

62 Annual Statistics of Patients, 1854-1864

Bound volumes giving an annual analysis of cases treated at the Infirmary. The first table gives the types of categories to be considered, with the total number of male and female patients treated for each category of disease; also numbers of cures and of deaths.

Subsequent tables examine the separate categories in more detail, giving breakdowns of numbers according to such factors as age, month of the year, etc.

Individual categories include fevers, nervous diseases, diseases of the respiratory system, and different types of operation.

Manuscript.

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|----|-------------|--|
| 1 | 1854–1855 | Compiled by Robert Brown, Surgeon, 1856. |
| 2 | wanting | |
| 3 | 1856–1857 | Compiled by James Welsh, Surgeon, Madras Army. |
| 4 | [1857–1858] | Compiled by L Thomson Welsh. |
| 5 | 1858–1859 | Compiled by L Thomson Welsh. |
| 6 | 1859–1860 | Compiled by L Thomson Welsh. |
| 7 | 1860–1861 | Compiled by L Thomson Welsh. |
| 8 | 1861–1862 | Compiled by J Douglas Watson |
| 9 | 1862–1863 | Compiled by J Douglas Watson |
| 10 | 1863–1864 | Compiled by J Douglas Watson |

63 Registers of Beds and Patients, 1877-1965

Bound ledgers of weekly returns. The week's page is divided into surgical wards and medical wards. The physician or surgeon in charge of each ward is given, along with the number of patients in that ward. At the foot of the page is a summary of the number of patients, and results of treatment in that week.

1	Mar 1877–Feb 1879	Returns for Mar 1879 have been stuck in, interleaved with entries for 31 Mar – 5 May 1877. Loose inside: Surgical House returns.
2	Mar 1879–Oct 1879	Loose pages taken out of ledger. (29 pages)
3	Nov 1879–Oct 1894	Some loose pages.
4	Oct 1894–Mar 1905	
5	Apr 1905–Mar 1916	
6	Mar 1916–Nov 1927	
7	Nov 1927–Jan 1934	
8	Feb 1934–Sep 1940	
9	Oct 1940–Apr 1948	
10	May 1948–Mar 1964 Apr 1964–Aug 1965	Weekly returns Monthly returns Loose inside: photocopy of part of table of admissions.

64 Bed and Patient Returns: Miscellaneous, 1921-1970

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|----|-------------------|---|
| 1 | 1921 | Return of Beds and Cots, printed sheet |
| 2 | Nov 1952–Apr 1961 | “Monthly Returns of Admissions to Lady Superintendent”, bound volume. |
| 3 | Apr 1934–Aug 1943 | Registrar’s Office: Daily Returns
Bound volume giving number of patients remaining, admitted, dismissed and died each day in each of the medical, skin, surgical, gynaecological, lock, eye, and ear & throat departments. |
| 4 | Sep 1943–Oct 1952 | Registrar’s Office: Daily Returns
Bound volume giving number of patients remaining, admitted, dismissed and died each day in each of the medical, skin, surgical, gynaecological, lock, eye, and ear & throat departments. |
| 5 | Nov 1952–Dec 1959 | Registrar’s Office: Daily Returns
Bound volume giving number of patients remaining, admitted, dismissed and died each day in each of the medical, skin, surgical, gynaecological, lock, eye, and ear & throat departments. |
| 6 | Jan 1960–Sep 1963 | Registrar’s Office: Daily Returns
Bound volume giving number of patients remaining, admitted, dismissed and died each day in each of the medical, skin, surgical, gynaecological, lock, eye, and ear & throat departments. |
| 6a | Aug 1963–Nov 1963 | Bed State: Daily Returns.
Loose leaf folder whose pages provide the same information on patient statistics as nos 3–6 above, broken down into the figures for each ward. |
| 6b | Nov 1963–Mar 1964 | Bed State: Daily Returns.
Loose leaf folder whose pages provide the same information on patient statistics as nos 3–6 above, broken down into the figures for each ward. |
| 7 | Apr 1964–Aug 1964 | Bed State: Daily Returns.
Loose leaf folder whose pages provide the same information on patient statistics as nos 3–6 above, broken down into the figures for each ward. |

64 Bed and Patient Returns: Miscellaneous, 1921-1970

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|----|-------------------|---|
| 8 | Sep 1964–Dec 1964 | Bed State: Daily Returns.
Loose leaf folder whose pages provide the same information on patient statistics as nos 3–6 above, broken down into the figures for each ward. |
| 9 | Jan 1965-Jul 1965 | Bed State: Daily Returns.
Loose leaf folder whose pages provide the same information on patient statistics as nos 3–6 above, broken down into the figures for each ward. |
| 10 | Dec 1966-Apr 1967 | Bed State: Daily Returns.
Loose leaf folder whose pages provide the same information on patient statistics as nos 3–6 above, broken down into the figures for each ward. |
| 11 | Jan 1968-Dec 1968 | Bed State: Daily Returns.
Loose leaf folder whose pages provide the same information on patient statistics as nos 3–6 above, broken down into the figures for each ward. |
| 12 | Jan 1969-Oct 1969 | Bed State: Daily Returns.
Loose leaf folder whose pages provide the same information on patient statistics as nos 3–6 above, broken down into the figures for each ward. |
| 13 | Jan 1970-Aug 1970 | Bed State: Daily Returns.
Loose leaf folder whose pages provide the same information on patient statistics as nos 3–6 above, broken down into the figures for each ward. |

65 Patient Statistics, 1860-1973

Numbers 1–2 below are annual statistical tables of patients under treatment in the wards of the Edinburgh Royal Infirmary. They consist of yearly reports reprinted from ‘Edinburgh Hospital Reports’ printed by Young J Pentland, Edinburgh and London.

These yearly reports are divided into two sections, the report of the medical registrar, and the report of the surgical registrar. Each gives tables analysing the type of disease or injury treated; number of male and female cases of each; result of treatment; length of stay in hospital; mortality rate, etc.

Numbers 3–7 give statistics for particular types of patients, and for specific diseases.

- 1 Statistical Tables, 1892–18/98 (unbound pamphlets)
 - 1 Oct 1892–Sep 1893
 - 2 Oct 1893–Sep 1894 includes RHSC
 - 3 Oct 1894–Sep 1895 includes Royal Hospital for Sick Children
 - 4 Oct 1895–Sep 1896
 - 5 Oct 1896–Sep 1897
 - 6 Oct 1897–Sep 1898
- 2 Statistical Tables, 1894–1898
Bound volume
- 3 Number of Operations Performed, 1920–1940
Loose slips of paper, 19 items.
- 4 Number of Insured In–patients and Out-patients Treated, 1924–1930
Loose slips of paper, 6 items.
- 5 Statistics of Particular Diseases, etc, 1925–1931
 - 1 1924–1925 Fractures of arms and legs treated
 - 2 1926–1927 Fractures of tibia and fibula treated
 - 3 1921/22–1927/28 Medical cases treated; pneumonia cases treated;
 pneumonia deaths.
 - 4/

65 Patient Statistics, 1860-1973**5 Statistics of Particular Diseases, etc, 1925-1931**

- | | | |
|---|-----------------|--|
| 4 | 1927-1930 | Pernicious anaemia cases treated; list compiled 28 Feb 1930. |
| 5 | 1926/27-1929/30 | Statistics of cancer cases treated; issued by superintendent's office, 14 May 1930; loose pages in folder. |
| 6 | 1921-1930 | Cases of acute (haemorrhagic) pancreatitis. |
| 7 | 1921-1930 | Cases of burns treated; issued by the superintendent's office, 27 Mar 1931. |
| 8 | 1930/31 | Head injuries treated. |

6 Statistics of Particular Diseases, etc, 1931-1939

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|----|-----------------|---|
| 1 | 1931/32 | Duodenal ulcer cases: in-patients from Cockenzie and Port Seton. Total duodenal ulcer cases and in-patients. List compiled 30 Dec 1932. |
| 2 | 1920/21-1931/32 | Appendicitis cases treated and number of deaths. |
| 3 | 1931/32 | Cases of gall bladder, gastric ulcer, duodenal ulcer and appendicitis operated on. List compiled 15 May 1933. |
| 4 | 1923-1933 | Osteomyelitis cases treated. |
| 5 | 1928/29-1932/33 | Pterygia and eye operations performed. List compiled 27 Mar 1934. |
| 6 | 1929/30-1933/34 | Thrombo Angiitis Obliterans cases. |
| 7 | 1933/34 | Analysis of respiratory system cases. |
| 8 | 1932-1935 | Names etc, of patients suffering from Myasthenia Gravis treated. |
| 9 | 1934 | Infectious diseases cases sent to the City and other hospitals. List compiled 19 Mar 1935. |
| 10 | 1934 | Typed summary of above infectious diseases list, 19 Mar 1935. |

65 Patient Statistics, 1860-1973**6 Statistics of Particular Diseases, etc, 1931-1939**

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|----|-----------------|---|
| 11 | 1929/30-1933/34 | Cases of rheumatoid arthritis. List compiled 3 Jun 1935. |
| 12 | 1934/35 | Results of patients treated during year. |
| 13 | 1926-1936 | Cases of encephalitis lethargica and encephalitis treated. List compiled 19 Dec 1936. |
| 14 | 1926/27-1935/36 | Cases of malignant cases of colon in the surgical house. |
| 15 | 1927-1937 | Particulars of malignant cases of colon in the surgical house. |
| 16 | 1932/33-1936/37 | Cases of appendicitis admitted. |
| 17 | 1936-1937 | Cases of malignant diseases treated. List compiled 25 Jan 1938. |
| 18 | 1932/33-1937/38 | Cases of actinomycosis treated. List compiled 6 Sep 1938. |
| 19 | 1932/33-1937/38 | Result of treatment of cases of actinomycosis. List compiled 10 Sep 1938. |
| 20 | 1936-1939 | Cases of Paget's disease of the bone. |

7 Statistics of Particular Diseases, 1945-1947

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|---|----------------|---|
| 1 | 1901-1945 | Appendicitis: number of admissions, number of deaths. |
| 2 | 1946 (Oct-Dec) | Numbers of patients admitted from the Border Counties. |
| 3 | 1947 | Acute cases admitted from the counties of Berwick, Peebles, Roxburgh and Selkirk. |

8 Miscellaneous Statistics, 1860-1914

Small bound notebook with miscellaneous information and statistics including staff numbers, provision costs, cost of furniture for nurses' rooms, consumption of alcohol per occupied bed, results of milk testing, etc.

[Note: see also under 'House Steward's Department' (LHB1/40)]

65 Patient Statistics, 1860-1973**9 Analysis of Admissions, 1972–1973**

- 1 Analysis of Medical Admissions by type of admission, Oct–Dec 1972 (A1).
 - 2 Analysis of Medical Admissions: A & E Admissions by Waiting Day and Non–Waiting Day. Oct–Dec 1972 (A2).
 - 3 Statistical Return of Patients by Clinic Charge, Oct–Dec 1972 (A3).
 - 4 Statistical Return of Patients by Clinical Charge, Oct–Dec 1972 (A4).
 - 5 City Hospital-Admissions to Chest Units, Dec 1972–Jan 1973, (A5).
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- 10 1949-1965 Untitled notebook containing statistics; headings include date, D, G, O, Trans, Returns, New, Total
 - 11 1870 Newspaper cutting “Health of the City”: death and mortality statistics for the week ending October 6 1870, reported by Henry D. Littlejohn, Medical Officer of Health
 - 12 1971 CARES User Enquiry System printout, detailing every patient discharged from RIE in 1971: 27,096 entries recording admission details, patient surname and date of birth.

66 Building Specifications, Reports, etc: General, 1872-1977

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|-----|-----------|--|
| 1 | 1872 | David Bryce: Measurement form Plans-Mason and Brick Work required to be executed in building the new Medical and Surgical Hospitals, photocopy. |
| 2 | 1897 | Specifications and schedules of quantities for a New Pavilion and Connecting Corridor, unbound. (5 items). |
| 3 | 1899 | Specifications, etc for New Ear & Throat, and Ophthalmological Pavilions and Connecting Corridor, unbound. (6 items). |
| 4 | 1926–1927 | Messrs Watson & Sons: Estimates regarding the re-equipment of the Radiological Department. (8 items). |
| 5 | 1931 | General Report on Proposed Extensions.
[Note: see under ‘Plans’ (LHB1/68-69)] |
| 6 | 1934 | Specifications and schedules of quantities for Dermatology and Special Pavilion and West Gate Alterations, bound volume. |
| 7 | 1934–1936 | Specifications, etc, for Simpson Memorial Maternity Hospital, bound volume + 2 loose letters |
| 8 | 1935–1936 | Specifications, etc for New West Home for Nurses, bound volume + 4 loose letters |
| 9 | 1958 | Specifications, etc, for New Bio–Chemical Laboratories, bound volume. |
| 10 | 1962 | Functional Brief and Schedule of Accommodation-New Eye department, Chalmers’ Hospital, Edinburgh (ie Princess Alexandra Eye Pavilion). |
| 11 | 1964 | Upgrading of Diagnostic Theatre, 13/14 Operating Theatre, Surgical Out-patient Department: tender document for Mechanical Installation. |
| 12 | 1966 | Crudens Ltd: Report on Investigation of existing Renal Dialysis and Cardiology Building at the Royal Infirmary, with a view to possible extension. |
| 13 | 1968 | Report on proposal for Emergency Generation of Electricity. |
| 14/ | | |

66 Building Specifications, Reports, etc: General, 1872-1977

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| 14 | 1969 | Report on technical and economic aspects of converting existing Lancashire Boilers at the Royal Infirmary to Oil Firing. |
| 15 | 1974 | Oil Storage for Emergency Generators at the Royal Infirmary: tender document. |
| 16 | 1975 | Alterations to the Department of Clinical Surgery: remeasurement for all Trades; loose pages stapled together. |
| 17 | 1977 | Medical Photography Unit at the Royal Infirmary: adjustment of all trades as executed by Murrayfield Joinery Co Ltd. |
| 18 | 1900 | Plumbing Reconstruction-Medical Department. Schedule of quantities of plumber work. |

67 Building Specifications, Reports, etc: Reconstruction of Royal Infirmary, 1961-1969

- 1 1961 Academic Area of New Royal Infirmary.
Preliminary comments and questions on all submitted academic schedules, sent by Messrs Robert Matthew & Johnson–Marshall, loose leaf-folder.
- 2 1962 Schedules of Accommodation for Academic Facilities.
Loose leaf folder. Loose inside is a letter to Dr Robertson re Animal House accommodation.
- 3 1963 Schedules of Accommodation for Proposed Academic and Service Laboratory Facilities.
Loose leaf folder. Loose inside are 4 circular letters.
- 4 1964 Academic Brief: Surgical and Anaesthetic Departments.
Loose leaf folder. Loose inside: covering circular letter.
- 5 n.d. Preliminary analysis of Schedules of Accommodation: Academic Areas. (3 items).
- 6 n.d. Academic Brief: Proposed Space Requirements.
- 7 n.d. Academic Brief: different format and content from above.
- 8 1964 Academic Brief: Schedule of Accommodation.
- 9 1964 Miscellaneous papers:
 - 1 Circular re amended schedules of accommodation.
 - 2–5 Rough notes and sketches re Hospital Brief.
- 10 1964 ‘Academic Brief-Royal Infirmary of Edinburgh’.
Introductory notes and schedules of accommodation for each department 2 volumes.
- 11 1964 Reconstruction of the Royal Infirmary of Edinburgh: Draft Functional Brief and Schedule of Accommodation drawn up by the South–Eastern Regional Hospital Board.
Loose inside: circulars and reports. (5 items).

