Rajiv Gandhi University of Health Sciences, Karnataka

I Semester Bachelors in Hospital Administration Degree Examination - 03-Jan-2022

Time: Three Hours **Max. Marks: 80 Marks**

PRINCIPLES OF MANAGEMENT (RS-2)

Q.P. CODE: 3229

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. Discuss recruitment and selection. Enumerate various steps involved in selection process.
2. Explain in detail each functions of management. As an administrator why you need to understand the importance of functional areas.
3. Enumerate different styles of leadership and its importance in hospitals. Which leadership style is suitable to follow in hospitals?

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

4. Explain the Henry Fayol's principles of management.
5. Difficulties in ethical decision making and suggestions to improve ethical decisions in management.
6. Different Types of Performance appraisal.
7. Discuss different types of organization.
8. Management as a Science, Art or Profession-Discuss
9. Explain the process and importance of communication.
10. What are the techniques of co-ordination?
11. Explain the role of Formal and informal groups in an organization.
12. Explain planning cycle and write types of planning.
13. Write a note on the process of Management by Objectives.

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

14. Managerial skills.
15 Social responsibility of management.
16. Define manpower planning.
17. Matrix organization.
18. Steps in decision making.
19. Types of plans.
20. What is MBE?
21. What is Human Resource Audit?
22. What is authority and responsibility?
23. Differentiate management and administration.
24. Essentials of sound control system.
25. Code of ethics in management.

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I Semester Bachelors in Hospital Administration Degree Examination – 07-Jan-2022

Time: Three Hours **Max. Marks: 80 Marks**

MEDICAL TERMINOLOGY (RS-2)

Q.P. CODE: 3230

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. Name four endocrine glands of body. Discuss briefly the structure, functions and hormones produced by pituitary and thyroid gland
2. Draw a neat diagram of brain and explain the parts with functions
3. What are the main excretory organs of our body? Explain the mechanism of urine formation

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

4. Difference between angiogram and angioplasty
5. Write a note on vertebral column
6. Explain the components of blood
7. Classification of the various muscles
8. Describe the structure of tooth
9. Write the meaning of the following suffixes:
   a) -scopy b) -itis c) -cyte d) -gram e) -algia
10. Write the meaning of the following prefixe:
    a) Peri- b) Ex- c) Trans- d) Hyper- e) Peo-
11. Write the meaning of the following combining forms:
    a) Thromb/o b) Oste/o c) Enter/o d) Electr/o e) Dermat/o
12. Draw a neat diagram of skin and explain the functions of skin
13. Function of nose

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

14. Differentiate cardiology and cardiologist
15 Define Nephrology and Pulmonology with one disease condition for each
16. Parts of conduction portion of respiratory system
17. Difference between angiogram and angioplasty
18. Name any four arteries of our body
19. Name any four bones of lower extremity
20. Electroencephalogram
21. Meningioma
22. Intraocular
23. Psychiatrist
24. Excision
25. Hepatoma

Rajiv Gandhi University of Health Sciences, Karnataka

I semester Bachelors in Hospital Administration Degree Examination – 13-Jan-2022

Time: Three Hours **Max. Marks: 80 Marks**

Fundamentals of Accounting - (RS-2)

Q.P. CODE: 3231

(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. What is accounting system? Explain in detail its nature and process.

2. The cash book of Mr. Gangadhar shows Rs.8,364 as the balance as per bank as on 31st December, 2020 but you find that this does not agree with the balance as per bank pass book. On scrutiny, you find the following discrepancies:

    a. On 15th December,2020 the payments side of the cash book was undercast by Rs.100
    b. A cheque for Rs.131 issued on 25th December, 2020 was taken in the cash column.
    c. One deposit of Rs.150 was recorded in the cash book, as if there is no bank column therein.
    d. On 18th December, 2020 the debit balance of Rs.1,526 as on the previous day, was brought forward as credit balance.
    e. Of the total cheques amounting to Rs.11,514 drwan in the last week of December 2020 cheques aggregating Rs.7,815 were encashed in December
    f. Dividends of Rs.250 collected by the bank and subscription of Rs.100 paid by it were not recorded in the cash book
    g. One outgoing cheque of Rs.350 was recorded twice in the cash book. Prepare a reconciliation statement.

