

Total No. of Questions : 5]

SEAT No. :

P6586

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[5875]-101

P.G. D.H.M.

**101 : PRINCIPLES AND PRACTICE OF MANAGEMENT AND  
ORGANISATIONAL BEHAVIOUR  
(2019 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.*

**Q1)** a) Define the term 'Management'. Why the same is essential for working of Hospital? [5]

b) How the concept of 'Management' evolved? Mention in brief the contribution made by few experts in the field of 'Management'. [5]

OR

a) 'Management' is an 'Art' as well as 'Science'. Evaluate the validity of this statement. [5]

b) What are the basic 'Managerial Skills' and how they are applicable to different levels of management? [5]

**Q2)** Define 'Planning' as Management function? Explain the hierarchy of Planning process. Explain different types of Planning required in hospital. [10]

OR

a) What is 'Organising' as Management function? Explain with example related to Hospital. [5]

b) What do you understand by 'Line Function' and 'Staff Function'. Give example in relation to Hospital. [5]

**P.T.O.**

**Q3)** a) Define the concept of 'Staffing'. How the same is linked to 'Strategic Planning of the hospital? [5]

b) Explain 'Abraham Maslow's theory of Human need'. [5]

OR

a) Explain the importance of 'Communication' in hospital. [5]

b) Explain Blake and Mountain's 'Managerial Grid' theory of Leadership.[5]

**Q4)** What do you understand by the term 'Group Dynamics'? Explain different stages in Group Formation. [10]

OR

Explain the difference between a 'Leader' and a 'Manager'. [10]

**Q5)** Write short notes on any 2 (5 marks each)

- a) Organisational culture
- b) Resistance to Change
- c) Decentralisation
- d) Personality determinants



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SEAT No. :

P6587

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[5875]-102

P.G.D.H.M.

**102 : MANAGERIAL ACCOUNTING AND FINANCIAL  
MANAGEMENT**

**(2019 Pattern) (Semester - I)**

*Time : 2 Hours]*

*[Max. Marks : 50*

*Instructions to the candidates:*

- 1) *All questions are compulsory.*
- 2) *Figures to the right indicate full marks.*

**Q1) a)** Fill in the blanks with appropriate word given in the bracket. **[5]**

- i) Return outward will be placed in the \_\_\_\_\_ column of the trial balance.

(Debit, Credit, Ledger folio)

- ii) The debit and credit column of the trial balance should always be \_\_\_\_\_.

(Equal, Different, True)

- iii) Asset account normally show \_\_\_\_\_ balance.

(Debit, Credit, Final)

- iv) \_\_\_\_\_ is the process of transferring journal entries to ledger accounts.

(Casting, Posting, Balancing)

- v) Sales return is also known as \_\_\_\_\_.

(Return outward, Return inward, Carriage outward)

**P.T.O.**

- b) State whether the following statements are True or False : [5]
- Left hand side of the ledger is credit side.
  - A Journal is known as book of final entry.
  - Depreciation is the increase in the value of fixed asset.
  - Balance Sheet is a statement.
  - Drawing is a personal account.

**Q2)** What is Double Entry Book Keeping System? What are its Advantages and Limitations? [10]

OR

What is Working Capital Finance? What are the sources of Working Capital?

**Q3)** From the following Trial balance of Shri S.P. Joshi, prepare his Final Accounts for the year ended 31<sup>st</sup> March, 2022. [10]

Particulars	Debit (Rs.)	Credit (Rs.)
Drawings	15,000	-
Stock as on 1 - 4 - 2018	69,000	-
Purchase and Purchase return	2,25,000	900
Cash in hand	5,100	-
Bank balance	33,990	-
Freehold premises	57,900	-
Trade expenses	1,260	-
Printing, stationery and advertising	2,460	-
Professional charges	420	-
Commission received	-	4,950
Investment	6,000	-
Interest Income	-	300

Sundry debtors and creditors	54,000	43,500
Wages	37,500	-
Salaries	21,000	-
Rent rates and insurance	6,000	-
Capital	-	1,72,050
Travelling expenses	2,400	-
Discount allowed and received	9,450	6,900
Sales returns and sales	750	3,12,000
Bills receivables and Bills payables	4,800	15,000
Office furniture	4,575	-
Bad debts provision	-	1,005
<b>Total</b>	<b>5,56,605</b>	<b>5,56,605</b>

**Additional information :**

- Outstanding wages Rs. 7,500.
- Write off 5% depreciation on freehold premises and 10% on office furniture.
- Insurance prepaid Rs. 300.
- Closing stock as on 31.3.2022 is Rs. 78,000.