- 67 Building Specifications, Reports, etc: Reconstruction of Royal Infirmary, 1961-1969**
- 12 1964 South-Eastern Regional Hospital Board, and University of Edinburgh: Royal Infirmary of Edinburgh and Medical School-Functional Brief and Schedules of Accommodation. First Edition. 3 volumes.
- 13 1965 SERHB and Edinburgh University: Revised Schedules of Accommodation of Medical School.
- 14 1969 New Royal Infirmary and Medical School: Schedule of Movable Furniture and Equipment for Mortuary, Works Department, Nurse Teaching Unit, etc.
- 15 1956 Robert H Matthew: Report on the proposals under consideration by the Board for the Reconstruction and Improvement of the Buildings of the Royal Infirmary. Printed.
- 16 1967 Medical Education Committee, Faculty of Medicine. 'Academic Facilities in the Royal Infirmary'. Paper expressing concern about existing academic accommodation, in view of the estimated time of the Royal Infirmary rebuilding programme. Includes Development Chart Timings and Availability of Academic Space. Oct 1967.
- 17 n.d. Area measurements for hospital services, relating to Phase I and II reconstruction of RIE (8 sheets)

67A Building Specifications, Reports, etc: Redevelopment of RIE and Medical School, 1979-1984

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|----|--|--|---|--|---|--|---|---|---|--|
| 1 | Mar 1981 | Royal Infirmary of Edinburgh and Medical School Redevelopment: Interim Report | | | | | | | | |
| 2 | Jul 1981 | Royal Infirmary of Edinburgh and Medical School Redevelopment: Interim Report | | | | | | | | |
| 3 | Aug 1981 | Royal Infirmary of Edinburgh and Medical School Redevelopment: Interim Report | | | | | | | | |
| 4 | 1981 | Folder containing: <table border="0" style="margin-left: 20px;"> <tr> <td style="vertical-align: top; padding-right: 10px;">1</td> <td>Royal Infirmary of Edinburgh and Medical School Redevelopment: Interim Report, August 1981</td> </tr> <tr> <td style="vertical-align: top; padding-right: 10px;">2</td> <td>Strategic Implications Arising from Interim Report on the Redevelopment of the Royal Infirmary of Edinburgh and Medical School, typescript, n.d.</td> </tr> <tr> <td style="vertical-align: top; padding-right: 10px;">3</td> <td>Report on Decisions reached by Medical Staff Committee of the Royal Infirmary</td> </tr> <tr> <td style="vertical-align: top; padding-right: 10px;">4</td> <td>Miscellaneous notes and correspondence</td> </tr> </table> | 1 | Royal Infirmary of Edinburgh and Medical School Redevelopment: Interim Report, August 1981 | 2 | Strategic Implications Arising from Interim Report on the Redevelopment of the Royal Infirmary of Edinburgh and Medical School, typescript, n.d. | 3 | Report on Decisions reached by Medical Staff Committee of the Royal Infirmary | 4 | Miscellaneous notes and correspondence |
| 1 | Royal Infirmary of Edinburgh and Medical School Redevelopment: Interim Report, August 1981 | | | | | | | | | |
| 2 | Strategic Implications Arising from Interim Report on the Redevelopment of the Royal Infirmary of Edinburgh and Medical School, typescript, n.d. | | | | | | | | | |
| 3 | Report on Decisions reached by Medical Staff Committee of the Royal Infirmary | | | | | | | | | |
| 4 | Miscellaneous notes and correspondence | | | | | | | | | |
| 5 | 1982-1984 | Folder containing correspondence relating to the RIE and Medical School Redevelopment Sub-Group | | | | | | | | |
| 6 | 1979-1980 | RIE [and Medical School] Phase I – Commissioning and Operations Policy correspondence and reports | | | | | | | | |
| 7 | 1982 | Lothian Health Board file relating to redevelopment of RIE and Medical School | | | | | | | | |
| 8 | 1979-1981 | Development Control Plan correspondence and reports | | | | | | | | |
| 9 | 1981-1983 | Notes of meetings of the RIE and Medical School Phase I Commissioning Team | | | | | | | | |
| 10 | 1982-1984 | New RIE and Medical School Phase I Correspondence | | | | | | | | |
| 11 | 1979-1980 | RIE Phase I STD Outpatients correspondence | | | | | | | | |

67B Building Specifications, Reports, etc: Lower Surgical Corridor Scheme, 1981-1987

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|----|-------------------|---|
| 1 | 1983 | “Royal Infirmary of Edinburgh Development Plan”, including plans for the Lower Surgical Corridor Scheme (2 copies) |
| 2 | Nov 1981-Jun 1986 | Lower Surgical Corridor Scheme Working Party file |
| 3 | Sep 1982-Apr 1986 | Lower Surgical Corridor: Head and Spinal Injuries Unit file |
| 3a | 1982-1986 | Lower Surgical Corridor: Transfer of Orthopaedic Out-Patient Dept to Phase I file |
| 4 | Dec 1984-Jul 1986 | Lower Surgical Corridor: Accident and Emergency Department file |
| 5 | 1985 | Lower Surgical Corridor: A+E Dept Plans and Sketches |
| 6 | Nov 1985-May 1986 | Lower Surgical Corridor: Oral Surgery Department file, including plans |
| 7 | Feb 1986 | Lothian Health Board: Transfer of Surgical Consultation Department at Edinburgh Royal Infirmary: Pre-Design Cost Limit |
| 8 | Feb 1985-Nov 1985 | Lower Surgical Corridor: Surgical Consultation Department file, including plans |
| 9 | Jan 1986 | Copy plan of Lower Surgical Corridor by Sir Basil Spence, Glover and Ferguson, for discussion |
| 10 | 1986-1987 | RIE Option Appraisal file, including Management Advisory Service report |
| 11 | Apr 1986 | <i>General Management in the Scottish Health Service: Application to Units Report</i> Scottish Home and Health Department, April 1986 |
| 12 | Jan 1985 | Copy letter to Mr S. Richardson, Planning and Development, Lothian Health Board, from GW Simpson, Medial Advisor, regarding a steriliser for the Cardiac Theatre at the RIE |
| 13 | [198-?] | LSC Trauma Unit: Room Data Sheets |
| 14 | [198-?] | LSC Trauma Unit: Room Layouts, plans |

68 Plans: General, 1738-1988

PLANS OF PRE-1879 BUILDINGS, ETC

1* Old Royal Infirmary: Adam Building:

Bound volume containing:

- 1 Drawing of North Front of Royal Infirmary.
- 2 Drawing of Portico for North Front of Royal Infirmary, ms.
- 3 Drawing of 'North Front', and ?plan, ms [of Surgeon's Hospital 1738?]
- 4 Floor Plans for Infirmary, printed.
- 5 Floor Plans for 'Surgeon's Hospital', ms.
- 6 'Section through E.F. and G.H. in the Plans', ms.
- 7 Plan of ?underwork of Baths area, ms.
- 8 Plan of Bathing Rooms and adjoining areas, ms.
- 9 Sketch of whole extent of ground belonging to Infirmary, ms.
- 10 North Front of Infirmary with figures in the foreground, etching.
- 11 General plan of Ground Story of Infirmary, etching.
- 12 General plan of First Floor of Infirmary, etching.
- 13 General plan of Second Floor of Infirmary, etching.
- 14 General plan of Third or Attic Floor of Infirmary, etching.

- 2 Plans of houses and wards of Old (Adam) Infirmary; also showing ground plan of Surgeon's Square, n.d. 19th Century
[Repaired June 1997]

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* MICROFILM COPY AVAILABLE

68 Plans: General, 1738-1988

LAURISTON PLACE: SITE AND BLOCK PLANS

3	1852	Plan of Lauriston Place site, showing George Watson's Hospital, etc. Copy produced by RIE Office of Works, 1936.
4	1869	Site plan as above, copy, Office of Works, 1936.
5	1891	Site plan as above, showing the 1879 Infirmary building, and with later buildings superimposed on those of 1891 period. Copy, Office of Works, 1936.
6	1927	Block plan of Infirmary showing areas of expansion; Office of Works.
7	n.d.	Block plan of Infirmary before any expansion across Lauriston Lane took place.
8	1939	Block plan of Infirmary showing positions of air-raid shelters. Printed.
9	1958	Block plan of Infirmary.
10	n.d.	Block plan of Infirmary and adjacent properties.
11	n.d.	Photocopy of above plan with annotations added.
12	n.d.	Block plan of Infirmary and surrounding streets (2 plans)
12a	15 Dec 1922	Royal Infirmary Edinburgh - Block plan & sections of property in Archibald Place, Lauriston Place, Lauriston Terrace & Lane. Indicates properties owned and occupied and owned to let
12b	c1922	Royal Infirmary Edinburgh - Block plan & sections of property in Archibald Place, Lauriston Place, Lauriston Terrace & Lane. Corrected 16 November 1933 and cancelled 19 May 1943
12c	1930s	[Pencil sketch of the Royal Infirmary of Edinburgh and surrounding Area.] Shows houses already belonging to the Hospital and those desired to be bought for the extension scheme

BRYCE PLANS OF NEW INFIRMARY COMPLETED IN 1879 (see also LHB1/68B)

13	1872	No 65	Plan of second ward floor of Surgical Hospital. (124 RS written above title).
14	1872	No 66	Plan of third ward floor of Surgical Hospital. (126 RS written above title).

68 Plans: General, 1738-1988

BRYCE PLANS OF NEW INFIRMARY COMPLETED IN 1879 (see also LHB1/68B)

The following plans are marked as being referred to in the contract between the Infirmary and Messrs William Beattie and Sons, builders, Dec 1876.

15	1872	No 70	Surgical Hospital: plan of floor timbers of centre block.
16	[1875]		Overlap on drawing on 81 of 21 June 1875 showing section of clock tower with chimneys.
17	1872	No 84	Surgical Hospital-elevations of east classrooms. (This drawing was superseded by no 167 of 21 June 1875 excepting geometrical view of turret, Inner East and West Pavilions).
18	1872	No 85	Surgical Hospital: section through centre block and medical corridor leading to Medical Hospital; and section showing stair to women servants' dormitories.
19	1875	No 94	Iron framing for roof of main tower.
20	1875	No 156	Portion of drawing no 67. Plan of portion of attic floor showing additional south-east pavilion and alterations of east classroom.
21	1875	No 156a	Portion of drawing no 67. Surgical Hospital – plan of portion of attic floor showing additional south-west pavilion and alteration on west classroom.
22	1875	No 157a	Portion of drawing no 68. Surgical Hospital – plan of portion of roof showing additional south-west pavilion and alterations on west classroom.
23	1896		Proposed addition to Infirmary [Diamond Jubilee Pavilion] cross section and south elevation.
24	n.d.		Drawing (not to scale) of Medical Pavilions as seen from the Meadows, with pencil indications as to sites for Bio-Chemistry laboratories, etc, between the Pavilions.

ADDITIONAL BUILDINGS ON LAURISTON PLACE SITE

25	1934	Simpson Memorial Maternity Pavilion: bound set of plans. Secretary and Treasurer's copy.
26	1934–1935	Florence Nightingale Nurses' Home: bound set of plans. Secretary and Treasurer's copy.

68 Plans: General, 1738-1988

ADDITIONAL BUILDINGS ON LAURISTON PLACE SITE

- 27 1934-1935 Florence Nightingale Nurses' Home: bound set of plans. Lady Superintendent of Nurses' copy

DEPARTMENTS OF INFIRMARY: ALTERATIONS AND EXTENSIONS

- 28-34 1924 Plans of proposed new Radiological Department drawn by Thomas Turnbull (A/2-A/7)
- 28 wanting
- 29 A/2 Basement
- 30 A/3 Ground floor (2 copies)
- 31 A/4 First floor (2 copies, one with annotations)
- 32 A/5 Roof
- 33 A/6 East elevation
- 34 A/7 West elevation and part elevation towards Medical Corridor.
- 35 1929 Proposed alterations and additions at Surgical House forming Steward's Stores; showing block, ground floor and basement plan. Photocopy with amendments pencilled in in colour to show new Medical Records areas, etc.
- 36 1931 Plan of proposed additions to Secretary and Treasurer's Office Suite. Office of Works, RIE. Alterations made in 1968 shown in red pencil.
- 37 1943 Plan of proposed Rehabilitation Department: second floor.
- 38 1969 Proposals for Emergency Admission Area: architect, Arthur Dixon. Set of 4 drawings.
- 39 1969 Proposals for Intensive Care Area on Surgical Side: Plan to illustrate development potential westward from existing respiratory unit (ward 19) over upper part of 9/10 theatre and part of staircase up to ward 17. Set of 3 drawings. Architect, Arthur Dixon.
- 40 1969 Plan of proposed Central Admission Unit and Medical Records Department. Architect, Arthur Dixon.
- 41 1970 Plan of Chiropody Clinic and space used as garage in Surgical Block. 2 copies, one with pencil annotations. Arthur Dixon.

