

847 W-14-3-88

B  
B. No 969 Wd/24 March 1888

Communicated to  
the Supty. Engrs V  
Circle for information  
and guidance in con-  
tinuation of G.O. 847 W  
d/14 March 1888.

WV  
22.3.88

WV  
23/3/88

P/MC No 2738  
Govt. of (1888) Madras.  
MILITARY.

To  
THE QUARTER MASTER GENERAL,  
&c., &c., &c.

Dated March, 19th.

Issued

Recd.

Encl.

G.O., 19th March 1888, No. 1937.

B. No 969 Wd/24 March 1888

MARCH.  
Nos. 272-273.

Medical Department—  
Establishments.

Lady Nurses for Military Hospitals.—Despatch  
from the Secretary of State conveying sanction  
to the institution of an establishment of — in this  
country, communicated with instructions by the  
Government of India.

2 Copies to copy

with order

LS  
S. G. V. Circle ✓  
En R. H. A. ✓  
847 W  
8674  
Sent to  
22/3

GOVERNMENT OF MADRAS.

MILITARY DEPARTMENT.

Medical Department—Establishments.

Read the following paper :—

No. 272. *From Lieutenant-Colonel E. COLLEN, Secretary to the Government of India, Military Department, to Brigadier-Genl. A. KENNEY-HERBERT, Secretary to the Government of Madras, Military Department; dated Fort William, the 9th March 1888, No. 724-C.*

Medical Department.

In continuation of Military Department telegram No. 695-C, dated 7th March 1888, I am directed to forward, for the information of the Governor in Council, a copy of a Despatch from the Secretary of State conveying sanction to the institution of an establishment of Lady Nurses for military hospitals in this country.

2. I am to say that the system will be introduced, in the first instance, at Bangalore and at one of the large military stations in the Bengal Presidency.

3. The nursing establishment will be divided into two classes—

Lady Superintendents;  
Nursing Sisters.

The former will be held responsible to the Medical Officer in charge for the proper nursing of the patients as well as for the conduct of their duties. The relations of the nursing service to the Medical Department will be the same as that recognized in English army hospitals, and laid down in paras. 238—59 of the War Office Medical Regulations, the details being modified to meet the requirements of this country in accordance with the accompanying memorandum on the duties of Nursing Sisters.

4. The ladies engaged will receive pay as below, in addition to quarters, fuel, lighting and punkah-pullers—

|                      |     |     |     |     |     |                     |
|----------------------|-----|-----|-----|-----|-----|---------------------|
| Lady Superintendents | ... | ... | ... | ... | ... | RS. 400 per mensem. |
| Nursing Sisters      | ... | ... | ... | ... | ... | 175 „ „             |

• Pay will commence from the date of embarkation for India.

5. My telegram of the 7th instant authorized the Government of Madras to take up the necessary bungalow accommodation. In addition to this a ward, with a bath-room attached, should be set apart in the hospital in which the Nurses may be employed for their convenience when on duty. The accompanying list shows the scale of furniture sanctioned by the Government of India.

6. According to present arrangements, two Lady Superintendents and eight Nurses are now on their way out in the *Malabar*, and may be expected in Bombay on or about the 22nd March. The remaining four Nurses will, it is believed, arrive soon afterwards.

7. Of those coming out in the *Malabar*, Miss Oxley, Miss White, Miss Muller, and Miss Beresford will be detailed for Bangalore.

No. 722-C, dated 9th March 1888.

8. A copy of a letter to the Government of Bombay on the subject is enclosed.

**Military** Despatch from the Right Honorable the Secretary of State for India, to His Excellency the Right Honorable the Governor-General of India in Council; dated India Office, London, 16th February 1888, No. 38.

I have considered in Council your Excellency's Military Despatch No. 105, dated 1st July 1887, and subsequent telegrams, in regard to the creation of a nursing service for India, and I have now to communicate to you my decision thereon and the steps which have in consequence been taken.

Indian Nursing Service.  
M 1743.

2. In para. 3 of your Despatch above referred to you proposed an establishment of two hospitals, at Umballa and Rawal Pindi, with a staff of one Lady Superintendent at each, and of 6 Nursing Sisters at the former and 12 at the latter station. But in your telegram of 29th October 1887 you suggested a reduction of the total staff of Sisters, in the first instance, from 18 to 12; and this recommendation I have adopted.

3. In my telegram of the 3rd January 1888, I expressed to you my opinion that one of the two stations selected should be either in the Madras or in the Bombay Presidency. I desire that this arrangement may be carried out.