**Q4)** MNP Ltd. sold 550000 units of its products at Rs. 75 per unit. Variable costs are Rs. 35 per unit (manufacturing costs of Rs. 28 and selling cost Rs. 7.00 per unit). Fixed costs are incurred uniformly throughout the year and amount to Rs. 70,00,000. There are no beginning or ending inventories. **[10]**

Required :

- Estimate breakeven sales level quantity.
- Estimate the P/V ratio.
- Estimate the number of units that must be sold to earn an income (EBIT) of Rs. 5,00,000.
- Estimate the sales level to achieve a Profit of Rs. 5,00,000

**Q5) Write Short Notes on Any Two of the following :**

**[10]**

- a) Depreciation
- b) Margin of safety
- c) Break Even point
- d) Ratio analysis



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Total No. of Questions : 5]

SEAT No. :

**P6588**

[Total No. of Pages : 2

**[5875] - 103**

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

**HOSPITAL PLANNING AND PROJECT MANAGEMENT  
(2019 Pattern)**

*Time : 2½ Hours]*

*[Max. Marks : 50*

*Instructions to the candidates :*

- 1) All questions carry equal marks.*
- 2) Figures to the right indicate full marks.*

**Q1)** What is a project report? What are the main features of project report of new hospital to be established in metropolitan city? **[10]**

OR

What do you mean by Architech Brief? What are the contents of it? How it is important in Hospital Planning?

**Q2)** Discuss planning of an accident / emergency department of a 300 bedded hospital. **[10]**

**Q3)** Discuss planning of maternity ward unit of a 100 bedded hospital. **[10]**

OR

What factors you will consider for selection of site for a proposed multispecialty hospital?

**Q4)** Write short notes on (Any two) **[10]**

- a) Zoning
- b) FSI
- c) Sewage Disposal
- d) Progressive Patient Care

**P.T.O.**

**Q5)** Write short notes on (Any two)

**[10]**

- a) OT Zones
- b) Hot water requirement in hospital
- c) Visitor's Parking
- d) Green Hospital



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Total No. of Questions : 5]

SEAT No. :

**P6589**

[Total No. of Pages : 2

**[5875]-104**

**P.G.D.H.M.**

**104 : MEDICAL TERMINOLOGY AND PROCEDURES**

**(2019 Pattern) (Revised) (Semester - I)**

*Time : 2½ Hours]*

*[Max. Marks : 50*

*Instructions to the candidates:*

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

**Q1)** Describe anatomy of gastro-intestinal system.

**Q2)** Write short notes on (any two) :

- a) TURP
- b) USG
- c) TMT (Trademill test)
- d) CPR

**Q3)** a) Describe types, clinical features and management of Bronchial Asthama.

OR

b) Describe clinical features, prevention and management of breast cancer.

**Q4)** Write short notes on (any two) :

- a) Fibroids
- b) Hydrocele
- c) Pneumonia
- d) Pulmonary embolism

**P.T.O.**

**Q5)** a) Describe anatomy of male urinary system and physiology of urine formation.

OR

b) Describe clinical features, diagnosis and management of stroke.

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Total No. of Questions : 5]

SEAT No. :

**P6590**

[Total No. of Pages : 2

**[5875]-105**

**PGDHM**

**105 : Hospital Administration  
(2019 Pattern) (Semester - I)**

*Time : 2½ Hours]*

*[Max. Marks : 50*

*Instructions to the candidates:*

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

**Q1)** Name different types of hospitals and describe the duties of an hospital administrator of a 100 bedded private multispecialty hospital.

**Q2)** Explain the management of an Operation theatre of an 300 bedded multispeciality hospital.

**Q3)** Describe the members and roles of an infection control committee in forming the guidelines for prevention of hospital acquired infections.

OR

How will you organize an in house seminar for the employees for creating an awareness about biomedical waster management?

**Q4)** Short notes (Any 2)

- a) Problems in discharge procedure
- b) A.L.O.S
- c) M.R.D
- d) Organogram of a 100 bedded multispecialty hospital

***P.T.O.***

**Q5)** Short notes (Any 2)

- a) C.S.S.D
- b) CSMA
- c) Security measures for new born babies
- d) Home care services.



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Total No. of Questions : 7]

SEAT No. :

[Total No. of Pages : 2

**P6591**

**[5875]-201**

**First Year P.G. D.H.M.**

**201 : HUMAN RESOURCE MANAGEMENT**

**(2019 Pattern) (Semester - II)**

*Time : 2½ Hours]*

*[Max. Marks : 50*

*Instructions to the candidates:*

- 1) Attempt any five questions.*
- 2) Each question carries 10 marks. (sub question 5 marks)*

**Q1)** Write short notes on any two

**[5 each]**

- a) Importance of 'Dress Code' in Hospital
- b) Job Analysis & Job Description
- c) Fundamentals of 'Duty Roster' for Hospital Staff
- d) Collective Bargaining
- e) Dearness Allowance

**Q2)** What is 'Human Resource Management'? How the same is more important in a Hospital, as compared to other industries?

