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LHB4**CHALMERS HOSPITAL**

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26 Plans, 1965

Introduction

Chalmers Hospital owes its foundation to a bequest made by the Edinburgh plumber and burgess, George Chalmers (1773 – 1836). Chalmers left the residue of his estate to the ‘Dean and Faculty of Advocates for the express purpose of founding a New Infirmary or Sick and Hurt Hospital, or by whatever name it may be Designed’. The money was, at first, insufficient for that purpose and so it was invested in Government stock. By 1854 it had increased sufficiently for the Faculty to purchase Lauriston House with its 7½ acres of ground. 2 acres were reserved for the hospital and the rest was feued. The house was let out as a boarding school. The money was again allowed to accumulate.

In 1860 building of the hospital began to the plans of architect J Dick Peddie. There were to be 48 beds in 4 wards. In February 1864 the two lower wards opened to non – paying patients. In 1872 the two upper wards opened to patients who could pay 3/- per day.

In 1887 a small apartment for nurses was opened. It lay between the wine cellar and the mortuary. By 1892 many complaints were being received about the poor standard of nursing care. An extensive improvement programme was undertaken.

In 1939 the hospital was requisitioned by the Government for the reception of civilian casualties. In 1948, with the introduction of the Health Service, the hospital lost its private beds. In 1951 the Hospital for Diseases of Women in Archibald Place amalgamated with Chalmers Hospital, becoming its annexe.

From 1948 Chalmers Hospital came under the South Eastern Regional Hospital Board, being in the Edinburgh Central Hospitals Group until 1970 and thereafter with the Royal Infirmary of Edinburgh and Associated Hospitals. In 1974 it came under the South Lothian District of Lothian Health Board.

1 Records of Chalmers' Trust

The Records of the Chalmers' Trust are held by the Faculty of Advocates.

2 Minutes Of Chalmers' Trust

The Minutes of the Chalmers' Trust are held by the Faculty of Advocates.

3 Annual Reports, 1861 – 1949

Annual Reports contain reports by the Directors of the Hospital, Medical Reports and Abstracts of Accounts.

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|---|-----------|--|
| 1 | 1861-1892 | Annual Reports, 1867 and 1868 wanting. Bound with: |
| | | 1 Report of the Committee on Chalmers' Bequest, Jun 1862. |
| | | 2 Scheme of management for Chalmers' Hospital, Jun 1862. |
| | | 3 Interim regulations for the internal Management of Chalmers' Hospital, Mar 1864. |
| | | 4 Regulations for the Internal Management of Chalmers' Hospital, 1885. |
| 2 | 1864–1886 | Annual Reports, complete. Bound with Interim Regulations, Mar 1864. |
| 3 | wanting | |
| 4 | 1922–1949 | Bound volume. |

4 History of Hospital, 1926 – 1975 (including photographs)1 Magazine Articles, 1933

- 1 'Extensions and Improvements to Chalmers' Hospital', in *The Scottish Nurse*, volume VII no 4, Apr 1933, p 94.
- 2 'The Chalmers' Hospital, Edinburgh', in *The Nursing Mirror and Midwives' Journal*, volume LVII no 1465, 22 Apr 1933, p 67.
- 3 Letter about the Hospital in *Mirror and Midwives' Journal*, volume LVII no 1467, 6 May 1933, p 115.

2 Magazine Articles, 1970–1975

- 1 'Our New Associate: New Chapter in Chalmers' Hospital History', in *The Consultative*, volume 2 no 5, Jun 1970.
- 2 'From Chalmers' Hospital', in *The Consultative*, volume 2 no 11, Christmas 1972.
- 3 'Our New GP Unit', in *Royal Roundabout*, volume 1, no 2, summer 1975.

3 Boog Watson articles, 1960s

- 1a William N Boog Watson: 'Chalmers' Hospital, a Short History', with appendices. Typescript of book published by Messrs E & S Livingstone Ltd, 1964. The typescript has an extra appendix not in book which lists Hospital's physicians, surgeons, etc.
- 1b William N Boog Watson: revised draft for *A Short History of Chalmers' Hospital*, typescript, 1963
- 2 [William N Boog Watson] 'Chalmers' Hospital, Edinburgh, and its Training School for Nurses, 1864 – 1964'.
- 3 Another copy of above.
- 4 W. N. Boog Watson, *A Short History of Chalmers Hospital* E & S Livingstone Ltd, 1964

4 1964: Correspondence about W Boog Watson's article for *Nursing Times*, (8 items).

5 Miscellaneous Typescripts

- 1 Dates of interest, 1964 – 1974

2/

4 History of Hospital, 1926 – 1975 (including photographs)5 Miscellaneous Typescripts

2 'Clock in Nurses' Home'.

3 Typescript material for RIE Annual Report, entitled "Chalmers' Hospital".

6 Major A MacDonald Fraser: 'The Story of Chalmers' Hospital'.
Scrapbook of newspaper cuttings, copies of Annual Reports, invitation cards, ms notes, 1936 – 1964.

