

1805/204
COMMUNITY HEALTH, ADMINISTRATION
AND MANAGEMENT
March/April 2025
Time: 3 hours



THE KENYA NATIONAL EXAMINATIONS COUNCIL
CRAFT CERTIFICATE IN SOCIAL WORK AND COMMUNITY
DEVELOPMENT
MODULE II

COMMUNITY HEALTH, ADMINISTRATION AND MANAGEMENT

3 hours

INSTRUCTIONS TO CANDIDATES

*This paper consists of **FOURTEEN** questions in **TWO** sections; A and B.
Answer **ALL** the questions in **BOTH** sections in the answer booklet provided.
Maximum marks for each part of a question are as indicated.
Candidates should answer the questions in English.*

This paper consists of 3 printed pages.

**Candidates should check the question paper to ascertain that all
the pages are printed as indicated and that no questions are missing.**

SECTION A (40 marks)

Answer ALL the questions in this section.

1. Identify **four** teaching methodologies that may be used in health promotion. ✓ (4 marks)
2. Name **four** parts of the female reproductive organ. (4 marks)
3. Explain **two** essential components of food security. (4 marks)
4. Differentiate between 'organic' and 'inorganic' waste. (4 marks)
5. Outline **four** principles that govern the implementation of primary health care. (4 marks)
6. State **four** roles of an office administrator in an organization. (4 marks)
7. Identify **four** roles of logistics in supply chain management. (4 marks)
8. Outline **four** ways that a manager may use to motivate employees in an organization. (4 marks)
9. Differentiate between 'recurrent expenditure' and 'development expenditure'. (4 marks)
10. State **four** objectives of supply chain management. (4 marks)

SECTION B (60 marks)

Answer ALL the questions in this section.

11. (a) State the use of each of the following first aid items:
 - (i) antiseptic solutions; (1 mark)
 - (ii) roller bandage; (1 mark)
 - (iii) pair of scissors; (1 mark)
 - (iv) triangular bandage; (1 mark)
 - (v) safety pin. (1 mark)
- (b) Explain **five** factors that may promote good nutrition in the community. (10 marks)

12. (a) State **five** situations that may cause let down reflex in breast feeding mothers. (5 marks)
- (b) Explain each of the following stages in the chain of disease transmission:
- (i) infections agent; (2 marks)
 - (ii) reservoir; (2 marks)
 - (iii) portal of exit; (2 marks)
 - (iv) mode of transmission; (2 marks)
 - (v) portal of entry. (2 marks)
13. (a) Highlight **five** functions of a computer in an organisation. (10 marks)
- (b) State **five** roles of a chairperson in a meeting. (5 marks)
14. (a) Explain each of the following types of accounts as used in financial reporting:
- (i) asset accounts; (2 marks)
 - (ii) liability accounts; (2 marks)
 - (iii) revenue accounts; (2 marks)
 - (iv) equity accounts; (2 marks)
 - (v) expenses accounts. (2 marks)
- (b) State **five** challenges facing National Social Security Fund (N.S.S.F) in Kenya. (5 marks)

THIS IS THE LAST PRINTED PAGE.