DEPARTMENTS OF INFIRMARY: ALTERATIONS AND EXTENSIONS

- ## DEPARTMENTS OF INFIRMARY: ALTERATIONS AND EXTENSIONS

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| 43 | 1970 | Plan (not surveyed) of upper floor-Department of Therapeutics-
Department of Cardiology Block. |
| 44 | 1972 | Upgrading ward 19 and 9/10 operating theatre: Outline proposals,
scheme one, elevation and sections. Architect Messrs Robert Matthew,
Johnson–Marshall & Partners. |
| 45 | 1972 | Upgrading ward 19 and 9/10 operating theatre: Outline proposals,
scheme one, elevation and sections. Architect Messrs Robert Matthew,
Johnson–Marshall & Partners.
<div style="margin-left: 180px;">Revised Outline Proposals 1 Ward 19
 2 Theatre 9/10</div> |
| 46 | 1972 | Upgrading ward 19 and 9/10 operating theatre: Outline proposals,
scheme one, elevation and sections. Architect Messrs Robert Matthew,
Johnson–Marshall & Partners.
Sketch plans of requested revisions. 5 plans. |
| 47 | 1972 | Upgrading ward 19 and 9/10 operating theatre: Outline proposals,
scheme one, elevation and sections. Architect Messrs Robert Matthew,
Johnson–Marshall & Partners.
<div style="margin-left: 180px;">Final Plans 1 Location plan
 2 9/10 Operating Theatre Plan
 3 Intensive Care Area and Ward 19 Plan no 1
 4 Intensive Care Area and Ward 19 Plan no 2</div> |
| 48 | 1972 | Another set of above plans showing different revisions. |
| 49 | 1972 | Ward 19, theatre 9/10: another set of plans 2–4 of no 47 above,
unrevised and with annotations. |
| 50 | 1972 | Proposed Infusion Fluid Centre. Set of 2 plans. |
| 51 | 1972 | X-ray Extension: First floor outline. |
| 52 | 1973 | Sketch proposals for Proposed Regional Infusion Centre. |
| 53 | 1975 | Radiodiagnostic Department: survey plan of part of existing
department. |

68 Plans: General, 1738-1988

DEPARTMENTS OF INFIRMARY: ALTERATIONS AND EXTENSIONS

- 54 1977 Radiodiagnostic Department: plan of proposed improvements to reception, waiting and lavage areas.
Architect: T Harley Haddow & Partners.
- 55 1979 X-ray Department: proposed extension-outline plan showing extension in relation to other buildings.
- 56 n.d. Laundry Block-second floor.
- 57 n.d. Sketch of proposed Lung Inflation Area above PM Theatre.

ENGINEERING PLANS: PIPES, HEATING INSTALLATIONS, ETC

- 58 n.d. Plan of Water Pipes in and around Surgical Pavilions.

Messrs Ashwell & Nesbit Ltd

Plans for the installation of 'Nuvacuumette Steam Heating', 1922. Series of plans as follows:

- 59 Royal Infirmary Block Plan; final drawing and sketch on greaseproof paper.
- 60 13/14 and 15/16 Theatres, final drawing and sketch.
- 61 Ophthalmic Theatres, final drawing and sketch.
- 62 Pathological Department, final drawing and sketch.
- 63 Additions to Nurses' Home, Archibald Place, final drawing and sketch.
- 64 SOPD and wards 1-7-13, sketch only.
- 65 Wards 5-11-17, sketch only.
- 66 11/12 and 17/18 Theatres, sketch only.
- 67 5/6 and 9/10 Theatres, sketch only.
- 68 Administrative Block, sketch only.
- 69 Ear and Throat Pavilion, sketch only.
- 70 Nurses' Home, sketch only.
- 71 West Home, sketch only.

68 Plans: General, 1738-1988

ENGINEERING PLANS: PIPES, HEATING INSTALLATIONS, ETC

Messrs Ashwell & Nesbit Ltd

72 Wards 2–8–14, sketch only.

73 SOPD Theatre and sundries, sketch only.

Messrs Ashwell & Nesbit

Plans for Heating, Ventilating & Air–Conditioning the Simpson Memorial Maternity Pavilion.

The first two drawings were provided for Messrs Ashwell & Nesbit by Thomas Turnbull, architect to the RIE.

74 Scale plan and section to Nurseries: drawing and blue print, Thomas Turnbull, Aug 1934.

75 Scale plans and sections to nurseries, Ashwell & Nesbit, Aug 1934.

The following are all drawn by Messrs Ashwell & Nesbit:

76 Proposed air–conditioning plant for Nurseries and Incubator Rooms, drawing and blue print, Dec 1934.

77 Revision to Extract Ducting shown on above plan, Dec 1934.

78 Revised arrangement of Extract Duct, Jan 1935.

79 Arrangement of Inlet and Outlet Gratings as included in general price, Feb 1935.

80 Air–conditioning Plants for Nurseries and Incubator Rooms, drawing and blue print, Jan 1935.

81 Scale plan and sections to nurseries, drawing on greaseproof paper, n.d.

82 Cupboards and Air Distributors, Jan 1935.

83 Scale plan of basement floor, roof plan & section for air–conditioning plant, Apr 1936.

84 Air–conditioning apparatus, May 1936.

85 Ductwork for Air–conditioning plants, May 1936.

86/

68 Plans: General, 1738-1988

ENGINEERING PLANS: PIPES, HEATING INSTALLATIONS, ETC

Messrs Ashwell & Nesbit

86 Detail of cloth filter inside duct, May 1940.

Miscellaneous Engineering Projects

- 87 1975 Feasibility study: Sterile Products Manufacturing Unit; architect Lawrie Nisbet.
2 sets of studies.
- 88 1978 Scheme design-Plant Sandwich Floor-proposed Scanner Unit in East Medical Lecture Theatre. Architect Lawrie Nisbet.
(2 items)
- 89 1978 EMI Medical Ltd: installation of computers:
- 1 Final Building Layout
- 2 Final Services Layout
- 90 1968 J Lyons & Co Ltd: layout for kitchens showing appliances, stores, etc.
- 90a 1988 Haden Young: Heating Layout, Ward 29, as fitted: ward plan
- 90b 1988 Haden Young: Heating Layout, Ward 29, as fitted: Radiator Schedule
- 90c 1988 Haden Young: Heating Layout, Ward 30, as fitted: ward plan
- 90d 1988 Haden Young: Heating Layout, Ward 30, as fitted: Radiator Schedule

MISCELLANEOUS

- 91 1957 Survey of house at no 43 Chalmers Street as existing Jan 1957, architect Arthur Dixon.
- 92 1937 Diagram of ownership of property in Archibald Place, Lauriston Place and Lauriston Terrace and Lane.

93/

68 Plans: General, 1738-1988

MAJOR DEVELOPMENT PLANS

- | | | |
|----|---|--|
| 93 | 1956 | Development Plan: drawings by RH Matthew: |
| | 1 | Zoning Diagram |
| | 2 | Surgical Out-Patient Department Reconstruction |
| 94 | 1961 | SOPD Upgrading: ground floor plan; architect Robert Matthew, Johnson-Marshall & Partners. |
| 95 | 1966 | Crudens Ltd: Renal Dialysis Unit: |
| | 1 | Spot Check on Structure Levels |
| | 2 | Proposed Bore Hole Positions |
| | 3 | Sections through Bore Holes |
| 96 | 1974 | Oil Storage for Emergency Generators: oil pipe routes etc. |
| | 1 | Royal Infirmary |
| | 2 | Eye Hospital and Chalmers Hospital |
| 97 | 1979 | Proposed Roadway at West Side of Laundry Block and Hardstanding for Packslave Compactor. |
| 98 | 1963-1964 | (Princess Alexandra) Eye Pavilion: architects Messrs Alison and Hutchison & Partners. |
| | 1 | Survey: plan & sections, Mar 1963 |
| | 2 | Site layout plan, Jul 1964 |
| 99 | <u>Plans of Reconstruction of Medical Out-Patient Department, 1969-1972</u> | |
| | 1 | 10 Mar 1969 |
| | | Royal Infirmary of Edinburgh – proposals for Reconstruction and Expansion of MOPD [Medical Out-patients Department] as Medical Consultation Department. Plan shows ground and upper floors, room uses, dimensions and notes on further potential alterations. Drawing no. MOPD C. Scale 1/8" to 1'-0". Acc RIE/05. |

68 Plans: General, 1738-1988**99 Plans of Reconstruction of Medical Out-Patient Department, 1969-1972**

- | | | |
|-----|-------------|---|
| 2 | 22 Mar 1972 | Royal Infirmary of Edinburgh – proposals for Reconstruction and Expansion of MOPD [Medical Out-patients Department] as Medical Consultation Department. Plan and correspondence relating to the reconstruction. Shows changes to room uses and sizes, the position and shape of stairwells and the south elevation. Drawing no. MOPD C2. Revised 30/3/72 and 14/4/72. Scale 1/8" to 1'-0". |
| 3 | 1972 | Royal Infirmary of Edinburgh – proposals for Reconstruction and Expansion of MOPD [Medical Out-patients Department] as Medical Consultation Department. Duplicate of LHB1/68/99/2 with an amendment. Scale 1/8" to 1'-0". Acc RIE/05. |
| 100 | 1970 | Plan of ENT [Ear Nose and Throat] OPD [Out-Patient Department]. Architect, Arthur A Nixon, with amendment. Acc RIE/05. |
| 101 | 11 May 1967 | Royal Infirmary of Edinburgh Urological Surgery Department - Sketch Plans of Day Bed Area. Shows half inch plan of reception area and part second floor plan showing urological day bed area. Scale 1/8 inch and 1/2 inch. South Eastern Regional Hospital Board (Scotland) Regional Architects Division. Appears to have been part of the Lothian Health Board library collection as it is accompanied by a library lending card and the Board's stamp is on the plan. |

68A Plans: supplementary list, 1872-1949

1	1872	Medical/Surgical no 93 (Apr 1872)
2	1890	Home for nurses no 3 (Jul 1890), Red Home
3	1875	Surgical Hospital no 155a (Jun 21 1875)
4	1875	Surgical Hospital no 175 (Jun 21 1875)
5	1896	New laundry offices. Book of 6 drawings (Feb 1896)
6	1896	Royal Infirmary 1 st floor (Jul 1896)
7	1896	Royal Infirmary 2 nd floor (Jul 1896)
8	1896	Proposed additions no 7 (Mar 1896)
9	1897?	Proposed additions no 9 (Mar 1897?)
10	1897	Proposed additions East elevation no 12 (Mar 1897)
11	1898	New ENT no 2 (Nov 1898)
12	1898	New ENT no 4 (Nov 1898)
13	1898	New ENT no 5 (Nov 1898)
14	1898	New ENT no 10 (Nov 1898)
15	1899	New ophthalmological no 1 (Sep 1899)
16	1899	New ophthalmological no 2 (Sep 1899)
17	1899	New ophthalmological no 5 (Sep 1899)
18	1899	New ophthalmological no 6 (Sep 1899)
19	1899	New ophthalmological no 8 (Sep 1899)
20	1899	New ophthalmological no 10 (Sep 1899)
21	n.d.	Plan of basement floor, n.d.
22	n.d.	Plan of sanitary towers no 1, n.d.
23/		

68A Plans: supplementary list, 1872-1949

23	n.d.	Diamond Jubilee Pavilion (North) no 5/56, n.d.
24	1902	Ophthalmological attic: electric and HWS (Jul 1902)
25	1902	Jubilee Pavilion: basement, heating and ventilation (Jul 1902)
26	1902	Jubilee Pavilion: ground floor, heating and ventilation (Jul 1902)
27	1902	Jubilee Pavilion: 1 st floor, heating and ventilation (Jul 1902)
28	1902	Jubilee Pavilion: attic and 2 nd floor, heating and ventilation (Jul 1902)
29	1908	Proposed new drainage system (Jun 1908)
30	1934	New west home for nurses no 3 (1934)
31	1934	New west home for nurses no 4 (1934)
32	1934	New west home for nurses no 5 (1934)
33	1934	New west home for nurses no 6 (1934)
34	1934	New west home for nurses no 7 (1934)
35	1937	Proposed alterations to laundry no 51 (1937)
36	1924	Proposed new radiological department: foundation and block no A/1 (14 Nov 1924)
37	1924	Proposed new radiological department: Section A/A no 5 (8 Oct 1924)
38	1925	Proposed clinical lab no 1c (1 Dec 1925)
39	1925	Proposed clinical lab no 5c (1 Dec 1925)
40	1925	Proposed new clinical lab no 6c (1 Dec 1925)
41	1936	Proposed dermatology and Special Pavilion sheet 1 (Jan 1936)
42	1936	Proposed dermatology and Special Pavilion sheet 2 (Jan 1936)
43	1939	RIE block plan (10 Aug 1939)
44	1939	New west nurses' home: basement (8 Mar 1939)
45/		

68A Plans: supplementary list, 1872-1949

45	1937	Chalmers Street (May 1937)
46	[19--?]	EIMH: drainage system (26 Sep 19--?)
47	n.d.	Department of Therapy (follow up) no 1, n.d.
48	1937	Proposed additions to laundry (26 Feb 1937)
49	1945	Dispensary reconstruction no 9 (6 Nov 1945)
50	1945	Dispensary reconstruction no 10 (6 Nov 1945)
51	1949	Blood transfusion department no 30 (17 Jan 1949)
52	1949	Blood transfusion department no 38 (17 Jan 1949)
53	1934	Greens Vertical Economism H 48647 (1934)
54	1938	Special buck and skull rooms, 42/1 (21 Apr 1938)
55	1935	Proposed extension to laundry no 3 (3 Dec 1935)
56	1939	SMMP installation of X – Ray (21 Mar 1939)
57	c1903	RIE Ear, nose and throat no 2, n.d.
58	1929	Proposed alterations to 6 th surgical theatre no 14/44 (25 Jul 1929)
59	1922	RIE High Pressure Steam no 3764 – 10 (5 Oct 1922)
60	1924	New radiological A/1 (14 Nov 1924)
61	1924	New radiological A/2(14 Nov 1924)
62	1924	New radiological A/3 (14 Nov 1924)
63	1924	New radiological A/4 (14 Nov 1924)
64	1924	New radiological A/5 (14 Nov 1924)
65	1924	New radiological A/7 (14 Nov 1924)
66	1924	New radiological A/8 (14 Nov 1924)
67	n.d.	RIE Medical Hospital, n.d.

