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[5373]-101

P.G.D.H.M. (Semester I) EXAMINATION, 2018

101 : PRINCIPLES & PRACTICES OF MANAGEMENT

& ORGANISATIONAL BEHAVIOUR

(2012 PATTERN)

Time : Three Hours

Maximum Marks : 70

N.B. :— (i) Attempt any *five* questions.

(ii) Each question carries **14** marks.

1. Define 'Management'. Explain all the functions of Management.
2. Contribution of 'Henry Fayol' to the Management—14 Principles.
3. What is Planning ? Explain different types of Plans required in Hospitals.
4. What is 'Decision-making' ? Explain the step by step process of Decision-making.
5. What is 'Controlling' ? Explain non-budgetary techniques of controlling.
6. Explain 5 Models of OB.

P.T.O.

7. Write short notes on (any *two*) :
- (a) Maslow's theory of Need Hierarchy
 - (b) Group formation process
 - (c) Line and Staff Authority
 - (d) Employee Morale.

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[5373]-102

P.G.D.H.M. (I Semester) EXAMINATION, 2018

**102 : MANAGERIAL ACCOUNTING AND FINANCIAL MANAGEMENT
(2012 PATTERN)**

Time : Three Hours

Maximum Marks : 70

N.B. :— (i) Question No. 1 is compulsory.

(ii) Attempt any *two* questions from each section.

(iii) Figures to the right indicate full marks.

(iv) Use only one answer-sheet for both sections.

(v) Use of simple calculator is allowed.

1. (A) Explain the following : [5]

1. Methods of Depreciation

2. Trial balance

(B) Classify the following accounts into Three Types of A/cs : - [5]

1. Wages , 2. Plant & Machinery, 3. Union Bank,4. Investment,5. Mr.Joshi a/c

SECTION-I.

2. Define Management Accounting ? Distinguish between Management Accounting and Cost Accounting ? [15]

3. What are the Accounting concepts and Conventions ? Explain any two Accounting concepts in detail ? [15]

4. Write Short Notes on Any Three of the following ? [15]

a. OPD. Register,

b. B.E.Point.

c. Accounting concepts.

d.Ratio analysis.

e.Types of A/cs & Rules.

P.T.O.

SECTION-II.

5. Explain the term Working Capital ? Explain the factors that determines the Size of Working Captial ? [15]

6. The following data relate to a company : [15]

Year ended	Total Sales (Rs)	Total Cost Rs.
31.3.2011	22,23,000	19,83,600
31.3.2012	24,51,000	21,43,200

Assuming stability in prices with variable cost carefully controlled to reflect determined relationship and unvarying figures for fixed costs , Calculate :-

1. Profit Volume Ratio
2. Fixed cost
3. Fixed cost as % of Sales.
4. Break Even Point.
5. Margin of safety for years 2011 and 2012.

7. Journalize following transactions in the books of M/s. Shah Traders : [15]
February,2012

1. Started business with capital of Rs.5,00,000/-
5. Opened an current a/c in the Canara Bank for Rs.1,50,000/-
6. Purchase goods for cash Rs.1,50,000/-
8. Cash sales Rs. 50,000/-
11. Deposited cash into Canara Bank Rs.100,000/-
- 14.Purchased stationery for Rs.10,000/-
- 20.Purchased computer for Rs.50,000/-
- 25.Received Commission Rs.6000/-
- 27.Paid Salary Rs.4 0,000/- By cheque.

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[5373]-103

P.G.D.H.M. (I Sem.) EXAMINATION, 2018

103 : HOSPITAL PLANNING AND PROJECT MANAGEMENT

(2012 PATTERN)

Time : Three Hours

Maximum Marks : 70

N.B. :— (i) Attempt any *five* questions.

(ii) *All* questions carry equal marks.

1. What are the Guiding Principles of Hospital Planning ? Discuss. [14]
2. What is a 'PROJECT REPORT' ? Discuss the contents of a Project Report of a Medical College Hospital. [14]
3. Discuss the role of an 'ARCHITECT' in a Hospital Project of a Multi-speciality Hospital. [14]
4. Discuss the Planning, Layout and Space requirement of a 'STANDARD WARD UNIT'. [14]
5. What do you understand by 'ZONE' ? Discuss various Zones of the OT-COMPLEX of 500 bed Hospital. [14]

P.T.O.

6. What are various 'ENGINEERING SERVICES' of a big Modern Hospital ? Discuss briefly functions of the Civil Engineering Dept.

[14]

7. Write short notes on any *two* of the following :

[14]

(a) Master Plan

(b) Circulation Pattern in a Speciality Hospital

(c) Delivery Suite

(d) Day Care Unit.

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[5373]-104

P.G.D.H.M. (I Semester) EXAMINATION, 2018

104 : MEDICAL TERMINOLOGY AND PROCEDURES

(2012 PATTERN)

Time : Three Hours

Maximum Marks : 70

- N.B.** :— (i) Attempt any *five* questions.
(ii) *All* questions carry equal marks.
(iii) Draw diagrams wherever necessary.

1. Describe the anatomy of the heart and the physiology of circulation.[14]
2. Enumerate the various investigations to be carried out in case of a neurological problem. [14]
3. Describe the treatment of a long bone fracture. [14]
4. Write short notes on any *two* : [14]
 - (a) Endoscopy
 - (b) Ultrasound applications
 - (c) IVF
 - (d) F.N.A.C.
5. Write short notes on any *two* : [14]
 - (a) Hernia
 - (b) T.U.R.P.
 - (c) Dexa-scan.
 - (d) G.T.C.

P.T.O.

