

Published exclusively for  
the Staff of Montefiore Hospital  
Pittsburgh 13, Pennsylvania

Montefiore Hospital is a Beneficiary Agency of the United Jewish Federation

Volume 2 Number 3

March, 1960

MESSAGE FROM THE ADMINISTRATOR

My message to you this month is really a plea for the United Jewish Federation in its endeavor to secure funds to carry on its mission. The Federation has four important functions:

- A. It subsidizes the Hospital, helping it to meet its payroll and to accomplish many of its improvements. Everyone here is a direct beneficiary, both in wages and in working conditions.
- B. It contributes monies towards fighting any attempt to hurt minority groups here and throughout the U. S. A. Since our country is made up of minority groups - if one is not safe, none is safe.
- C. It assists in a group work program for improving living conditions for young people. The Irene Kaufmann Settlement is an example.
- D. It renders support to the State of Israel. By its example, it helps preserve the integrity and safety of every national group.

Need I say more? Give to the U. J. F., and give from the bottom of your hearts.

Sincerely yours,

Sidney M. Bergman  
Executive Director

The requests are to be made on the "Special Antibiotic Requisitions" and are to be sent along with the charge form to the Pharmacy. This applies to the following antibiotics:

Kanamycin	(Kantrex)
Novobiocin	(Cathomycin, Albamycin) and combinations thereof: (Panalbs, Alba-Penicillin, Cathocillin)
Ristocetin	(Spontin)

Complete cooperation is requested in this matter. Questions, suggestions or constructive criticism should be directed to the office of the Executive Director.

#### 50TH ANNIVERSARY

The weekend of June 18 and 19 will mark the Grand Anniversary and Reunion of the Nurses' Alumnae Association in their celebration of years of service to the community.

A series of events will take place; among them a Dinner-dance at the Golden Hilton Hotel on the evening of June 18. All members of the Medical Staff will be most welcome to attend to pay tribute to the 650 graduates.

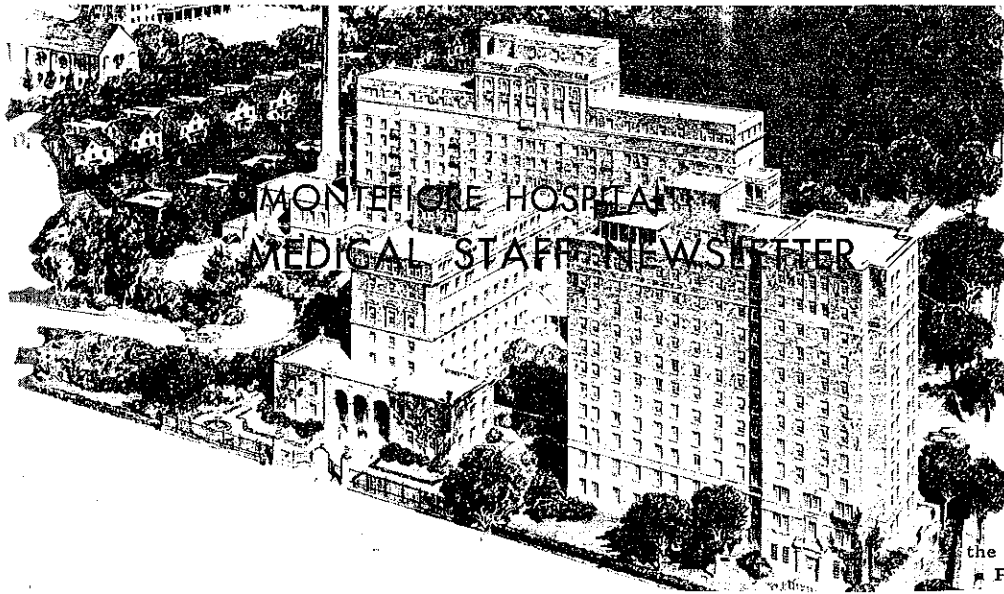
#### DR. SEYMOUR KRAUSE ATTENDS INSTITUTE

The Mexican Institute of Cardiology will be host to the American College of Cardiology for the second time in the College's history. Among 10 outstanding heart specialists from the United States who will participate is our own Dr. Seymour Krause. The Post-graduate program is offered that scientists may exchange medical experiences and information.

