

Govt. College of Nursing ,Jaipur

IGNOU Study Centre 2316

Offline (Face to Face)Counseling Schedule BSCN (Practical & Theory)

Course Name:- Nursing Administration

Course Code :-BNSL210,BNS210

Total Sessions :-22.5 (Each Session 4Hrs.)

Total Hours:- BNSL210 -90

Total Hours:- BNS210-24

Time:- 08:00-12:00PM

01:00-05:00PM

w.e.f.029th Jan 2024 to 11th Feb.2024(Total days:- 14 days)

SN	Date	Activities	Hours	Timing	Name of Counselors	
1.	29/01/2024	Prepare an organization chart of your hospital/department CHC and describe the channels of communication. Do the presentation for peer group	16	08-12Noon	Dr. Samta Soni Dr. BL sharma	
				01-05PM	Dr. Samta Soni Dr. BL sharma	
				08-12Noon	Dr. Samta Soni Dr. BL sharma	
	30/01/2024	01-05PM		Dr. Samta Soni Dr. BL sharma		
	31/01/2024	Select a specific clinical area. Develop a checklist to assess effective functioning of it. Give 3 positive and 3 negative comments of the clinical unit		08	08-12Noon	Dr. Samta Soni Dr. BL sharma
					01-05PM	Dr. Samta Soni Dr. BL sharma
2.	01/02/2024 & 02/02/2024	Prepare a checklist for supervision of a staff nurse. Use the same checklist for self-evaluation.	10	08-12Noon	Dr. Samta Soni Dr. BL sharma	
				01-05PM	Dr. Samta Soni Dr. BL sharma	
				08-10AM	Dr. Samta Soni Dr. BL sharma	
	02/02/2024	Prepare questions for interviewing a staff nurse for appointment.		02	10-12Noon	Dr. Samta Soni Dr. BL sharma
3.			10	01-05PM	Dr. Samta Soni Dr. BL sharma	

	02/02/2024 & 03/02/2024	Preparation of a duty roaster/rotation plan for one month for Staff Nurses.		08-12Noon	Dr. Jogendra Sharma Mrs. Priti Nair
				01-03AM	Dr. Jogendra Sharma Mrs. Priti Nair
	03/02/2024 & 04/02/2024	Do the presentation of personnel policies which you have studied of your institution(under self-activity No. 7)	07	03-05PM	Dr. Jogendra Sharma Mrs. Priti Nair
				08-12Noon	Dr. Jogendra Sharma Mrs. Priti Nair
4.	04/02/2024- 07/02/2024	Prepare a 5 days in-service education programme for nursing staff of your institution on Infection Control /Emergency Care/ICCU/OT/any other area. Presentation of the plan followed by discussion.	24	01-05PM	Dr. Jogendra Sharma Mrs. Priti Nair
				08-12Noon	Dr. Jogendra Sharma Mrs. Priti Nair
				01-05PM	Dr. Jogendra Sharma Mrs. Priti Nair
				08-12Noon	Dr. Jogendra Sharma Mrs. Priti Nair
				01-05PM	Dr. Jogendra Sharma Mrs. Priti Nair
				08-12Noon	Dr. Jogendra Sharma Mrs. Priti Nair
	07/02/2024	Do the presentation of the disciplinary action taken by the authority for solving the problem based on selfactivityNo.11	04	01-05PM	Dr. Jogendra Sharma Mrs. Priti Nair
5.	08/02/2024	Present the report of a performance appraisal based on self-activity No. 11.	04	08-12Noon	Dr. Jogendra Sharma Mrs. Priti Nair
6.					
7.	Theory Sessions 08/02/2024	Block 1Nursing administration and management	02	01-03PM	Dr. Samta Soni
8.	08/02/2024	Block 1Nursing administration and management	02	03-05PM	Dr. Jogendra Sharma

9.	09/02/2024	Block 1Nursing administration and management	02	08-10AM	Dr. BL sharma
10	09/02/2024	Block 2 Organization of nursing service and administration	02	10-12Noon	Dr. Samta Soni
11	09/02/2024	Block 2 Organization of nursing service and administration	02	01-03PM	Mrs. Priti Nair
12	09/02/2024	Block 2 Organization of nursing service and administration	02	03-05PM	Dr. Jogendra Sharma
13	10/02/2024	Block 3 Personnel and financial management	02	08-10AM	Mrs. Priti Nair
14	10/02/2024	Block 3 Personnel and financial management	02	10-12Noon	Dr. BL Sharma
15	10/02/2024	Block 3 Personnel and financial management	02	01-03PM	Dr. Samta Soni
16	10/02/2024	Block 4Communication in Nursing	02	03-05PM	Dr. Jogendra Sharma
17	11/02/2024	Block 4Communication in Nursing	02	08-10AM	Dr. BL sharma
18	11/02/2024	Block 4Communication in Nursing	02	10-12Noon	Dr. Jogendra Sharma
19	11/02/2024	01-05Noon	Practical Examination		

Note :- Name and Sessions of Counsellors can be change as per their availabilty


Programme -Incharge