Rajiv Gandhi University of Health Sciences, Karnataka

I Semester Bachelors in Hospital Administration Degree Examination - SEP-2018

Time: Three Hours | Max. Marks: 80 Marks

Principles of Management

Q.P. CODE: 1301

Your answers should be specific to the questions asked

Draw neat, labeled diagrams wherever necessary

LONG ESSAYS (Answer any Two) 2 x 10 = 20 Marks

1. Management is a science, an art or profession. Discuss.
2. What is planning? Write a note on the steps in planning.
3. Discuss the contributions to management in the Early Classical approach.

SHORT ESSAYS (Answer any Eight) 8 x 5 = 40 Marks

4. Social responsibility of management and ethics
5. Write a note on the types of training.
6. Discuss the importance and types of committees.
7. Importance and steps in decision-making
8. Process and barriers of communication
9. Write a note on the styles of leadership.
10. Explain the importance and types of informal groups in an organization.
11. Explain the selection process followed in an organization.
12. What is performance appraisal? Briefly explain about any two types of appraisal.
13. Discuss the importance and steps in controlling.

SHORT ANSWERS (Answer any ten) 10 x 2 = 20 Marks

14. Differentiate between recruitment and selection.
15 Define management.
16. Esprit de corps
17. Theory ‘X’ and ‘Y’
18. What is human resource audit?
19. What is MBO and MBE?
20. What is Decision Tree?
21. What is an Objective and a Strategy?
22. Differentiate between policy and procedure.
23. Briefly explain the types of authority.
24. Characteristics of responsibility
25. What is span of control?

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I Semester Bachelors in Hospital Administration Degree Examination - MARCH 2018

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Marks

Principles of Management

Q.P. CODE: 1301

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LONG ESSAYS (Answer any Two) 2 x 10 = 20 Marks

1. "For seeking common goals through group effort, organizing is inevitable, because it spells out who does what and who reports to whom". Discuss.
2. What is planning? Write a note on the types of planning.
3. What is training? Discuss the purpose and methods of training.

SHORT ESSAYS (Answer any Eight) 8 x 5 = 40 Marks

4. Should managers be socially responsible? If so, why?
5. Types of committees and its responsibility
6. Discuss the process and problems in Performance Appraisal.
7. What are the managerial skills?
8. Briefly explain the process of Decision-making and the difficulties in decision-making.
9. Discuss the reasons for forming informal groups. Explain the stages in forming a group.
10. What is the meaning of "Delegation of Authority"? Discuss the advantages and barriers to effective delegation.
11. Write a note on purpose departmentalization.
12. Maslow's Need Hierarchy theory of motivation
13. How are attitudes formed?

SHORT ANSWERS (Answer any ten) 10 x 2 = 20 Marks

14. What is Ethics?
15. Line and staff relationship
16. Advantages of decentralization
17. Process of recruitment
18. Contingency theory of management
19. Factors governing span of control
20. Limitations of planning
21. Enumerate the purpose and importance of motivation.
22. Barriers to effective communication
23. What is Management by Exceptions (MBE)?
24. What is Behaviorally Anchored Rating Scale (BARS)?
25. Meaning and importance of coordination

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I Semester Bachelors in Hospital Administration Degree Examination - SEP-2018

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Medical Terminology

Q.P. CODE: 1302

Your answers should be specific to the questions asked
Draw neat, labeled diagrams wherever necessary

LONG ESSAYS (Answer any Two) 2 x 10 = 20 Marks

1. Explain in detail the anatomy and function of lungs.
2. Draw a neat labeled diagram and explain in detail the anatomy of female reproductive system.
3. With a neat labelled diagram, explain the digestive system.

SHORT ESSAYS (Answer any Eight) 8 x 5 = 40 Marks

4. Anatomy of brain
5. Functions of pituitary glands
6. Vertebral column
7. Structure of the heart
8. Mechanism of urine formation
9. Write the meaning of the following suffixes-
   a) –emia b)-algia c) – penia d) – megaly e) – cyte
10. Write the meaning of the following prefixes –
    a) hypo – b) pan – c) pseudo – d) a – e) bi -
11. Write the meaning of the following combining forms –
    a) enter/o b) ureter/o c) andr/o d) thyr/o e) capn/o
12. Body cavities
13. Describe the structure of tooth.

