[Edl. / 6.]

800—15-7-01.

Educational (1906) Department.

ORDINARY MS.

G.O., No 346

DATED 15-5-06

INDEXED.

[Despatch Abstract.]

Miss. M. Scott Coward

Granting — leave on medical certificate for 29 days from the 30th March 1906.

BACK PAPERS.

G.O.	No.	Department.	Date.	G.O.	No.	Department.	Date.

FURTHER PAPERS.

G.O.	No.	Department.	Date.	G.O.	No.	Department.	Date.

[E.]
1,500—12-12-17.

EDUCATIONAL DEPARTMENT.

CURRENT FILE.

CONTENTS.

	From	Number.	Date.	Pages.
[Env 778]	D.P.I	1889	5-5-06	1-8
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[P. T. O. FOR PUT UP PAPERS.

PAPERS PUT UP WITH CURRENT No. ____

Papers of the department to which the current belongs.

Number.	Date.	Original (=O) or spare copy (=S. C.).	Remarks. (In this column such of the papers as have been removed for copying, printing, &c., should be marked with a cross.)	Initials of Referencer with date in token of return to Reference department.

Papers of other departments.

Department.	Number.	Date.	Original (=O) or spare copy (=S. C.).	Despatcher to note the return of the papers to the departments concerned.

Stock Form No. 135
8,700—17-6-05.

INDEX CURRENT No. 778

EDUCATIONAL DEPARTMENT.

Received LOCAL & MUNICIPAL SECRETARIAT. 11 MAY 1906 190 , Registered 11-5- 1906.

Subject.

Submitting an application for leave on medical certificate for 29 days from 30th March 1906 on behalf of Miss Scott Coward Superintendent, Presidency Training School for Mistresses, M a d r a s

ENCLOSURES.
No. 4
Spare copies

Ref on Cur No. 2889/06

Station M a d r a s , *Dated the* 5th May 1906.

ACCOUNTANT GENERAL'S OFFICE 7 MAY 1906 MADRAS

From (*Name*) The Hon'ble Mr. A.G. Bourne, D.Sc., F.R.S.
(*Designation*) Director of Public Instruction

E.4.

To The Secretary to the Government of Madras, Educational Department.

Sir, /T h r o u g h the Accountant-General/

In continuation of my letter Ref on Cur No. 2083/06 dated 2nd instant I have the honour to submit for the sanction of Government the application for leave on Medical certificate for 29 days from 30th March 1906 of Miss Scott Coward together with the Medical certificates granted by the First Physician, General Hospital, and the Civil Medical Board.

I have the honour to be,
S i r ,
Your most obedient servant,

For Director of Public Instruction.

Department of Education. 2 2 General Hospital.

~~Presidency Training School for Mistresses,~~

Madras, 17. April 1906.

No. _____ of 1906. 4

From Miss M. Scott-Coward

THE SUPERINTENDENT,

PRESIDENCY TRAINING SCHOOL FOR MISTRESSES,

MADRAS,

To

THE DIRECTOR OF PUBLIC INSTRUCTION,

MADRAS,

SIR,

I have the honour to state that I have been in this hospital suffering from fever since the afternoon of Friday 30th ultimo, and that I handed over charge of my office on Monday 2nd instant to my first Assistant.

I hope to be able to return to duty on the 21st instant.

I have the honour to request you to be good enough to obtain leave on medical certificate for me for the period of my absence.

* I enclose a medical certificate.

I have the honour to be,
Sir,
Your most obedient Servant,

M. Scott Coward.

Superintendent,
Presidency Training School for Mistresses.

* forwarded under separate cover.

Department of Public Instruction.

DIRECTOR OF PUBLIC INSTRUCTION
18 APR 1906
Cho. 2889/6
MADRAS.

PRESIDENCY TRAINING SCHOOL FOR MISTRESSES.

No. , *dated* *190* .

Despatched } 190 . **Enclosures**

Received **Spare Copies**

SUBJECT.

INSTRUCTIONS.

With the cognizance of the head of his office, or if he is himself the head of the office, of the head of his department: the applicant must present himself with 3 copies of the statement of his case in a cover sealed by his medical attendant at the seat of the Government under which he is serving, or at such other place as may be appointed by that Government where a committee of medical officers can be assembled under the orders of the Surgeon-General. The board should see that the applicant fulfils these conditions.

