

Q=QUESTION	question_description
A=ANSWER	answer_description
Q	Identify a management skills needed for an Organisation
A	Problem creating
A	Planning
A	Instigating
A	Demotivating
Q	While managing a task, Hind sight is considered as _____
A	4th Stage
A	2nd Stage
A	1st Stage
A	3rd Stage
Q	The Importance of Subconscious Motivation was first recognised and analysed by _____
A	Mc Gregor
A	Maslow
A	Pareto
A	Sigmund Freud
Q	Identify the type of employee who lacks decision making capacity but can be given repetitive type of work
A	Inefficient and Unwilling
A	Inefficient and Willing
A	Efficient and Unwilling
A	Efficient and Willing
Q	In Behavioural Theory of Hierarchical needs _____ are essential to sustain life
A	Ego Needs
A	Physiological needs
A	Safety needs
A	Self Actualization
Q	Time management can be improved if one can _____
A	Entertaining Drop In visitors
A	Manage your workload
A	Socialising on Job
A	Procrastinate
Q	If there are directives from CEO to Director for Administrative Services and then to Purchase Manager, then the lines of Communication becomes _____
A	Upward Communication
A	Downward Communication
A	Horizontal Communication
A	Grapevine Communication
Q	Name the type of the budget planned which is considered to be a one time investment for a hospital.
A	Deficit Budget

question_explanation	question_type	question_difficulty
answer_explanation	answer_isright	answer_position
	M	1
		0
		1
		0
		0
	M	1
		0
		0
		1
		0
	M	1
		0
		0
		0
		1
	M	1
		0
		1
		0
		0
		0
	M	1
		0
		1
		0
		0
	M	1
		0

A	Surplus Budget		0	2
A	Operating Budget		0	3
A	Capital Budget		1	4
Q	Attending an accident case in casualty comes under _____ planning and utilization of time	M		1
A	Important and urgent		1	1
A	Urgent but not important		0	2
A	Important but not urgent		0	3
A	Not important and not urgent		0	4
Q	Identify an example which can lead to Intra-Institutional conflict	M		1
A	Interpersonal Agreement		0	1
A	Impartiality		0	2
A	Strong belief in value system and concepts		0	3
A	Interpersonal Antagonism		1	4
Q	_____ Is of paramount importance for effective and efficient operation of hospital	M		1
A	Organization		1	1
A	IPD		0	2
A	OPD		0	3
A	Imaging		0	4
Q	Identify the features that differentiates the hospitals	M		1
A	Location		0	1
A	Philosophies and facilities		0	2
A	Philosophies and objectives		1	3
A	Founder name		0	4
Q	The governing board delegates the actual authority of administration to	M		1
A	Radiologist		0	1
A	Chief executive officer		1	2
A	Medical officer		0	3
A	Doctor		0	4
Q	CEO advises the _____ on the formulation of policies	M		1
A	Human resource department		0	1
A	Heads of departments		0	2
A	Government		0	3
A	Governing board		1	4
Q	As per organizational chart the president comes before	M		1
A	Governing board		0	1
A	Medical superintendent		1	2
A	Finance department		0	3
A	Personnel officer		0	4
Q	The day to day functioning of _____ department cant be the responsibility of the Director of nursing	M		1
A	Maternal and child		0	1
A	Operating rooms		0	2
A	Clinical laboratories		1	3

A	Medical and surgical		0	4
Q	An office is designated to them in the hospital except _____	M		1
A	Director of human resource		0	1
A	Director administrative services		0	2
A	Director of medical services		0	3
A	Members of the board		1	4
Q	Members of board prohibited from	M		1
A	Making policies		0	1
A	Profiting in any way from membership		1	2
A	Visiting hospitals		0	3
A	Helping CEO		0	4
Q	Laundry is usually located in _____	M		1
A	Near vicinity of OT		0	1
A	Basement		1	2
A	Backside of the hospital		0	3
A	Terrace		0	4
Q	After sterilization the material is kept in _____	M		1
A	Green stores		0	1
A	Safety stores		0	2
A	General stores		0	3
A	Sterile stores		1	4
Q	To protect the visitors outside the Radiology department from getting exposed to radiation	M		1
A	Walls are covered with lead sheets		1	1
A	Walls are covered with double layer of cement Sheets		0	2
A	Visitors are not allowed near Radiology department		0	3
A	Windows are covered with window panes		0	4
Q	Operation theatres are maintained infection free by	M		1
A	Sterilization		0	1
A	Fumigation		1	2
A	Disinfection		0	3
A	Cleaning		0	4
Q	In OT complex, office of anaesthesia chief is located in _____ zone	M		1
A	Unclean zone		0	1
A	Outermost zone		1	2
A	Inner most zone		0	3
A	Intermediate zone		0	4
Q	Segregation of reusable in OT is the responsibility of _____	M		1
A	Trained nurse		0	1
A	Theatre superintendent		0	2
A	Theatre assistant		0	3
A	Labour staff		1	4