4. In my telegrams of 4th and 18th October 1887, I referred to the apparent insufficiency of the rates of pay proposed in your Despatch of 1st July last; and I have sanctioned increased pay, at Rs. 400 a month, for the two Lady Superintendents; but it has not been found necessary to raise the rates of pay for Nursing Sisters. I have also approved a scale of gratuities for Lady Nurses on completion of service.

5. Full particulars of the rates of pay, gratuities, and other conditions of service are shown in the accompanying memorandum.

6. The selection of Lady Nurses has been made in accordance with the views indicated in para. 10 of my Military Despatch No. 64 of 3rd March 1887, and concurred in by your Excellency in the last clause of para. 2 of your Despatch of 1st July 1887, the object being to secure two thoroughly-qualified and highly-trained Superiors, and to place in their hands to a great extent the choice of subordinates, who should be as far as possible personally known to them.

7. The two Lady Superintendents selected are Miss Catherine Grace Loch, of St. Bartholomew's Hospital, and Miss Jessie Elizabeth Oxley, of Guy's Hospital; and the following have been appointed as Nursing Sisters:—

Miss Rachel Angela Betty, Miss Edythe Welchman, Miss Elizabeth Mary Lickfold,  
Miss Ellen Dove-de Harris, Miss Helena Mary Kelly, of St. Bartholomew's Hospital ;  
Miss Zaidée White, of Guy's Hospital ;  
Miss Leonora Maxwell-Muller, of the Guards' Hospital ; and  
Miss Marian Edith Beresford, of the General Hospital, Birmingham.

8. Copies of these Nursing Sisters' declarations are enclosed for your information.

9. Two other candidates were appointed, together with the above, subject to physical examination, but they failed to pass this test.

10. With reference to the telegrams noted in the margin relative to the proposed appointment of Sisters Annie and Blanche and Miss Broadhurst, you will have learnt from my last communication that the arrangement was not agreed to by the Warden of Warminster; and, as his assent was understood to be an indispensable condition of their appointment, the proposal has been abandoned and steps are being taken to complete the establishment.

ment of 12 Nursing Sisters by 4 additional appointments in this country. The names of those hereafter appointed will be communicated to you in due course.

11. The two Lady Superintendents and eight Sisters mentioned in para. 7 have been provided with passage to Bombay on board Her Majesty's Indian troopship *Malabar*, leaving Portsmouth on the 22nd February.

12. The five first-mentioned Nursing Sisters, who are taken from St. Bartholomew's Hospital, have been selected by and for service with Miss Loch, and the remainder form portion of the staff to be assigned to Miss Oxley. I consider it of some importance to the successful trial of the principle on which the scheme has been founded that the two groups of Sisters, when completed, should be kept together under the Lady Superintendents on whose personal selection they have been respectively formed.

13. The two Lady Superintendents have been instructed to apply to the Deputy Assistant Adjutant-General at Bombay for instructions on arrival, and I request that he may be furnished with the necessary directions for guidance as to their future movements.

## INDIAN NURSING SERVICE

CONDITIONS OF APPOINTMENT, &c.

1. The Nursing Establishment is to consist of two grades, viz. :—

- (1) Lady Superintendents.
- (2) Nursing Sisters.

*Note.*—For convenience sake the term "Lady Nurse" is used in the following paragraphs, where it is intended to include both the above grades.

2. Nursing Sisters must be, at the time of appointment, over 25 years of age and in sound bodily health.

3. The duration of a term of service, for both grades of Lady Nurses, shall be five years, capable of renewal for a further five years at the option of the Government, with the consent of the Lady Nurse.

4. The engagement may, however, be terminated at any time on six months' notice being given, either on the part of the Government or of the Lady Nurse.

*Rates of Pay (in addition to free quarters, fuel, light, and punkah-pullers).*

|                                                    |     |     |     |     |     |             |
|----------------------------------------------------|-----|-----|-----|-----|-----|-------------|
|                                                    |     |     |     |     |     | RS.         |
| 5. For a Lady Superintendent ...                   | ... | ... | ... | ... | 400 | per mensem, |
| For a Nursing Sister ...                           | ... | ... | ... | ... | 175 | " "         |
| commencing from the date of embarkation for India. |     |     |     |     |     |             |

*Leave.*

6. After engagement for a second (five years') term of service, a Lady Nurse may be granted one year's leave from duty, on two-thirds pay, with free passage by sea and rail from and to her station. Such period will not reckon as service in any way.

Leave in India will only be granted at the discretion of the Government.