**Q3)** Manpower Planning is important in Hospital at Project stage. What are the factors you will consider in drawing 'Manpower Plan' for a proposed 100 bed general hospital. Explain importance of each factor in brief.

**P.T.O.**

- Q4)** a) Explain the concept of 'CTC'. What 'salary' related factors you will consider while finalizing the package of any selected candidate in the hospital.
- b) What is 'indirect burden' on employer arising out of 'Salary' of employees. Give example with details.
- Q5)** a) What is 'Career Planning'? How the 'Performance Appraisal' is used in Career Planning activity ?
- b) Explain any ONE P. A. methods, which is suitable to hospital.
- Q6)** What is 'Social Security'? Which are the 'social security schemes' introduced by the Govt. through the legislation. Explain each one in brief.
- Q7)** Explain the concept of 'Industrial Relations'. Also describe the machinery provided under the Industrial Disputes Act for resolving the industrial disputes.



Total No. of Questions : 5]

SEAT No. :

**P6592**

[Total No. of Pages : 1

**[5875]-202**

**P.G.D.H.M. (Health Care Management)**

**202 : LAWS RELATED TO HOSPITAL & MEDICAL SERVICES**

**(2019 Pattern) (Semester - II)**

*Time : 2½ Hours]*

*[Max. Marks : 50*

*Instructions to the candidates:*

- 1) *All questions are compulsory.*
- 2) *All questions carry 10 marks.*

**Q1) Describe Code of Medical Ethics as applicable in medical ethics. [10]**

**OR**

Describe application of the PNDT Act in hospital to prevent its misuse.

**Q2) Describe the application of the Indian Contract Act in Hospital. [10]**

**OR**

Describe Criminal Courts in India & their powers.

**Q3) How will you obtain the Bombay shop & Establishment Licence for your hospital and explain its importance in hospital services. [10]**

**OR**

Explain application of Workman's Compensation Act in Hospital Services.

**Q4) Describe what constitutes medical negligence in medical services. [10]**

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

- a) Brain Dead patient & Human organ Transplant Act
- b) Consent
- c) Nursing Home Registration
- d) Decree



Total No. of Questions : 5]

SEAT No. :

**P6593**

**[5875] - 203**

[Total No. of Pages : 1

**P.G.D.H.M.**

**203 : MATERIAL MANAGEMENT AND INVENTORY CONTROL  
(2019 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)** What do you understand by selective inventory control? How will you apply it in inventory? Control?

**Q2)** What do you understand by integrated material management? What are the functions of integrated material management?

**Q3)** Enumerate various purchase systems. What system is generally followed in Government Hospitals? Write in detail.

OR

What is the importance of purchase order? What are the contents of a complete purchase order?

**Q4)** What are the different types of equipment maintenance? What terms and conditions will you include in a draft CMC for a MRI machine of you hospital?

OR

Write in detail about planning and budgeting of materials.

**Q5)** Write short notes (Any two):

- a) Distribution of materials
- b) Bin card
- c) Letter of Credit
- d) Purchase policy





Total No. of Questions : 5]

SEAT No. :

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**P6594**

**[5875]-204**

**P.G.D.H.M.**

**204 : MANAGEMENT OF HEALTHCARE AND HOSPITAL  
SERVICES**

**(2019 Pattern) (Semester-II)**

*Time : 3 Hours]*

*[Max. Marks : 50*

*Instructions to the candidates:*

*Each question carries equal marks*

**Q1)** Accreditation is helpful for hospitals. Discuss

OR

Which responsibilities are fixed on the hospital management team by NABH?

**Q2)** Enumerate the statistical methods used in hospitals for control of service quality. Explain anyone in detail.

OR

How Standard Operating Procedure's (SOPs) training is useful for hospital management

**Q3)** Write short notes on any two

- a) Epidemiological triad with reference to recent pandemic.
- b) Mass casualties and single speciality hospital.
- c) SET Unit in Leprosy.
- d) Rules of consent in hospital.

**Q4)** Social security of health for India is very important for the large population. Discuss.

OR

What are the functions of NACO?

**P.T.O.**

**Q5)** Write notes on any two.

- a) Correction of Childhood blindness.
- b) World Health Organization.
- c) Levels of disease prevention with reference to recent pandemic.
- d) Important aspects of National Health Policy.



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