6. Discuss diagnostic investigations in a case of suspected hypothyroidism. [14]
7. Describe the anatomy of male urinary system. [14]

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[5373]-105

P.G.D.H.M. (I Semester) EXAMINATION, 2018
105 : HOSPITAL ADMINISTRATION
(2012 PATTERN)

Time : Three Hours

Maximum Marks : 70

N.B. :— (i) Attempt any *five* questions.

(ii) *All* questions carry **14** marks.

Q: 1) Describe duties & responsibilities of Hospital Administrator of a 100 bedded corporate hospital.

Q:2) Describe layout of ICU & its working.

Q:3) Explain the delay occurring in Discharge procedure of a patient admitted in a multi-specialty hospital & steps to reduce it.

Q:4) Describe the importance of Patients Relations Management in hospitals.

Q:5) Explain how you will organize a seminar on bio-medical waste management for your hospital's OT nurses.

Q:6) Write short notes on any two of the following

a) Hospital Census b) Matron's report c) Patient's complaints d) new born security

Q:7) Write short notes on any two of the following :

a) Waste management of plastic b) Chi-square

c) Role of hospital infection control nurse d) ALOS

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[5373]-201

Post-Graduate Diploma in Hospital Management (PGDHM)

(II Sem.) EXAMINATION, 2018

201 : HUMAN RESOURCE MANAGEMENT

(2012 PATTERN)

Time : Three Hours

Maximum Marks : 70

N.B. :— (i) Attempt any *five* questions

(ii) Each question carries 14 marks (7 mark for sub-question).

Q. NO. 1 - (A) Explain the importance of HRM in Hospital and elaborate its functional responsibilities.

(B) What is difference between 'Personnel Management' and 'Human Resource Management'.

Q. NO. 2 - (A) What is 'Job Analysis' and 'Job Description' ? Explain its importance in Recruitment process.

(B) Prepare 'Job Specification' for the position of a 'Nurse'.

Q. NO. 3 - What is importance of 'Employee Welfare' in Healthcare Industry ? Explain 'Statutory' and 'Non-statutory' benefits / facilities offered to the Hospital staff.

Q. NO. 4 - What do you understand by the term 'Industrial Relations' ? What is the importance of maintaining harmonious Ind. Relations mainly in an Organisation in Healthcare services?

Q. NO. 5 - Explain the process of 'Recruitment' and also give Internal and External sources of recruitment.

P.T.O.

Q. NO. 6 - Training is important activity. What kind of Training methods you would suggest to Hospital to meet the challenges of changes due to technological advancement in Healthcare industry?

Q. NO. 7 - Write Notes on any TWO -

- A.** 5 methods of Conflict resolution
- B.** Group Dynamics
- C.** Issues relating to Nurses
- D.** Career Planning

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[5373]-202

P.G.D.H.M. (II Semester) EXAMINATION, 2018

**202 : LAWS RELATED TO HOSPITAL & MEDICAL SERVICES
(2012 PATTERN)**

Time : Three Hours

Maximum Marks : 70

N.B. :— (i) Attempt any *five* questions.

(ii) *All* questions carry **14** marks.

Q.1) Describe Criminal Courts in India & their powers.

Q.2) Describe relevance of deficiency in medical services as applicable under the Consumer Protection Act 1986.

Q.3) Discuss Code of Medical Ethics & its application in medical services.

Q.4) Describe application of Workman's Compensation Act in hospital services.

Q. 5) Describe the procedure & importance of Dying Declaration in hospital medico-legal practice.

Q.6) Write short notes on any two of the following

a) Birth-Death registration

b) Maternity Benefit Act

c) Consent

d) Summons

Q.7) Write short notes on any two of the following

a) Warrant b) Declaration of Geneva c) MTP Act d) Decree

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[5373]-203

P.G.D.H.M. (II Sem.) EXAMINATION, 2018

203 : MATERIALS MANAGEMENT AND INVENTORY CONTROL
(2012 PATTERN)

Time : Three Hours

Maximum Marks : 70

N.B. :— (i) Answer any *five* questions.

(ii) *All* questions carry equal marks.

1. What do you understand by 'Materials Management' ? Discuss the objectives of Materials Management. [14]
2. Discuss classification of Hospital Materials. Discuss its importance. [14]
3. Discuss the 'Principles of Righteousness' and their effect on the procurement of the materials. [14]
4. How will you organise the Medical Stores of a 300 bedded Multispeciality Hospital ? [14]
5. What is an 'Inventory' ? Discuss various costs of the Inventory. [14]

P.T.O.

6. What are the techniques of Inventory Control ? Discuss their usefulness in the management of the materials. [14]
7. Write short notes on any *two* : [14]
- (a) Receipt and Inspection of Stores
 - (b) Drug Review Committee
 - (c) DGS and D Rate Contract
 - (d) Cold Chain System.

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[5373]-204

P.G.D.H.M. (II Semester) EXAMINATION, 2018

**204 : MANAGEMENT OF HEALTH CARE AND HOSPITAL SERVICES
(2012 PATTERN)**

Time : Three Hours

Maximum Marks : 70

N.B. :— (i) Attempt any *five* questions.

(ii) *All* questions carry equal marks.

1. Control of Tuberculosis is gaining more importance. What are the measures taken by the government? (14)
2. Discuss the report on health care system by Mudaliyar. How it has affected the system? (14)
3. Each healthcare organization should have disaster management plan. How will you plan and implement? (14)
4. Classify the types of fire. What are precautions you will suggest? (14)
5. Standard Operating Procedures always help the health care organization in the long run. Explain with example. (14)
6. **Write short notes on any two.** (14)
 - a) Levels of disease prevention
 - b) National health policy
 - c) Color blindness
 - d) Bomb threat
7. **Write short notes on any two.** (14)
 - a) Kaizen
 - b) Quality control in hospital laboratory
 - c) Differences in health insurance by different companies
 - d) Building maintenance of hospital