### Gratuities.

7. The following rates of gratuities will be payable to Lady Nurses on completion of their total Indian service :—

|                                                                                                                                                                                                   | Lady Superintendents. | Nursing Sisters. |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|------------------|
|                                                                                                                                                                                                   | RS.                   | RS.              |
| For a completed term of five years ... ..                                                                                                                                                         | 1,200                 | 500              |
| " " " of ten " ... ..                                                                                                                                                                             | 4,000                 | 1,500            |
| If compelled by sickness to leave India before completion of a five years' term, for each completed year's service ... ..                                                                         | 200                   | 75               |
| If compelled by sickness to leave India after completion of a first term of five years' service, but before completion of a second, for each completed year of the second five years' term ... .. | 240                   | 100              |
| in addition to the gratuity for the completed term of five years as shown above.                                                                                                                  |                       |                  |

8. No gratuity will be given for service terminated by any other cause than sickness or the completion of the terms of five and ten years' service.

*Passage, &c.*

9. Passage at the public expense, subject to a deduction of 2s. a day for messing while on board ship, will be granted to Lady Nurses when proceeding to India on appointment, when returning home on leave (under para. 6), on completion of a term of service, or if invalided home before the completion of a term. They will be entitled to carry 6 cwt. of baggage. Lady Nurses will also be entitled to travelling expenses by rail on the above occasions from

their places of residence in England to port of embarkation, and from port of disembarkation in India to destination in that country, and *vice versa*.

10. An outfit allowance on first appointment will be made at the rate of 25*l.* for each Lady Superintendent, and 15*l.* for each Nursing Sister.

11. Lady Nurses must be prepared to embark, if necessary, not later than thirty days from date of appointment.

MEMORANDUM PREPARED BY SURGEON-GENERAL, HER MAJESTY'S FORCES, UNDER THE ORDERS OF HIS EXCELLENCY THE COMMANDER-IN-CHIEF AND APPROVED BY THE GOVERNMENT OF INDIA.

#### *Duties of Nursing Sisters.*

1. Lady Superintendents of Nurses, with a staff of trained Nursing Sisters, will be employed in military hospitals, and in cases of dangerous illness will attend officers (who cannot be taken into hospital) in their own houses.

2. There will be one Lady Superintendent or Lady Superior in each nursing centre, who will, under the orders of the Medical Officer in charge of the Station Hospital, detail the Nursing Sisters for duty, either at that centre or at out-stations connected therewith as may be required. In the case of the absence of the Lady Superintendent owing to sickness or on leave, one of the Nurses will be appointed Acting Superintendent.

3. The Nursing Sisters will be under the immediate supervision and control of the Lady Superintendent, whose authority over them must be supreme. All communications they may receive in connection with their duties, and any reports or suggestions they may have to offer, will invariably be submitted to the Lady Superintendent, who will, if she considers it necessary, refer the matter to the Medical Officer in charge, by whom it can be submitted to the Administrative Medical Officer, for the consideration of the Surgeon-General, Her Majesty's Forces. Any appeal which a Nurse may wish to make against a decision of the Lady Superintendent will be submitted through the latter, who will thus be afforded an opportunity of explaining her reasons. No Nursing Sister will be dismissed without the sanction of the Surgeon-General, Her Majesty's Forces, having been previously obtained in each case. A Nursing Sister dismissed for misconduct will not, under any circumstances, be re-employed.

4. Lady Superintendents will, when ordered by the Surgeon-General, Her Majesty's Forces, visit and report upon the working staff of other hospitals.

5. The Lady Superintendent will exercise general control and supervision over the Nursing Sisters, the orderlies, and the hospital attendants, and will see that all the orders and instructions of the Medical Officers treating cases are duly and fully carried out.

6. She will allot special duties to the Nursing Sisters, and will place each on duty in one or more wards, as may be deemed necessary by the Medical Officer in charge.

7. The Nursing Sisters' tour of ward duty will begin each day at such time as may be fixed by the Medical Officer in charge in communication with the Lady Superintendent, and the latter will be responsible that they attend at the hours named in proper dress. They will in like manner be relieved at a fixed hour in the evening. During the day they will be allowed such time for exercise and recreation as the Lady Superintendent may consider necessary; the Lady Superintendent will also arrange for Nurses being detailed for night duty when necessary.

8. The Nursing Sisters will not be detailed for duty in venereal wards.

9. The Nurses will be dressed uniformly as to color and make; the pattern and material for the dress to be decided by the Lady Superintendent. It is essential that they should all wear plain caps, aprons, cuffs and collars.

10. They will be present, and render assistance at surgical operations, if required.

11. They will be assisted, as they may consider necessary, by hospital attendants, and also in cases of serious illness by orderlies, to whom they will give such instructions as may be necessary for the carrying out of the various duties in the wards.