#### DR. CHARLES GROSSMAN - INSTITUTE PARTICIPANT

Dr. Charles Grossman, Director of the Division of Encephalography, will offer the Post-graduate training course on electroencephalography at the annual meeting of the American Academy of Neurology in Miami Beach. The basic theme of the meeting, slated for the Eden Roc Hotel from April 25 - 30th, is "EEG and Epilepsy in Childhood".

Participating panelists have been chosen from laboratories throughout the country engaged in research related to brain maturation, and the ontogenetic factors involved in the electro-clinical classification of epilepsy. The courses on Post-graduate Neurology will concentrate on Child Neurology. The EEG course will be concerned with convulsive disorders in childhood.



Published exclusively for  
the Staff of Montefiore Hospital  
Pittsburgh 13, Pennsylvania

---

Montefiore Hospital is a Beneficiary Agency of the United Jewish Federation

---

Volume 2 Number 4

April, 1960

---

### DISASTER DRILL, MAY 7

The University of Pittsburgh and 13 hospitals including Montefiore, Braddock General, Homestead, Magee, Mercy, McKeesport, Presbyterian-Woman's, Sewickley Valley, Suburban General, Shadyside, St. Clair Memorial, Veterans (Oakland), and West Penn will participate in the annual Disaster Drill for Pittsburgh and Allegheny County on Saturday, May 7 from 9 a. m. until 3 p. m.

"Operation Prep Pitt III", as the drill is entitled, will feature exhibits on methods of community survival and self care at the Pitt Field House. The Pitt Football Stadium will be the scene of emergency first aid demonstrations, the first aid station, the make-up of casualties, and monitoring for radiation. These activities will be open to the public, free of charge.

Simulated casualties, to be distributed among the 13 participating hospitals, will include radiation and biochemical injuries, open wounds, fractures, and burns.

F. C. Jackson, M.D. is Chairman of the Executive Committee; D. W. Clare, M.D. heads the Disaster Committee for the County Medical Society; J. H. Engelmohr is responsible for the Hospital Council of Western Pennsylvania Committee.

Dr. Sidney A. Rosenberg is Director of the Disaster Program here at Montefiore Hospital. Dr. Raymond Stept is Chairman of the Disaster Committee while Dr. Arnold Sampson is Assistant Chairman. These three men will be notified simultaneously of the disaster after the administrative officer has received word. Then Doctor Phillip J. Rosenthal, staff members, and the intern and resident staff will be alerted in that order.

All interns and residents will go to their assigned stations. All physicians will report to Dr. Phillip J. Rosenthal in the Doctors' Lounge. Those assigned to teams or specific duties will go directly to the area specified for their teams. The X-ray, Pathology, Hematology, and Anesthesia Departments will report to their usual areas as will the Pharmacy Staff. Those not assigned will wait until Dr. Rosenthal appoints them to an area.

Dr. Sidney Rosenberg will direct the Triage Area. The Emergency Room has been designated for this purpose, since the Post-Operative Recovery Suite now occupies the quarters which were used as the Triage Area during the last Disaster Drill rehearsal.

Those physicians in charge of specific areas are as follows: Dr. Arnold Sampson, 3-South; Dr. Harry Fisher, 1-South; Dr. Raymond Stept, Operating Room; Dr. Jay Silverberg, Hematology; Dr. Harvey Mendelow, Pathology; Dr. P. J. Rosenthal, Reserve Group in the Doctors' Lounge.

Dr. Lloyd David will be in charge of the Shock Ward; Dr. Burton Neft, Burn Ward, Dr. S. Rosenbloom, Treatment and Post-Operative Ward; Dr. S. Isaacson, Expectant Care Ward; Dr. Y. D. Koskoff, Neurosurgical Ward; Dr. H. A. Pober, E. O. R.; Dr. H. Klieger, O. P. D.; Dr. M. Fader, Oral Surgery; Dr. W. J. Finegold, Obstetrics.

The Pittsburgh Police Department will handle the traffic control problem. The 3-South station will be used as an Information Center for the funnelling of news to press, radio, and television stations.

#### UNIVERSITY OF PITTSBURGH TEACHING APPOINTMENTS

All members of the General Surgical Teaching Staff who have been actively engaged in the undergraduate surgical teaching program have been given teaching appointments at the University of Pittsburgh, it was announced by Dr. Sidney Rosenberg, Director of the Program and now Assistant Clinical Professor of Surgery.