68A Plans: supplementary I, 1872-1949

- | | | |
|----|------|---|
| 68 | 1877 | Pathological, Engineer, Service and Laundry Departments, no 3-plan of ground floor of workshop block of laundry offices (19 Apr 1877) |
| 69 | 1877 | Pathological, Engineer, Service and Laundry Departments, no 4-plan of upper floor of workshop block of laundry offices (19 Apr 1877) |
| 70 | 1877 | Pathological, Engineer, Service and Laundry Departments, no 5- plan of roof (19 Apr 1877) |

68B Plans: supplementary II, 1872-1877

See also LHB1/68/13ff.

- 1 1 Medical Hospital. Plan of Second Floor Ward. No 30, April 1872
- 2 Second part of above drawing
- 2 1 Medical Hospital. Plan of Third Floor Ward. No 31
- 2 Second part of above drawing
- 3 Medical Hospital. East half of Nurses' Dormitory. No 32, April 1872
- 4 Medical Hospital. West half of Nurses' Dormitory. No 32a, April 1872
- 5 Medical Hospital. Roof of East and Inner East Pavilions. No 33, April 1872
- 6 Medical Hospital. Roof of West and Inner West Pavilions. No 33a, April 1872
- 7 Medical Hospital Elevations. East Elevation of East Pavilion. No 35, April 1872
- 8 Medical Hospital Elevations. Inside Elevation of East Pavilion. No 37, April 1872
- 9 Medical Hospital Elevations. East Elevation of Inner East Pavilion. No 38, April 1872
- 10 Medical Hospital Elevations. West Elevation of inside East Pavilion. No 39, April 1872
- 11 Medical Hospital Elevations. East Elevation of Inner West Pavilion. No 40, April 1872
- 12 Medical Hospital Sections. West Elevation of the inside of the West Pavilion. No 41, April 1872
- 13 Medical Hospital Elevations. Inside Elevation West Pavilion. No 42, April 1872
- 14 Medical Hospital Elevations. West Elevation of outside West Pavilion. No 43, April 1872
- 15 Medical Hospital Elevations. South Elevation. No 44, April 1872
- 16 1 Medical Hospital Sections. Cross Section through Wards of Pavilions on the line A.B showing Convalescent Rooms. No 45, April 1872
- 2 Second part of above drawing

68B Plans: supplementary II, 1872-1877

- 17 1 Medical Hospital. Section through Administration Blocks looking North.
 No 46
- 2 Second part of above drawing
- 18 Medical Hospital Sections. Longitudinal Section through East Pavilion on the line
 E.J. No 47, April 1872
- 19 Medical Hospital. Elevations and Sections. Section through Dispensary Building on
 the line G.H showing South view of Surgical Operating Theatre 9. No 48, April 1872
- 20 Medical Hospital. Elevations and Sections. Extended views of West Circular Portion
 of Corridor Wall; extended view of East Circular Portion of Corridor Wall; West
 Elevation of Entrance Corridor between Medical and Surgical Hospitals and Section
 through Dispensary Building on the line I.J. No 50, April 1872
- 21 Medical Hospital Elevations. South Elevation of Connecting Corridor between
 Surgical and Medical Hospitals and Dispensary Buildings. No 57, April 1872
- 22 Surgical Hospital. Plan of Third Floor Ward Timbers. No 69, April 1872
- 23 Surgical Hospital. East Elevation of East Pavilion. No 73, April 1872
- 24 Surgical Hospital. West Elevation of outside East Pavilion. No 74, April 1872
- 25 Surgical Hospital. East Elevation of Inner East Pavilion. No 75, April 1872
- 26 Surgical Hospital. West Elevation Entrance Quadrangle. No 76, April 1872
- 27 1 Surgical Hospital. West Elevation of Inner West Elevation. No 78, April 1872
- 2 Overlap of above drawing, showing alterations on most classrooms. No 163,
 21st June 1875
- 28 Surgical Hospital. East Elevation of West Pavilion. No 80, April 1872
- 29 Surgical Hospital. Section through Administration Department taken on the line of
 C.D. No 81, April 1872
- 30 Surgical Hospital. Section through Wards looking North taken on line A.B. No 82,
 April 1872
- 31/

68B Plans: supplementary II, 1872-1877

- 31 Surgical Hospital Elevations. Section through Corridor on the line A.A showing West Elevation of Centre Block. Angle view of Tower of North-West Corner of Centre Block, Section on the line C.C showing East Elevation of Centre Block building. No 85, April 1872
- 32 Surgical Hospital. Section through Corridor leading to Operating Theatre taken on the line C.C showing North Elevation of Operating Theatre. No 86, April 1872
- 33 Surgical Hospital. Section taken on the line W.X showing South Elevation of Watson's Hospital. No 89, April 1872
- 34 Surgical Hospital. Elevations of Student Hall and Female Accident Wards. East and West Elevation of Student Hall. East and West Elevation of Female Accident Wards. No 91, April 1872
- 35 Surgical Hospital. Elevation of West Classroom. {This drawing is superseded by drawing no 168 [LHB1/68B/43]}. West Elevation of Classroom, Section through Corridor showing South Elevation of Classroom and Staircase. South Elevation on line Y.Z. No 92, April 1872
- 36 Framing for Roof of Ventilating Towers. No 95, April 1872
- 37 Surgical Hospital. Plan of portion of Roof showing Additional South East Pavilion and Alterations on East Classroom. No 157, 21st June 1875
- 38 Surgical Hospital. Portion of the South Elevation and Section on the line I.J East showing alterations in connection with East Classroom Pavilion (portion of drawing no 72). No 158, 21st June 1875
- 39 Surgical Hospital. East Elevation of South East Pavilion (portion of drawing no 73 [LHB1/68B/23]). No 159, 21st June 1875
- 40 Surgical Hospital. West Elevation of South East Pavilion (portion of drawing no 74 [LHB1/68B/24]). No 160, 21st June 1875
- 41 Surgical Hospital. East Elevation of South West Pavilion (portion of drawing no 79). No 164, 21st June 1875
- 42 Surgical Hospital. Elevation of East Classrooms; South Elevation of Classroom and Staircase; Section through connecting Corridor and showing North Elevation of Classroom; East Elevation of Classroom. No 167, 21st June 1875
- 43/

68B Plans: supplementary II, 1872-1877

- 43 Surgical Hospital. Elevation of West Classroom; West Elevation of Classroom; Section through Corridors and showing North Elevation of Classroom and Staircase; South Elevation and Section on the line Y.Z (to supersede drawing no 92 [LHB1/68B/35]) No 168, June 1875
- 44 Surgical Hospital. Section through connecting Corridor showing North End. Elevation of South East Pavilion. No 169
- 45 Surgical Hospital. East Elevation of South West Pavilion. South Elevation of South West Pavilion; Section through connecting Corridor showing North Elevation of South West Pavilion. No 171, 21st June 1875
- 46 Sections and Elevations showing Alterations on Watson's Hospital for Nurses' Home. Section on line O.P through Watson's store, dinner service room. Section through Nurses' Dining Hall on the line M.N. West Elevation of Watson's Hospital, Section through Kitchen and Stairs on the line H.H (to supersede portion of drawing no 88, also drawing no 137). No 172, 21st June 1875
- 47 Surgical Hospital. Plans of Roof over Nurses' Dormitories West Wing Watson's Hospital (portion of drawing no 66). No 173, 21st June 1875
- 48 Medical Hospital. Portion of Section through Dispensary Buildings on the line G.G showing Alterations on South End of West Wing of Watson's Hospital (to supersede portion of drawing no 48 [LHB1/68B/19]). No 174, 21st June 1875
- 49 Pathological Engineer Service and Laundry Department No 7. Elevation of Pathological Theatre and towards Lauriston being Section on the line a.a, 19th April 1877
- 50 Pathological Engineer Service and Laundry Department No 9. Section on the line B.B showing South Elevation of Pathological Building, 19th April 1877

69 Plans: Reconstruction of Infirmary; Phase 1, 1960-1976

For correspondence re these major developments see files and miscellaneous Administration papers. The reconstruction proposals in LHB1/69/1-3 involved the replacement on the same site of the existing building. In the event these proposals were abandoned. Instead a new building, 'Phase 1', was erected to the west of the existing Infirmary buildings.

- | | | |
|----|------|--|
| 1 | 1965 | Plan of area to west of existing Infirmary. |
| 2 | 1960 | Report on Reconstruction of Infirmary: ring folder of plans, architect Robert Matthew & Johnson-Marshall. |
| 3 | 1962 | South Eastern Regional Hospital Board
Royal Infirmary of Edinburgh Reconstruction: Preliminary Sketch Plans. Robert Matthew, Johnson-Marshall & Partners, Llewelyn Davies and Weeks.
4 copies; fourth copy is missing plan of existing site with proposed main block superimposed, and Block Plan. |
| 3a | 1962 | South Eastern Regional Hospital Board
Preliminary Report on Protection of Existing Buildings: Detailed Drawings |

INITIAL PLANS:

ARCHITECTS ROBERT MATTHEW, JOHNSON-MARSHALL AND PARTNERS

- | | | | |
|---|------|--|-----------------------------|
| 4 | 1967 | Level -1, BTU non resident staff changing | |
| 5 | 1968 | Flat types: nurses residents | no 42/FD/190 |
| 6 | 1968 | Level -2: mortuary, works department
non resident staff
changing rooms | no 42/FD/177 |
| 7 | 1968 | Level -3: boiler house, works department ,
BTU | no 42/FD/201
no 42/FD/20 |
| 8 | 1968 | -2 non resident staff changing;
works department | no 42/FD/202 |
| 9 | 1968 | -1 blood transfusion unit
non resident staff changing | no 42/FD/203 |

69 Plans: Reconstruction of Infirmary; Phase 1, 1960-1976

10	1968		0	nurse teaching unit non resident staff changing	no 42/FD/204
11	1968		+1	residential accommodation	No 42/FD/205
12	1968	Level	+2	residential accommodation	No 42/FD/206
13	1968		+3	residential accommodation	No 42/FD/207
14	1968	Site plan			No 42/FD/208
15	1968	Level	-4	garages	No 42/FD/301
16	1968		-3	central stores & supplies department	No 42/FD/302
17	1968		-3	catering services	No 42/FD/303
18	1968		-3	link, traffic routes theatre service centre	No 42/FD/304
19	1968		-3	scientific workshop department 30	No 42/FD/306
20	1968		-2	diagnosis X – ray department mass min. radiography	No 42/FD/312
21	1968		-2	standard wards, board of management and administration	No 42/FD/314
22	1968		-2	standard wards, ICU board of management and admin, clinical investigation	No 42/FD/315
23	1968		-1	standard wards, board of management and admin	No 42/FD/320
24	1968		-1	standard wards, intensive care bed area, board of management and admin, div. of surgery clinical investigation	No 42/FD/321
25	1968		-1	medical records department	No 42/FD/322
26	1968		-1	paraclin. sc. support labs, hospital chapel	No 42/FD/323

69 Plans: Reconstruction of Infirmary; Phase 1, 1960-1976

27	1968		-1	entrance hall	No 42/FD/325
28	1968		-1	intensive therapy unit out-patient operating theatre suite	No 42/FD/327
29	1968		-1	accident and emergency department, emergency admission & resuscitation, fracture suite, X – ray	No 42/FD/329
30	1968	Level	0	out-patient department consultation area, OPD diagnostic & investigative area	No 42/FD/330
31	1968		0	board of management, administration	No 42/FD/331
32	1968		0	rehabilitation	No 42/FD/332
33	1968		0	haematology	No 42/FD/333
34	1968		0	central isotope department	No 42/FD/334
35	1968		0	social services area	No 42/FD/335
36	1968		0	entrance	No 42/FD/336
37	1968		0	pharmacy department	No 42/FD/337
38	1968	Level	+1	private ward	No 42/FD/338
39	1968		+ 1	standard wards, intensive care bed area; board of management and admin; clinical investigation	No 42/FD/339
40	1968		+ 1	standard wards; board of management and admin	No 42/FD/340
41	1968	Level	+ 2	standard wards; board of management and admin	No 42/FD/345
42	1968		+ 2	standard wards, intensive care bed area; board of management and admin; clinical investigation	No 42/FD/346

LHB 1**ROYAL INFIRMARY OF EDINBURGH****69 Plans: Reconstruction of Infirmary; Phase 1, 1960-1976**

43	1968		+ 2	metabolic unit	No 42/FD/349
44	1968	Level	+3	standard wards; Board of management and admin	No 42/FD/352
45	1968		+3	day bed area; clinical investigation area	No 42/FD/354
46	1968		+3	standard wards; intensive care bed area; board of management and admin; clinical investigation	No 42/FD/356
47	1968		+3	geriatric ward	No 42/FD/357
48	1968		+3	psychiatric ward	No 42/FD/358
49	1968	Level	-3	Theatre service centre	No 42/FD/360
50	1968		-2	central operating theatre suite	No 42/FD/361
51	1968		-4	tunnels below -3	No 42/FD/362
52	1968		-3	boiler house; works department, BTU, mortuary	No 42/FD/363
53	1968		-2	non resident staff changing accommodation; works department admin.	No 42/FD/364
54	1968		-1	blood transfusion unit	No 42/FD/365
55	1968		0	non resident staff changing accommodation; nurse teaching unit	No 42/FD/367
56	1968		+1	residential accommodation	No 42/FD/368
57	1968		+2	re residential accommodation	No 42/FD/369
58	1968		+3	re residential accommodation	No 42/FD/370
59/					

69 Plans: Reconstruction of Infirmary; Phase 1, 1960-1976

The following plans, by the same architects as above, are entitled 'Outline Final Design, Total Scheme, Layout of Departments'.

