

**DIPLOMA IN NURSING ADMINISTRATION
(DNA)**

Term-End Examination

June, 2018

BNS-014 : RESOURCE MANAGEMENT

Time : 3 hours

Maximum Marks : 70

Note : (i) *Attempt all questions.*

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

1. (a) Describe the types of interpersonal relationship. 6+9=15
(b) Discuss the role of a nurse administrator in enhancing effective interpersonal relations.

2. (a) Discuss the purposes of controlling and maintaining equipment in hospital. 3+7+5=15
(b) Explain the process of procurement of equipment in a hospital.
(c) Describe the purposes of inventory in the ward.

3. (a) List the problems of written (manual) hospital information system. 3+12=15
(b) Describe the benefits of computerized hospital information system, support your answer with examples from patient care, administration and cost reduction in hospital.

4. (a) Explain the advantages of cost analysis in a hospital. 5+5=10
- (b) Describe various approaches used for improving profit of the hospital.
5. Write short notes on **any three** of the following : 3x5=15
- (a) Methods of performance appraisal
- (b) Storage of drugs in the ward
- (c) Importance of office records and its filing
- (d) Advantages of systems and procedures in office
- (e) Recycle Bin as a windows interface
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