d) Write any four objectives of human resource management
  - e) Write any four advantages of budgeting process
  - f) Define nursing Audit
  - g) Define triage
- Q.2** Write short notes on: (**ANY FOUR**) **(16)**
- a) Management by objectives
  - b) Principles of material management
  - c) Inventory control
  - d) Bench marking
  - e) CSSD
  - f) Explain the job description of head nurse in detail
- Q.3** Long Answer Questions: (**ANY ONE**) **(12)**
- a) Define staff development **(02)**
  - b) What are the different objectives of staff development **(03)**
  - d) List down the types of staff development program **(03)**
  - e) Discuss in detail about need for staff development **(04)**

**OR**

- Q.3** You are working as a staff nurse in hospital
- a) Discuss the importance of records and reports **(03)**
  - b) What are the purposes of records and reports **(04)**
  - c) Discuss the types of records maintained in ward **(05)**

**P. T. O.**

**SECTION-II**

- Q.4** Short Answer Questions: (ANY FIVE) (10)
- a) Define collective bargaining
  - b) Principles of adult learning any four
  - c) Write the steps of budgeting
  - d) Write the channels of communication
  - e) Write any 5 purposes of nursing audit
  - f) Define Tele-nursing
  - g) Enlist any four types of patient assignment
- Q.5** Write short notes on: (ANY FOUR) (16)
- a) Principles of supervision
  - b) Stages of curriculum planning
  - c) Principles of guidance and counselling
  - d) Patients classification system
  - e) Quality assurance model
  - f) Anecdotal record
- Q.6** Long Answer Questions: (ANY ONE) (11)
- a) What is Indian nursing council (02)
  - b) List down the objectives of Indian nursing council (04)
  - c) Explain in detail functions of Indian nursing council (05)
- OR**
- Q.6**
- a) Define curriculum (02)
  - b) Factors affecting curriculum development (04)
  - c) What are the steps of curriculum development (05)

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**Final Year B.SC. (NURSING) (2007 COURSE) : SUMMER - 2019**  
**SUBJECT: MANAGEMENT OF NURSING SERVICE & EDUCATION**

Day: Wednesday  
Date: 24/04/2019

**S-2019-4341**

Time: 10.00 A.M. TO 01.00 P.M.  
Max. Marks: 75

**N.B.:**

- 1) All questions are **COMPULSORY**.
- 2) Figures to the **RIGHT** indicate full marks.
- 3) Answers to both the sections should be written in **SEPARATE** answer book.

**SECTION-I**

**Q.1** Short Answer Questions: (Any **FIVE**) **(10)**

- a) Define Leadership
- b) List down qualities of a nurse manager
- c) What is the mission of planning
- d) Define recruitment
- e) What are the various ways to retain staff
- f) Define administration
- g) Define Bench marking

**Q.2** Write short notes on: (Any **FOUR**) **(16)**

- a) Functions of management
- b) Types of records maintained in a ward
- c) Problems faced in emergency unit
- d) Role of a nurse manager in human resource department
- e) PERT
- f) Quality assurance model

**Q.3** Long Answer Questions: (**ANY ONE**) **(12)**

You are working as an in-service coordinator in the hospital.

- a) Define in-service program **(02)**
- b) Discuss the importance of in-service education program **(02)**
- c) What is the difference between in-service and continuing education **(04)**
- d) How will you plan for an in-service program **(04)**

**OR**

**Q.3** As a director you are planning to start an oncology ward in the hospital:

- a) Define planning **(01)**
- b) Write in detail various steps of planning **(04)**
- c) List the advantages of planning **(03)**
- d) Explain the characteristics of planning **(04)**

**P. T. O.**

**SECTION-II**

- Q.4** Short Answer Questions: (**ANY FIVE**) **(10)**
- a) Define Accreditation
  - b) What is performance appraisal
  - c) Define collective Bargaining
  - d) Define Budgeting
  - e) What are the principles of adult learning
  - f) Define Mentorship
  - g) Different factors influencing on communication
- Q.5** Write short notes on: (**ANY FOUR**) **(16)**
- a) TNAI
  - b) Job responsibilities of ward in-charge
  - c) Elaborate the management of conflicts
  - d) Legal aspects in nursing services
  - e) Performance appraisal and its uses
  - f) Purposes of staffing
- Q.6** Long Answer Questions: (**ANY ONE**) **(11)**
- a) Define Hospital **(01)**
  - b) Write down the functions of hospital **(05)**
  - c) Medical ward of a hospital has 60 patients and 10 staff --  
Plan the duty roster for a week **(05)**
- OR**
- Q.6**
- a) Define supervision **(01)**
  - b) Write down the principles of supervision? **(05)**
  - c) Which factors are responsible for effective supervision? **(05)**