7 Photographs

1 Front exterior, 1964.

2 Back exterior, n.d.

3 Building work going on, 1960.

4 Mr Mitchell, porter, photocopy, [?19th century original].

5 I M Scott, Apr – Oct 1935.

6 J Monteith Bell, graduation photograph, n.d.

7 AH Rintoul, 1926.

8 Officer in academic dress, n.d.

9 Unidentified young man.

10 Unidentified young man.

11 Group of nurses holding Christmas drinks and sweets, n.d.

12 Surgeon carving Christmas turkey, n.d.

13 Nurse serving Christmas dinner, n.d.

14 Group of nurses: "Chalmers Retiral", n.d.

15 Aerial view of Chalmers Hospital (colour), n.d.

16 Rear view of Chalmers Hospital and gardens, n.d.

17/

4 History of Hospital, 1926 – 1975 (including photographs)7 Photographs

17 Rear view of Chalmers Hospital and gardens, n.d.

18 Chalmers Hospital ward with nurses, n.d.

19 Chalmers Hospital ward with nurses, n.d.

20 Chalmers Hospital ward with nurses, n.d.

21 Older operating theatre, with nurses, n.d.

22 Newer operating theatre with nurse, n.d.

23 Staff group photograph, with names, n.d. (2 copies)

24 Staff group photograph, n.d.

25 Group of nurses seated in garden, n.d.

26 Dr Sheena Junor, House Surgeon, who died in an accident in 1972

27 Slides relating to history of Chalmers Hospital

8 Ring binder containing typescript pages, photocopies and photographs relating to the history of Chalmers Hospital, n.d.

5 Administration, 1913 – 1985**1 General Administration, 1913 – 1949**

- 1 Clerk, Burgh of Edinburgh Insurance Committee to the Secretary, Chalmers' Hospital about the form of contract for Medical Benefit, 9 Oct 1913.
- 2 Chalmers' Hospital: Extracts from Minutes of Directors re National Insurance Act, Jan – Feb 1913.
- 3 Report on proposed additions to the Hospital to provide a suitable X-ray, and alterations to provide space for an electric lift, Mar 1931.
- 4 Report on Hospital Services prepared by the House Committee, [?1948].
- 5 Allocation of beds, 22 Nov 1949.
- 6 Analysis of consequences should a change over be made to paying wards, n.d.

2 Amalgamation with Hospital for Diseases of Women, 1949 – 1951

- 1 Hospital for Diseases of Women: Report on Medical Services, n.d.
- 2 Hospital for Diseases of Women: Draft proposal for amalgamation with Chalmers' Hospital, Jun 1949.
- 3 Another copy of above.
- 4 Chalmers' Hospital and Annexe: allocation of beds, 26 Jun 1951. Attached are extract from 'Scottish Hospitals Survey', 1946, and statistical table of allocations of gynaecological beds.
- 5 Proposals re-allocation of beds in Hospital and Annexe, 2 Jul 1951.
- 6 Drs Kennedy and Sturrock: Memorandum concerning the Gynaecological Department of the Hospital, Jul 1951.
- 7 Draft of above.
- 8 Medical Superintendent: Confidential memorandum on the allocation of gynaecological beds after the amalgamation, n.d.
- 9 Board of Management for Edinburgh Central Hospitals to Registrar, General Nursing Council for Scotland regarding the re – allocation of beds following amalgamation, 11 Aug 1951, copy.

5 Administration, 1913 – 1985**2 Amalgamation with Hospital for Diseases of Women, 1949 – 1951**

10 Inventory of equipment in Annexe, 24 Sep 1951.

11 Bed allocation in Hospital and Annexe, 5 Nov 1951.

12 Another copy of above.

3 General Administration, 1952 – 1980

1 Draft comments on proposal that the Central Board Group of Management assume responsibility for the administration of the Queen Mary Nursing Home [1952].

2 Scottish Hospital Service: 'Hospital Domestic Administration', 6 Feb 1961.

3 Chalmers' Hospital: Report of Sub – committee of Officers on accommodation required to replace the existing Casualty, Out Patient and Physiotherapy Departments, and Mortuary, etc, 28 Feb 1962.

4 Upgrading of wards: points in consideration by sub – committee, 6 Mar 1962.

5 Upgrading of wards: Report by committee appointed to review the ward accommodation and suggest improvements thereto, 7 Mar 1962.

6 South Eastern Regional Hospital Board: 'A Review of the Portering Services', Chalmers' Hospital, report of a work study, Oct – Nov 1963.

7 General administration papers, 1962 – 1980. 2 files.

8 Matron's records of expenditure, 1968 – 1972. 1 file.

9 Matron's correspondence, 1966 – 1967. 1 file.

4 General Administration, 1971 – 1985

1 Notes of changes that have taken place in the Hospital, 8 Apr 1971.

2 Chalmers' Hospital: Draft resumé of the year's work, 1972.

3 Notification that the Hospital building has been included in the list of Buildings of Special Architectural or Historical Interest, 27 May 1975.

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5 Administration, 1913 – 19854 General Administration, 1971 – 1985

4 Documents and correspondence relating to GP Centre, 1968 – 1975: minutes of meetings, 1970 – 1974; building documents; operational manual; staffing proposals, etc.

5 GP Unit, 1981 – 1985. Minutes of meetings; newsletters.

5 n.d. Address Book: Gives business addresses such as those of shops, suppliers of hospital equipment, engineering firms, newspaper offices, other hospitals. n.d.

6 1965 – 1966 Architects' Plans - Messrs Alison & Hutchison and Partners, Edinburgh.