Before deciding whether to grant or refuse the certificate the medical board may, in a doubtful case, detain an applicant under professional observation during a period not exceeding fourteen days.

If it can be avoided, the medical attendant on a case should not be a member of the board which considers it, and under no circumstances can he sit as president. He should, however, be required to attend the board to furnish any information whenever his presence is considered necessary.

The medical board, after a careful examination of the officer, and consideration of the medical attendant's statement of the case, will record in the proceedings as follows :—

(*a*) Whether change of climate *in* or *out of India* is necessary.

(*b*) The period of absence recommended in or out of India, care being taken that leave in excess of the period to which the sick officer is entitled by regulations is not recommended.

(*c*) In the case of an officer requiring furlo' or leave of absence owing to illness caused directly by intemperance, the medical board, whilst recording their opinion, will confine their recommendation to the officer appearing periodically before fresh boards, or to the treatment of the case as one of discipline, whichever may be deemed necessary.

In urgent cases when a medical board considers it absolutely necessary that an officer recommended for change of air, *either in or out of India*, should proceed in anticipation of sanction, a recommendation to that effect should be made in the proceedings.

3 3

CIVIL MEDICAL FORM No. 33.

GAZETTED OFFICERS ONLY.

DIRECTOR OF PUBLIC INSTRUCTION
19 APR 1906
MADRAS.

Proceedings of a Civil Medical Board assembled at _____

_____ *on the* _____ *day of* _____ 190 ,

_____

to report on the state of health of _____

_____

_____

PRESIDENT _____

MEMBERS { _____

_____

WE do hereby certify that according to the best of our professional judgment, after a careful personal examination of the case, we consider the health of _____, of the _____ service to be such as to render leave of absence to _____ for a period of _____ absolutely necessary for his recovery.

_____ *President.*

_____ } *Members.*

4 4

STATEMENT of the case of Miss M. Scott Cowand

Superintendent of the Training Institution for School Mistress. Madras.

Age	29 ... years	
Total Service ...	2 ... years	2 months
Service in India ...	2 ... years	2 months
Previous periods of leave of absence on medical certificate or private affairs.		4 months
Date of return from last leave		20th October 1905
Habits		Temperate
Temperament		Nervous
Disease		Fever S.C.

Was admitted on the 30th March 1906 as an In-Patient with a history of having had fever continuously since the 25th March. The fever through not attended with any complications was of a suspicious nature and continued till the 15th April 06. She is in a weakly condition and needs further rest.

Whenever a medical officer considers an officer under his charge to be in such a state of health as to render a change of climate necessary, he will, with the cognizance of the head of the department, forward the prescribed certificate and a statement of case to the office of the Surgeon-General with the Government of Madras with a view to his being brought before a medical board

A medical officer, who may be called upon to grant a certificate to an officer when absent from his appointment, will—*except in cases of emergency* require the officer to obtain a statement of his previous medical history from his authorized medical attendant. When, under similar circumstances, an extension of sick leave is required, the medical officer in attendance will request the sick officer to procure a copy of the medical statement on which the original leave was granted.

Medical officers on leave at hill stations are prohibited from granting certificates to officers residing there to enable them to appear before a medical board. Such certificates will only be granted by the regularly appointed local medical officer.

The case of an insane officer recommended to be sent to Europe, or to an asylum in India, will be specially considered by the medical officer drawing up the medical history, and by the medical board with a view to distinct recommendations being inserted by both as to the necessity for a servant, or other escort, or any special accommodation being provided for him *en route*.

The following rules relating to the admission of patients into the Government Lunatic Asylum, Madras, are issued for the information and guidance of all medical officers :—

I. No patient can be admitted into the asylum, under any circumstances, without a medical certificate of insanity (Form A) and an admission order.

II. Admissions into the asylum are divided into two classes—

(*a*) Private—paying.
(*b*) Public—non-paying.

NOTE.—Exemption from paying in the case of private patients is only made when it appears to the Superintendent that the friends or relatives are unable to contribute towards the maintenance of the patient.

III. The documents required for the admission of private patients are as follows :—

(1) Two medical certificates (Form A) signed by two Physicians or Surgeons, of whom one should be a Presidency Surgeon or a Surgeon in the Government service.

