

**DIPLOMA IN NURSING ADMINISTRATION
(DNA)**

Term-End Examination

June, 2021

BNS-014 : RESOURCE MANAGEMENT

Time : 3 hours

Maximum Marks : 70

Note : Attempt *all* questions. Attempt all parts of a question at one place.

1. (a) Explain the meaning of the term 'Personnel Policy'.
(b) Describe the types of the personnel policies, with the help of suitable examples. $2+8=10$
2. (a) Explain the meaning of Inventory Control.
(b) Describe the guidelines the nurse administrator keeps in view for inventory control in the ward. $2+8=10$
3. (a) Explain the areas of hospital information for Hospital Management System.
(b) Describe the benefits of the computerized Hospital Information System. $7+8=15$

4. (a) List the purposes of financial audit in the hospital.
- (b) Explain the procedure of auditing in the hospital. $2+8=10$
5. Write short notes on any **five** of the following : $5 \times 5 = 25$
- (a) Motivation and developing human potential by the nurse administrator
- (b) Tools for effective interpersonal relationship
- (c) Role of the nurse administrator in material management in the hospital
- (d) Role of the nurse administrator in drug management
- (e) Benefits of budgetary control
- (f) Cost containment in the hospital
- (g) Filing system and classification of files
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