1 Proposed New Ward, 2 copies.

2 Ward 4 - Upgrading.

3 Wards 1 and 3, 1969 – 1972. 6 plans.

4 a. Works Department plans for alterations to staff changing area. 1971 (2 rolled plans)

b. Architect's plan for alterations to staff changing area, 1970

5 Architect's plan: upgrading of Ward 2, 1964.

6 GP Unit: Architect's plan, 1965. 5 rolled plans.

7 1969 – 1975 Building Programme: documents and correspondence

1 GP Unit, 1969 – 1972.

2 Balconies, 1971 – 1972.

3 Patient accommodation, 1971 – 1975.

4 Staff accommodation, 1970 – 1973.

5 Main kitchen improvements, 1971.

6 Oxygen outlets, 1972 – 1973.

5 Administration, 1913 – 19858 South Eastern Regional Hospital Board

- A
- 1 Cost of provisions, 1961 – 1966
 - 2 Public Works and Building Programme, 1971.
 - 3 Medical Certificates Provision, 1948.
 - 4 SERHB Regional Contracts, 1962 – 1967.
 - 5 Fuel consumption, 1951 - 1957.
- B Salmon Senior Nursing Strategy, 1966 – 1971. Documents relating to the Salmon Report and SNSC, 1966 – 1971.
- C Administrative correspondence, 1960 – 1973.
- 9 Equipment Registers, 1952 – 1974
- 1 File containing documents relating to issue of equipment, 1971 – 1974 and lists of special equipment, n.d.
 - 2 Theatre inventories, 1952 – 1969. Bound volume with loose papers inserted.

6 Finance and Assets, 1947 – 1960

- 1 1949–1952 Analysis of Hospital Expenditure.
- 2 1947 Lists of Hospital properties and endowments.
- 3 1950–1960 Tenancies and Missives of Let
 - 1 Reminder to tenants of 30 Chalmers Street about allocation of days for hot water for baths, etc, 31 Mar 1950, copy.
 - 2–3 Missive of let for Gatehouse: Andrew James McMahon, 1951.
 - 4–6 Missive of let for Lodge: Michael Boyce, Nov 1854. Original and two signed copies.
 - 7 Board of Management for Edinburgh Central Hospitals to Matron, Chalmers' Hospital sending a missive of let for signature, 20 Dec 1960.
 - 8 Missive of let for Gatehouse, Lauriston Place: James S Grieve, 1952.

7 Staff Addresses and Registers, 1894 – 1978

- 1 1940s Addresses of 'present staff and staff who have left'.
- 2 1894 – 1915 Nurses Register giving each nurse's progress reports, examination results, etc.
- 3 1903 – 1937 Register of Nursing Staff, giving name, date of entry, previous occupation, references, parents' address, date of leaving and reason. Indexed.
- 4 1959 – 1962 One volume:
 - 1 Register of Probationers, giving name, date of birth, date of commencement of training and of examinations.
 - 2 Register of nurses giving name, age, periods of practical experience and examination dates.
- 5 1961 – 1964 Register of Probationers giving same sort of information as no 4 above. Notebook marked 'Sister Tutor, Records'.
- 6 1896 – 1978 Auxiliary staff: file of cards giving names, addresses, dates of birth, dates of entering and leaving post, previous employment.

8 Nursing: Documents and Correspondence, 1941 – 1982

The following documents deal with duties both of nurses and domestics, rules, staff establishments, training of nurses, salaries of nurses and domestics, etc.

1 Rules for Nursing Staff

- 1 Rules for nurses at Chalmers Hospital, n.d., printed notice
- 2 Typescript copy of above
- 3 Framed copy of above
- 4 Rules for nursing staff at Longmore Nurses' Home, 31 July 1951

2 Employment of Nurses, 1959-1961

- 1 South Eastern Regional Hospital Board: instructions re: appointment of Nursing Auxiliaries under 18 years of age, 1959
- 2 South Eastern Regional Hospital Board: reasons contributing to the Shortage of Female Nursing Staff, Sept 1961

3 Matron's Duties, 1949-1950

- 1 The Royal College of Nursing: Extract from conditions of appointment and standing orders for Matrons in hospitals, November 1949
- 2 Draft agreement for appointment of the Matron in charge of the Chalmers Hospital Annexe, 10 Nov 1950
- 3 Draft agreement for appointment of the Matron in charge of the Chalmers Hospital Annexe, 17 Nov 1950
- 4 Standing Orders for Matron in charge of Chalmers Hospital Annexe, 17 Nov 1950
- 5 Matron Chalmers Hospital: draft standing orders, November 1950
- 6 Senior Matron Chalmers Hospital: draft standing orders, 17 Nov 1950
- 7 Senior Matron Chalmers Hospital: Standing Orders, n.d.
- 8 Ministry of Health Central Health Services Council *Report of the Committee of the Internal Administration of Hospitals*, 1954

8 Nursing: Documents and Correspondence, 1941 – 19824 Nurses' Duties: General, n.d.

1-5 Timetable of duties: probationers, night nurse, extra nurse, staff nurse

6-7 Timetable of duties, public wards: probationers, first extra nurse

8-9 Timetable and examples of duties of auxiliary nurses

10 "Seven Juniors – Week's Duty Rota"