12. They will at once report any neglect of duty, or impropriety of conduct, whether on the part of the orderlies, hospital attendants or patients, to the Medical Warrant Officer on duty who is responsible for discipline in the wards.

13. They will, when in doubt or difficulty in any matter, at once report the same to the Lady Superintendent, who will bring it to the notice of the Medical Officer in charge, or in his absence, on an emergency, to the Medical Warrant Officer on duty.

14. They will accompany the Medical Officer of the ward when visiting the patients, and will duly note all orders given with reference to the sick, and will implicitly carry out the same.

15. Any change in the arrangement of the general nursing duties considered desirable will be referred to the Lady Superintendent, who will carry it out under the direct orders of the Medical Officer in charge.

16. The Lady Superintendent will be responsible that due order and regularity are maintained in the rooms occupied by the Nursing Sisters and their servants.

17. The Medical Officer in charge will notify any neglect or misconduct on the part of a Nursing Sister to the Lady Superintendent, who will have the power of suspending any Sister from duty pending reference to the Administrative Medical Officer and, if necessary, to the Surgeon-General, Her Majesty's Forces.

18. The Lady Superintendent will yearly, or when ordered to do so, submit a confidential report, through the Administrative Medical Officer, to the Surgeon-General, Her Majesty's Forces, on the conduct, capabilities, and manner of performing duty of each of the Nursing Sisters serving under her, and will state whether she considers them fit in every respect for advancement to the post of Acting Superintendent.

19. Short leave of absence for Nursing Sisters beyond the hours daily allowed for exercise or recreation will be granted in writing by the Medical Officer in charge on the recommendation of the Lady Superintendent, and will be reported to the Administrative Medical Officer for the purpose of official record. Short leave of absence to the Lady Superintendent will be granted by the Administrative Medical Officer, but all leave exceeding seven days or for an extended period, whether to the Lady Superintendent or to Nursing Sisters, will be referred to the Surgeon-General, Her Majesty's Forces.

20. The Lady Superintendent will keep the books and accounts connected with the nursing staff. These are intended as a permanent record, and will be vouched by the signature of the Lady Superintendent, and will be open to inspection by the Administrative Medical Officer and the Surgeon-General, Her Majesty's Forces.

21. Nursing Sisters will not accept presents of any kind from a patient; but if after death or recovery the friends or relations of patients should wish to send any token of their gratitude, such token must not be appropriated by any one sister, but kept for the general use or benefit of the Nursing establishment.

22. Visitors will be received by Nurses at such times as may be specified by the Lady Superintendent.

23. Prior to going off duty, each Nursing Sister will put in writing on the memorandum sheet any notes on special cases or other important matters for the guidance of orderlies on duty, or which it may be desirable to bring to the notice of the relieving Sister. She will record the hours of her visit to each ward.

#### *List of Furniture for each Lady Superintendent or Lady Nurse.*

|                                       | RS. | A.  | P.  |
|---------------------------------------|-----|-----|-----|
| Matting in quarters                   | ... | ... | ... |
| Curries, one 4 x 4 yards, approximate | ... | 6   | 0 0 |
| " one 3' x 6'                         | ... | 16  | 0 0 |
| 1 Table, sitting room                 | ... | 5   | 0 0 |
| 1 " small                             | ... | 12  | 0 0 |
| 2 Chairs, cane, arm                   | ... | 7   | 0 0 |
| 1 Wash-hand table                     | ... | 10  | 0 0 |
| 1 " set                               | ... | 5   | 0 0 |
| 1 Commode                             | ... | 5   | 0 0 |
| 1 Looking glass                       | ... | 4   | 0 0 |
|                                       | ... | 5   | 0 0 |
|                                       | ... | 75  | 0 0 |

In addition to the above, there would be required for each block of quarters in which more than one nurse is located, an additional quarter to be set apart as a dining and sitting room for general use.

#### *To furnish this—*

|                    | RS. | A. | P.  |
|--------------------|-----|----|-----|
| 1 Dining table at  | ... | 15 | 0 0 |
| 1 Side table at    | ... | 12 | 0 0 |
| Cane arm chairs at | ... | 5  | 0 0 |
|                    | ... | 32 | 0 0 |

for required number will be necessary.

A sufficiency of beds, mosquito curtains, punkah fringes, baths and chicks for doors must also be provided according to requirements generally at the rate of one of each kind, except chicks, two of which would be wanted in each quarter.

From Lieutenant-Colonel E. COLLEN, Secretary to the Government of India, Military Department, to the Secretary to the Government of Bombay, Military Department; dated Fort William, the 9th March 1888, No. 722-C.