SHORT ANSWERS (Answer any ten) 10 x 2 = 20 Marks

14. Anterior
15 Gastrectomy
16. Bradycardia
17. Adenoma
18. Achondroplasia
19. Postmortem
20. Rhinoplasty
21. Cyanosis
22. Haematoma
23. Polyuria
24. Dysphagia
25. Gingivostomatitis

Rajiv Gandhi University of Health Sciences, Karnataka

I Semester Bachelors in Hospital Administration Degree Examination - MARCH 2018

Time: Three Hours | Max. Marks: 80 Marks

Medical Terminology

Q.P. CODE: 1302

Your answers should be specific to the questions asked

Draw neat, labeled diagrams wherever necessary

LONG ESSAYS (Answer any Two) 2 x 10 = 20 Marks

1. With the help of a neat labeled diagram, give a detail account of the vertebral column.
2. Explain in detail the physiology of the digestive system.
3. Explain in detail the anatomy and function of lungs.

SHORT ESSAYS (Answer any Eight) 8 x 5 = 40 Marks

4. Bones in hand
5. Functions of the pituitary gland
6. Mechanism of urine formation
7. Rules of medical terminology
8. With the help of a neat labeled diagram describe the structure of uterus.
9. Write the meaning of the following suffixes:
   (a) –scopy (b) –logy (c) –gram (d) –algia (e) -ist
10. Write the meaning of the following prefixe:
    (a) Auto- (b) Brady- (c) Poly- (d) Epi- (e) Dia-
11. Write the meaning of the following combining forms:
    (a) Arthr/o (b) Gastr/o (c) Leuk/o (d) Oste/o (e) Radi/o
12. Write the meaning of the following combining forms from the female reproductive system:
    (a) Men/o (b) Hyster/o (c) Cervic/o (d) Oophor/o (e) Salping/o
13. Write the meaning of the following combining forms from the cardiovascular system:
    (a) Angi/o (b) Atri/o (c) Phleb/o (d) Cardi/o (e) Valv/o

SHORT ANSWERS (Answer any ten) 10 x 2 = 20 Marks

14. Neuralgia
15. Pancytopenia
16. Postmortem
17. Nephrectomy
18. Gingivostomatitis
19. Osteitis
20. Haematoma
21. Anterior
22. Electrocardiogram
23. Rhinoplasty
24. Dysphagia
25. Ophthalmology

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Rajiv Gandhi University of Health Sciences, Karnataka

I Semester Bachelors in Hospital Administration Degree Examination – MARCH-2018

Time: Three Hours Max. Marks: 80 Marks

Fundamentals of Accounting

Q.P. CODE: 1303

(QP contains Two Pages)

Your answers should be specific to the questions asked

Draw neat, labeled diagrams wherever necessary

LONG ESSAYS (Answer any Two) 2 x 10 = 20 Marks

1. From the following balances extracted at the close of the year ended 31st March 2013, prepare Profit & Loss Account of Vivekananda as at that date.

Gross profit	1,01,000	Carriage Outwards	2,500
Salaries	5,500	Rent	4,100
Fire Insurance Premium	900	Bad Debts	2,100
Income Tax Paid	3,500	Life Insurance Premium	3,000
Discount (Dr)	500	Apprentice Premium	1,500
Printing and Stationery	250	Rent and Taxes	350
Traveling Expenses	200	Sundry Trade Expenses	300
Rent received on Subletting	1,000		

2. What is Trial Balance? Explain the type of errors occurred by Trial Balance.
3. What is Accounting System? Explain in detail its nature and process.