11 Nursing staff: job descriptions and duties, 1970s

5 Nurses' Duties: Wards 5 & 6, n.d.

1 Ward 5: bed locations, extra work for each day of the week

2-9 Ward 5: timetable of duties, all grades of nurses

10 Pre-operative treatment

11-15 Ward 6: timetable of duties, all grades of nurses

16 Ward 6: timetable of nurses off duty

17 Wards 5 & 6: nurses' nights off

6 Nurses' Duties: Surgical Cases, n.d.

1 Annexe: theatre nurse's duties

2 Gynaecology Ward: nurses' duties

3 Gynaecology Ward: post-operative treatment

4 Surgical ward nurses' handbook: draft, 1979

5 *Chalmers Hospital Surgical Unit: Ward notes for nurses 1976*

6 *Chalmers Hospital Surgical Unit: Ward notes for nurses 1979*

7 *Chalmers Hospital Surgical Unit: Notes for House Surgeons n.d.*

8 Nursing: Documents and Correspondence, 1941 – 19827 Duties of Maids and Charwomen, n.d.

- 1 Charwomen's work in Homes and Hospital
- 2 First Dining Room maid's duties
- 3 Second Dining Room maid's duties
- 4 Duties of maids in public and private wards, etc.
- 5-7 Cleaning to be done in various departments

8 Salaries and Superannuation: Nurses and Cooks, 1941-1960

- 1 British Hospitals Association: "Nursing Salaries", 13 Aug 1941
- 2 Auxiliary Nurses' salaries, n.d.
- 3 Salaries of individual nurses, 1 April 1943, with projected salaries on new scale at March 1944, March 1945
- 4 Pencil notes on staff salaries, 2 Nov 1945
- 5 Salaries of individual nurses, March 1945, with projected salaries on new scales at April 1946, April 1947
- 6-8 Salaries of cooks, n.d.
- 9 Superannuation: nursing and domestic staff, 1948
- 10 Salaries and emoluments of individual sister and [nurses], 18 Jan 1960

9 Nursing and Domestic Staff Establishments, 1950-1960

- 1
 - 1 Nursing Staff Establishments, Edinburgh Central Hospitals, 1950
 - 2 Nursing Staff Establishment: documents and correspondence, 1951-1962
 - 3 Nursing staff establishment: documents and correspondence, 1969-1972
- 2 Chalmers Hospital Annexe: Matron's proposals for staffing 6 beds for gynaecological patients, July 1951
- 3/

8 Nursing: Documents and Correspondence, 1941 – 19829 Nursing and Domestic Staff Establishments, 1950-1960

- 3 Chalmers Hospital Annexe: domestic staff establishment, 1952
 - 4 Chalmers Hospital Annexe: residential staff, 4 April 1952
 - 5-8 Extra staff required to commence 48 hour working week for Hospital's nursing staff, Nov 1953
 - 9 Student nurses' timetable of duties for 48 hour working week, n.d.
 - 10 Specimen of nursing staff hours of work and off duty rota for 95½ hour fortnight, n.d.
 - 11 Nursing staff on salary sheet, and extra student nurses required, 12 May 1954
 - 12 Table of nurse staffing for each ward, Oct 1954
 - 13-17 Papers about the introduction of a 44 hour week for nursing staff, 1958-1959
 - 18 List of total number of student nurses and sisters, and of bed numbers in different wards, etc, n.d.
 - 19 Accommodation for nurses in Chalmers Hospital and Home and at Archibald Place, n.d.
 - 20 Staff accommodation at Chalmers Hospital, 7 July 1960
 - 21 Nurses' accommodation at Chalmers Street House, n.d.
 - 22 Staffing: rotas; documents, 1963-1971
 - 23 Nursing staff: documents and correspondence, 1970-1977
 - 24 Nurse staffing: monthly returns, 1977-1979 (3 plastic wallets)
 - 25 Nursing staff: off-duty book, 1978-1980
- 10 Rough notes about Staffing, 1960 (10 items)

8 Nursing: Documents and Correspondence, 1941 – 198211 Nursing: Miscellaneous, 1951-1981

- 1 Agenda for meeting of Nursing Committee, 6 July 1951
- 2 Suggested agenda for Nursing Sub-committee, [1951]
- 3 Sisters' meetings: minutes
 - 1 1972-1982 (ring binder)
 - 2 1975-1977 (envelope)
- 4 Nurse report forms and references, 1973
- 5 Night report books, 1974-1980 (6 volumes)
- 6 Chalmers Hospital Nurses' League annual newsletter, 1970-1971
- 7 Chalmers Hospital Nurses' League annual newsletter, 1980-1981
- 8 ICN Ethics of Nursing Committee: "Nursing Ethics: An International Code", n.d., printed sheet

12 Nursing: Printed Pamphlets, 1943-1955

- 1 "Report of the Committee on Minimum Rates of Wages and Conditions of Employment in connection with Special Arrangements for Domestic Help", presented to Parliament by Minister for Labour and National Service, HMSO 1943
- 2 Dept. of Health for Scotland: "Scottish Nurses' Salaries Committee, 3rd Report", HMSO 1944
- 3 Dept. of Health for Scotland, Scottish Health Services Council: "The Work of Nurses in Hospital Wards", HMSO 1955
- 4 Dept. of Health for Scotland, Scottish Health Services Council: "The State Enrolled Assistant Nurse in the National Health Service", HMSO 1955
- 5 Royal College of Nursing: "Agreements and Standing Orders for Matrons, Sister Tutors, Sisters, Staff Nurses", n.d., folder of printed leaflets