59	1968	Level -4	no 209
60	1968	-3	no 210
61	1968	-2	no 211
62	1968	-1	no 212
63	1968	S	no 213
64	1968	0	no 214
65	1968	+ 1	no 215
66	1968	+ 2	no 216
67	1968	+ 3	no 217

68 Covering letter re above

69/

69 Plans: Reconstruction of Infirmary; Phase 1, 1960-1976

The 1968 plans for reconstruction of the Infirmary on the existing site having been abandoned, it was decided to construct a new building, 'Phase 1', which would supplement the existing accommodation. 'Phase 1' was built on a site between the main Infirmary buildings and Chalmers Hospital. It houses the Works Department, the Blood Transfusion Service, residential accommodation and changing areas for nurses, and various Out-Patient departments.

The plans were drawn up by Messrs Robert Matthew, Johnson-Marshall and Partners.

69	1973	Level 0	service tunnels	no 100
70	1973	1	boiler house; works department; mortuary; BTU; service yard	no 110
71	1976	2	non resident staff changing (female); works department	no 120
72	1976	3	blood transfusion unit	no 130
73	1976	4	out-patient department	no 140
74	1973	5	residential accommodation and services floor	no 150
75	1973	6	residential accommodation	no 160
76	1973	7	residential accommodation	no 170
77	1973	8	plant rooms and roof plan	no 180

70 Printed material: pamphlets, stationery, press cuttings, etc., 1870-2003

INFORMATION

1 For Staff Use, 1921-1966

- 1 *Bio-Chemical Laboratory: Regulations for the Conduct of the Laboratory.* Darien Press, Edinburgh, 1921.
- 2 *Theatre Service Centre: Report on the supply and use of Individual Boxes prepared and sterilised in the Theatre Service Centre for Wound Dressing in Ward 12, 1966.*
- 3 *Major Disaster Arrangements*, n.d.
- 4 *Eye Pavilion-Staff Handbook*, typescript.
- 5 *Instructions for use of Iron Lung*, 1951.

2 For Patients' Use, n.d.

- 1-3 'Information for Patients': booklet provided by the Women's Maintenance Council. 3 editions. n.d.
- 4-6 'Information for Patients': booklet provided by the Women's Maintenance Council. 3 editions. n.d.
For Simpson Memorial Maternity Pavilion.
- 7-8 'Information for Patients': booklet provided by the Women's Maintenance Council. 3 editions. n.d.
For Princess Alexandra Eye Pavilion.
- 9 'The Home Management of a Colostomy': pamphlets supplied by wards 9/10.
- 10 'Your Child in Hospital': Women's Maintenance Council pamphlets for the Princess Alexandra Eye Pavilion, n.d.
- 11 Princess Alexandra Eye Pavilion: pamphlets for out-patients. n.d.

70 Printed material: pamphlets, stationery, press cuttings, etc., 1870-2003

OPENINGS OF NEW DEPARTMENTS

- 3 1927 New Radiological Department; bound volume.
- 4 Openings, 1960–1962
 - 1 Bio-chemical Laboratories, 1960.
 - 2 Department of Medicine and Department of Medical Physics, 1962.
 - 3 Re-opening of Convalescent Home (after modernisation) and Opening of Nurses' Home, 1962.
- 5 Openings of New Departments, 1967
 - 1 Haematology Laboratories, 1967 (2 copies)
 - 2 Upgraded Accident and Emergency Department, 1967.
- 6 Opening of Princess Alexandra Eye Pavilion, 1969, with the Princess's itinerary inside.
- 7 Royal Infirmary and Associated Hospitals: Staff Handbooks, etc, c1970
 - 1 Handbook for Ancillary Staff, n.d.
 - 2 Safety Handbook for Staff: emergency procedure in case of fire or serious accident, Mar 1970.

COMMEMORATIVE CHURCH SERVICES AND OTHER EVENTS

8 Orders for Church Services, 1924-1979

See also LHB1 Nursing for services for former Lady Superintendents, etc.

- 1 Covenanting and Memorial Service for the Royal Infirmary in the churchyard of Greyfriars, 15 Jun 1924.
- 2 Bicentenary Commemoration Service, St Giles Kirk: entry card, 27 Nov 1929.
- 3 Praise and Thanksgiving Service, Usher Hall, 29 May 1938.
- 4 Praise and Thanksgiving Service, Usher Hall, to mark 219 years of Voluntary Service to Humanity, 4 Jul 1948.

70 Printed material: pamphlets, stationery, press cuttings, etc., 1870-2003

COMMEMORATIVE CHURCH SERVICES AND OTHER EVENTS

8 Orders for Church Services, 1924-1979

5–7 Tickets for above service, 4 Jul 1948.

8 Seating plan for Usher Hall.

9 Services for Thanksgiving, Greyfriars Kirk, to commemorate the 350th anniversary of the dedication of the Kirk, and the 100th of the laying of the infirmary's foundation stone. 18 Oct 1970.

10 The 250th and 100th Anniversaries of the Royal Infirmary of Edinburgh and the 100th Anniversary of the Simpson Memorial Maternity Pavilion – Service of Thanksgiving St Giles Cathedral, 1 Jul 1979. Acc 01/30.

9 Invitations to Special Events, 1870-1988

1 Laying of foundation stone of new Infirmary: platform ticket, 13 Oct 1870.

2 Invitation to be in entrance hall to receive King and Queen, 19 Jul 1911.

3 Invitation to meet Crown Prince of Japan, 13 May 1921.

4–11 Invitations, etc, re visits of Lord High Commissioner, 1920, 1922, 1926, 1929–1930.

12 Murray Home Committee: invitation to be present at visit of Prince of Wales, 12 Jun 1930.

13–14 Invitations to meet Lord High Commissioner, 1931, 1932.

15 Invitation to Miss Nicolson to attend the laying of the foundation stone of the new Maternity Hospital by the Duke of Kent, and the nurses' prize giving by the Duchess of Kent, 22 May 1935.

16–17 Stand ticket and programme for above events, 22 May 1935.

18 Invitation to symposium on Intensive Care, 21 Oct 1970.

19 Invitation to opening of Lithotripter Centre, 12 May 1988.

70 Printed material: pamphlets, stationery, press cuttings, etc., 1870-2003

COMMEMORATIVE CHURCH SERVICES AND OTHER EVENTS

10 Souvenir Cards, 1911-1965

- 1 Coronation, 22 Jun 1911.
- 2 Bicentenary Souvenir Card presented to Miss Harriet Nicolson, 6 Aug 1929.
- 3 Bicentenary Card in original envelope, 6 Aug 1929.
- 4 Silver Jubilee Card, 6 May 1935.
- 5 Coronation Card, presented to Nurse Anderson, 12 May 1937.
- 6 Centenary, 1870–1970, programme of celebrations, 1970 (2 copies)
- 7
 - a Circular letter regarding the issue of a Lister commemorative envelope by the RIE, 31 Aug 1965.
 - b Commemorative envelope, addressed and stamped with ‘Lister Centenary’ stamps, 1 Sep 1965.
 - c Blank commemorative envelope (dup).

11 Christmas Items, c1926-1980s

- 1 Carols, printed booklet [c1926].
- 2 Christmas card/menu for patients, 1958.
- 3–5 Christmas cards, 1959-1980s
- 6–9 Calendars with inset postcard views of the Infirmary, 1938, 1939, 1940, n.d.
- 10 ‘Book of Christmas Carols’, printed booklet with music, 1949.

70 Printed material: pamphlets, stationery, press cuttings, etc., 1870-2003

COMMEMORATIVE CHURCH SERVICES AND OTHER EVENTS

12 Post Cards of Infirmary, etc

- 1 Provost George Drummond, from a painting by Alexander.
- 2 Old Infirmary from a painting by J Sanderson.
- 3 Old Infirmary through its gates from a drawing by W Hole.
- 4 Original Donation Box.
- 5 Aerial view of Infirmary.
- 6 Main entrance and clock tower.
- 7 Dundas Bed tablet.
- 8 RIE NHS Trust coat of arms (2 copies)

13 Post Cards: Nursing through the Ages.

- 1-6 Postcards showing models of hospital wards from Roman times to the Old Infirmary, and of nurses through the ages.

STATIONERY (see also LHB1/70/41)

- 14 Examples of Infirmary notepaper, envelopes, printed cards, etc. (24 items).
- 15 Pattern book of stationery-Medical. Bound volume.
- 16 Pattern book of stationery-Surgical. Bound volume.
- 17 Pattern book of stationery-Departmental. Bound volume.
- 18 Stationery: Medical and Dental Staff Committee. (5 items)
- 18a Stationery. Various items, including patient cards, clinical forms, labels, envelopes, letterheads, charts, etc (originally in ring binder)
- 19 Posters illustrating the danger of putting syringes in plastic rubbish bags, five examples, each a different colour.

70 Printed material: pamphlets, stationery, press cuttings, etc., 1870-2003

MISCELLANEOUS

20 250th Anniversary Celebrations, 1979

In 1979 the Royal Infirmary celebrated its 250th Anniversary, and the Simpson Memorial Maternity Pavilion its 100th. There were various events to mark the joint occasion.

- 1 Invitation to a Garden Party, 14 Jul 1979.
- 2 Illustrated historical synopsis, leaflet.
- 3 Invitation to a Symposium, 10–12 Sep 1979.
- 4 Publisher's advertisement for "The Royal Infirmary of Edinburgh, 1929–1979" by EF Catford.
- 5 "Edinburgh's Infirmary-a Symposium arranged under the auspices of the Scottish Society of the History of Medicine, 27 Oct 1979", a collection of papers by various contributors.
- 6 Papers on the various aspects of the History and Development of the Infirmary and SMMP, illustrated.
- 7–9 Anniversary envelopes with Infirmary frankings.

21 Miscellaneous Leaflets, 1970-1980s

- 1 Menu for Centenary Dinner, Florence Nightingale Nurses' Home, 13 Oct 1970.
- 2 Chaplaincy Prayer and Information Leaflet, n.d. (1980s)
- 3 Announcement of the setting up of the James Dick Memorial Fund for a prize to be given in Microbiology, 1972.
- 4 "Royal Infirmary of Edinburgh 1729-1900", National Library of Scotland, n.d.

22 Certificates sent out by the Army Council to Hospitals which were used for the Sick and Wounded of the 1914–1919 War. It thanks the staff for their care.**22a International Network Towards Smoke-Free Hospitals Tom Hurst Lecture 1997, typescript, given by RIE Patient Services Officer**

70 Printed material: pamphlets, stationery, press cuttings, etc., 1870-2003

NEWSPAPER CUTTINGS

- | | | |
|-----|-------------------|--|
| 23 | 1891–1892 | Medical education of Women, bound volume. |
| 24 | 1881–1897 | Miscellaneous cuttings removed from album. (11 items). |
| 24a | 1870 | Extracts from ‘The Builder’ on New Royal Infirmary, drawing and plan of building and description (4 items) |
| 25 | 1892–1943 | Mainly advertisements for tenders for supplies; bound volume. |
| 26 | 1908–1910 | Miscellaneous cuttings; also household accounts written on first pages; bound volume. |
| 27 | 1930–1932 | <i>Evening News</i> shilling fund for RIE; Infirmary’s bicentenary appeal; bound volume. |
| 28 | 1908–1944 | Miscellaneous (mainly 1930s), bound volume. |
| 29 | 1921–1928 | Volume of newspaper cuttings |
| 30 | 1934–1938 | Volume of newspaper cuttings |
| 31 | 1938–1960 | Volume of newspaper cuttings |
| 32 | 1959-1968 | Volume of newspaper cuttings |
| 33 | 1968-1978 | Volume of newspaper cuttings |
| 34 | 1983 (Aug–Dec) | Volume of newspaper cuttings |
| 35 | Dec 1983–Jun 1984 | Volume of newspaper cuttings |
| 36 | 1984 (Jun–Nov) | Volume of newspaper cuttings |
| 37 | 1885–2003 | Box of loose cuttings |
| 38 | May 1978–Aug 1984 | Bound volume of newspaper cuttings relating to health care in Lothian, particularly the RIE. |

39/

70 Printed material: pamphlets, stationery, press cuttings, etc., 1870-2003

STAFF MAGAZINES

39 Royal Roundabout, 1974-1975

Royal Roundabout is a staff magazine of the RIE, which developed from *The Consultative* (LHB2/16/24-48).

1 Autumn 1974 Volume 1, No 1

2 Summer 1975 Volume 1, No 2

40 RIE and Associated Hospitals Christmas Magazine, 1987-1988

1 1987

2 1988

41 Stationery Continued

1 Discharge summary form (blank), n.d. (2 copies)

42 c1948 A Catalogue of Surgical Instruments and Surgical Sundries. Leeds and London: Chas F Thackray Ltd. Acc RIE/05.