(2) Admission order (Form B), one copy. This should be signed together with the statement attached to it by the relative or friend who places the patient in the asylum.

(3) An indemnity bond to be executed before the patient's admission. Form and full particulars for filling in can be obtained on application.

IV. Medical officers are prohibited from sending private patients to the Commissioner of Police, Madras, or to any Magistrate for an order for their admission to the Lunatic Asylum when such patients have friends or relatives competent to sign the order. The interference of a Magistrate or the Commissioner of Police is only necessary when a patient has no friend or relative competent to sign an order or is not properly cared for by such friend or relative if he exists, or is found wandering at large or is dangerous. In all other cases the procedure referred to in the preceding rules should be invariably adopted.

V. In the case of a public non-paying patient, the following documents are necessary :

(1) Medical certificate (Form A), one copy signed by the Surgeon of the District.

(2) Medical statement (Form C), one copy signed by the Surgeon to the District.

(3) Admission order signed by Magistrate.

A clear opinion should be included in this statement as to whether, or not, or how far, the disability was contracted in and by the service and from the effects of climate, with the reasons for so concluding.

The disease is in my opinion the result of climatic influence.

I R. Robertson M.B. Mayr I.M.S and First Physician, General Hospital, Madras.
do hereby certify that Miss M. Scott Cowand
of the Educational service
is in a bad state of health, and I solemnly and sincerely declare that, according to the best of my judgment, a change of air is essentially necessary for ~~his~~ her recovery, and do therefore recommend that she may be permitted to proceed to for a period of twenty eight (28) days from the 30th March 06

R. Robertson M.B. Mayr I.M.S
First Physician - General Hospital
Madras

STATION, Madras
Date 17th April 1906.

5 5

6

Department of Education.

Presidency Training School for Mistresses,

Madras, 30th april 1906.

No. 241. of 1906.

From Miss M. Scott. Coward.
THE SUPERINTENDENT,

PRESIDENCY TRAINING SCHOOL FOR MISTRESSES,

MADRAS,

To

THE DIRECTOR OF PUBLIC INSTRUCTION,

MADRAS,

Sir,

I have the honour to request you to be good enough to recommend me for 29 days leave on medical Certificate. I forward herewith the Proceedings of the medical Board before which I appeared on the 28th instant.

I have the honour to point out that the number of days mentioned in the Proceedings is 29 instead of the 28 originaly applied for, because I took over charge only on the afternoon of the 27th instant.

I have the honour to be,
Sir,
Your most obedient Servant,

M. Scott-Coward.

Superintendent,
Presidency Training School for Mistresses.

Proceedings of a Civil Medical Board assembled at _____ on the _____ 190 , to report on the state of health of _____ of _____

Three copies required, and will be disposed of as follows:—

One copy to the sick officer in a sealed cover for the use of his next medical attendant, also a separate copy of page 1 of the Proceedings to be attached to his application.

Two copies to be forwarded to the Surgeon-General with the Government of Madras.

This form is applicable to Gazetted Civil officers, also to Commissioned officers under Civil Leave Rules and to Warrant Medical officers employed for the time being in the Civil department.

Department of Public Instruction.

PRESIDENCY TRAINING SCHOOL FOR MISTRESSES.

DIRECTOR OF PUBLIC INSTRUCTION
1 MAY 1906
R.C. 2889/6
MADRAS.

No. 241 , **dated** 30th April **1906**.

Despatched 30th April } 1906.
Received

Enclosures one.

Spare Copies

SUBJECT.

Requesting to recommend for 29 days leave on Medical Certificate.

CIVIL MEDICAL FORM No. 37.

FOR GAZETTED OFFICERS ONLY.

Proceedings of a Civil Medical Board assembled at General Hospital Madras on Saturday the 28th day of April 1906.

to report on the state of health of Miss M. Scott Coward of the Educational Dept., Madras

PRESIDENT Maj. F. J. Crawford, I.M.S.

MEMBERS { Maj. G. G. Gifford, I.M.S.
Capt. R. Bryson, I.M.S.

INSTRUCTIONS.

With the cognizance of the head of his office, or if he is himself the head of the office, of the head of his department: the applicant must present himself with 3 copies of the statement of his case in a cover sealed by his medical attendant at the seat of the Government under which he is serving, or at such other place as may be appointed by that Government where a committee of medical officers can be assembled under the orders of the Surgeon-General. The board should see that the applicant fulfils these conditions.