Originally, six-week period assignments were given to Junior students, merely as an experimental measure. However, since September 1959, five or six Senior students were assigned to the group every three weeks, and teaching was confined to the field of General Surgery. They could then elect to remain for an additional three weeks or enter a specialty with another institution associated with the University.

To explain the program a little more thoroughly, the three-week period for the Senior students was spent in Surgical Service 1, 2 and 3, a week at a time for each. In addition, they were responsible for complete work-ups and reports on these work-ups,

of any cases assigned to them. Recitations were given by them on various subjects three or four times a week, they attended O. P. D. Clinics three times weekly, and served in the Operating Room an equal number of times. Attendance at four weekly surgical departmental meetings were required of them. Among these were the meeting of the Journal Group and the Clinico Pathological Conference, the Out-patient Department follow-up, the Mortality Conference and grand rounds. A weekly medical conference as well as a weekly neurology conference were on their agendas.

A rather unique innovation in the teaching program at Montefiore, not found in many hospitals, has been the assignment of students to the various physicians' private offices, where they were able to see new cases as well as observe the follow-up of standing cases. Should some of these patients have entered the Hospital, students made rounds with the physician to see the patient on the service, both pre-operatively and post-operatively.

The General Surgical Staff, the Resident Surgical Staff and the students were unanimous in their enthusiasm for the program. The fact that the students were well-satisfied with this program is evidenced by their desire to return to Montefiore Hospital for their three weeks of elective work.

PLEA TO AN M. D. (any M. D.)

The doctor is a worthy gent;  
His patients claim he's heaven-sent  
The man is knowing, erudite;  
But, holy cats! He just can't write!

The surgeon's hands are deft and skilled,  
The surgeon's head is know-how filled.  
Yet why----since he's so doggone bright----  
Cannot the surgeon learn to write?

Dear sons of old Hippocrates,  
Pray hear a troubled nurse's pleas:  
Remember that the gals in white  
Have got to read the stuff you write!

Your physicals and histories,  
Like Dead Sea Scrolls, are mysteries;  
Your order sheets make nurses squint;  
So pleas, Dear Sirs, write right ---or print!

### ANNUAL INTERN PICNIC APPROACHES

Refreshments, presentation of gifts, and the annual Intern Show are the items on the agenda for the Intern Picnic to be held on June 24 at the Green Oaks Country Club. It's a fun-filled affair, and we're looking forward to having everyone there.

THE FESTIVITIES ARE OPEN TO MEMBERS OF THE INTERN AND RESIDENT STAFF, THE MEDICAL STAFF, AND TO THOSE PERSONS INVITED BY THE INTERN COMMITTEE.

HAVE YOU NOTICED the new ceiling, the new dark room and the new patient waiting rooms in the X-ray Department?

### PERHAPS A GERIATRICS CLINIC ?

A proposal to establish a Geriatrics Clinic in the Hospital was reviewed with interest by Dr. Claire Ryder and Miss Eileen Lester of the United States Public Health Service.

### MEDICAL STAFF ELECTS OFFICERS

The new officers for the coming year elected at the Medical Staff Meeting on Thursday, April 28 are:

President- Mayer S. DeRoy, M. D.

Vice-President- Phillip J. Rosenthal, M. D.

Secretary-Treasurer- Lloyd G. David, M. D.

### JOINT CONFERENCE COMMITTEE MEETS

The Joint Conference Committee of the Hospital met on April 8 at the Concordia Club. The Joint Conference Committee is composed of representatives from the Board of Trustees, the Medical Staff, and Administration and acts as a liaison committee for making recommendations in areas of mutual interest and concern.

### CHANGES IN THE THERAPIES

As a result of the changes being made in the X-ray Department, plans are being developed to move the Physical Therapy and Occupational Therapy Departments close to each other so that they may have more space in which to carry out their specific functions.

CHANGES IN INTERN AND RESIDENT STAFF

Annual intern and resident staff changes will become effective July 1. Thirteen of our residents will stay to enter residencies at Montefiore. They are: Drs. Muzaffer Baykal and Corazon Perez in Pathology; Drs. Ricardo Alerre, Manuel Arjona, and Harold Glick in Surgery; Drs. Stanton Elias and Carl Klodell in Ophthalmology; Drs. Victoria Enrile and Talip Talibi in Internal Medicine; and Drs. Hayti Kanmaz, Enrique Mendosa, Joseph Stein, and Ozdemir Demir in Anesthesia.

