

**B.Sc. IN RADIATION THERAPY TECHNOLOGY  
(BRTT)/B.Sc. IN MEDICAL IMAGING  
TECHNOLOGY (BMIT)**

**Term-End Examination**

**December, 2012**

**BAHI-044 : ADMINISTRATION AND  
MANAGEMENT**

*Time : 3 hours*

*Maximum Marks : 70*

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**PART-A**

Answer *any five* questions. Each question carries  
8 marks. 5x8=40

1. Define Management. Discuss the principles of management.
2. Explain the differences between formal and informal organization. Write the characteristics of hospital organization.
3. What are the legal issues related to patient care in a hospital ? Discuss how you will prevent the legal issues.
4. Define medical audit. How can it be applied in your area ?

5. Define motivation. What are the factors that influence staff motivation ?
  
6. What are the important principles of budgeting ?  
What are the points to be kept in mind when purchasing equipment for treatment ?
  
7. Discuss the meaning, need, benefits and limitations of management by objectives.
  
8. Define delegation. What are the techniques of delegation that can be employed as an effective leader ?

## PART-B

Write short notes on *any five* of the following.

Each question carries 6 marks.

5×6=30

1. Types and functions of accident and emergency department.
  2. The organizational chart with example.
  3. Records and reports in a hospital.
  4. Hospital infection control committee.
  5. Procedure of getting a consent from the patient.
  6. Different research designs.
  7. Steps in research process.
  8. Staff welfare.
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