

APRIL - 1994

YB 497

BACHELOR OF OCCUPATIONAL THERAPY DEGREE EXAMINATION
SIXTH SEMESTER
NEW REGULATION

PAPER II O.T. ORGANISATION , ADMINISTRATION
WORK STUDY

Use: Three hours

Max.marks: 100

Answer any FIVE Questions

All questions Carry equal marks

Define Organization. What are important topics taken into account for organizational considerations. Describe in detail.

Describe methods of administration in Occupational Therapy department of General Hospital with emphasis on clinical matters.

What is progress Record. Write in detail progress note of 50 year old Hemiplegic person in convalescent stage following stroke.

What precautions will you take while treating a Carpenter with Cerebellar Ataxia. Describe comprehensive Occupational Therapy to improve his coordination.

Specify main objectives of Ergonomics. Describe energy saving and joint protection techniques in treatment and management of Arthritis.

Write notes on:

1. Job analysis
2. Purpose of staff meetings
3. Categories of work

~~Redundant~~

NOVEMBER - 1994

ND 817

Bachelor of Occupational Therapy Degree Examination.

Sixth Semester

(New Regulations)

Paper II O. T. Organisation, Administration work study.

Time: Three hours

Max. Marks: 100

Answer any FIVE questions

All Questions carry equal marks

1. Define work and explain its importance to a 36 year old ataxic tailor.

2. Discuss how you would go about ordering of equipments and materials in a prevocational training unit for adult boys.

3. How would you modify a paediatric O.T. Department into an adult O.T. department?

4. Write briefly about the maintenance and storing of occupational therapy materials.

5. Discuss the teaching methods you will consider for assistants and occupational therapy students at out patient unit.

6. Write notes on
 - a. Joint protection technique.
 - b. Petty cash.
 - c. Medical records.
 - d. Flow diagram.

NOVEMBER - 1995

MB 947

**BACHELOR OF OCCUPATIONAL THERAPY
DEGREE EXAMINATION
(NEW REGULATIONS)**

**Sixth Semester
Paper-II O.T. Organisation, Administration,
work study**

Time: Three hours

Max. Marks:100

Answer any Five questions.

All questions carry equal marks.

Section - A

- 1. As a Principal, how will you organise an Occupational Therapy school in a government medical college.**
- 2. Write briefly about the maintenance and storing of Occupational Therapy equipments and materials.**
- 3. Prepare your own Higer functions, Hand functions, ADL and pre vocational evaluation form for Neurology patients.**
- 4. Discuss about medico-legal aspects in rehabilitation. Write in brief its importance for occupational therapist.**

5. What is staff meeting? How it helps in departmental administration?

6. Write notes on:

- a). Workmen's compensation Act**
- b). Medical record section**
- c). Hospital necessary supply stores**
- d). Productivity**

OCTOBER - 1996

(PK 947)

BACHELOR OF OCCUPATIONAL THERAPY
DEGREE EXAMINATION

Revised (~~1996~~) REGULATIONS)

SIXTH SEMESTER

PAPER II - O.T. ORGANISATION, ADMINISTRATION
AND WORKSTUDY

Time: Three hours

Max:100 marks

Answer any FIVE Questions

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All Questions carry equal marks

SECTION - A

1. What is Ergonomics? Describe various energy saving techniques.
2. Analyse the job of a primary school teacher.
3. How would you organise a picnic for a group of CP Children at a seaside resort.
4. Outline the legal aspects related to rehabilitation.
5. Describe the components of ADL. How would you assess a patient with right sided stroke in ADL.

6. Write notes on:

- a) Referrals
- b) Causes of decreased productivity
- c) String diagram
- d) Records

OCTOBER - 1997

[MS 947]

BACHELOR OF OCCUPATIONAL THERAPY DEGREE
EXAMINATION.

Sixth Semester

(New/Revised Regulations)

Paper II — O.T. ORGANISATION, ADMINISTRATION AND
WORK STUDY

Time : Three hours

Maximum : 100 marks

Answer Sections A and B in separate answer books.