3. From the following particulars prepare:
    a. Trading A/C
    b. Profit and Loss A/C
    c. Balance sheet statement as 31st Dec 2017

Sl No	Particulars	Dr.	Cr.
1	Opening stock	10,000	
2	Cash	4,000	
3	Purchases/ Sales	70,000	90,000
4	Return	3,000	4,000
5	Debtors and Creditors	30,000	21,000
6	Building	30,000	
7	Capital		30,000
8	Furniture and fittings	7,000	
9	Bad debt reserve		2,000
10	Carriage inwards	1,000	
11	Salaries	11,000	
12	Interest	500	
13	Trade expenses	6,000	
14	Insurance premium	1,000	
15	Telephone charges	500	
16	Commission		2,000
17	Bank overdraft		25,000

Additional Information:

a. Closing stock Rs.15,000
b. Building and Furniture are to be depreciated by 10% and 20% respectively
c. Commission received in advance Rs.1,000

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

4. What is accounting system? Explain the two different types of accounting system.
5. What is subsidiary books and its features?
6. Enter the following transactions in the 3 column cash book
   - Jan 1 cash in hand 8,000
   - Jan 1 Bank overdraft 5,000
   - Jan 5 Received a cheque from Ronald 6,000
   - Jan 8 Deposited Ronald's cheque into bank
   - Jan 10 Paid Sony by cheque 3,500
   - Jan 15 Ronald's cheque returned dishonoured
   - Jan 20 withdrew from bank for the office use 2,500
   - Jan 25 cheque received from Arjun 2,000
   - Jan 28 Arjun's cheque was endorsed in favour of Nakul
   - Jan 30 Rent paid by cheque 2,000
   - Jan 31 Bank charges 50
7. Journalize the following transactions 2018
   - Jan 1 Govind started his business with the following: cash 2000, goods 1000, furniture 500
   - Jan 2 Sold goods to Raghavan 500
   - Jan 3 sold goods for cash 300
   - Jan 4 received from Raghavan on account 300
   - Jan 5 purchased goods for Mukundan 900
   - Jan 6 paid mukundan 500
   - Jan 8 paid interest to mukundan 10
   - Jan 10 paid stationery charges 6
   - Jan 12 paid salaries 25
   - Jan 15 paid rent 16
8. What is trading and profit and loss account? Briefly explain it with an illustration.
9. What is cash book? Explain different types of cash book.
10. What is matching concept? Why should a business concern follow this concept?
11. State and explain the rule for journalizing transactions.
12. Differentiate between profit and loss account and balance sheet.
13. State the various causes responsible for the disagreement between bank balance as per cash book and bank balance as per pass book.

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

14. Name the branches of accounting.
15. What is purchase book?
16. What is opening and closing statement of affairs?
17. What is purchase does a balance sheet serve?
18. What is bank overdraft?
19. How you treat prepaid expenses in final accounts?
20. What is meant by capital?
21. What is capital expenditure?
22. What is incomplete system of accounting?
23. What is transaction?
24. What is accrued income?
25. What is an asset?

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I Semester Bachelors in Hospital Administration Degree Examination–29-Jan-2022

Time: Three Hours **Max. Marks: 80 Marks**

Hospital & Health System (History & Evolution) (RS-2)

Q.P. CODE: 3232

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 concepts of disease and causation
2. Write a detailed note on classification of hospitals
3. Staffing patters of CHC and job description of female health worker

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

4. Write a note on various agent factors in the natural history of disease
5. Elements and principles of Primary Health Care
6. Determinants to health
7. Role of responsibilities of hospital
8. Write a note on Telemedicine
9. Importance of health program is delivering health services in India
10. Health care delivery system in India
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. ASHA worker
15 Write a note on the concept disease
16. Define disease
17. Multifactional theory
18. Levels of Health care
19. Modes of intervention
20. Enlist some international health agencies
21. Disability indicator
22. Define Eradication
23. Concept of disease
24. Community Health Center
25. Standard of living and quality of life difference

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