Medical Department.

In continuation of my telegram No. 693-C, dated 7th March 1888, I am directed to forward, for the information of the Governor in Council, a copy of a Despatch from the Secretary of State for India, and to invite your particular attention to paras. 11 and 13 of it. I am to ask that arrangements may be made for the reception of these ladies on arrival and that Miss Loch and the five ladies from St. Bartholomew's may be sent to Rawal Pindi; Miss Oxley and the other three ladies to Bangalore. First-class accommodation with passage for one servant and 6 cwt. of baggage will be allowed to each lady.

2. I am to explain that it was originally contemplated by the Government of India to establish one of the experimental nursing centres in the Bombay Presidency, but on the representation of His Excellency the Commander-in-Chief in India, it was thought advisable to select Bangalore. But, should it be deemed advisable hereafter to extend the institution, the claims of Poona will receive every consideration.

No. 273. ORDER THEREON, 19th March 1888, No. 1937.

Communicated, in continuation of Proceedings of Government, No. 1668, dated 8th March 1888, to His Excellency the Commander-in-Chief and departments concerned for information and guidance.

(True Extract.)

(Signed) A. KENNEY-HERBERT, Brigdr.-Genl.,  
Secretary to Government.

To the Quarter Master General.

- " Adjutant-General.
- " Surgeon-General, Her Majesty's Forces, Madras.
- " Controller of Military Accounts.
- " Public Works Department.

Ed. E. C. Shunker.

Gobt. of (1888) Madras.  
MILITARY.

To  
THE QUARTER MASTER GENERAL,  
&c., &c., &c.

Dated March, 19th.

Issued

Recd.

Encl.

G.O., 19th March 1888, No. 1937.

B. N. 969 W. 24. 3. 88.

MARCH.  
Nos. 272-273.

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Establishments.

*Lady Nurses for Military Hospitals.*—Despatch from the Secretary of State conveying sanction to the institution of an establishment of — in this country, communicated with instructions by the Government of India.

B. N. 969 W. 24. 3. 88.  
continued — to the Superintendent  
Engineer & Co. for info —  
and guidance in construction  
of G.O. 847 W. 14. 3. 88.

(50) H.R.M.

MILITARY DEPARTMENT, 19TH MARCH 1888, No. 1937.

GOVERNMENT OF MADRAS.

MILITARY DEPARTMENT.

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Nursing Sisters.

The former will be held responsible to the Medical Officer in charge for the proper nursing of the patients as well as for the conduct of their duties. The relations of the nursing service to the Medical Department will be the same as that recognized in English army hospitals, and laid down in paras. 238—59 of the War Office Medical Regulations, the details being modified to meet the requirements of this country in accordance with the accompanying memorandum on the duties of Nursing Sisters.

4. The ladies engaged will receive pay as below, in addition to quarters, fuel, lighting and punkah-pullers—

|                      |     |     |     |     |     |                     |
|----------------------|-----|-----|-----|-----|-----|---------------------|
| Lady Superintendents | ... | ... | ... | ... | ... | Rs. 400 per mensem. |
| Nursing Sisters      | ... | ... | ... | ... | ... | 175 „ „             |

Pay will commence from the date of embarkation for India.

5. My telegram of the 7th instant authorized the Government of Madras to take up the necessary bungalow accommodation. In addition to this a ward, with a bath-room attached, should be set apart in the hospital in which the Nurses may be employed for their convenience when on duty. The accompanying list shows the scale of furniture sanctioned by the Government of India.

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M 1743.

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5. Full particulars of the rates of pay, gratuities, and other conditions of service are shown in the accompanying memorandum.

6. The selection of Lady Nurses has been made in accordance with the views indicated in para. 10 of my Military Despatch No. 64 of 3rd March 1887, and concurred in by your Excellency in the last clause of para. 2 of your Despatch of 1st July 1887, the object being to secure two thoroughly-qualified and highly-trained Superiors, and to place in their hands to a great extent the choice of subordinates, who should be as far as possible personally known to them.

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Miss Rachel Angela Betty, Miss Edythe Welchman, Miss Elizabeth Mary Lickfold,  
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Miss Zaidée White, of Guy's Hospital;  
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Miss Marian Edith Beresford, of the General Hospital, Birmingham.

8. Copies of these Nursing Sisters' declarations are enclosed for your information.

9. Two other candidates were appointed, together with the above, subject to physical examination, but they failed to pass this test.