Q	If the total attendance of outpatient services per year is say 20,000 patients then approximate area required for OPD is	M		1
A	20,000 sq. Feet		0	1
A	5,000 sq. Feet		0	2
A	10,000 sq. Feet		1	3
A	15,000 sq. Feet		0	4
Q	Unidirectional flow of patients in OPD has following sequence	M		1
A	Patient In- Reception- Registration-Waiting Area- Clinical Examination		1	1
A	Patient In- Registration- Reception-Waiting Area- Clinical Examination		0	2
A	Patient In- Registration-Waiting Area- Reception - Clinical Examination		0	3
A	Patient In- Reception- Registration- Clinical Examination- Waiting Area		0	4
Q	Routine care for old aged persons is taken care in _____ wards.	M		1
A	General ward		0	1
A	Infirmary ward		1	2
A	Female ward		0	3
A	Private wards		0	4
Q	Beds kept in _____ are ordinarily not included in scheduled bed strength of the hospital.	M		1
A	General ward		0	1
A	Casualty		1	2
A	Female ward		0	3
A	Private wards		0	4
Q	Records of medicolegal cases are kept in _____	M		1
A	OPD		0	1
A	Casualty		1	2
A	ICU		0	3
A	Operation Theatre		0	4
Q	Organ imaging is carried out in _____ laboratory.	M		1
A	Haematology		0	1
A	Biochemistry		0	2
A	Radio isotope		1	3
A	Microbiology		0	4
Q	Representative from _____ inspects facilities at Blood bank	M		1
A	FDA		1	1
A	AERB		0	2
A	NABH		0	3
A	NBA		0	4
Q	Monitoring of stock of blood is carried out by-----	M		1
A	Purchase committee		0	1
A	Tender committee		0	2
A	Transfusion committee		1	3
A	Administrative Committee		0	4
Q	Positioning of patient in Radiology department is done by	M		1

A	X-ray assistants		1	1
A	X-ray technicians		0	2
A	Qualified Radiologist		0	3
A	Nursing staff		0	4
Q	Angiography is carried out by _____ section	M		1
A	Diagnostic Radiology		0	1
A	Interventional Radiology		1	2
A	Nuclear Medicine		0	3
A	Radiotherapy		0	4
Q	Following equipment is installed in ICU.	M		1
A	X ray		0	1
A	CT scan		0	2
A	Gama Camera		0	3
A	Ventilator		1	4
Q	Main facility required in Pharmacy department is _____	M		1
A	Deep freezers		1	1
A	Centrifuge machine		0	2
A	Colorimeter		0	3
A	Ph meter		0	4
Q	CSSD should located near	M		1
A	Operation theatre		1	1
A	OPD		0	2
A	Blood Bank		0	3
A	Pharmacy		0	4
Q	MRI and CT SCAN are installed in _____ department	M		1
A	Radiology		1	1
A	CSSD		0	2
A	Pathology		0	3
A	Pharmacy		0	4
Q	Auto analyzer is used in _____	M		1
A	Biochemistry Lab		1	1
A	Radiology		0	2
A	CSSD		0	3
A	ICUs		1	4
Q	Casualty department is responsible for----- _____	M		1
A	Surgery		0	1
A	House keeping		0	2
A	First aid and emergency investigation		1	3
A	Dietary services		0	4
Q	Oxygen is required in _____ machine.	M		1
A	Ventilator		1	1
A	CT scan		0	2

