

Total No. of Questions : 5]

SEAT No. :

P4514

[4779] - 1001

[Total No. of Pages :1

P.G.D.H.M.

**PRINCIPLES AND PRACTICES OF MANAGEMENT AND
ORGANISATIONAL BEHAVIOUR
(2013 Pattern) (Semester -I)**

Time : 2½ Hours]

[Max. Marks : 50

Instructions to the candidates:

- 1) *Each question carries 10 marks.*
- 2) *Assume suitable data if necessary.*

Q1) Define 'Management'. Explain in brief all the functions of Management.

OR

Explain in brief the 'Principles of Management introduced by Henry Fayol'.

Q2) What is 'controlling'? Explain various "Controlling Techniques".

OR

"Every plan includes control and every control reflects plan". Comment.

Q3) What is 'Decision Making? Explain the factors influencing Decision Making'.

OR

What is 'Responsibility' & 'Authority'? Explain 'Decentralisation'.

Q4) Short notes-Any Two.

- a) Line & staff functions
- b) Power & Authority
- c) Hospital Management-Study of O.B
- d) Maslow's Hierarchy of Needs.

Q5) Short notes-Any Two.

- a) Perception Theory
- b) Group Dynamics
- c) Leadership styles
- d) Job satisfaction



Total No. of Questions : 5]

SEAT No. :

P4515

[4779]-1002

[Total No. of Pages : 2

P.G.D.H.M.

102: MANAGERIAL ACCOUNTING AND FINANCIAL MANAGEMENT

(2013 Pattern) (Semester - I)

Time : 2½ Hours]

[Max. Marks :50

Instructions to the candidates:

- 1) *All questions are compulsory.*
- 2) *Figures to the right indicate full marks.*
- 3) *Use of simple calculators is allowed.*

Q1) a) Explain the following: [5]

- i) Final Account
- ii) Trial Balance

b) Classify the following accounts into Three types of A/cs: [5]

- i) Salary,
- ii) Patents,
- iii) Canara Bank,
- iv) Motor car,
- v) Mr. Rao a/c

Q2) Explain any four concepts of Accounting? [10]

Q3) Write Short Notes on Any Two of the following? [10]

- a) OPD. Register,
- b) P.V. Ratio.
- c) Accounting concepts.
- d) Ratio analysis.

P.T.O.

Q4) Explain the term Working Capital? Explain the factors that determines the size of Working Capital? **[10]**

OR

The company furnishes you the following income information for the current year divided in two sub-pairs: **[10]**

Particular	First half	Second half
Sales	Rs.8,10,000	Rs.10,26,000
Profit earned	Rs. 21,600	Rs. 64,800

Calculate following:

- a) P.V. Ratio,
- b) Fixed Cost,
- c) Amount of profit when sales are Rs.6,48,000/-
- d) Amount of Sales required to earn a profit of Rs.1,08,000/-

Q5) Pass Journal entries in the books of Subhash Traders, from the following transactions: **[10]**

March 2015

1. Commenced Business with cash of Rs.2,00,000/-
3. Opened Bank a/c with cash of Rs. 50,000/-
5. Purchased goods from Joshi & CO for Rs.10,000/-
8. Purchased goods for Cash of Rs.25,000/-
10. Sold goods for cash of Rs. 15,000/-
14. Sold goods on credit to Mr. Kulkarni for Rs.5000/-
15. Paid commission for Rs.1000/-
18. Paid wages Rs. 500/-
20. Deposited Cash into bank Rs. 10,000/-
25. Paid salary Rs.15,000/-

EEE

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SEAT No. :

P4516

[4779] - 1003

[Total No. of Pages :1

P.G.D.H.M.

**103: HOSPITAL PLANNING & PROJECT MANAGEMENT
(2013 Course) (Semester-I)**

Time : 2 ½ Hours]

[Max. Marks : 50

Instructions to the candidates:

- 1) *All questions are compulsory.*
- 2) *All questions carry equal marks.*

Q1) Explain “feasibility study” of a new Hospital project. **[10]**

Q2) Discuss the salient features of the construction phase of a new hospital project. **[10]**

Q3) Describe “Architect’s Brief” & its application in hospital project. **[10]**

Q4) Discuss the planning, design & layout of an ICU of a 100 bedded multispeciality hospital. **[10]**

Q5) Write short notes on any two. **[10]**

- a) Zones in hospital
- b) F.S.I.
- c) Energy conservation
- d) Water recycling in hospital.



Total No. of Questions : 5]

SEAT No. :

P4517

[4779] - 1004

[Total No. of Pages :1

P.G.D.H.M.

104: MEDICAL TERMINOLOGY AND PROCEDURES

(2013 Pattern) (Semester - I)

Time : 2 Hours]

[Max. Marks : 50

Instructions to the candidates:

- 1) *All questions are compulsory.*
- 2) *All questions carry equal marks.*

Q1) Describe the pulmonary circulation. [10]

Q2) Write notes on any two: [10]

- a) Coronary angioplasty
- b) Lobar pneumonia
- c) Transurethral resection of prostate

Q3) What are the signs and symptoms of Bronchial Asthma? How will you investigate Bronchial Asthma? [10]

Q4) Write notes on any two: [10]

- a) Application of nuclear medicine in oncology
- b) External fixators in treatment of fractures
- c) ECG

Q5) Describe the signs and symptoms of appendicitis and its management. [10]



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SEAT No. :

P4518

[Total No. of Pages : 1

[4779] - 1005

P.G.D.H.M. (Semester - I)

HOSPITAL ADMINISTRATION

(2013 Pattern)

Time :2.30 Hours]

[Max. Marks :50

Instructions to the candidates:

- 1) *All questions are compulsory.*
- 2) *All questions carry equal marks.*

Q1) Describe duties & responsibilities of a CEO in a 100 bedded non profit making corporate hospital. **[10]**

Q2) Describe bio medical waste management of a 300 bedded multi speciality hospital. **[10]**

OR

Describe how you will organise a seminar for your hospital employees on marketing of healthcare services.

