

**DIPLOMA IN NURSING ADMINISTRATION  
(DNA)**

**Term-End Examination**

**December, 2014**

**BNS-011 : PRINCIPLES AND PRACTICES OF  
NURSING ADMINISTRATION**

*Time : 3 hours*

*Maximum Marks : 70*

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*Note : Attempt all questions. Support your answers  
with nursing situations.*

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1. (a) Explain the basic requisite for nursing service administration. **6+4=10**  
(b) List the types of record. Explain about each in detail.
2. (a) Define administration. **2+7+6=15**  
(b) Explain the principles of nursing administration.  
(c) Explain the major responsibilities connected with the administration of nursing service.
3. (a) Enlist the steps of problem - solving in planning. **3+3+9=15**  
(b) Discuss the objectives of Nursing Service Department.  
(c) Explain the factors influencing ward management.

4. (a) List theories of organization. **3+7=10**  
(b) Describe Mc Gregor's theory.
5. Write short notes on **any four** of the following :  
(a) On the job training **4x5=20**  
(b) Importance and purposes of staffing  
(c) Records and reports  
(d) Organizational pyramid  
(e) Formats of Appraisal
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