A	MRI		0	3
A	Cautery		0	4
Q	Hospital management prefers _____ department to outsource	M		1
A	Surgery		0	1
A	Dietary Services		1	2
A	Microbiology		0	3
A	Pathology		0	4
Q	Following is not a characteristic of good record	M		1
A	Sufficient factual data		0	1
A	Detail clinical notes		0	2
A	Observations and advice given by concerned staff		0	3
A	Illegible hand writing		1	4
Q	Pest controlling is the function of	M		1
A	Housekeeping department		1	1
A	MSW		0	2
A	Security		0	3
A	Linen		0	4
Q	Function of Biochemistry department is	M		1
A	Supply sterile equipment		0	1
A	First aid		0	2
A	Testing of blood samples		1	3
A	Formulation of drug		0	4
Q	Which of the following is major equipment used in Operation theatre	M		1
A	Auto analyser		0	1
A	Blood Gas Analyser		0	2
A	Cautery machine		1	3
A	Blood cell counter		0	4
Q	Type of contract in which regular maintenance is carried out periodically	M		1
A	Comprehensive Contract		0	1
A	One time Contract		0	2
A	Annual Contract		0	3
A	Monthly Contract		1	4
Q	The one of the requirement of the Biomedical Engineering department is	M		1
A	Planned Maintenance and Functional Testing of medical instruments		1	1
A	Scheduling of OT		0	2
A	Civil maintenance		0	3
A	Landscaping		0	4
Q	In inventory management the records maintained in a folder for each equipment include	M		1
A	Requisition		0	1
A	Order details, Service and breakdown history		1	2
A	Manufacturer history		0	3
A	Equipment performance		0	4

Q	Preventive Maintenance done for an equipment is	M		1
A	Planned and schedule to prevent breakdown		1	1
A	For immediate repairs of vital equipment		0	2
A	For non urgent repairs – painting, replacing tiles etc.		0	3
A	For equipment on AMC or CMC		0	4
	Maintenance is usually a Planned Maintenance because i) Cost of equipment replacement is high ii) Indirect cost due to non-availability of equipment when urgently needed. Iii) Poorly maintained equipment is hazardous and			
Q	expensive	M		1
A	i & iii		0	1
A	ii & iii		0	2
A	i & ii		0	3
A	i, ii & iii		1	4
Q	Which of the following is the part of hospital services except	M		1
A	Essential Services		0	1
A	Additional Services		1	2
A	Utility Services		0	3
A	Administrative Services		0	4
	The time elapsed from the point the machine fails to perform its function to the point it is repaired and brought into			
Q	operating condition is known as	M		1
A	Down time		1	1
A	Operating time		0	2
A	Maintenance effectiveness time		0	3
A	Calibration time		0	4
Q	Internal external cleaning of the AKD machine is at type of	M		1
A	Corrective maintenance		0	1
A	Scheduled maintenance		0	2
A	Preventive maintenance		1	3
A	Timely maintenance		0	4
	Equipment history cards are meant to record i) The way equipment behaves ii) Total down time of the equipment iii)			
Q	The rate at which different components wear off	M		1
A	i & ii		0	1
A	i & iii		0	2
A	i, ii & iii		1	3
A	ii & iii		0	4
Q	With the increase in preventive maintenance cost, breakdown maintenance cost	M		1
A	Increases		0	1
A	Decreases		1	2
A	Remain same		0	3
A	Does not change		0	4
Q	Engineering services should be located on	M		1
A	In a non-prime area away from patient care area		1	1
A	Near OPD		0	2

A	Near emergency		0	3
A	Near OT		0	4
Q	The lay out of the maintenance services should be designed for	M		1
A	Convenient movement of machines & equipment.		1	1
A	Convenient movement of patient traffic		0	2
A	Focus on providing space for storage and cabinets		0	3
A	Aim for ambience		0	4
Q	Functional area in the engineering services includes the following areas except	M		1
A	Administrative area		0	1
A	Shop area		0	2
A	Mechanical equipment area		0	3
A	Cafeteria		1	4
Q	Function of the electrical engineering services in the hospital is	M		1
A	The Maintenance of the Hospital's physical environment		0	1
A	For environmental control including heating, ventilation and air-conditioning		1	2
A	To uninterrupted water supply		0	3
A	Smooth functioning of the laundry services		0	4
Q	HVAC controls	M		1
A	Direction of air flow		1	1
A	Air changes and flow velocity		0	2
A	Heat content of the air		0	3
A	Composition of the air		0	4
Q	The following air filters are present in the HVAC system	M		1
A	After filters		0	1
A	Macro filters		0	2
A	HEPA filters		1	3
A	Pre filters		0	4
Q	In ICU HVAC system maintains _____pressure to control infection	M		1
A	Positive		1	1
A	Negative		0	2
A	Atmospheric		0	3
A	None		0	4
Q	The department which requires only oxygen supply installation in the Medical gas system	M		1
A	Casualty		0	1
A	AKD		0	2
A	Operation theatre		0	3
A	Wards		1	4
Q	HEPA provides an atmosphere which is :	M		1
A	70% Particulate free		0	1
A	80% Particulate free		0	2
A	90% Particulate free		1	3
A	110% Particulate free		0	4