Before deciding whether to grant or refuse the certificate the medical board may, in a doubtful case, detain an applicant under professional observation during a period not exceeding fourteen days.

If it can be avoided, the medical attendant on a case should not be a member of the board which considers it, and under no circumstances can he sit as president. He should, however, be required to attend the board to furnish any information whenever his presence is considered necessary.

The medical board, after a careful examination of the officer, and consideration of the medical attendant's statement of the case, will record in the proceedings as follows:—

(a) Whether change of climate *in* or *out of India* is necessary.

(b) The period of absence recommended in or out of India, care being taken that leave in excess of the period to which the sick officer is entitled by regulations is not recommended.

(c) In the case of an officer requiring furlough or leave of absence owing to illness caused directly by intemperance, the medical board, whilst recording their opinion, will confine their recommendation to the officer appearing periodically before fresh boards, or to the treatment of the case as one of discipline, whichever may be deemed necessary.

In urgent cases when a medical board considers it absolutely necessary that an officer recommended for change of air, *either in or out of India*, should proceed in anticipation of sanction, a recommendation to that effect should be made in the proceedings

We do hereby certify that according to the best of our professional judgment, after a careful personal examination of the case, we consider the health of Mrs M. Scott Coward of the Educational service to be such as to render leave of absence ~~to~~ in India for a period of 29 days absolutely necessary for his recovery.

F J Crawford Maj. I.M.S. *President.*

Maj. I.M.S.
Members.
Capt. I.M.S.

1,000—13-7-06.

O. F. 404.
200—14-12-05.

Gazetted Audit Department.

Office of the Accountant-General, Madras,

Fort St. George, the 10 *of* May 1906.

No. A.D.H. 6.

From

W. DOBBIE, Esq.,

ACCOUNTANT-GENERAL, MADRAS,

ENDORSEMENT.

Miss M. Scott Cawood was on 30 March 1906 eligible for ~ furlough on medical certificate for twenty nine days under Article 311 Civil Service Regulations 4th Edition

N. Raghavendra
Assistant Accountant-General,

for *Accountant-General.*

To

The Secretary to Government.
Educational Deptt.

Cuck

[O/6]

500-8-11-05.

10

Educational 10
~~Legislative~~ Department.

C. No. 778, From the D. P. I. , No. 2889, Dated 5-5-1906.

SUBJECT.
Leave to Miss Scott Coward.

Formal Sanction of leave already taken should issue separately if she is entitled.

A. B.
12.5.06.

Please see page 9 of the Current.

Accountant-General Certifies as to the eligibility to leave on medical Certificate of Miss Scott Coward. Proceedings of the Medical Board will also be found on page 8. of the Current file.

2. A draft order Sanctioning leave on medical Certificate for 29 days is submitted below for approval.

CR
13/5.

PR
14/5/06

Lee
Ch.I
14.5.06.

[E. 12]

1,000-24-9-04.

11

EDUCATIONAL DEPARTMENT.

11

READ AGAIN G.O., No. , dated 190 .

" " " " " 190 .

READ ALSO:—

C. No. 778, From the D. P. I. , No 2889, dated 5- 5- 1906.

" " , " " , " , " 190 .

" " , " " , " , " 190 .

ORDER No. 346, dated 15- 5- 1906.

mis.

desp 16/5/06

Miss M. Scott-Coward, Superintendent, Presidency Training School for Mistresses, Madras, is granted leave on medical certificate for 29 days from the 30th March 1906 under article 311 of the C.S.R.

for 13/5/06 P.T. 14/5/06

C.S. 14.5.06

Ar 15/5

To,

The D. P. I. Q to ✓

" A. G. Q to ✓ desp 16/5

gazetted 22/5/06 Two orders sent to Madras. 16/5/06.

When given for copying ____
When copied ____
When examined ____
When signed ____
} 190 .

ID AGAIN G.O , No. , DATED
190 .

CURRENT No.

ENCLOSURES TO C. No.

ORDER OF GOVERNMENT	A	A	A	A	A	A	A
LETTER OF GOVERNMENT.							
STATEMENT WITH DITTO.							
PAPERS NOT FILED UP, BEING MEANT FOR DESPATCH IN ORIGINAL.							

N.B.—
A = Copy in full.
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