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From Viceroy, 16th November 1887.  
From do. 30th December 1887.  
To do. 3rd January 1888.  
To do. 16th January 1888.  
From do. 19th January 1888.  
From do. 21st January 1888.  
To do. 13th February 1888.

ment of 12 Nursing Sisters by 4 additional appointments in this country. The names of those hereafter appointed will be communicated to you in due course.

11. The two Lady Superintendents and eight Sisters mentioned in para. 7 have been provided with passage to Bombay on board Her Majesty's Indian troopship *Malabar*, leaving Portsmouth on the 22nd February.

12. The five first-mentioned Nursing Sisters, who are taken from St. Bartholomew's Hospital, have been selected by and for service with Miss Loch, and the remainder form portion of the staff to be assigned to Miss Oxley. I consider it of some importance to the successful trial of the principle on which the scheme has been founded that the two groups of Sisters, when completed, should be kept together under the Lady Superintendents on whose personal selection they have been respectively formed.

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## INDIAN NURSING SERVICE

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- (1) Lady Superintendents.  
(2) Nursing Sisters.

*Note.*—For convenience sake the term "Lady Nurse" is used in the following paragraphs, where it is intended to include both the above grades.

2. Nursing Sisters must be, at the time of appointment, over 25 years of age and in sound bodily health.

3. The duration of a term of service, for both grades of Lady Nurses, shall be five years, capable of renewal for a further five years at the option of the Government, with the consent of the Lady Nurse.

4. The engagement may, however, be terminated at any time on six months' notice being given, either on the part of the Government or of the Lady Nurse.

*Rates of Pay (in addition to free quarters, fuel, light, and punkah-pullers).*

|                                                    |     |     |     |     |     |                 |
|----------------------------------------------------|-----|-----|-----|-----|-----|-----------------|
|                                                    |     |     |     |     |     | RS.             |
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| For a Nursing Sister                               | ... | ... | ... | ... | ... | 175 " "         |
| commencing from the date of embarkation for India. |     |     |     |     |     |                 |

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Leave in India will only be granted at the discretion of the Government.

*Gratuities.*

7. The following rates of gratuities will be payable to Lady Nurses on completion of their total Indian service :—

|                                                                                                                                                                                                   | Lady Superintendents. | Nursing Sisters. |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|------------------|
|                                                                                                                                                                                                   | RS.                   | RS.              |
| For a completed term of five years ... ..                                                                                                                                                         | 1,200                 | 500              |
| " " " of ten " ... ..                                                                                                                                                                             | 4,000                 | 1,500            |
| If compelled by sickness to leave India before completion of a five years' term, for each completed year's service ... ..                                                                         | 200                   | 75               |
| If compelled by sickness to leave India after completion of a first term of five years' service, but before completion of a second, for each completed year of the second five years' term ... .. | 240                   | 100              |

in addition to the gratuity for the completed term of five years as shown above.

8. No gratuity will be given for service terminated by any other cause than sickness or the completion of the terms of five and ten years' service.

*Passage, &c.*

9. Passage at the public expense, subject to a deduction of 2s. a day for messing while on board ship, will be granted to Lady Nurses when proceeding to India on appointment, when returning home on leave (under para. 6), on completion of a term of service, or if invalidated home before the completion of a term. They will be entitled to carry 6 cwt. of baggage. Lady Nurses will also be entitled to travelling expenses by rail on the above occasions from

their places of residence in England to port of embarkation, and from port of disembarkation in India to destination in that country, and *vice versa*.

10. An outfit allowance on first appointment will be made at the rate of 25*l.* for each Lady Superintendent, and 15*l.* for each Nursing Sister.

11. Lady Nurses must be prepared to embark, if necessary, not later than thirty days from date of appointment.

MEMORANDUM PREPARED BY SURGEON-GENERAL, HER MAJESTY'S FORCES, UNDER THE ORDERS OF HIS EXCELLENCY THE COMMANDER-IN-CHIEF AND APPROVED BY THE GOVERNMENT OF INDIA.

#### *Duties of Nursing Sisters.*

1. Lady Superintendents of Nurses, with a staff of trained Nursing Sisters, will be employed in military hospitals, and in cases of dangerous illness will attend officers (who cannot be taken into hospital) in their own houses.

2. There will be one Lady Superintendent or Lady Superior in each nursing centre, who will, under the orders of the Medical Officer in charge of the Station Hospital, detail the Nursing Sisters for duty, either at that centre or at out-stations connected therewith as may be required. In the case of the absence of the Lady Superintendent owing to sickness or on leave, one of the Nurses will be appointed Acting Superintendent.