Q	Color-coding in medical gas system design is used as	M		1
A	As a gas identifier		1	1
A	To indicate the toxicity level		0	2
A	Pressure in the line		0	3
A	Concentration		0	4
Q	Air filters used in hospital Air conditioners are	M		1
A	Fibre glass filter		0	1
A	Polyester pleated filter		0	2
A	High Efficiency Particulate Arrestance filters		1	3
A	Polypropylene filters		0	4
Q	The medical gases installed in the hospital include	M		1
A	Oxygen, Nitrous oxide and Medical air		1	1
A	CO, CO2 and O2		0	2
A	Nitrogen		0	3
A	Cooled air		0	4
Q	Biomedical waste are classified under _____	M		1
A	Classification I and II		1	1
A	Classification II and III		0	2
A	Classification I, II and III		0	3
A	Classification I and III		0	4
Q	Biomedical Waste management rules apply for the following for waste in any form	M		1
A	Generate, collect, treat and dispose		1	1
A	Segregate		0	2
A	Classify		0	3
A	Type		0	4
Q	Average hospital waste produced per bed per day in Government hospital –	M		1
A	1–5-2.0 kg		0	1
A	0.5–4 kg		1	2
A	0.5–1 kg		0	3
A	0.5–2 kg		0	4
Q	Which colour code is used for dead or moribund patient and ambulatory patient respectively	M		1
A	Red and Black		0	1
A	Black and Red		0	2
A	Green and Red		0	3
A	Black and Green		1	4
Q	In an Air Curtain the airflow rate of _____ is desirable across an open door to _____	M		1
A	0.28 - 0.47 m /sec; prevent back flow into cleaner area.		1	1
A	0.28 - 0.47 m /sec; prevent flow from the cleaner area.		0	2
A	0.5 - 0.7 m /sec; prevent back flow into cleaner area.		0	3
A	0.5 - 0.7 m /sec; prevent flow into cleaner area.		0	4
Q	The scavenging effect is due to _____	M		1

A	Exhaust system		0	1
A	Low level exhaust		1	2
A	Exhaust integrated with the AC		0	3
A	Air conditioning system		0	4
Q	Plastic tubes used in biochemistry is pre -treated by _____and disposed into _____bag	M		1
A	Sodium hypochlorite and white bag		0	1
A	Hydrogen peroxide and white bag		0	2
A	Calcium hypochlorite and black bag		0	3
A	Sodium hypochlorite and black bag		1	4
Q	Disaster Management includes	M		1
A	Mitigation and rehabilitation		1	1
A	Reasoning		0	2
A	Fault finding		0	3
A	Assessment		0	4
Q	Hospital response to disaster is i) Notification &Preparation ii) Receiving Casualties iii) Stand down	M		1
A	ii & iii		0	1
A	i & iii		0	2
A	i & ii		0	3
A	i, ii & iii		1	4
Q	HIS uses a network of computers	M		1
A	To gather, process, and retrieve patient care and administrative information for all hospital activities		1	1
A	It keep a watch on hospital functioning		0	2
A	Reduces the requirement of man power		0	3
A	Can identify theft and pilferage		0	4
Q	The Blood Bank module provides ready information about	M		1
A	Donation camps details		0	1
A	Blood donation information		0	2
A	Blood reserve/stock and total daily blood requisitions		1	3
A	Procedure for blood collection		0	4
Q	In case of cardiac emergency the code _____ is announced	M		1
A	Blue		1	1
A	Brown		0	2
A	Pink		0	3
A	Red		0	4
Q	Materials Management includes all except	M		1
A	Demand forecasting and planning		0	1
A	Inventory Control		0	2
A	Production		1	3
A	Purchasing		0	4
Q	Identify an operative goal of Materials Management	M		1
A	Poor Issue and Distribution		0	1
A	Improved losses and pilferage		0	2

