

BOT DEGREE EXAMINATION
(Regulations for the candidates admitted from 2010-2011 onwards)
FOURTH YEAR
PAPER I – ORGANIZATION AND ADMINISTRATION IN OT

Q.P. Code: 786165

Time: Three hours

Maximum: 100 Marks

I. Elaborate on:

(2 x 20 = 40)

1. Define ergonomics. Describe various work simplification and energy saving techniques.
2. How would you organise a sports programme for a group of C.P children?

II. Write notes on:

(8 x 5 = 40)

1. Explain the purpose of job analysis.
2. Outline legal aspects related to rehabilitation.
3. Purpose of staff meeting.
4. Stock inventory.
5. Statistical graphs.
6. Line of responsibility.
7. Costing of splints.
8. Sound working condition – explain.

III. Short answers on:

(10 x 2 = 20)

1. Petty cash.
2. Flow diagram.
3. Medical records.
4. Referrals – types.
5. Define organization.
6. Financial benefits available for the disabled.
7. Staff patient ratio.
8. Components of work evaluation.
9. Reports.
10. Organogram.