Q3) Explain patients Relations management & its usefulness in hospitals. **[10]**

OR

How will you control hospital acquired infection.

Q4) Write short notes on any two: **[10]**

- a) Hospital census
- b) Matron's report
- c) OT list
- d) Security report

Q5) Write short notes on any two: **[10]**

- a) Imaging services
- b) Blood bank services
- c) House keeping services
- d) Patient's complaints



Total No. of Questions : 5]

SEAT No. :

P4519

[4779] - 2001

[Total No. of Pages :2

P.G.D.H.M.

201: HUMAN RESOURCE MANAGEMENT

(2013 Pattern) (Semester -II)

Time : 2 ½ Hours]

[Max. Marks : 50

Instructions to the candidates:

- 1) *Each question carries 10 marks.*
- 2) *Attempt all questions.*

Q1) Explain the importance of HRM in any organisation in general and in Hospital in particular.

OR

Q1) What is HRM? Explain its functions and responsibilities with reference to Hospital.

Q2) How would you 'plan' Manpower Requirement for 100 bed general Hospital.

OR

Q2) What is 'Recruitment'? What are the sources of Recruitment? Also explain the importance of different selection methods.

Q3) What is employee welfare? What is its importance in Employee motivation. Explain various welfare facilities offered to Hospital employees.

OR

Q3) Explain the concept of 'Social Security'? Give in brief the main benefits under different social security schemes under various laws.

Q4) What is "Industrial Dispute"? Explain the machinery/Agencies created for resolving industrial Disputes, under the Industrial Disputes Act 1947.

OR

P.T.O.

Q4) How discipline is maintained in an organisation? What are the “Principles of Natural Justice”? Also explain the step-by-step procedure for taking ‘Disciplinary Action’ against the “Misconduct”.

Q5) Write notes on any Two.

- a) Dress code in Hospital
- b) Conflict resolution styles
- c) Duty Roster and its importance
- d) Training to Hospital staff
- e) Problems of Nursing staff.



Total No. of Questions : 5]

SEAT No. :

P4520

[4779]-2002

[Total No. of Pages : 1

P.G.D.H.M.

202: LAWS RELATED TO HOSPITAL & MEDICAL SERVICES

(2013 Pattern) (Semester - II)

Time : 2½ Hours]

[Max. Marks :50

Instructions to the candidates:

- 1) *All questions are compulsory.*
- 2) *All questions carry equal marks.*

Q1) Describe the application of the Indian Contract Act in hospitals. **[10]**

OR

Describe Rights & Responsibilities of Medical person in hospital & medical services.

Q2) Explain the application of the Workman's Compensation Act in hospital services. **[10]**

Q3) Describe what constitutes deficiencies of medical services in hospitals under the Consumer Protection Act. **[10]**

Q4) Describe the application of the PNDT Act in hospital to prevent its misuse. **[10]**

Q5) Write short notes on any two of the following: **[10]**

- a) Industrial dispute Act 1947
- b) Life support
- c) Death certificate
- d) Summons

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Total No. of Questions : 5]

SEAT No. :

P4521

[4779] - 2003

[Total No. of Pages :1

P.G.D.H.M.

**203: MATERIALS MANAGEMENT AND INVENTORY CONTROL
(2013 Course) (Semester-II)**

Time : 2 ½ Hours]

[Max. Marks : 50

Instructions to the candidates:

- 1) *All questions are compulsory.*
- 2) *All questions carry equal marks.*

Q1) Discuss the layout, organisation and functions of the hospital general stores. **[10]**

Q2) Discuss various purchase systems followed by the hospital purchase department. **[10]**

Q3) Discuss various methods of forecasting of hospital materials. **[10]**

Q4) What is an 'ABC' analysis of hospital stores? How will you use it in the management of the hospital general stores? **[10]**

Q5) Write short notes on any two. **[10]**

- a) Hospital formulary
- b) Lead time
- c) Unit dose system
- d) Buffer stock



Total No. of Questions : 5]

SEAT No. :

P4522

[4779] - 2004

[Total No. of Pages :1

P.G.D.H.M.

**204: MANAGEMENT OF HEALTH CARE AND HOSPITAL SERVICES
(2013 Pattern) (Semester - II)**

Time : 2 ½ Hours]

[Max. Marks : 50

Instructions to the candidates:

- 1) *All questions carry equal marks.*
- 2) *All questions are compulsory.*

Q1) How can you use statistical methods in hospital for controlling service quality?

Q2) What is the role of TPA in medical claims procedure?

Q3) Write short notes (Any two)

- a) Fire safety during electrical maintenance
- b) Role of private general hospital during floods
- c) Epidemiological triad
- d) Terminal method of family welfare

Q4) What are the concepts of Revised National Tuberculosis Control Program?

Q5) Write short notes (Any two)

- a) Voluntary health agencies
- b) Role of World Health Organization
- c) Cataract
- d) Moodliar committee