8 Nursing: Documents and Correspondence, 1941 – 198213 “Nurses and Doctors”, 1880

Photocopy of article on systems of nursing, by a nurse, in the *Edinburgh Medical Journal*, vol 25 part 11, 1880

14 Matron’s Correspondence

1 with medical staff, 1970-1977

2 administrative correspondence, 1962-1970

3 administrative correspondence, 1970-1980

4 documents and correspondence relating to Edinburgh Lothian Health Council visits, 1977

15 Senior Nursing Staff

1 notes of nursing officers’ meetings, nursing circulars, duties, job descriptions, 1974-1978

2 senior nursing staff meetings: minutes, 1978

3 meeting of Divisional Nursing Officers with Senior Nursing Officers, 1979

16 Applications and Appointments

1 Applications and letters of appointment: caretakers, 1951-1962

2 Staff references, 1960-1962, 1972-1973

3 Dressmaker: letter of appointment, 1962; price of nurses’ uniforms

4 Receptionist and telephonist: documents and correspondence relating to appointments, 1967 and 1971

5 Catering staff: documents and correspondence, 1966-1974 (2 files)

9 Nurses' Training School, 1938 – 1980**1 Nurse Training Registers**

- 1 Register of trained nurses, 1938-1958 (Bound volume)
- 2 Register of nurses in training, 1958-1964 (Bound volume)
- 3 Register of nurses in training, 1961-1968. Details of duties, holidays, sick leave, examination results (Bound volume)
- 4 Register giving each nurse's attendance record for the different parts of the syllabus, and her examination results, 1964-1965
- 5 Register giving each nurse's attendance record for the different parts of the syllabus, and her examination results, 1965-1966
- 6 Register giving each nurse's attendance record for the different parts of the syllabus, and her examination results, 1967
- 7 Register of nurses not completing training (3 volumes)
 - 1 1938-1948
 - 2 1949-1959
 - 3 1960-

2 Nurse Training Records and Reports

- 1 Record of GNC examination passes, 1937-1967 (Small bound volume with loose papers inserted)
- 2 Summary record of each nurse's training, including lectures attended and examinations passed, 1951-1962
- 3
 - 1 Class examination results, 1954-1962
 - 2 Class examination results, 1962-1967
- 4 Record of study blocks, including class roll calls and description of syllabuses for the various blocks, 1956-1960
- 5 Sisters' reports on nurses in training, 1956-1961
- 6 Lectures and tutorials. Notebook giving attendance at the various lectures, etc., 1962-1965

9 Nurses' Training School, 1938 – 1980**3 Nurse Training Documents and Correspondence**

- 1 Nurses' prize-givings: documents and correspondence, 1962–1967
- 2 Nurse training: details of lecture timetables; examination papers; training programmes. Also some material on training school expenditure, 1962–1967
- 3 Royal College of Nursing: documents and correspondence, 1962–1973
- 4 Nurse training: transcripts; correspondence relating to references, etc, 1963–1980
- 5 Nurse Training: documents and correspondence, 1962–1972
- 6 Nurse education: loose correspondence and documents, 1970-1979
- 7 Matron's correspondence relating to nurse training
- 8 Nurse training: documents relating to training programmes; correspondence relating to individual nurses
- 9 Nursing and midwifery advisory structure in Scotland: composition of area consultative committees. Loose, n.d.
- 10 Management training requirements for nurses and midwives: loose LHB document, n.d.

4 Miscellaneous documents

- 1 Set of documents regarding enrolment into Training School, eg application form , copy of rules, etc
- 2 Counterfoil book for issue of permits for Training School Badge, 1958-1969
- 3 Examples of certificates awarded
- 4 List of lectures and lectures with developments proposed in estimate year re equipment, 27 July 1961
- 5 Programme for annual prize-giving, 31 May 1967
- 6 Speech made by Matron of Training School, n.d.
- 3 Isabella Crichton Prize: book plate

9 Nurses' Training School, 1938 – 1980**5 Extension of Training School**

- 1-7 Correspondence re inclusion of former Hospital for Diseases of Women in Chalmers Hospital Training School, 1949-1950
- 8 Copy particulars of hospital and its Training School sent to General Nursing Council for Scotland, November 1949
- 9 Copy particulars of hospital and its Training School sent to General Nursing Council for Scotland, March 1951
- 10 Preliminary Training School statistics, and number of annexe beds opened, 1952

6 South Edinburgh School of Nursing, 1962-1967

- 1 South Eastern Regional Nurse Training Committee: School of Nursing: loose documents, letter dated 1962
- 2 South Edinburgh School of Nursing: training programmes, GNC documents, 1963–1972
- 3 Board of Management for Edinburgh Southern Hospitals to Secretary, Board of Management for Edinburgh Central Hospitals re proposed extension of Nurse Training Scheme, 2 February 1965
- 4 Board of Management for Edinburgh Central Hospitals: circular about the three proposed general nurses' training schools in Edinburgh, 15 April 1965
- 5 South Eastern Regional Nurse Training Committee: circular about proposed South Edinburgh School of Nursing, 20 July 1965
- 6 Copies of above documents
- 7 South Edinburgh School of Nursing: correspondence, 1965–1977
- 8 South Eastern Regional Nurse Training Committee to Secretary, Edinburgh Central Hospitals Board of Management regarding Tutorial Staff in South Edinburgh School of Nursing 6 May 1966, copy
- 9 Board of Management for Edinburgh Central Hospitals to Secretary, South Edinburgh School of Nursing re the proposed Chalmers Hospital Centenary Fund, 5 December 1967
- 10 Agenda for meeting of School's Council, 12 December 1967