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FINAL YEAR B.SC. (NURSING) (2007 COURSE) : SUMMER -  
2018

SUBJECT : MANAGEMENT OF NURSING SERVICE & EDUCATION

Day : Monday  
Date : 23/04/2018

S-2018-3874

Time : 10.00 AM TO 01.00 PM  
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) Factors involved in good ward management is \_\_\_\_\_.
  - a)  Knowledge
  - b)  Unity of command
  - c)  Good discipline
  - d)  All of the above
- 2) A broad statement by which the organization specifies how it will achieve its goals is \_\_\_\_\_.
  - a)  Vision statement
  - b)  Mission statement
  - c)  Policy statement
  - d)  Protocol
- 3) In the critical path method of network analysis, the critical path is the \_\_\_\_\_.
  - a)  Shortest
  - b)  Longest
  - c)  Cheapest
  - d)  Costliest
- 4) Which is characteristic of management?
  - a)  Social process and authority
  - b)  Guidance and leadership
  - c)  Continuous process and distinct process
  - d)  Support and planning

P.T.O.

- 5) Planning is essential for decision making since it involves \_\_\_\_\_.
- a)  Developing policies, procedures and strategies
  - b)  Choosing from among alternatives
  - c)  Mental exercise
  - d)  Good planning
- 6) Staffing function includes activities such as \_\_\_\_\_.
- a)  Demotion, promotion and superannuation
  - b)  Human resource planning, recruitment, selection and placement
  - c)  Delegation, direction and control
  - d)  Coordinate the staff
- 7) Purpose of duty roaster is \_\_\_\_\_.
- a)  To ensure adequate patient care
  - b)  To ensure good communication
  - c)  To ensure good control over patient
  - d)  None of the above
- 8) Human resource management establishes healthy relationship between \_\_\_\_\_.
- a)  Management and other associate management sectors
  - b)  Management and worker
  - c)  Workers and workers
  - d)  All of the above
- 9) Nursing audit is used to \_\_\_\_\_.
- a)  Assess quality of nursing care
  - b)  Assess money transaction for nursing care
  - c)  Assess cost-effective care
  - d)  Assess good product of care
- 10) Which of the following is not a quality assurance method?
- a)  Quality circle
  - b)  Nursing audit
  - c)  Presentation
  - d)  Peer review

- 11) Who coined the term group dynamics?
- a)  Wilfred bion
  - b)  William schutz
  - c)  Kurt lewin
  - d)  Maslow
- 12) Staff development programme helps in updating \_\_\_\_\_.
- a)  Knowledge and practice of professionals
  - b)  Further education
  - c)  Career planning
  - d)  Job orientation
- 13) In which year was the Indian nursing council constituted?
- a)  1949
  - b)  1950
  - c)  1947
  - d)  1948
- 14) Registration of nurses are done by \_\_\_\_\_.
- a)  INC
  - b)  TNAI
  - c)  SNC
  - d)  ICN
- 15) Which of the following is not a professional organization?
- a)  Red cross
  - b)  Trained nurses association of India
  - c)  Student nurse association of India
  - d)  International council of nursing

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Final Year B.Sc Nursing (2007 Course) SUMMER-2018  
SUBJECT : MANAGEMENT OF NURSING SERVICE & EDUCATION

Day : Monday

Date : 23-04-2018

S.2018-3874

Time : 10:00AM-TO1:00P.M.

Max. Marks : 60

N.B.:

- 1) All questions are **COMPULSORY**.
- 2) Figures to the right indicate **FULL** marks.
- 3) Draw neat and labeled diagrams **WHEREVER** necessary.
- 4) Answers to both the sections should be written in **SEPARATE** answer books.