The residents who will be leaving are: Drs. Ilhan Bumin, Manfred Cohen, Irineo Nacino, Houshang Berjis, Herbert Croft, Morton Goldstein, David Lidd, Omer Sonbay, Melvin Fader, Pablo Areza, Cristina Domingo, Ismail Sensel.

Four of our intern staff will take up residencies here. They are: Drs. Phillip Balk and Alan Bress in Internal Medicine; Dr. Manuel Hechanova, Ophthalmology; and Dr. James Frank in Pathology.

Drs. Robert Fine, Jaime Franco, Harvey Klein, Herman Klieger, Howard Reidbord, Alan Snyder and Jack Levkowitz are the interns who will be leaving Montefiore.

Seven new residents will join us in July. They are: Dr. Bahattin Ozyazici, Surgery; Dr. Leslie Salov, Ophthalmology; Dr. Adolfo Zlotolow, Internal Medicine; Dr. Jaun Vilella, Allergy; Dr. Sherman Spatz, Oral Surgery; Dr. Sung Lee, Obstetrics; and Dr. Manuel Gomez, Anesthesia.

Fourteen new interns will begin their training on July 1. They are: Ronald Berkman, Michael Cherington, Leonard Epstein, Leon Goggin, Richard Kalla, Marvin Levick, Joel Merenstein, Janet Pineer, Arnold Plotkin, Paul Pretter, Leonard Rubenstein, Arnold Snitzer, Richard Thorpe, and William Stept.







---

Montefiore Hospital is a Beneficiary Agency of the United Jewish Federation

---

Volume 2 Number 5

May, 1960

---

### UMPIRE EVALUATION ON DISASTER DRILL "FAVORABLE"!

The evaluation given to Montefiore Hospital by the umpires assigned to us during the May 7 Disaster Drill, OPERATION PREP PITT III, was a favorable one.

"This year's performance was greatly improved," their report stated. They attributed this to our having learned from the experience gained in last year's mock disaster.

The Emergency Room, as you all know, was designated at the Triage Area in lieu of last year's location, since the installation of the Post-operative Recovery Suite was completed. All 70 casualties received by us were processed through the Triage Area within 15 minutes. Outside organization was very well synchronized with inside activity. As a result, the Emergency Room has been designated as a permanent Triage Area.

A vote of thanks is due each and every member of the Staff who participated for the earnest cooperation given and for the systematic regulation maintained throughout the test.

### MONTEFIORE STAFF MEN PARTICIPATE IN REGIONAL MEETING

Five of our Medical Staff members actively participated in the sessions at the last Combined Regional Meeting of the American College of Physicians. The region included Ohio, West Virginia and Western Pennsylvania.

Doctors B. L. Stolzer, J. H. Barr, Jr., C. H. Eisenbeis and H. M. Margolis made up the panel on "Diffuse Vasculitis Seen in Patients with Rheumatoid Arthritis Treated with Adrenal Cortical Steroids". Dr. R. L. Wechsler explained the "Effects of a Large Meal and Cigarette Smoking on the Human Brain and Cardiovascular System".

The Meeting was headquartered at the Deshler-Hilton Hotel in Columbus though some of the sessions took place at the Ohio State University Student Union. Dr. H. P. Lewis, President of the American College of Physicians was the principal speaker at the Banquet.

DR. R. L. WECHSLER PRESENTS PAPER

Dr. R. L. Wechsler presented a paper on "The Effect of Cigarette Smoking and Intravenous Nicotine on Cerebral Blood Flow and Metabolism" at the Conference on the Cardiovascular Effects of Nicotine and Smoking held under the auspices of the New York Academy of Sciences on March 24, 25 and 26th at the Cornell University Medical College in New York.

HAVE YOU NOTICED . . . . .