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- 9 Nurses' Training School, 1938 – 1980**
- 6 South Edinburgh School of Nursing, 1962-1967
 - 11 South Edinburgh Training School: records of student and pupil nurses' training and examinations, references, etc
- 7 North Lothian College of Nursing, 1971-1979
 - 1 Correspondence relating to pupil nurses, 1971-1979

10 Miscellaneous, 1932 – 19781 Fire Precautions, 1958

- 1 Scottish Hospital Service: “Hospital Fire Precautions”, booklet [1958]
- 2 “Principal Recommendations of Booklet on Hospital Fire Precautions”, 22 September 1958

2 Occasions, 1962

- 1 Carol sheets and Christmas lunch invitation list, 1962
 - 2 Christmas place cards, 1970. Names include Professor Romanes, Miss MacGregor, and various doctors and sisters (17 items)
 - 3 Dr Chalmers Davidson to Miss MacGregor thanking her for organising the party for him, 25 December 1974
 - 4 John Quillan[?] to Miss MacGregor thanking her for the gift and looking back with satisfaction on his past involvement in the hospital’s development, 1 August 1978
 - 5 Hospital Christmas card, n.d.
 - 6 Staff Christmas Dinner Menu, n.d.
 - 7 Order of Service of Thanksgiving for the life of James Frederick Strachan 1894-1978
 - 8 Obituary for Dr Sheena Junor, n.d.
- 3 Hymn book inscribed “Chalmers Hospital Edinburgh”, 1936
 - 4 Hymn book inscribed “Chalmers Hospital”, 1936
 - 5 Holy Bible and Church Hymnary inscribed “Chalmers Hospital”, n.d.
 - 6 Chalmers Hospital Staff Handbook (3 copies)
 - 7 Night Staff Crockery Book, 1967-1969
 - 8 *Lister at the Royal* by Donald F. Hay, 1977
 - 9/

10 Miscellaneous, 1932 – 1978

- 9 *The Consultative: 1870-1970 One Hundred Years in Lauriston* Vol.2 No.6 1970
- 10 Memorial for the Board of Management for Edinburgh Central Hospitals for Opinion of Counsel, regarding the proposed change of Chalmers Hospital's use to that of Eye Hospital, 1949
- 11 Circular from the Senior Administrative Medical Officer, SERHB, regarding vaccination against an outbreak of smallpox; also lists of staff to be vaccinated. January 1962
- 12 Typescript papers relating to text and statistics for Annual Report 1973

11 Admissions Registers, 1901 – 1907

Bound volumes giving, for each patient, date of admission, admission number, name, age, occupation, whether married, residence, native parish, by whom recommended, sex, whether medical or surgical, disease, system affected, duration and result of stay in hospital, operation and remarks.

1 Jan 1901 – Dec 1907

Admission Register No 6

12 Admissions Registers, Medical, 1908 – 1949

Bound volumes giving, for each patient, date of admission, admission number, name, age, occupation, whether married, residence, native parish, by whom recommended, disease, system affected, duration and result of stay in hospital, and remarks on the case.

- 1 Jan 1908 – Jan 1915
- 2 Jan 1915 – Mar 1922
- 3 Apr 1922 – Apr 1928
- 4 May 1928 – Oct 1934
- 5 Nov 1934 – Nov 1941
- 6 Nov 1941 – May 1949

13 Admissions Registers, Surgical, 1904 – 1954

Bound volumes giving names of Resident Surgeons, and, for each patient, case number, case book reference, name, age, sex, dates of admission, operation and discharge, address, by whom recommended, disease and treatment.

- 1 Dec 1904 – Dec 1912
- 2 Jan 1913 – Mar 1924
- 3 Mar 1924 – Apr 1930
- 4 May 1930 – Jan 1938
- 5 Jan 1938 – Dec 1943
- 6 Jan 1944 – May 1954

Inside cover states that new filing system starts. Acc 04/26.

14 Operations Registers, 1915 – 1983

Bound volumes giving names of resident surgeons, and, for each patient, his number, date of operation, name, age, number in register, name of surgeon who operated, and remarks on the operation.

1	May 1915 – Sep 1924	
2	Oct 1924 – Sep 1929	
3	Sep 1929 – Mar 1935	
4	Feb 1935 – Nov 1940	
5	Nov 1940 – Nov 1944	
6	Nov 1944 – Sep 1948	
7	Sep 1948 – Jan 1953	
8	wanting	
9	Jun 1956 – Mar 1961	
10	Apr 1961 – Mar 1968	
11	wanting	
12	Jan 1973 – Dec 1974	15/16 Theatre
13	wanting	
14	Jan 1976 – Dec 1977	
15	Jan 1978 – Nov 1979	
16	Nov 1979 – Apr 1981	
17	May 1981 – Jan 1983	

15 Out Door Patient Books, 1902 – 1953

Bound volumes giving, for each patient, name, address and Complaint. Later volumes give treatment as well.

1 Jul 1902 – Jan 1936

2 wanting

3 Jan 1949 – Jan 1953

16 Out Patient Registers, 1933 – 1952

Bound volumes giving, for each patient, register number, name, age, sex and address, by whom recommended, to whom recommended, diagnosis, and disposal - ie whether admitted, or when to report again.

