

**B.Sc. IN MEDICAL RECORDS SCIENCE AND  
HEALTH INFORMATION TECHNOLOGY**

**Term-End Examination**

**June, 2015**

**BAHI-024 : INTRODUCTION TO MANAGEMENT;  
ORGANISATION AND MANAGEMENT OF  
HOSPITAL AND HEALTH SYSTEM**

*Time : 3 hours*

*Maximum Marks : 70*

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*Note : (i) This question paper has two Parts.*

*(ii) Attempt any five questions from Part-A. Each question carries eight marks.*

*(iii) Attempt any five short notes from Part-B. Each carries six marks.*

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**PART - A**

1. What are the general principles of management ?  
Discuss in detail. **5x8=40**
2. Describe the functions of following departments in the Hospital (any two)
  - (a) House Keeping
  - (b) Personnel Administration
  - (c) General Store
3. Briefly describe the various diagnostic service departments.
4. Which are the indicators for monitoring ? Also mention the steps required for monitoring.

5. Define Hospital. What are the various functions of a Modern Hospital ?
6. Write about the role of a Medical Social Worker.
7. Enumerate the objectives, organisation and various functions of Medical Record Department of a hospital.
8. Describe the functions of the hospital Pharmacy.

**PART - B**

9. Write short notes on **any five** of the following :
    - (a) National health program. **5x6=30**
    - (b) Inventory control.
    - (c) Public Relation and Image of Hospitals.
    - (d) Blood transfusion services.
    - (e) Communicable disease.
    - (f) Disaster Management.
    - (g) Motivation.
    - (h) Quality Control in Laboratory.
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