- (a) the new lighting facilities in the X-ray Department?
- (b) that the Allergy Lab has been moved to the 2nd floor of the Out-patient Department Building into the area formerly occupied by the Blood Bank - - - and that it has been completely refurnished and re-equipped by the Hospital?
- (c) that the Patient Examining Room on the 3rd floor has been relocated to the area opposite the patient elevator on the same floor? This came about as a result of revisions in Central Supply.
- (d) the excellent coverage the Hospital received in the Sunday, May 22, issues of the Pittsburgh Press? The Family Magazine section carried a page on Miss Marilyn Grauer, our Chief Dietitian, and the story on Susan Klein, the 1 lb. 9 oz. premature baby who survived, made the FRONT PAGE.
- (e) that the X-ray Department film storage area has been moved to a new storage area on the 1st floor of the Out-patient Department Building?

(f) that the automatic film processor is being installed in the central area?

DON'T FORGET - - - the Intern Picnic on June 24 at the Green Oaks Country Club in Verona!

NURSES' ALUMNAE ASSOCIATION CELEBRATES 50th ANNIVERSARY

Members of the Nurses' Alumnae Association of the Hospital will be expecting to meet the Medical Staff at the Registration Session and Coffee Klatsch in the Nurses' Residence on Saturday, June 18, any time between the hours of 10 a. m. and 2 p. m. The Board of Trustees and Administrative Staff have also been invited to help mark the half-century of existence of the group.

Other events on their agenda will be their participation in the Class of 1960 graduation exercises on June 15, and an opportunity to renew friendships at class members' homes on the evening of June 17. A dinner-dance at the Golden Hilton (and cocktail party) is set for Saturday evening. On Sunday morning they will tour the Hospital and Nurses' Residence. At 1 p. m. on Sunday afternoon, they will attend an Award Luncheon in Webster Hall where a skit of the 50-year history of the Organization will be presented by alumnae members and awards will be announced. Guest of Honor will be Mrs. Katherine Baumann Blank of Clairton, Pa., the oldest living member of the first graduating class (1910).

Their reason for being has been to assist you throughout the years and to watch over and help the patients you have entrusted to their care . . . so won't you drop in for a minute to say "Hello" and "Thank You"?

DID YOU KNOW THAT applications for admission to the School of Nursing will not be taken after May 31st? If you have any referrals to make, will you please meet the deadline, or if you know of any interested prospects, will you please pass the word along?

YOU ARE INVITED --- to attend the Graduation exercises for the Class of 1960 in the Rodef Shalom Temple on June 15 at 8 p. m. Guest speaker will be Dr. Rufus Rorem, Executive Director, Hospital Planning Association of Allegheny County.

"THANK YOU" from the student nurses to all those on the Staff who contributed to the success of their raffle and spaghetti dinner. The funds were used to defray the expenses of publishing their yearbook.

AT YOUR SERVICE - - - - - SOCIAL SERVICE!

And we emphasize "At Your Service". The Social Service Department is an integral part of the hospital and stands ready to help any patient and/or his family with the social and emotional problems related to illness or problems associated with the effective utilization and medical care. Patients may be referred, regardless of income, economic status, or room assignment in the hospital. Illness is no respecter of persons and problems associated with illness may be as traumatic for the "well-to-do" person as for the person without funds. A few specific cases where our services have proved invaluable are:

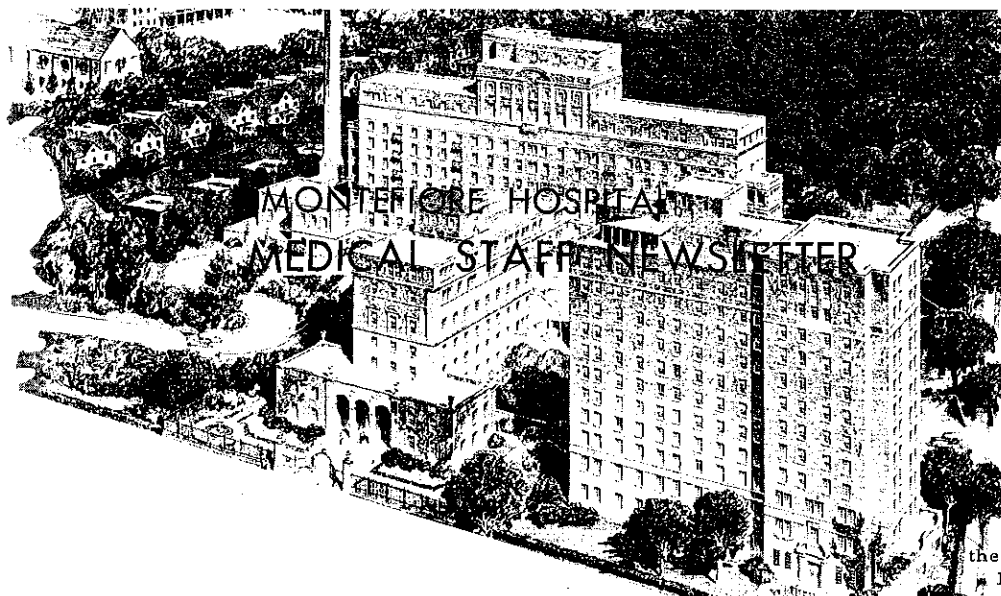
- (a) Where a family needed help in finding a suitable nursing home for an elderly family member.
- (b) When a pre-surgical patient panicked at the news that he must have an amputation.
- (c) When a couple with a Mongolian baby needed help in deciding what to do with their child.
- (d) Where a doctor was interested in family counselling for a gastric ulcer patient when he recognized the connection between the patient's failure to respond to treatment and the tensions in his family life.
- (e) An ophthalmologist was concerned about the restlessness of his post-operative "retinal surgery" patient.