71 Miscellaneous Administration Papers I, 1906-1996**A GENERAL****1 Astley Ainslie Hospital, 1906-1916**

- 1 Excerpts from Trust Disposition and Settlement and Codicils of David Ainslie Esquire of Costerton, 1906.
- 2 Report by the Law Committee of the RIE regarding Mr David Ainslie's Trust, 1914.
- 3 Memorandum for the Members of the Honorary Staff with reference to the Astley Ainslie Institution for Convalescents in the RIE, 1915.
- 4-5 Report by the Provisional Committee of the Honorary Staff on the Astley Ainslie Institution for Convalescents, 1916, proof.
- 6 Report by JA Fleming in petition of the Trustees of the late David Ainslie, Esquire of Costerton for Approval of Deed of Constitution and Trust.

2 Proposed Orthopaedic Hospital for South East Scotland: report 1927.**3 Building and Plant, 1919-1944**

- 1 General Report on condition of the Royal Infirmary, by the Superintendent, 1919.
- 2 Report on Electric Lift proposed to be installed in the Royal Infirmary, 1923.
- 3 Report on defective structural and working arrangements in the Operating Theatre attached to Wards 9, 10; with copy of covering letter from JW Struthers, 1926.
- 4 Note on Lifts in the RIE, 1927.
- 5 'Heating Question-Dr Darling's Notes'-notes on work done at the RIE and elsewhere by consulting engineers, n.d.
- 6 Scheme for proper accommodation of Nursing and Serving Staff, Royal Infirmary of Edinburgh, n.d.
- 7 List of Improvements, Extensions and other requests considered necessary or desirable in RIE, 1944.

4 Note of Works Sanctioned by the Managers during the Year which have been executed or are in progress, 1924, 1925, 1927.

71 Miscellaneous Administration Papers I, 1906-1996**VOLUNTARY HOSPITAL CONTRIBUTORY SCHEMES:**

Papers found together in a folder (Bundles 5–12).

- 5 ‘Hospital Organisation in relation to Contributions’: memorandum by Sir Andrew Grierson, 1936.
- 6 ‘The Urgent Need for Establishing a Voluntary Hospital Contributory Scheme in South East Scotland’: address given by Sydney Lamb to the Board of Management of the RIE, 1937, typescript and copy for distribution.
- 7 Memorandum by Organising Secretary, 1938-1940
 - 1 Memorandum with reference to Hospital Contributory Schemes, 1938.
 - 2 Statement with reference to a Suggested Hospital Contributory Scheme comprising the South Eastern Regional Area of Scotland, 1940.
 - 3 Notes on Organising Secretary’s memorandum regarding Contributory Schemes, 1940.
- 8 Miscellaneous Papers re RIE and Contributory Scheme, 1941
 - 1 Memorandum by the Honorary Secretary of the South Eastern Regional Committee on the Proposals relating to the formation of a Hospitals Regionalisation Scheme in connection with the Nuffield Hospitals Trust, 1941.
 - 2 Copy letter from Henry Maw to Mr Barclay re Contributory Scheme, 1941.
 - 3 Memorandum by the Organising Secretary with reference to the Hospital Contributory Schemes, 1941.
 - 4 RIE: Questions of Paying Patients-extracts from notes by D Logan Turner, n.d.

71 Miscellaneous Administration Papers I, 1906-1996**9 Other Scottish Contributory Schemes, 1940**

- 1 Report on Contributory Schemes and Co-operation between Hospitals: Glasgow and the West of Scotland, 1940.
- 2 Aberdeen and District Regional Hospital Scheme: memorandum and diagram of General Hospital Arrangements, 1940, printed.
- 3 Dumfries and Galloway Hospitals Contributors' Association: Constitution and Rules & Regulations, n.d., printed.
- 4-8 Dumfries and Galloway Hospitals Contributors' Association: publicity material, etc, n.d., printed.

10 English Contributory Schemes (1), 1937-1940

- 1-2 Birmingham Hospitals Contributory Association, 1939-1940.
- 3-5 Manchester and Salford Hospital Saturday and Convalescent Homes Fund, inc, n.d.
- 6-8 Hull Voluntary Hospitals' Contributory Scheme, 1937-1939.

11 English Contributory Schemes (2), 1940-1941

- 1-4 Sheffield Hospitals Council and Sheffield & District Association of Hospital Contributors, 1940
- 5-8 Merseyside Hospitals Council (Inc): Contributory Fund, 1940.
- 9 Peterborough & District Memorial Hospital Contributory Association, n.d.
- 10-12 Hospital Saturday & Sunday Fund and General Workers Fund Joint Committee, 1941.

12 British Hospitals Contributory Scheme Association, 1941

Circulars, news bulletins, etc, 1941. (9 items).

13 RIE: Oxygen and Nitrous Oxide Manifolds and Pipelines, 1941.

14/

71 Miscellaneous Administration Papers I, 1906-1996**14 Miscellaneous General Papers, 1960-1966**

- 1 Scottish Hospital Service: report of the Scottish Committee on Prescribing Costs, 1960.
- 2 Scottish Hospitals Work Study Group: An Investigation of Nursing Time devoted to Clerical Procedures in connection with Supplies and Services at Ward and Department level in Scottish Hospitals, 1964.
- 3 Scottish Hospital Centre: report on Conference on Ward Upgrading, 1966.
- 4 Case Record Library-problem of accommodation, n.d.

15 Plan Book, c1950

Bound notebook giving a list of all plans and drawings held by the RIE, with the location of each. Completed to c1950. Indexed.

- 16 Non-Waiting List Admission. Bound volume giving daily statistics for each department, March 1961-November 1966

[17-18 not allocated]

B RIE DEPARTMENTS**19 Miscellaneous Reports, 1959-1964**

- 1 A research into the Staff Location Problem at the RIE, 1959.
- 2 Report on visits to the Infirmary Kitchens on 3, 4, 11 July 1964.
- 3 Report of meeting on the Central Records Store, n.d.
- 4 Report of survey of Portering Services, n.d.

- 20 Data Sheets for Intensive Care Unit and Wards 9/10 Operating Theatres (upgrading) n.d.

- 21 Correspondence regarding granting of her Patronage to the RIE by the Queen, 1968. (Archivist's papers). (7 items).

- 22 Opening of the Princess Alexandra Eye Pavilion: Publicity Committee Minutes, list of invitations sent, etc, 1969. [Archivist's papers]. (10 items).

- 23 Unveiling of Plaque on Thin's building to commemorate the 'Little House' of 1729: programme of events, list of guests, etc. [Archivist's papers]. (4 items).

24/

71 Miscellaneous Administration Papers I, 1906-1996**24 Infirmary's Library Services, 1969-1970**

- 1 Interim report on Patients' Library Service, 1969, copy.
- 2 Report on Library Services for Staff at RIE, 1970, copy.
- 3 Covering letter for above report, 1970, copy.

25 Computers, 1971

Proposed Applications. Report on need for investigation, 1971.

26 RIE Computer Project, 1974

Phase 2 – user specification, in-patient system, June 1974

27 RIE Computer Assisted Records System (CARES), 1976

Review report, Jul 1976.

28 Feasibility Report (part 1) on the Computerisation of the RIE Patient Index, Jan 1978.**29 Lothians and Borders Police: arrangements for the Royal Visit to Edinburgh, including a visit to the RIE, 2–7 Jul, 1979.****30 250th Anniversary Celebrations, 1979**

- 1 Letter of congratulations from Queen Elizabeth, Jan 1979.
- 2 Copy of sermon preached at St Giles by Professor Barbour during Anniversary Service, 1 Jul 1979.

31 Lothian Health Board: plan for the Management of Major Incidents: Standing Orders-RIE, n.d.**32 Commendation for the Boilerhouse Chimney at Phase 1, awarded by the British Steel Corporation, 1980.****33 Report on the functions of the Personnel Department, 1982.****34 Laboratory, RIE: alphabetical catalogue of books of the Memorial Collection, with general directions as to borrowing, etc, n.d.**

35/

71 Miscellaneous Administration Papers I, 1906-1996

BACTERIOLOGY AND PATHOLOGY DEPARTMENTS (see also LHB 1/42/13)

- 35 1929–1930 Correspondence and documents regarding salary increases; proposed extension of the senior section of the Pathological Department; report of the Special Committee on Pathological and Bacteriological Departments. (14 items).
- 36 1936 Correspondence regarding a proposed new Pathological Department on a more central site. (2 items).

MISCELLANEOUS

37 Miscellaneous, n.d.

- 1 List of Instruments in Central Instrument Room
- 2 Circular asking patients not to come to the Infirmary seeking admission until the hospital has confirmed that a bed is available, [189-].

38 Speeches Made at Openings of Buildings, 1939

- 1 Suggested draft of Speech by the Chairman at the Opening of the Maternity Pavilion, Apr 1939.
- 2 Chairman's Speech at the Opening of the Florence Nightingale Nurses' Home, Apr 1939.

39 Histories of the Royal Infirmary, 1921-c1940

- 1 Notes as to the Foundation, Management, Work and Finance of the Royal Infirmary of Edinburgh, 12 Feb 1921.
- 2 Bicentenary of the RIE: Abstract of Events, 1729–1929.
- 3 'The Royal Infirmary of Edinburgh' (sent to *Nursing Illustrated*, 1940).

40 1959–1967 Names and Addresses of staff, suppliers, etc, with page references. Alphabetical. Possibly index to a financial ledger.

41 1967–1972 Names and Addresses of staff, suppliers, etc, with page references. Alphabetical. Possibly index to a financial ledger.

71 Miscellaneous Administration Papers I, 1906-1996

- 42 Mar 1968 Alphabetical index with page references.
Hospital staff, other hospitals, suppliers, etc. Possibly index to letter book.
- 43 n.d. Introduction of Basic Medical Records System, by PA Management Consultants Ltd. Bound document
- 44 not allocated.
- 45 Electronic Medical Records, 1993-1996
- 1 “Royal Infirmary of Edinburgh: Medical Records Code of Practice”, typescript, n.d.
- 2 “Requirements Definition for an Electronic Medical Records Management System”, Hoskyns Group plc, Dec 1993
- 3 “Proposal to the Royal Infirmary of Edinburgh for the Supply of an Electronic Medical Records Management System”, Hewlett Packard, January 1994
- 4 “Electronic Medical Records Project Initiation Document: Royal Infirmary of Edinburgh”, RIE/Hoskyns, February 1994
- 5 “Functional Specification for the Supply of an Electronic Medical Records Management System to the Royal Infirmary of Edinburgh”, Hewlett Packard, August 1995
- 6 Royal Infirmary of Edinburgh Princess Alexandra Eye Pavilion Electronic Medical Records Informal Project Report”, Ophthalmology Directorate, August 1996
- 7 EMR Presentation Slides, with index, n.d.
- 46 1937 Hospital Diary
- 47 [c.1970] Lists of members of Board of Management and various committees

71a Miscellaneous Administration Papers II, 1955-1985

The following files and papers were deposited by the Administration Department in 1987.

CONTRACTS FILES

These files contain information on contracts regarding the supply of goods and equipment. Included are medical supplies and equipment, laboratory equipment, catering equipment and cleaning materials.

- 1 Aug 1983–Dec 1983
- 2 Jan 1984–Mar 1984
- 3 Mar 1984
- 4 Apr 1984–Jul 1984
- 5 Aug 1984–Oct 1984
- 6 Nov 1984–Feb 1985
- 7 Feb 1985–Mar 1985

MISCELLANEOUS FILES

- | | | |
|----|-------------------|--|
| 8 | Oct 1982–Jun 1983 | Fire Reports: reports of incidents of actual fire, or where the fire alarm was triggered. |
| 9 | Nov 1978–Oct 1981 | Health & Safety: minutes of the Health & Safety Committee; DHSS Safety Information Bulletin; etc |
| 10 | Jul 1975–Mar 1983 | Health & Safety: circulars; memoranda regarding Health & Safety at Work Act; etc. |
| 11 | Jan 1955–Dec 1956 | Scottish Health Memoranda: circulars. |

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71a Miscellaneous Administration Papers II, 1955-1985

MISCELLANEOUS PAPERS (see also correspondence files)

Fatal Accident Inquiry: 1966

In 1966 several patients died as the result of Barbiturate poisoning which was accelerated by nitrous oxide poisoning. Due to a fault in the anaesthetic machinery nitrous oxide had been given to the patients instead of oxygen.

The following papers consist of transcripts of evidence given at the inquiry and papers produced in evidence.

12-13 Transcript of Evidence in Fatal Accident Inquiry into the death of17th October 1966. Two unbound volumes.

14-15 Another copy of above, smaller typescript, annotated, 2 unbound volumes.

16 Alterations at Diagnostic Theatre, Operating theatre between wards 13 and 14 and Surgical Out-Patient Department area; Conditions of Contract, Specifications and Schedule of Quantities for all trades, 1964.

17 Upgrading of above theatres, etc: tender document for Electrical Installation, 1964, unused schedule.

18 Do: Mechanical Installation, 1964, unused schedule.

19 Plan showing pipe lines for oxygen and nitrous oxide to Emergency Theatre, etc, n.d.

20 Correspondence regarding the Inquiry, and circulars regarding the installation and testing of Gases Installations, 1966. (10 items).

21 William Carson 'Piped Oxygen and Suction Installations in Wards', reprint from 'the Hospital Engineer', with covering letter.

22/

71a Miscellaneous Administration Papers II, 1955-1985Fatal Accident Inquiry: 1970

This patient died of hepatic failure due to an overdose of paracetamol. The BBC broadcast a programme about the case while it was subjudice.