A	Good vendor relationship		1	3
A	Poor control over material cost		0	4
Q	_____ is the task of buying goods of right quality, in the right quantity, at the right time at the right price	M		1
A	Supplying		0	1
A	Sorting		0	2
A	Purchasing		1	3
A	Scrutinizing		0	4
Q	Purchases made according to the requirements is called	M		1
A	Tender Buying		0	1
A	Hand to Mouth Buying		1	2
A	Seasonal Buying		0	3
A	Speculative Buying		0	4
Q	Centralized purchases enhances	M		1
A	Inventory Cost Reduction		1	1
A	No Discounts		0	2
A	Grievances are never addressed		0	3
A	Slower services		0	4
Q	In ABC analysis, A corresponds to _____	M		1
A	High level and very expensive items		1	1
A	Expensive items		0	2
A	Inexpensive items		0	3
A	Poor quality items		0	4
Q	Of these all are the goal of Just in Time except	M		1
A	Saves Time		0	1
A	Greater Flexibility		0	2
A	Invite Disruptions		1	3
A	Reduce Lead Time		0	4
Q	In this method based on the last observed value forecast for the next period is calculated.	M		1
A	Last period demand method		1	1
A	Arithmetic Average		0	2
A	Moving Average Method		0	3
A	Harmonic Average		0	4
Q	If the inventory turn over is more or less than considered	M		1
A	Working capital gets affected		1	1
A	Shelf life of the material has to be improved.		0	2
A	Place more orders		0	3
A	Call for more tenders.		0	4
Q	Material cost can be controlled by selecting a _____	M		1
A	Vendor living in another country		0	1
A	Vendor living locally		1	2
A	Vendor living in far off State		0	3

A	Vendor not ready for negotiation		0	4
Q	A mismatch in the count in the items delivered at the draw point indicates _____	M		1
A	Leakage		0	1
A	Damage		0	2
A	Pilferage		1	3
A	Shortage		0	4
Q	Low safety stock indicates _____	M		1
A	Poor stock out situation		0	1
A	No stock out situation		1	2
A	High stock out situation		1	3
A	No stock		0	4
Q	Inventory cost can be controlled using _____	M		1
A	ABC analysis		0	1
A	EOQ		1	2
A	AMC		0	3
A	CMC		0	4
Q	All the consumables in a hospital comes under _____	M		1
A	CAPEX		0	1
A	OPEX		1	2
A	EOQ		0	3
A	CMC		0	4
Q	Inflating the prices secretly while purchasing a product and on this authorities observing vigilance will help reduce _____.	M		1
A	Stock		0	1
A	Damage		0	2
A	Loss and Pilferage		1	3
A	Overall Expenditure		0	4
Q	When an instrument is in working condition and a maintenance is performed, it can avoid unexpected breakdown. This is called as _____	M		1
A	PMC		1	1
A	AMC		0	2
A	CMC		0	3
A	RBC		0	4
Q	When the Working Bin gets empty, the store keeper provides Reserve Bin and requisition for new supplies are created. What type of storage method is this?	M		1
A	One Bin System		0	1
A	Two Bin System		1	2
A	Three Bin System		0	3
A	Four Bin System		0	4
Q	In VED Analysis V refers to how _____ an item is in a hospital.	M		1
A	Vigilant		0	1
A	Vibrant		0	2

A Vital  
A Voluminous  
Q What is the full form of CAPEX?  
A Common Expenditure  
A Constructive Expenditure  
A Capital Expenditure  
A Curative Expenditure  
Q What is the full form of EOQ?  
A Economic Order Quantity  
A Economic Overall Quantity  
A Expenditure on Ordered Quantity  
A Expenditure on Overall Quantity

M  
M

1 3  
0 4  
0 1  
0 1  
0 2  
1 3  
0 4  
0 1  
0 2  
0 3  
0 4