The Social Service Department staff, composed of trained Social Workers with Masters' Degrees in Social Work, welcome any referrals you care to make. You may refer patients or their families directly to us or you, yourself, may secure the information you need from us concerning the resources available in Pittsburgh and Allegheny County, such as rehabilitation centers, psychiatric treatment facilities, audiology services, schools for the mentally retarded, nursing homes, etc.

Just call us on Extensions 301, 302, 303, 304

or

Stop and see us on the 1st floor of the O.P.D. Building.



Published exclusively for  
the Staff of Montefiore Hospital  
Pittsburgh 13, Pennsylvania

---

Montefiore Hospital is a Beneficiary Agency of the United Jewish Federation

---

Volume 2 Number 6

June, 1960

---

### EMERGENCY ADMISSIONS REVIEW COMMITTEE

The Committee on the Review of Emergency Admissions reported its findings for the period from March 1 to March 27 at the May 12 meeting of the Medical Executive Committee. The committee reported on 204 admissions during this time, and this matter received regular review.

Three recommendations were made as a result of this report:

- 1) That a doctor be assigned either on a permanent or a rotation basis to review all admissions . . .
- 2) That the feasibility of establishing a committee to determine what an emergency is, what diagnoses are considered emergencies, and to prepare a list of diagnoses which would be considered emergencies, be explored . . .
- 3) That the Emergency Admissions Review Committee continue to review the admissions.

Three procedures were unanimously adopted at the meeting:

- a) The Staff will be circularized to the effect that there will be a daily review of all emergency admissions . . .
- b) The Chief Medical and Surgical Residents will be responsible for reviewing and reporting to the Committee . . .

<u>Interns Leaving</u>	<u>Specialties</u>	<u>Destination</u>
Dr. Robert Fine	Radiology	Cincinnati General Hospital Cincinnati, Ohio
Dr. Jaime Franco	General Practice Resident	Suburban Hospital Bethesda, Maryland
Dr. Harvey Klein	Pathology	Veterans Administration Hospital Pittsburgh
Dr. Herman Klieger	Pathology	Veterans Administration Hospital Pittsburgh
Dr. Jack Levkowitz	Dental Residency	Arizona
Dr. Howard Reidbord	Pathology	Veterans Administration Hospital Pittsburgh
Dr. Alan Snyder	Surgery	West Penn Hospital, Pittsburgh
Dr. Manuel Hechanova	Ophthalmology	Eye & Ear Hospital, Pittsburgh