**SECTION - II**

- Q.1** Write short notes on **ANY FIVE**: [15]
- a) Principles of management
  - b) PERT
  - c) Recruitment process
  - d) Collective bargaining
  - e) Leadership styles
  - f) Barriers of communication
  - g) Principles of adult learning
- Q.2** You are working as a staff nurse in a hospital.
- a) Discuss the importance of records and reports. [03]
  - b) What are the types of records maintained in a ward? [03]
  - c) How will you maintain your standard of practice? [04]
  - d) How will you accommodate the nursing students posted your ward? [05]

**OR**

- a) Define continuing education. [02]
- b) Discuss the need for continuing education. [06]
- c) Explain the roles and function of manager in staff development programme. [07]

**SECTION - III**

- Q.3** Write short notes on **ANY FIVE** of the following: [15]
- a) Inservice education
  - b) Performance appraisal
  - c) Types of budget
  - d) Current trends and issues in nursing
  - e) Legal aspects in nursing
  - f) Functions of management
  - g) Role of nurse in disaster management
- Q.4**
- a) Describe the factors influencing curriculum development. [05]
  - b) Explain the curriculum implementation in nursing institution. [05]
  - c) Discuss the curriculum evaluation. [05]

**OR**

- a) Define supervision. [02]
- b) Explain the purpose of supervision. [03]
- c) Explain the principles of supervision. [05]
- d) Explain method and techniques of supervision. [05]

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SHARAYU-IV (2007 COURSE) : APRIL/ MAY - 2012  
SUBJECT : MANAGEMENT OF NURSING SERVICE AND EDUCATION

Day : Wednesday  
Date : 02.05.2012

Time : -  
Max. Marks : 15.

N.B.:

- 1) Put a  in the appropriate box in front of the correct answer.
- 2) Use blue ballpoint 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 \_\_\_\_\_

Sr. Supervisor : \_\_\_\_\_

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

SECTION-A

Q.1 MCQ

- 1) The first original work on 'MBO' can be found in the book written by
  - a)  Peter Drucker
  - b)  K. K. Birla
  - c)  Due Pont
  - d)  Rockfeller
- 2) The man who has done good work in the part is assumed to be good in the recent past also this phenomenon is known as
  - a)  Hypercritical effect
  - b)  Play good effect
  - c)  Halo effect
  - d)  Central tendency
- 3) When an employee moves to a position higher than the one formerly occupied it is known as
  - a)  Job enhancement
  - b)  Promotion
  - c)  Appraisal
  - d)  Reward
- 4) The process of challenging a person's inner drives so that the want to accomplish the goals of organization is termed as
  - a)  Motivation
  - b)  Directing
  - c)  Organizing
  - d)  Management

P.T.O.



- 5) The most popular theory of work of motivation is based on work of
- a)  McClelland's
  - b)  Victor vroom
  - c)  Herzberg's
  - d)  Adom's
- 6) Motivation is
- a)  Complex
  - b)  Individual
  - c)  Change
  - d)  All of the above
- 7) The success of every individual enterprise is dependent upon the quality of its
- a)  Manager
  - b)  Administrator
  - c)  Leader
  - d)  None of the above
- 8) The budget which requires to be utilized within a prescribed time period is known as
- a)  Zerobase
  - b)  Production
  - c)  Sunset
  - d)  Fixed-ceiling
- 9) It is believed that by giving more information they will have greater understanding of their responsibilities and will improve the quality of their nursing this can be achieved by
- a)  Distance education
  - b)  Centralization
  - c)  In-service education
  - d)  Health Education
- 10) The curriculum is based on and \_\_\_\_ of school and its construction requires an understanding of Educational Psychology together with knowledge and skill in principles and practices of Nursing education.
- a)  Philosophy and purposes
  - b)  Syllabus and objectives
  - c)  Knowledge and skills
  - d)  Practice and purpose