3. The Nursing Sisters will be under the immediate supervision and control of the Lady Superintendent, whose authority over them must be supreme. All communications they may receive in connection with their duties, and any reports or suggestions they may have to offer, will invariably be submitted to the Lady Superintendent, who will, if she considers it necessary, refer the matter to the Medical Officer in charge, by whom it can be submitted to the Administrative Medical Officer, for the consideration of the Surgeon-General, Her Majesty's Forces. Any appeal which a Nurse may wish to make against a decision of the Lady Superintendent will be submitted through the latter, who will thus be afforded an opportunity of explaining her reasons. No Nursing Sister will be dismissed without the sanction of the Surgeon-General, Her Majesty's Forces, having been previously obtained in each case. A Nursing Sister dismissed for misconduct will not, under any circumstances, be re-employed.

4. Lady Superintendents will, when ordered by the Surgeon-General, Her Majesty's Forces, visit and report upon the working staff of other hospitals.

5. The Lady Superintendent will exercise general control and supervision over the Nursing Sisters, the orderlies, and the hospital attendants, and will see that all the orders and instructions of the Medical Officers treating cases are duly and fully carried out.

6. She will allot special duties to the Nursing Sisters, and will place each on duty in one or more wards, as may be deemed necessary by the Medical Officer in charge.

7. The Nursing Sisters' tour of ward duty will begin each day at such time as may be fixed by the Medical Officer in charge in communication with the Lady Superintendent, and the latter will be responsible that they attend at the hours named in proper dress. They will in like manner be relieved at a fixed hour in the evening. During the day they will be allowed such time for exercise and recreation as the Lady Superintendent may consider necessary; the Lady Superintendent will also arrange for Nurses being detailed for night duty when necessary.

8. The Nursing Sisters will not be detailed for duty in venereal wards.

9. The Nurses will be dressed uniformly as to color and make; the pattern and material for the dress to be decided by the Lady Superintendent. It is essential that they should all wear plain caps, aprons, cuffs and collars.

10. They will be present, and render assistance at surgical operations, if required.

11. They will be assisted, as they may consider necessary, by hospital attendants, and also in cases of serious illness by orderlies, to whom they will give such instructions as may be necessary for the carrying out of the various duties in the wards.

12. They will at once report any neglect of duty, or impropriety of conduct, whether on the part of the orderlies, hospital attendants or patients, to the Medical Warrant Officer on duty who is responsible for discipline in the wards.

13. They will, when in doubt or difficulty in any matter, at once report the same to the Lady Superintendent, who will bring it to the notice of the Medical Officer in charge, or in his absence, on an emergency, to the Medical Warrant Officer on duty.

14. They will accompany the Medical Officer of the ward when visiting the patients, and will duly note all orders given with reference to the sick, and will implicitly carry out the same.

15. Any change in the arrangement of the general nursing duties considered desirable will be referred to the Lady Superintendent, who will carry it out under the direct orders of the Medical Officer in charge.

16. The Lady Superintendent will be responsible that due order and regularity are maintained in the rooms occupied by the Nursing Sisters and their servants.

17. The Medical Officer in charge will notify any neglect or misconduct on the part of a Nursing Sister to the Lady Superintendent, who will have the power of suspending any Sister from duty pending reference to the Administrative Medical Officer and, if necessary, to the Surgeon-General, Her Majesty's Forces.

18. The Lady Superintendent will yearly, or when ordered to do so, submit a confidential report, through the Administrative Medical Officer, to the Surgeon-General, Her Majesty's Forces, on the conduct, capabilities, and manner of performing duty of each of the Nursing Sisters serving under her, and will state whether she considers them fit in every respect for advancement to the post of Acting Superintendent.

19. Short leave of absence for Nursing Sisters beyond the hours daily allowed for exercise or recreation will be granted in writing by the Medical Officer in charge on the recommendation of the Lady Superintendent, and will be reported to the Administrative Medical Officer for the purpose of official record. Short leave of absence to the Lady Superintendent will be granted by the Administrative Medical Officer, but all leave exceeding seven days or for an extended period, whether to the Lady Superintendent or to Nursing Sisters, will be referred to the Surgeon-General, Her Majesty's Forces.

20. The Lady Superintendent will keep the books and accounts connected with the nursing staff. These are intended as a permanent record, and will be vouched by the signature of the Lady Superintendent, and will be open to inspection by the Administrative Medical Officer and the Surgeon-General, Her Majesty's Forces.

21. Nursing Sisters will not accept presents of any kind from a patient; but if after death or recovery the friends or relations of patients should wish to send any token of their gratitude, such token must not be appropriated by any one sister, but kept for the general use or benefit of the Nursing establishment.