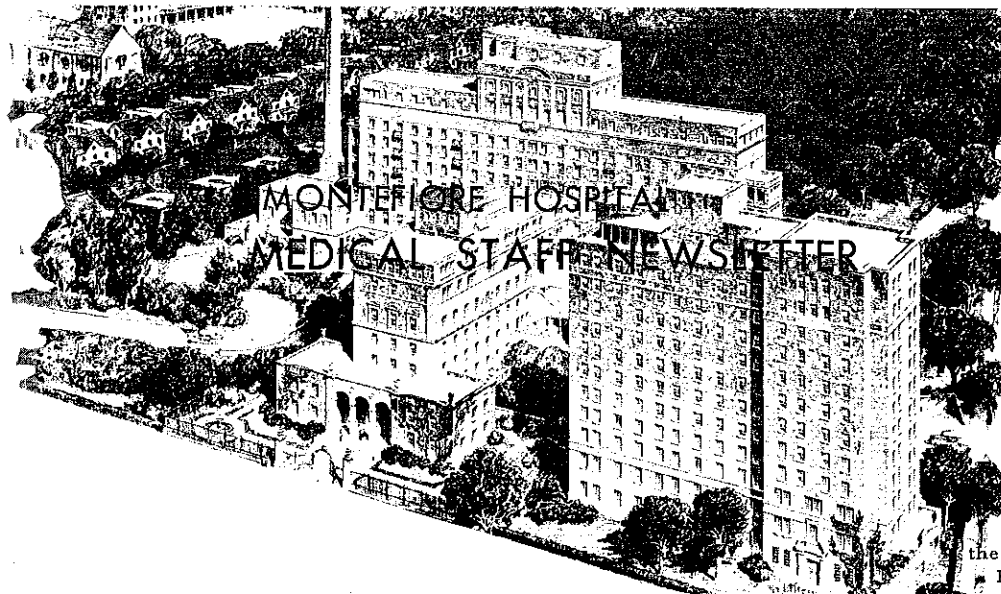
Incoming Interns

Ronald Berkman  
Michael Cherington  
Leonard Epstein  
Leon Goggin  
Richard Kalla  
Marvin Levick  
Joel Merenstein  
Janet Pineer

Arnold Plotkin  
Paul Pretter  
Leonard Rubenstein  
Arnold Snitzer  
Richard Thorpe  
William Stept

Medical School Attended

University of Pittsburgh  
University of Pittsburgh  
University of Pittsburgh  
Howard University  
University of Pittsburgh  
University of Pittsburgh  
University of Pittsburgh  
University of Pittsburgh  
Royal Free Hospital School of Medicine  
England  
University of Pittsburgh  
University of Louvain - Belgium  
University of Pittsburgh  
University of Pittsburgh  
University of Pittsburgh  
University of Pittsburgh



Published exclusively for  
the Staff of Montefiore Hospital  
Pittsburgh 13, Pennsylvania

---

Montefiore Hospital is a Beneficiary Agency of the United Jewish Federation

---

Volume 2    Number 7

July, 1960

---

### PARKING LOT KEYS

New keys for the Doctors' Parking Lot are now available at the Cashier's Office for members of the Active Staff and for those of the Courtesy Staff who request them. It will be necessary to use the keys during the morning hours only. The lot will be open in the afternoon. Since the old keys are obsolete, we ask that you obtain your new one as soon as possible.

### CHEST X-RAY PROGRAM REVIEWED

The Medical Executive Committee, in inspecting the Admissions Chest X-ray Program, stated that for good and sufficient reason only should a routine chest x-ray NOT be done at the time of the patient's admission. The attending physician must also indicate on the chart of the patient that this procedure be held in abeyance until feasible.

### IDENTIFICATION STICKERS FOR ISOLATION CASES

Special identification stickers will be used in the Hospital for infectious or isolation cases for more thorough patient and personnel protection. Personnel have been notified of this.

Stickers have been distributed to Medical Staff members, while a letter explaining the rules and regulations has been sent to all Staff men and Department Heads. Recommendations regarding the treatment of Hospital personnel with infections have also been given.

As previously reported, it is necessary that all foreign medical graduates be certified, either standard or temporary, by December 31, 1960, which means the last opportunity to take the examination prior to this is in September of 1960. All Montefiore residents to whom this applies have either been certified or are to take the ECFMG examination in September, 1960.

#### UTILIZATION COMMITTEE ESTABLISHED

The establishment of Utilization Committees in hospitals in Pennsylvania is a result of the joint efforts of the Medical Society of the State of Pennsylvania and the Hospital Council of Western Pennsylvania.

Utilization Committees are formed within the medical staff of a hospital to assure that all of the in-patient service given is necessary and could not be provided as effectively in the home, office, hospital out-patient department or some other more appropriate, available facility. In general, it will function by reviewing and evaluating charts of discharged in-patients. It may also concentrate on daily screening of cases admitted to the hospital. It will devote particular attention to the following areas:

- Unnecessary admissions
- Excessive length of in-patient stay
- Delay in use or over-use of x-ray, laboratory and other diagnostic and therapeutic facilities
- Delay in consultation and referral.