- 22–24 Transcript of Evidence in Fatal Accident Inquiry, 17–19 November, 1970. Three unbound volumes.
- 25 Transcript of ‘Current Account’, BBC television, 2 Oct 1970. Typescript.
- 26 Folder of newspaper cuttings about the case.
- 27 Correspondence and notes regarding the television programme and the Fatal Accident Inquiry, 1970. (7 items).

MANAGEMENT OF MAJOR INCIDENTS

The following papers relate to the Infirmary’s plan for action in the event of an incident in which numerous people need Hospital treatment. ‘Major’ refers to numbers involved rather than to the severity of injuries or illness.

- 28 RIE Plan for Management of Major Incidents: complete plan, duplicated typescript.
- 29 Standing Orders: documents and correspondence, 1981. (3 items).
- 30 Summary of Major Incident Procedure: documents and correspondence, 1981–1982. (6 items).
- 31 ‘RIE Plan for Management of Major Incidents’: complete plan, duplicated typescript.
- 32 Lothian & Borders Police: amendments to their Major Incident Plan, sent to the Infirmary with a covering letter, 1982.
- 33 Lothian & Borders Police: amendments to their Major Incident Plan, sent to the Infirmary with a covering letter, 1983.
- 34 Miscellaneous papers and charts regarding the RIE Major Incident Plan, 1982 (7 items)

71a Miscellaneous Administration Papers II, 1955-1985

MAJOR INCIDENTS

- 35 Scottish Home and Health Department: Review of Major Accident Planning Arrangements, 1976.
- 36 Fife Health Board – West Fife District: Scheme for Major Accidents-Hospital Standing Orders, 1981.
- 37 Fife Health Board – West Fife District: Scheme for Major Accidents-Hospital Standing Orders, 1982.

HEALTH AND SAFETY

- 38 1978–1981 Health and Safety at Work Act 1974: papers regarding implementation of Act, including Safety Organisation, Safety Representatives, Safety Committees, etc. (7 items).
- 39 1978 Radioactive Substances: Statutory instruments and instructions regarding radioactive substances used in medicine and their administration, photocopies. (5 items).
- 40 1980 Notification of Accidents and Dangerous Occurrences Regulations: Statutory instrument, pamphlet and RIE notification form. (3 items).
- 41 1981 The Health and Safety (Dangerous Pathogens) Regulations, with covering letter, photocopies.
- 42 1981 Review of the new and proposed health and safety regulations and allied topics.
- 43 1981 Control of Lead at Work-Approved code of practice: Health & Safety Commission publication, HMSO.
- 44 1982 ‘Safety Information Bulletin’ no 3, March 1982.
- 45 n.d. Draft Constitution of the Royal Infirmary of Edinburgh Safety Committee.
- 46 1979 Royal Infirmary of Edinburgh Department of Clinical Chemistry: Safety Handbook, with covering letter.
- 47 1980, n.d. Department of Clinical Surgery: Safety Handbook and declaration of its having been read, two different issues.

71a Miscellaneous Administration Papers II, 1955-1985

HEALTH & SAFETY, continued

- | | | |
|----|------|---|
| 48 | 1980 | Health and Safety at Work-Domestics:
Lothian Health Board Safety Procedures Book, check list and covering letter. (3 items). |
| 49 | 1980 | Safety Manual for Occupational Therapy Departments of South Lothian District, with covering letter, photocopies. |
| 50 | n.d. | RIE Physiotherapy Department:

1 Policy regarding Health and Safety at Work Act

2 Safe working practices for Physiotherapists

3 Safe working practices for Remedial Helpers

4 General instructions to staff

5 'Further detailed information regarding hazards in Department |

RECONSTRUCTION OF RIE

- | | | |
|----|-----------|--|
| 51 | 1960 | Initial report on proposed reconstruction scheme: architects Robert Matthew & Johnson-Marshall. Printed, spiral binding; only the first 6 pages. |
| 52 | 1962-1963 | Preliminary Sketch Plans, architects as above; with typescript notes on them. (2 items). |
| 53 | 1962-1963 | Correspondence regarding proposed plan for the redevelopment of the RIE; folder. |
| 54 | 1963-1965 | Minutes and correspondence regarding meetings of officers of the Planning Division of the Regional Hospital Board and officers of the Board of Management of the RIE and Associated Hospitals; folder. |
| 55 | 1965-1966 | Correspondence and documents regarding proposed redevelopment plans; folder. |
| 56 | n.d. | Key to Data Sheet sections for Reconstruction Plan. |

71a Miscellaneous Administration Papers II, 1955-1985

RECONSTRUCTION OF RIE

57	n.d.	section 1	Data sheets – Main entrance
58	n.d.	2	Data sheets - Accident & Emergency Department
59	n.d.	3	Data sheets - Emergency Admission and Resuscitation Area
60	1967	13	Data sheets – Social Services Area
61	1967	14	Data sheets – Standard Ward Area, 2 sets
62	1968	17	Data sheets – Psychiatric Ward
63	1968	18	Data sheets – Geriatric Ward
64	1968	19	Data sheets – Private Ward
65	1967	20	Data sheets – Day Bed Area
66	n.d.	23	Data sheets - Board of Management & Administration
67	1968	24	Data sheets - Medical Records Department
68	n.d.	28	Data sheets – Central Stores and Supplies
69	1967	29	Data sheets – Works Department
70	1967	31	Data sheets - Residential Accommodation for Nursing & Midwifery Staff
71	1968	32	Data sheets – Nurse Teaching Units
72	n.d.	33	Data sheets – Hospital Chapel
73	1959–1961		Secretary & Treasurer: papers and correspondence about proposed development plan
74	1962–Feb 1963		Secretary & Treasurer: papers and correspondence about proposed development plan
75	1963: Mar–May		Secretary & Treasurer: papers and correspondence regarding reconstruction plan
76/			

71a Miscellaneous Administration Papers II, 1955-1985

RECONSTRUCTION OF RIE

- | | | |
|----|---------------|--|
| 76 | 1963: Jun-Dec | Secretary & Treasurer: papers and correspondence regarding reconstruction plan |
| 77 | 1964: Feb-May | Secretary & Treasurer: papers and correspondence regarding reconstruction plan |
| 78 | 1964: Jul-Aug | Secretary & Treasurer: papers and correspondence regarding reconstruction plan |
| 79 | 1964: Sep-Dec | Secretary & Treasurer: papers and correspondence regarding reconstruction plan |
| 80 | 1965 | Secretary & Treasurer: papers and correspondence regarding reconstruction plan |
| 81 | 1964 | 'Hospital Plan': North Eastern Regional Hospital Board (Scotland) printed pamphlet |

NEW CHILDREN'S HOSPITAL

- | | | |
|----|---------------|---|
| 82 | 1964 | Secretary & Treasurer: correspondence and documents on siting of proposed new children's Hospital |
| 83 | 1965: Apr | Secretary & Treasurer: correspondence and documents on siting of proposed new children's Hospital |
| 84 | 1965: May-Jul | Secretary & Treasurer: correspondence and documents on siting of proposed new children's Hospital |

REDEVELOPMENT-GENERAL

- | | | |
|----|-----------|--|
| 85 | 1965 | Memorandum on Plans for General Redevelopment of the Simpson Memorial Maternity Pavilion |
| 86 | 1964-1965 | Correspondence with Secretary & Treasurer regarding proposed new Dental Hospital and School |
| 87 | 1964 | Royal Fine Art Commission for Scotland: Report for 1962 and 1963; also newspaper cuttings on that Report as it affects redevelopment plans |

71a Miscellaneous Administration Papers II, 1955-1985

JOINT PLANNING COMMITTEE – SERHB

- | | | |
|----|-----------|--|
| 88 | 1958 | Memorandum to the Joint Planning Committee on the estimated number of beds required for various specialities in the South Eastern Region, Scotland |
| 89 | 1959 | South Eastern Regional Hospital Board: Report of Joint Planning Committee on future bed requirements, etc |
| 90 | 1959 | Documents regarding the future development of the Royal Infirmary and the Western General Hospital (3 items) |
| 91 | 1961–1963 | South Eastern Regional Hospital Board – Reports:

1 Interim Report on stores and supplies organisation, RIE and Western General, 1961

2 Catering requirements of new Infirmary, 1962

3 Schedule of accommodation, RIE, kitchen and dining room areas, 1963

4 Arrangements for Board of Management and Administration accommodation in new RIE, 1963

5 Works Department, new RIE, n.d.

6 Meeting to discuss above report on Works Department, new RIE, n.d.

7 Method of distribution of supplies in the proposed new Western General and proposed new RIE, 1963 |
| 92 | 1964 | 1 Joint Planning Committee-RIE: terms of reference and constitution

2 Observations by Group Catering Officer on functional brief of Reconstruction of RIE |

71a Miscellaneous Administration Papers II, 1955-1985

CLOSURE OF BEDS DUE TO SHORTAGE OF NURSES

- | | | |
|-----|---------------|---|
| 93 | 1958–1962 | Correspondence and documents regarding shortage of nursing staff-Secretary & Treasurer's papers |
| 94 | 1963: Feb | Correspondence and documents regarding need to close wards due to shortage of nurses; Secretary & Treasurer's papers |
| 95 | 1963: Mar | Correspondence and documents regarding need to close wards due to shortage of nurses; Secretary & Treasurer's papers |
| 96 | 1963: Apr | Correspondence and documents regarding need to close wards due to shortage of nurses; Secretary & Treasurer's papers |
| 97 | 1963: May–Jun | Correspondence and documents regarding need to close wards due to shortage of nurses; Secretary & Treasurer's papers |
| 98 | 1963: Jul | Correspondence and documents regarding need to close wards due to shortage of nurses; Report of Committee of Inquiry, etc |
| 99 | 1963: Aug–Sep | Correspondence and documents regarding need to close wards due to shortage of nurses; Report of Committee of Inquiry, etc |
| 100 | 1963: Oct–Nov | Correspondence and documents regarding need to close wards due to shortage of nurses; Report of Committee of Inquiry, etc |

ESTABLISHMENT-NURSING STAFF (File refs: E 13)

- | | | |
|-----|-----------|--|
| 101 | 1950–1957 | Nursing establishment file: Secretary and Treasurer's papers |
| 102 | 1958 | Nursing establishment file: Secretary and Treasurer's papers |
| 103 | 1959 | Nursing establishment file: Secretary and Treasurer's papers |
| 104 | 1960 | Nursing establishment file: Secretary and Treasurer's papers |
| 105 | 1961 | Nursing establishment file: Secretary and Treasurer's papers |

71a Miscellaneous Administration Papers II, 1955-1985

MACHINERY, POWER, ETC

- 106 1974–1975 Annual Reports on Steam Boiler Plants:
- 1 Royal Infirmary
 - 2 Dental Hospital
 - 3 Princess Alexandra Eye Pavilion
- 107 1974–1975 Fuel and Power Returns and Water Usage
- 1 Royal Infirmary
 - 2 Chalmers Hospital
 - 3 Queen Mary Maternity Home
 - 4 Princess Alexandra Eye Pavilion
 - 5 Dental Hospital
 - 6 School of Radiography
- 108 1974–1975 Fuel and Power Returns and Water Usage
- 1 17 Chalmers Street
 - 2 43 Chalmers Street
 - 3 1–3 Lauriston Park
 - 4 2 Lauriston Park
 - 5 19 Lauriston Place
 - 6 1 Melville Crescent
- 109 1978 Information on ventilators and anaesthetic machines which are required by Ward 17/18
- 110 1982 Information on Waterloo Uni–Cart Trolley
- 111/

71a Miscellaneous Administration Papers II, 1955-1985

FINANCE

- 111 1963 Hospital Costings: folder of magazines containing articles and information
- 112 1974 Lothian Health Board-South District: Summary of medical equipment requested for the next two years; non-capital developments requested for the same period; and other forecasts – various hospitals
- 113 1976 South Lothian District: approved building programmes, with covering letter

MISCELLANEOUS

- 114 1965–1969 Reports and Memoranda:
- 1 Scottish Health Services Council: Report of the Committee on Patients in Teaching Hospitals, 1965
 - 2 SERHB: Policy for the Provision of Hospital Paediatric Services in the South Eastern Region – Proposals for Discussion, 1966
 - 3 SERHB: Treatment of Chronic Renal Failure by Intermittent Dialysis, 1966
 - 4 Comments by the Laboratory Sub-Committee of the Medical and Dental Staff of the RIE on the Scottish Hospital Memorandum on Hospital Scientific Service, 1968
 - 5 Laboratory Sub-Committee, RIE: Memorandum on training of Lab Technicians, 1969
- 115 1970 South Eastern Regional Hospital Board: draft chapters of report on the survey of Junior Hospital Medical Staff
- 116 1975 Lothian Health Board – South Lothian District: Review of Hotel Services: Report on Residencies (ie nursing accommodation, medical accommodation, etc)

117/

71a Miscellaneous Administration Papers II, 1955-1985

MISCELLANEOUS

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|------|-------------------|--|
| 117 | 1977 | Report on Production Facilities at the Department of Pharmacy, RIE, and action necessary to bring such facilities in line with requirements of the Medicine Act 1968 |
| 118 | n.d. | NHS Charges to Overseas Visitors: Manual of Guidance for Hospital Staff |
| 119 | 1976 | Lothian Health Board: list of Departmental Circulars |
| 120 | 1979 | Lothian Health Board – South Lothian District: Standing Financial Instructions; loose leaf binder |
| 121 | 1980–1985 | Lothian Health Board: lists of circulars, lever arch file |
| 122 | 1948 | Health service directives, circulars, memoranda file |
| 123 | 1949 | Health service directives, circulars, memoranda file |
| 124 | 1950 | Health service directives, circulars, memoranda file |
| 125 | 1951 | Health service directives, circulars, memoranda file |
| 126 | wanting | |
| 127 | wanting | |
| 128 | wanting | |
| 129 | 1955 | Health service directives, circulars, memoranda file |
| 130 | 1956 | Health service directives, circulars, memoranda file |
| 131 | 1957 | Health service directives, circulars, memoranda file |
| 132 | 1957 | SHMs |
| 133 | 1958 | Health service directives, circulars, memoranda file |
| 134 | 1958-1959 | Health service directives, circulars, memoranda file |
| 135 | 1960 | Health service directives, circulars, memoranda file |
| 136 | Jul 1961-Dec 1962 | Health service directives, circulars, memoranda file |
| 137/ | | |

LHB 1**ROYAL INFIRMARY OF EDINBURGH****71a Miscellaneous Administration Papers II, 1955-1985**

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| 137 | Jan-Sep 1963 | Health service directives, circulars, memoranda file |
| 138 | Oct 1963-May 1964 | Health service directives, circulars, memoranda file |
| 139 | Jun-Dec 1964 | Health service directives, circulars, memoranda file |
| 140 | Jan-Jun 1965 | Health service directives, circulars, memoranda file |

72 18th Century Correspondence, 1727-1799

18th Century bound notebook in which letters have been stuck. The volume itself was falling apart. The letters in each section are listed separately, in order.