SHORT ESSAYS (Answer any Eight) 8 x 5 = 40 Marks

4. What is Balance Sheet? Explain different components of Balance Sheet.
5. Difference between Credit note and Debit note
6. What is Cash Book? Explain different type of Cash Book.
7. Explain different system of Book Keeping.
8. Differentiate between Single and Double Entry System of Book Keeping.
9. Explain in detail Accounting concepts and conventions.
10. Explain briefly Internal and External uses of Accounting information.
11. Enter the following transactions in a Simple Cash Book:
    Jan 1: Cash in hand Rs.2,200
    Jan 5: Received from Rajesh Rs.1,300
    Jan 7: Paid Rent Rs.130
    Jan 8: Sold goods Rs.1,200
    Jan 10: Paid Shyam Rs.1,700
    Jan 27: Purchased Furniture Rs.1,200
    Jan 31: Paid salaries Rs.1,100
12. Differentiate between Balance Sheet and Statement of Affairs.
13. Preparation of Trading and Profit & Loss account and Balance Sheet with illustration

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SHORT ANSWERS (Answer any ten) 10 x 2 = 20 Marks

14. What is Accounting equation?
15. What is Bank Reconciliation Statement?
16. What is Balance Sheet?
17. What is Three Columnar Cash Book?
18. What is Depreciation?
19. What is Accounting principles?
20. What are the different types of Accounts?
21. What is Asset?
22. What is Liabilities?
23. What is Voucher?
24. What is Personal account?
25. What is Opening and Closing Statement of Affairs?

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I Semester Bachelors in Hospital Administration Degree Examination SEP-2018

Time: Three Hours | Max. Marks: 80 Marks

Hospital & Health System (History & Evolution)
Q.P. CODE: 1304

Your answers should be specific to the questions asked
Draw neat, labeled diagrams wherever necessary

LONG ESSAYS (Answer any Two) 2 x 10 = 20 Marks

1. Briefly explain the evolution of international health under United Nations.
2. Write a note on Administration of Rural Hospitals.
3. Discuss the various health programmes in India.

SHORT ESSAYS (Answer any Eight) 8 x 5 = 40 Marks

4. How can we evaluate the health system in India?
5. Write a note on Canadian health care system.
6. Role of Hospitals in Primary Health Care
7. Health Committees and their recommendations. Discuss about any three.
8. Short note on present status of hospitals in India
9. Concepts of control
10. Natural history of Disease
11. Modes of intervention
12. Growth of Hospitals in India
13. National Health Budget

SHORT ANSWERS (Answer any ten) 10 x 2 = 20 Marks

14. Define Health.
15. Iceberg of disease
16. Differentiate between disease illness and sickness
17. Incidence v/s Prevalance
18. Responsibility for health
19. Define system.
20. What is collective – oriented perspective?
21. Functions of hospital
22. Physical Quality of Life Index (PQLI)
23. Concept of causation
24. Morbidity indicators
25. Define hospital.

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I Semester Bachelors in Hospital Administration Degree Examination MARCH 2018

Time: Three Hours Max. Marks: 80 Marks

Hospital & Health System (History & Evolution)

Q.P. CODE: 1304

Your answers should be specific to the questions asked
Draw neat, labeled diagrams wherever necessary

LONG ESSAYS (Answer any Two) 2 x 10 = 20 Marks

1. Define health. Discuss the various determinants of health.
2. Discuss the role of various health committees in the development of Indian healthcare system.
3. Write a note on health care concepts.

SHORT ESSAYS (Answer any Eight) 8 x 5 = 40 Marks

4. Write a note on national health policy.
5. Write a note on “Health for All by 2000 AD” and the changes happened in India beyond.
6. Discuss the role of hospital as a social system.
7. Write a note on administration of rural hospital.
8. Canadian lessons in healthcare reforms
9. Who is responsible for health?
10. Write a note on the evaluation of health systems.
11. Briefly explain the various mortality indicators.
12. Write a note on Web of Causation.
13. Write a note on the healthcare system in Sri Lanka.

SHORT ANSWERS (Answer any ten) 10 x 2 = 20 Marks

14. Epidemiological triad
15. Write a note on the concept of disability.
16. Define hospital.
17. Rehabilitation
18. What is Disease, Illness and Sickness?
19. UNICEF and its functions
20. Sentinel surveillance
21. Sullivans index
22. Write a note on Web of causation.
23. Average length of stay and bed occupancy rate
24. Health maintenance organization
25. Standard of living and quality of life difference