The first meeting of the recently-formed Utilization Committee was held to finalize its organizational structure primarily. At the second meeting on June 23, its method of operations was developed and a large number of charts reviewed were discussed by the committee members present. The next meeting is scheduled for July 28 at 12 Noon in the Recreation Room of the Nurses' Residence. The purpose of this conference will be to continue the work of the Committee.

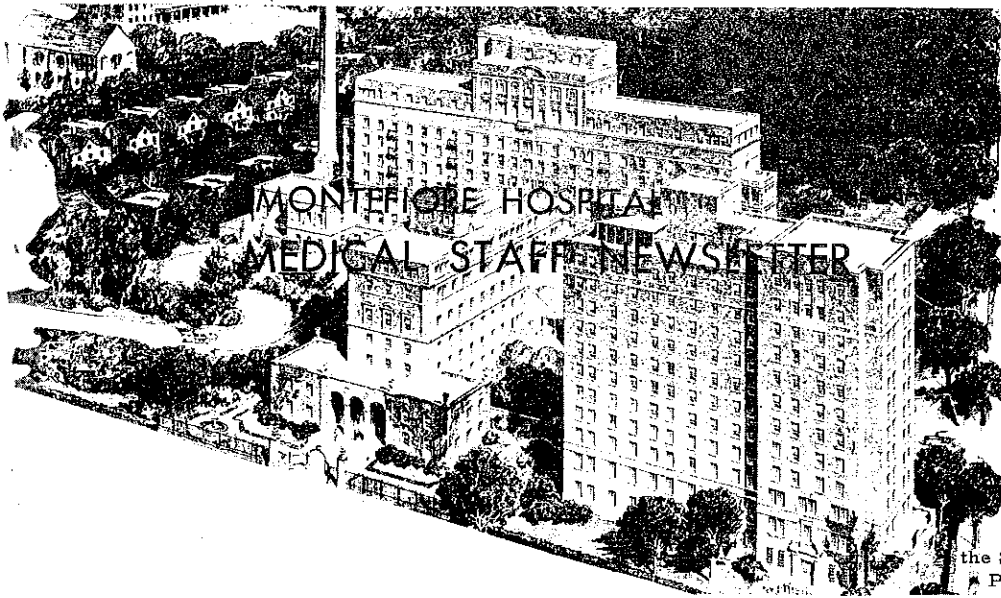
To date here at Montefiore, approximately 250 charts have been reviewed by the 15-member Committee. Dr. Lloyd G. David is the Chairman.

#### TELEPHONE IN NURSES' STATION

The Nursing Department has asked us that Medical Staff members please lend their cooperation by limiting their use of telephones in the Nursing Stations to essential calls only. Because of the limited number of telephones, many calls have to wait to get through if physicians use these telephones to dictate patient histories, physicals, and other patient data to their office.

Your cooperation will be greatly appreciated.





Published exclusively for  
the Staff of Montefiore Hospital  
Pittsburgh 13, Pennsylvania

---

Montefiore Hospital is a Beneficiary Agency of the United Jewish Federation

---

Volume 2 Number 9

September, 1960

---

### ATTEMPT TO ELIMINATE BOTTLENECKS ADMISSION

To emphasize the importance of discharging and admitting patients with the maximum amount of ease, we have obtained permission to reprint the following letter which you have already received:

Dear Doctor:

There was a joint meeting of representatives from the Nursing Department, Admitting Office, Housekeeping Department, Credit Office, Laboratory, X-ray Department and Administration to discuss the problem of late admissions, and the feasibility of admitting patients earlier so that the interns and residents will have sufficient time to take adequate histories and physical examinations.

After thorough discussion, certain bottlenecks were identified and recommendations to eliminate these obstacles are as follows:

1. Doctors should tentatively discharge their patients the day before so that Mrs. Bowser, Admitting Officer, will know at 8 a. m. each day how many beds are available for assignment. Patients can be admitted starting at 11 a. m.; no one is to be admitted after 1 p. m.
2. The Housekeeping Department will have teams prepare rooms immediately following the patient's discharge.
3. The hospital will make forms available to pre-register patients and facilitate the work of the Admissions Office.