22. Visitors will be received by Nurses at such times as may be specified by the Lady Superintendent.

23. Prior to going off duty, each Nursing Sister will put in writing on the memorandum sheet any notes on special cases or other important matters for the guidance of orderlies on duty, or which it may be desirable to bring to the notice of the relieving Sister. She will record the hours of her visit to each ward.

#### *List of Furniture for each Lady Superintendent or Lady Nurse.*

|                                              | RS. | A. | P. |
|----------------------------------------------|-----|----|----|
| Matting in quarters ... ..                   | 6   | 0  | 0  |
| Durries, one 4 x 4 yards, approximate ... .. | 16  | 0  | 0  |
| "    one 3' x 6' ... ..                      | 5   | 0  | 0  |
| 1 Table, sitting room ... ..                 | 12  | 0  | 0  |
| 1 " small " ... ..                           | 7   | 0  | 0  |
| 2 Chairs, cane, arm ... ..                   | 10  | 0  | 0  |
| 1 Wash-hand table ... ..                     | 5   | 0  | 0  |
| 1 " set ... ..                               | 5   | 0  | 0  |
| 1 Commode ... ..                             | 4   | 0  | 0  |
| 1 Looking glass ... ..                       | 5   | 0  | 0  |
|                                              | 75  | 0  | 0  |

In addition to the above, there would be required for each block of quarters in which more than one nurse is located, an additional quarter to be set apart as a dining and sitting room for general use.

#### *To furnish this—*

|                           | RS. | A. | P. |
|---------------------------|-----|----|----|
| 1 Dining table at ... ..  | 15  | 0  | 0  |
| 1 Side table at ... ..    | 12  | 0  | 0  |
| Cane arm chairs at ... .. | 5   | 0  | 0  |
|                           | 32  | 0  | 0  |

for required number will be necessary.

A sufficiency of beds, musquito curtains, punkah fringes, baths and chicks for doors must also be provided according to requirements generally at the rate of one of each kind, except chicks, two of which would be wanted in each quarter.

From Lieutenant-Colonel E. COLLEN, Secretary to the Government of India, Military Department, to the Secretary to the Government of Bombay, Military Department; dated Fort William, the 9th March 1888, No. 722-C.

Medical Department.

In continuation of my telegram No. 693-C, dated 7th March 1888, I am directed to forward, for the information of the Governor in Council, a copy of a Despatch from the Secretary of State for India, and to invite your particular attention to paras. 11 and 13 of it. I am to ask that arrangements may be made for the reception of these ladies on arrival and that Miss Loch and the five ladies from St. Bartholomew's may be sent to Rawal Pindi; Miss Oxley and the other three ladies to Bangalore. First-class accommodation with passage for one servant and 6 cwt. of baggage will be allowed to each lady.

2. I am to explain that it was originally contemplated by the Government of India to establish one of the experimental nursing centres in the Bombay Presidency, but on the representation of His Excellency the Commander-in-Chief in India, it was thought advisable to select Bangalore. But, should it be deemed advisable hereafter to extend the institution, the claims of Poona will receive every consideration.

No. 273. ORDER THEREON, 19th March 1888, No. 1937.

Communicated, in continuation of Proceedings of Government, No. 1668, dated 8th March 1888, to His Excellency the Commander-in-Chief and departments concerned for information and guidance.

(True Extract.)

*A. Keeney Herbert*

Brigdr.-Genl.,  
Secretary to Government.

To the Quarter Master General.  
„ Adjutant-General.  
„ Surgeon-General, Her Majesty's Forces, Madras.  
„ Controller of Military Accounts.  
„ Public Works Department. 10 ofc

847 W-14-3-88

P/MC No 2738

B  
B. No 969 Wd/24 March 1888

Communicated to  
the Supty. Genl. V.  
Circle for information  
and guidance in con-  
tinuation of G.O. 847 W  
d/14 March 1888.

WV  
22.3.88

ML  
23/3/88

Govt. of (1888) Madras.  
MILITARY.

To  
THE QUARTER MASTER GENERAL,  
&c., &c., &c.

Dated March, 19th.

Issued

Recd. 21.3.88 Encl.

G.O., 19th March 1888, No. 1937.

B. No 969 Wd/24 March 1888

MARCH.  
Nos. 272-273.

Medical Department—  
Establishments.

Lady Nurses for Military Hospitals.—Despatch  
from the Secretary of State conveying sanction  
to the institution of an establishment of — in this  
country, communicated with instructions by the  
Government of India.

2 Copies to copy

with order

LS  
S. G. V. Circle ✓  
En R. W. D. ✓  
not 8674 sent 22/3