- 1 Apr 1933 – Mar 1943
- 2 Mar 1943 – Mar 1948
- 3 Mar 1948 – Jan 1952

16A Out Patient Department Reports, 1926-1936

Loose sheets giving numbers of new surgical, medical, and aural patients; numbers of general and local anaesthetics; number of daily dressings; donations received.

1	OPD Reports, yearly	1926 – 1935	(10 items)
2	OPD Reports, monthly	1931	(12 items)
3	OPD Reports, monthly	1933	(10 items)
4	OPD Reports, monthly	1934	(12 items)
5	OPD Reports, monthly	1935, 1936 (July only)	(12 items)

17 Surgical Out Door Patient Books, 1923 – 1959

Bound volumes giving, for each patient, date seen, patient number, name, address, age, diagnosis of complaint and treatment.

- 1 Aug 1923 – Jun 1926
- 2 Jun 1926 – Sep 1928
- 3 Sep 1928 – Dec 1930
- 4 Dec 1930 – May 1935
- 5 May 1935 – Jun 1938
- 6 Jun 1938 – Nov 1941
- 7 Nov 1941 – Jan 1945
- 8 wanting
- 9 Apr 1946 – Dec 1948
- 10 wanting
- 11 Feb 1953 – Sep 1955
- 12 Sep 1955 – May 1959
- 13 Jun 1957 – Mar 1959

18 Anaesthetic Books, 1930 – 1978

Bound volumes giving, for each patient, his name, age, previous condition, number and date, type of anaesthetic used, effects of anaesthetic, remarks, initials of anaesthetist.

- 1 Jul 1930 – Dec 1934
- 2 Jan 1935 – Feb 1938
- 3 wanting
- 4 wanting
- 5 Sep 1946 – May 1949
- 6 Jun 1949 – Oct 1951
- 7 Oct 1951 – Nov 1954
- 8 Nov 1954 – Mar 1958
- 9 Feb 1958 – Apr 1961
- 10 May 1961 – Jul 1964
- 11 Jul 1964 – Dec 1967
- 12 wanting
- 13 wanting
- 14 Jun 1974 – Dec 1975
- 15 Jul 1968 – Jun 1978

19 Patients, Miscellaneous, 1956 – 1979

- 1 Notes on Patients: names of children under 14 years of age treated in the Hospital, Jun 1956 – Jun 1957.
- 2 Casualty register, 1964-1965 (Bound volume)
- 3 Index of diagnoses, 1975 (Large envelope)
- 4 Form reporting investigation of accident to patient, 1978
- 5 Correspondence relating to lost property of patient, 1979
- 6 Scottish hospital in-patient statistics with Chalmers breakdown (Large envelope)

20 Annexe Operations Books, 1964 – 1974

Bound volumes giving, for each patient, case number, date, name, age, ward, list (ie general, paediatric, etc), times of start and finish of operation, number of swabs, swab check, names of scrub nurse, surgeon, anaesthetist, type of operation.

- 1 Jan 1964 – Jun 1966
- 2 wanting
- 3 Aug 1967 – Apr 1968

21 Theatre/Operations and Swabs Registers, 1968 – 1974

Bound volumes giving, for each patient, name and number, age, operation number, date, surgeon, anaesthetist, swab nurse, type of operation, swab count, drains, etc, in patient.

- 1 May 1968–Dec 1970 Theatre Register
- 2 Jan 1971–Sep 1972 Operations and Swabs Register
- 3 Sep 1972–Jun 1974 Operations and Swabs Register

22 Porters, 1964 – 1974

- 1 File containing porters' duty lists, n.d.
- 2 Appointments to the post of porter: correspondence, 1964-1974. With list of duties, n.d.

23 General Practitioners Unit, 1978 - 1990

- 1 Folder containing:
 - 1 List of South Central Edinburgh Health Centres, District Nursing Officers and Specialist Services, June 1987
 - 2 List of General Practitioners eligible to use the GP Unit, 1.4.90-31.3.92
 - 3 Constitution and Rules of the General Practitioner Unit, n.d.
 - 4 Constitution and Rules of the General Practitioner Unit, August 1987
 - 5 Medical Staff Handbook: Chalmers Hospital – GP Unit, 1987
 - 6 SHHD papers relating to pay and conditions of service for general practitioners working in hospitals, 1979-1983
- 2 Chalmers Hospital General Practitioners Bed Unit survey, April 1978
- 3 Plans:
 - 1 Chalmers GP Unit, December 1990
 - 2 Chalmers Hospital Ground Floor (for electrical supply), n.d.
 - 3 GP Unit Basement, n.d.
- 4 Various presscuttings relating to cuts in NHS funding