SECTION A

1. Write an essay on any ONE of the following : (20)
 - (a) Plan an assessment form for hand functions in a specialised hand trauma unit.
 - (b) Plan and organise an O.T. department in a half-way home for psychiatric patients.
2. Write short notes on any SIX : (6 × 5 = 30)
 - (a) Types of correspondences.
 - (b) String diagram.
 - (c) Categories of work.
 - (d) Workman's compensation act.
 - (e) Annual budget.
 - (f) Productivity.
 - (g) Sheltered workshop.
 - (h) Budget.

[MS 947]

SECTION B

3. Write an essay on any ONE of the following : (20)
 - (a) Characteristics of a good working environment and explain its ergonomic evaluation.
 - (b) Analysis of the job of a motor mechanic and evaluation of its suitability for a person with Hansen's disease.
4. Write short notes on any SIX : (6 × 5 = 30)
 - (a) Care of hand tools.
 - (b) Stock inventory.
 - (c) Annual report.
 - (d) Referrals.
 - (e) Statistical graphs.
 - (f) Staff meeting.
 - (g) Objectives of ergonomics.
 - (h) Energy saving techniques.

APRIL - 1998

[SV 947]

Sub. Code : 5307

BACHELOR OF OCCUPATIONAL THERAPY
DEGREE EXAMINATION.

Sixth Semester

(Revised Regulations)

Paper I — OT ORGANISATION, ADMINISTRATION AND
WORK STUDY

Time : Three hours

Maximum : 100 marks

Answer Sections A and B in separate answer books.

SECTION A

1. Write an essay on any ONE of the following : (20)
 - (a) Analyse the job of a mechanic to assess its suitability for a paraplegic.
 - (b) Plan an assessment form to evaluate the home situation during a home visit.
2. Write short notes on any SIX : (6 × 5 = 30)
 - (a) Clinical supervision.
 - (b) Energy conservation.
 - (c) Define productivity.
 - (d) Importance of work study.
 - (e) Safety at the work place.
 - (f) Referrals.
 - (g) Methods of filing.
 - (h) Care of the typewriter.

SECTION B

3. Write an essay on any ONE of the following : (20)
 - (a) Evaluation of students in the clinical area. Suggest methods of providing feedback.
 - (b) Design an office using the principles of Ergonomics for a patient with low backache.
4. Write short notes on any SIX : (6 × 5 = 30)
 - (a) Poor design of seating.
 - (b) Causes of decreased productivity.
 - (c) Working condition—lighting.
 - (d) Workmens Compensation Act.
 - (e) Records.
 - (f) Costing of Splints.
 - (g) Inventory.
 - (h) Define Organisation.

OCTOBER - 1998

[SM 947]

BACHELOR OF OCCUPATIONAL THERAPY DEGREE
EXAMINATION.

Sixth Semester

(New/Revised Regulations)

Paper II — OT ORGANISATION, ADMINISTRATION AND
WORK STUDY

Time : Three hours

Maximum : 100 marks

Answer Sections A and B in separate answer books.

SECTION A

1. Write an essay on any ONE of the following : (20)
 - (a) Analyse the job of a secretary to assess its suitability for a patient with Rheumatoid Arthritis.
 - (b) Plan an assessment form for ADL, to evaluate patients in a community set-up.
2. Write short notes on any SIX : (6 × 5 = 30)
 - (a) Work simplification.
 - (b) Process charts.
 - (c) Budget.
 - (d) Categories of work.
 - (e) Store keeping.
 - (f) Care of the type writer.
 - (g) Working condition—sound.
 - (h) Problems students face in the clinical area.

SECTION B

3. Write an essay on any ONE of the following . (20)
 - (a) Methods of instructing students in the clinical area.
 - (b) Design a kitchen ergonomically for a patient with Motor Neuron disease.
4. Write short notes on any SIX : (6 × 5 = 30)
 - (a) Prearrangement of work.
 - (b) Factors affecting productivity.
 - (c) Purpose and need to work.
 - (d) Poor design of seating.
 - (e) Annual reports.
 - (f) Types of correspondence.
 - (g) Costing of aids.
 - (h) Staff meetings.

APRIL - 1999

[SG 947]

**BACHELOR OF OCCUPATIONAL THERAPY
DEGREE EXAMINATION.**

Sixth Semester

(New/Revised Regulations)

**Paper II — OT ORGANISATION, ADMINISTRATION
AND WORK STUDY**

Time : Three hours Maximum : 100 marks

Answer Sections A and B in separate answer books.