- 11) A periodic formality for evaluation of how well the nurse has performed her duties during a specific time period.
- a)  Anecdotal records
  - b)  Performance appraisal
  - c)  Check lists
  - d)  Delegation
- 12) A group action as opposed to individual action and is initiated through the representatives of workers
- a)  Communication
  - b)  Management by objectives
  - c)  Collective bargaining
  - d)  Conference
- 13) All nurses who are in nursing practice have to possess a valid licensure issued by \_\_\_\_\_
- a)  TANI
  - b)  State Nursing Council
  - c)  INC
  - d)  Government
- 14) During operations \_\_\_\_\_ must check the member of all instruments, needles, swabs and packs on her/ his trolleys and, as the operation proceeds check that each item used is returned
- a)  Charge nurse
  - b)  Scrubbed nurse
  - c)  Assistant matron
  - d)  Circulating nurse
- 15) The process by which an agency or organization evaluates and recognizes an institution or programme of study, meeting certain pre-determined qualification or standards specified by that agency or association is
- a)  Nursing practice act
  - b)  Voluntary licensure
  - c)  Registration
  - d)  Accreditation.

SHARAYU-IV (2007 COURSE): APRIL/MAY - 2012  
SUBJECT: MANAGEMENT OF NURSING SERVICE AND EDUCATION

Day : Wednesday  
Date : 02-05-2012

Time : 9.00 A.M. To 12.00 Noon  
Max. Marks : 60

N.B.

- 1) All questions are **COMPULSORY**.
- 2) Figures to **RIGHT** indicate **FULL** marks.
- 3) Answer each section in the respective answer sheet only.

SECTION - B

- Q.3**
- a) Define Public Health Administration. (02)
  - b) List objectives of Public Health Administration. (06)
  - c) write principles of Public Health Administration. (07)
- Q.4** Write short notes of the following (ANY THREE) (15)
- a) Halo Effect of appraisal method
  - b) Discuss role of nurse manager in supervision of nursing students
  - c) Write characteristics of Planning.
  - d) Write in brief five requirements of sound promotion policy

SECTION - C

- Q.5** You are working as a staff Nurse in a hospital:
- a) Discuss the importance of records and reports. (04)
  - b) What are the types of records maintained in a ward? (03)
  - c) How will you maintain your Standard of Practice? (05)
  - d) How will you accommodate the nursing students posted your ward? (03)
- Q.6** Write short notes of the following (ANY THREE) (15)
- a) Staff development programme
  - b) Code of Ethics for Nurses
  - c) Budgeting in a College of Nursing
  - d) INC
  - e) Characteristics of a Professional Nurse

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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 ✓ 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 be allotted marks if he/ she overwrite strikes or puts inks on the cross once mark.

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

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

SUBJECT : MANAGEMENT OF NURSING SERVICE & EDUCATION

Day : Wednesday

Time : —

Date : 11-10-2017

W-2017-3747

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



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

Day : Monday

Date : 24/04/2017

Time : 01.00 P.M. TO 04.00 P.M.

Max. Marks : 60

N.B.:

- 1) All questions are **COMPULSORY**.
- 2) Figures to the right indicate **FULL** marks.
- 3) Draw neat and labeled diagrams **WHEREVER** necessary.
- 4) Answers to both the sections should be written in **SEPARATE** answer books.

SECTION – II

- Q.1 Write short notes on **ANY FIVE**: [15]
- a) Management by objectives
  - b) Student's records and reports maintained in a college of nursing
  - c) Conflict management
  - d) Nursing audit
  - e) Staff development programme
  - f) Advantages of delegation
  - g) Duty roster

- Q.2 Discuss the following:
- a) Factors influencing communication. [02]
  - b) Progressive patient care. [03]
  - c) Maintaining discipline. [05]
  - d) Qualities and role of nurse manager. [05]

OR

As a Nursing Director you are planning to start an oncology ward in the hospital:

- a) Define planning. [02]
- b) Write in detail various steps of planning. [05]
- c) List the advantages of planning. [03]
- d) Explain characteristics of planning. [05]

SECTION – III

- Q.3 Write short notes on **ANY FIVE** of the following: [15]
- a) Indian nursing council
  - b) Legal aspects in nursing services
  - c) Performance appraisal and its uses
  - d) Steps in recruitment process
  - e) Purposes of staffing
  - f) Management of conflicts
  - g) Importance of in-service education in nursing

- Q.4
- a) Define administration. [02]
  - b) How will you apply principles of administration to the nursing services? Explain? [08]
  - c) Discuss in brief types of evaluation. [05]

OR

- a) Is nursing a profession? Comment. Discuss the various opportunities available in India for career advancement in nursing. [08]
- b) Discuss the steps in curriculum construction. [07]

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