24 Material of non-LHB Origin, 1943-1972

- 1 Department of Health for Scotland, 1943-1947
 - 1 *Scottish Nurses' Salaries Committee Second Report, 1943*
 - 2 *A National Health Service, 1944*
 - 3 *Scottish Nurses Salaries Committee Fifth Report and Supplementary Report, 1947*
- 2 Scottish Home and Health Department, 1964-1972
 - 1 *CS List 1: Cleaning Materials and Hardware, 1964/1965*
 - 2 *Hospital Equipment Information, Number 39, January 1972*
- 3 Scottish Health Services Council, 1962
 - 1 *Hospital Catering: Report by a Joint Committee of the Standing Medical Advisory Committee and the Standing Advisory Committee on Hospital and Specialist Services, 1962*
- 4 Scottish Hospital Service, n.d.
 - 1 *Report on Hospital Catering Trial, n.d.*
- 5 Royal College of Nursing, 1949-1965
 - 1 *Agreements and Standing Orders for Matrons, Sister Tutors, Sisters [and] Staff Nurses, 1949 (2 copies)*
 - 2 *Speller, S.R. Law Notes for Nurses, with supplement for Scotland, 1956*
 - 3 *The Problem of Providing a Continuous Nursing Service Especially in Relation to Night Duty, November 1958*
 - 4 *A Comprehensive Mental Nursing Service: the Part of the Ward Sister and Charge Nurse, April 1960*
 - 5 *The Duties and Position of the Nurse, February 1961*
 - 6 *Memorandum on Overtime Payments for Nursing Staff, November 1965*
 - 7 *The Home Care of Old People: Suggestions for Those Caring for Old People in their Own Homes, n.d.*

24 Material of non-LHB Origin, 1943-1972

- 6 Edinburgh City Council, 1969
 - 1 *Index of Facilities for Mental Health Problems and the Care of the Young and Chronic Sick and Aged*, February 1969
- 7 Scottish Association for Mental Health, 1960
 - 1 *Report of Scottish Study Group on Psychological Problems in General Hospitals*, 1960
- 8 The Nuffield Provincial Hospitals Trust, 1953
 - 1 *The Work of Nurses in Hospital Wards: Report of a Job-Analysis*, 1953
- 9 Department of Employment, 1971-1972
 - 1 *A Guide to the Industrial Relations Act 1971*, 1971
 - 2 *Industrial Relations: Code of Practice*, 1972
 - 3 *Industrial Relations Act 1971: Agency Shop Agreements*, 1972
 - 4 *Industrial Relations Act 1971: Rights of the Individual*, 1972
- 10 Journal Articles, 1950-1957
 - 1 Mayo, A. Dorothy "Principles of Committee Work: a series of seven articles on committee procedure: 1 Efficiency at Committee Meetings", reprinted from *Nursing Times* January-March 1950
 - 2 Minter, Sarah "Theatre Technique for Nurses", reprinted from *Nursing Mirror* 1952
 - 3 Hellier, Marjorie "The Art of "Saying a Few Words": some notes on public speaking for public speakers", reprinted from *Nursing Times* April-June 1957
- 11 Miscellaneous, 1960, n.d.
 - 1 "Experimental Course of Nurse Training at Glasgow Royal Infirmary", October 1960
 - 2 Morgan, Winifred F. "World Health Organisation – Fellowship Report", n.d.
 - 3 Henderson, Virginia "The Basic Principles of Nursing Care" (draft), n.d.

25 Chalmers Hospital Nurses' League, 1986

- 1 50th Anniversary Lunch menu, 31st May 1986 (2 copies)
- 2 Schedule for the Reunion Lunch and Afternoon, n.d.
- 3 Chalmers Hospital Nurses' League Annual Newsletter 1985/86, with accompanying letter from J.A. Prescott, Nursing Officer, to Miss M. Murchie, Hon. Secretary of the Nurses' League, regarding the anniversary celebrations, 4 June 1986
- 4 Correspondence between J.A. Prescott and Mrs J.M. Alexander regarding the latter's memories of nurse training at Chalmers Hospital, 5 June – 8 August 1986
- 5 W.N. Boog Watson *A Short History of Chalmers Hospital* E&S Livingstone 1964

26 Plans, 1965

From Acc 10/45 – AS 11/2010.

- 1 13 Jul 1965 Chalmers Eye Hospital – Ward Layouts (3rd Flr). Drawn by Alison & Hutchison & Partners. Stamped “SERHB [South Eastern Regional Hospital Board] Planning Division”. Scale ½" to 1'. Drawing no: 211:116.
- 2 28 Jan 1965 Chalmers Eye Hospital – Room Layouts. Drawn by Alison & Hutchison & Partners. Stamped “SERHB [South Eastern Regional Hospital Board] Planning Division”. Scale ½" to 1'. Drawing no: 211:81.
- 3 10 Feb 1965 Chalmers Eye Hospital – Room Layouts. Drawn by Alison & Hutchison & Partners. Stamped “SERHB [South Eastern Regional Hospital Board] Planning Division”. Scale ½" to 1'. Drawing no: 211:82.
- 4 24 May 1965 Chalmers Eye Hospital – Room Layouts. Drawn by Alison & Hutchison & Partners. Stamped “SERHB [South Eastern Regional Hospital Board] Planning Division”. Scale ½" to 1'. Drawing no: 211:113.
- 5 14 Jun 1965 Chalmers Eye Hospital – Room Layouts. Drawn by Alison & Hutchison & Partners. Stamped “SERHB [South Eastern Regional Hospital Board] Planning Division”. Scale ½" to 1'. Drawing no: 211:114.
- 6 7 Jul 1965 Chalmers Eye Hospital – Ward Layouts – 2nd & 4th Floors. Drawn by Alison & Hutchison & Partners. Stamped “SERHB [South Eastern Regional Hospital Board] Planning Division. Scale ½" to 1'. Drawing no: 211:115.