

**POST BASIC BACHELOR OF SCIENCE
(NURSING) B.Sc. (N) PB**

Term-End Examination,

December 2019

BNS-110: NURSING ADMINISTRATION

Time : 3 Hours]

[Maximum Marks : 70

Note : (i) Attempt all questions.

(ii) Attempt all parts of a questions at one place.

1. a) Describe levels of administration.
b) Discuss the skills required for a nurse administrator.
c) Explain important features of administrative process.

6+6+3=15

2. a) Explain the objectives of organising the patient care.
b) Discuss the factors influencing the quality of patient care.
c) List the advantages and disadvantages of functional method of patient assignment.

3+9+3=15

3. a) List the characteristics of personnel policies.
b) Describe the advantages of job description.
c) Explain the meaning of job analysis and it's advantages.

4+6+2+3=15

(2)

4. a) Explain formal and informal communication.
b) Discuss the barriers of communication related to elements of communication.

4+6=10

5. Write short notes on **any three** of the following :

3×5=15

- a) Group dynamics
b) Benefits of inservice education
c) Inventory control
d) Safety measures while working in the hospital
e) Organization chart