SECTION A

1. Write an essay on any ONE of the following : (20)
 - (a) Role of O.T. in production workshop.
 - (b) O.T. Function related to workprocess.
2. Write short notes on any SIX : (6 × 5 = 30)
 - (a) Problem solving in practical activity
 - (b) Work measurement
 - (c) Ergonomics in relation to backpain
 - (d) Categories of work
 - (e) Distribution of work
 - (f) Medico legal cases
 - (g) Sheltered workshop.

SECTION B

3. Write an essay on any ONE of the following : (20)
 - (a) Plan an assessment form for Hemiplegia
 - (b) The values of industrial O.T.
4. Write short notes on any SIX : (6 × 5 = 30)
 - (a) Costing of splints
 - (b) Records
 - (c) Care of sewing machine
 - (d) Inventory check
 - (e) Precautions for epileptic patients
 - (f) Case conference
 - (g) Methods of filing
 - (h) Hand functions assessment form

APRIL - 2000

[KB 954]

Sub. Code : 5607

B.O.T. DEGREE EXAMINATION.

Sixth Semester

(Revised Regulations)

**Paper I — O.T. ORGANISATION, ADMINISTRATION
AND WORK STUDY**

Time : Three hours

Maximum : 100 marks

Answer Section A and B in separate answer books.

SECTION A

1. Write an essay on any ONE of the following : (20)

(a) Analyse the job of a secretary to assess its suitability for a patient with Rheumatoid arthritis.

(b) Plan an assessment form to evaluate the home situation during a home visit.

2. Write short notes on any SIX of the following :
(6 × 5 = 30)

(a) Work simplification

(b) Budget

(c) Care of the type writer

(d) Problems students face in the clinical area

(e) Method of filing

(f) Safety at work place

(g) Energy conservation

(h) Process chart.

SECTION B

3. Answer any ONE of the following : (20)

(a) Design a kitchen ergonomically for a patient with molar neuron disease.

(b) Evaluation of students in clinical area. Suggest methods of providing feedback.

4. Write short notes on any SIX of the following :
(6 × 5 = 30)

(a) Purpose and need to work

(b) Define organisation

(c) Annual Report

(d) Picnic programme for patients

(e) Staff meetings

(f) Poor design of seating

(g) Costing of aids

(h) Records.

OCTOBER - 2000

[KC 954]

Sub. Code : 5607

B.O.T. DEGREE EXAMINATION.

Sixth Semester

(Revised Regulations)

**Paper I — O.T. ORGANISATION, ADMINISTRATION
AND WORK STUDY**

Time : Three hours Maximum : 100 marks

Answer Section A and B in separate answer books.

SECTION A

1. Write an essay on any ONE of the following . (20)

(a) Explain aspects of administration in general and in relation to OT work situations. Outline principles of administration.

(b) Analyse the home keeping abilities for a lady with T₅ level complete cord transaction.

**2. Write short notes on any SIX of the following :
(6 × 5 = 30)**

(a) Care and maintenance of wood working equipments.

(b) Referrals – Purpose and types.

OCTOBER - 2000

- (c) Methods of filing.
- (d) Objectives of Ergonomics.
- (e) Joint protection techniques.
- (f) Work simplification.
- (g) General safety in OT department for an hemiplegic patient.
- (h) A.D.L assessment form.

SECTION B

3. Answer any ONE of the following : (20)

(a) Design a kitchen ergonomically for a Rheumatoid arthritis patient of 30 years.

(b) Discuss in detail with diagram considerations for construction of a new department.

4. Write short notes on any SIX of the following :
(6 × 5 = 30)

(a) Hand function evaluation form.

(b) Requirements and methodology to conduct a group game for 10 children with mild to moderate Mental Retardation.

(c) Staff meeting.

(d) Define Ergonomics. Describe scope of Ergonomics in Occupational Therapy.

(e) Records.

(f) Types of Correspondence.

(g) Difference between community based Rehabilitation and Institution based Rehabilitation.

(h) Prime programme for Spinal Cord injury patients.