Much of the correspondence is between Gavin Hamilton, treasurer of the Royal Infirmary, and Adam Anderson, agent appointed by the Infirmary to secure donations in England. Other letters concern an estate in Jamaica left to the Infirmary by Dr Archibald Ker.

1 Correspondence, 1738–1747

- 1 Estimate of the East Ward of the Royal Infirmary now proposed to be built, 1738.
- 2 Estimate of the East Jamb proposed to be projected North-ward from the Staircase of the East Ward, 1738.
- 3 Memorial for Alexander McClush, wright in Edinburgh, to the Managers of the Royal Infirmary asking for money for work done, n.d.
- 4 Andrew St Clair, Edinburgh to the Managers of the Royal Infirmary giving Lord Hope's opinion of the manner in which they propose to put in the floors of the Infirmary, and his advice on how the work should be done, 21 Apr 1740.
- 5 Alexander MacFarlane, Kingston, Jamaica to David Spence, Treasurer of the Royal Infirmary, sending a bill of exchange for money collected for the Infirmary, 1 Apr 1745.
- 6 Alexander MacFarlane, Kingston, Jamaica to Samuel Barlow, London regarding the bill of exchange in favour of David Spence, 1 Apr 1746.
- 7 Alexander MacFarlane: second copy of letter to David Spence (no 5 above) with a note added in another hand regarding sale of the bill, 11 Jun 1745.
- 8 Allan Ramsay, London to Gavin Hamilton, Edinburgh about asking Lord Hopetoun's leave to make a copy of his picture for the Infirmary, 30 May 1745.
- 9 Lord Hopetoun, Hopetoun House to Gavin Hamilton: Mr Ramsay may do as he pleases regarding his present to the Infirmary, 22 Jun 1745.
- 10 James Ramsay, Edinburgh to Gavin Hamilton sending an account of the Ground Annuals due to the town of Edinburgh by the Infirmary, 12 Sep 1746.

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72 18th Century Correspondence, 1727-1799**1 Correspondence, 1738–1747**

- 11 Lord Hopetoun, Hopetoun House to the Managers of the Royal Infirmary recommending Mrs Barbara Ogilvie for a place in the hospital, 12 Jan 1747.
- 12 Gavin Hamilton, Edinburgh to Claud Johnson & Son, Merchants, London regarding the drawing of £900 of the Earl of Hopetoun's 'Sallury', 16 Mar 1747, copy.
- 13 Archibald Grant, Edinburgh to [?] asking him to request the Governors of the Infirmary to allow him to make a door between his garden and that of the Infirmary so that he may walk in the latter, 2 Apr 1748.
- 14 Gavin Hamilton, Edinburgh to Messrs Claud Johnson & Son: money matters 3 Apr 1747.

2 Correspondence, 1747–1748

- 1a Draft letter to Colonel Sotheby hoping that, as executor of Mrs Elizabeth Crips's will, he will give to the Infirmary some of the money she left to charity, 27 Oct 1748.
- 1b On back: Draft letter on behalf of the Managers of the Royal Infirmary asking [?] to be their Agent in getting money from charitable bequests, n.d.
- 2 Thomas Mosman, Aberdeen Provost George Drummond, Edinburgh about the Disposition and Assigation by Mr George Read in favour of Edinburgh Royal Infirmary, 11 Sep 1747.
- 3 George Read, Old Aberdeen to Provost George Drummond, about two bonds of Sir Peter Fraser's, 17 [March] 1748.
- 4 George Read, Old Aberdeen to Provost George Drummond about his assigation of Sir Peter Fraser's bonds for the use of the Infirmary, and about Mr Forbes of Skelds' payment of money on them, 10 Dec 1748.
- 5 George Drummond, London to [?] sending on Mr Read's letter and instructing him to write to Mr Forbes of Skelds for the £100, 22 Dec 1748.
- 6 A Anderson, London to Gavin Hamilton, merchant, Edinburgh, expecting to correspond with him upon receipt of any money for the use of the Infirmary, 5 Nov 1748.

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72 18th Century Correspondence, 1727-17992 Correspondence, 1747-1748

- 7 Extract from the Registry of the Prerogative Court of Canterbury regarding a bequest by James Bleau, late of Kensington, of £20 to Edinburgh's Infirmary, May 1748, copy.
- 8 A Anderson, London to George Drummond, Preses of Edinburgh Royal Infirmary agreeing to act as the Infirmary's agent, though he is afraid that he will be of little help with so many new Charities being set up. He has already put out feelers on the Infirmary's behalf, 5 Nov 1748.
- 9 [Gavin Hamilton] Edinburgh to Adam Anderson: the Board of Managers will be delighted that Mr Anderson has consented to be their agent, 10 Nov 1748, copy.
- 10 A Anderson, London to Gavin Hamilton: he has been trying to persuade Colonel Sotheby that the Infirmary is a suitable charity for him to support, 17 Nov 1748.
- 11 [Gavin Hamilton] to Adam Anderson: since the account of the Infirmary read by Colonel Sotheby seems to have been misleading he is sending further details which may clarify the matter, 22 Nov 1748, copy.
- 12 A Anderson to Gavin Hamilton: Colonel Sotheby has donated £100 to the Infirmary on behalf of the late Mrs Elizabeth Crispe. He will apply, if so authorised, for the legacy in Mr Bleau's will. He suggests that an advertisement be put in the newspapers asking for charitable donations to the Infirmary, 24 Nov 1748.
- 13 [Gavin Hamilton] to A Anderson: the Board has officially appointed Mr Anderson their Agent in England. The Statutes and History of the Infirmary will soon be printed, and he will send him copies to distribute. The Board will make Anderson an annual allowance. 1 Dec 1748.
- 14 Chairman, Board of Managers, RIE to Col Sotheby, London thanking him for the donation from Mrs Crispe's legacy, 13 Dec 1748, copy.
- 15 A Anderson to Gavin Hamilton accepting the terms proposed by the Board regarding his allowance, 13 Dec 1748.
- 16 A Anderson to Wm Cochran, Chairman, Board of Managers, RIE thanking him for the appointment as agent and recommending regular advertising in the 'London News'. He also suggests applying to the American Plantations for donations, 13 Dec 1748.

72 18th Century Correspondence, 1727-1799**2 Correspondence, 1747–1748**

- 17 A Anderson t Gavin Hamilton: he wants to alter the draft advertisement to make it more suitable for a London readership. James Bleau's legacy. He recommends that the Infirmary get a seal so that the Managers don't have to sign any future letters of Attorney, etc, 24 Dec 1748.

3 Correspondence, 1748–1749

- 1 [Gavin Hamilton] to A Anderson: Mr Bleau's legacy; arrangements to be made to put Anderson's agency on a proper footing; money matters, 29 Dec 1748, copy.
- 2 A Anderson, London to Gavin Hamilton: he will need copies of plans and accounts for distribution. He is doubtful of the amount of support he will be able to find for the Infirmary. His expenses, 7 Jan 1748/49.
- 3 John Adam, Edinburgh to Gavin Hamilton: his father made two grates for the Managers of the Infirmary. They only took one, leaving his father out of pocket: they should take the second as well, 1 Feb 1749.
- 4 William Harland, Salop Infirmary to the Secretary, RIE: His Board wants to know if Edinburgh Infirmary's visiting apothecary has A Anderson constitutional right to inspect Pharmacopoeia and the Physicians' and Surgeons' books to check on how medicines are made up, 1 Aug 1749.
- 5 A Anderson to Gavin Hamilton: he has received the new accounts of the Infirmary which will be distributed. He encloses newspaper cutting advertising for donations to the Infirmary, 3 Jun 1749.
- 6 A Anderson to Gavin Hamilton: he has been getting drafts of views and floor plans of the Infirmary ready for the engraver, 1 Aug 1749.
- 7 Gavin Hamilton to Adam Anderson: the Board of Managers approves of all that Anderson has done, and agrees to his suggestions about engravings, 10 Aug 1749, copy.
- 8 A Anderson to Gavin Hamilton: he now has the prints and copper plates of the Infirmary and encloses A Anderson copy of Mr Foudrinier's account. He also encloses A Anderson copy of advertisement for donations. He hopes to collect donations in the winter, 18 Nov 1749.
- 9 Copy of Mr Foudrinier's account, 1749, enclosed with above.
- 10 Copy of advertisement for donations, enclosed with above.

72 18th Century Correspondence, 1727-1799**3 Correspondence, 1748–1749**

- 11 Gavin Hamilton to A Anderson: money matters; congratulations to Anderson on his marriage; donation from James Crockatt of Carolina, 24 Nov 1749.
- 12 A Anderson to Gavin Hamilton: his distribution of prints and History of the Infirmary; his placing of advertisements in newspapers, 25 Nov 1749.
- 13 Copy of advertisement enclosed with above.
- 14 A Anderson to Gavin Hamilton: his advertising campaign, etc, 9 Dec 1749.
- 15 A Anderson to Gavin Hamilton: advertising in more newspapers; Mrs Holden's donation of £20; his intention of sending out more copies of the History and the View and Plans of Infirmary, 28 Dec 1749.
- 16 P Foudrinier to A Anderson: account for engraving the north front of the Infirmary; and for plans, printing, etc, 14 Nov 1749.
- 17 Gavin Hamilton to A Anderson: bill exchange, 29 Dec 1748.
- 18 William Strachan to Adam Anderson: account for printing advertisements for the Infirmary; paid 6 Jul 1749.
- 19 Gavin Hamilton to A Anderson: bill of exchange, 29 Nov 1748.

4 Correspondence, 1748–1750

- 1 The Corporation of the Royal Infirmary in account with A Anderson, Nov 1748–Dec 1749.
- 2 A Anderson to Gavin Hamilton: Mrs Brewster has left £200 to the RIE. Someone else handed in a donation of five guineas, 9 Jan 1749/50.
- 3 Extract from the Registry of the Prerogative Court of Canterbury regarding legacy of Samuel Brewster to RIE, 9 Jan 1749.
- 4 A Anderson to Gavin Hamilton: his account with Infirmary; donations; etc, 19 Jan 1749/50.
- 5 Gavin Hamilton to A Anderson: he has laid Anderson's last letter before the Board, who approve its contents. He sends letters of thanks from George Drummond to donors, 6 Feb 1750, copy.

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72 18th Century Correspondence, 1727-17994 Correspondence, 1748–1750

- 6 Gavin Hamilton to A Anderson: Captain Douglas's donation; payment of £20 by Board to Anderson, etc, 8 Mar 1750, copy.
- 7 A Anderson to Gavin Hamilton: donation from Dr Joshua Ward-Dr Ward intends to become A Anderson contributor, giving £10 annually, 13 Mar 1749, 1750.
- 8 A Anderson to Gavin Hamilton thanking the Managers for the £20 allowance; his expenses in placing advertisements, etc, 22 Mar 1749, 1750.
- 9 A Anderson to Gavin Hamilton: he has delivered letters of thanks to donors; donations from George Barclay who won A Anderson lottery prize-Barclay intends to make an annual contribution; advertising; etc, 27 Mar 1750.
- 10 Lord Hopetoun, Hopetoun House to [?]: he is satisfied that Janet Wilson remain upon the Incurable fund, 16 Apr 1750.
- 11 A Anderson to Gavin Hamilton about his allowance; the business he has been conducting on the Infirmary's behalf, 17 Apr 1750.
- 12 A Anderson to Gavin Hamilton: further donations; should he encourage people to become annual subscribers? 28 Apr 1750.
- 13 A Anderson to Gavin Hamilton: annual donations; distribution of plates and accounts of Infirmary, 19 May 1750.
- 14 [Gavin Hamilton] to A Anderson informing him of A Anderson legacy to the Infirmary from Jamaica and enclosing letters of attorney, 9 Aug 1750, copy.
- 15 R Fleming, Edinburgh to Gavin Hamilton: is the Infirmary willing to take a new bond for their money or do they want their money at the term? 13 Apr 1750.
- 16 James Dundas, Edinburgh to Managers, Infirmary: when he attended the out-patients, William Butler, clerk there, acquitted himself very well, 1 Jun 1750.
- 17 Lord Hopetoun, Hopetoun House to Gavin Hamilton about A Anderson certain person who, he feels, deserves the compassion of the Infirmary, 7 Jun 1750.
- 18 A Anderson to Gavin Hamilton about the Jamaican legacy and his dealings with Mr McFarlane concerning it. His inquiry into Mr Brewster's legacy. Other business conducted. 18 Aug 1750.

72 18th Century Correspondence, 1727-17995 Correspondence, 1750–1751

- 1 A Anderson to Gavin Hamilton about the legacy of Dr Ker of Jamaica, 4 Sep 1750.
- 2 A Anderson to Gavin Hamilton: he has had the figures on the copper plate of the perspective view of the Infirmary erased, 3 Oct 1750.
- 3 A Anderson to Gavin Hamilton: he has received Mr Brewster's legacy of £200; hopes to receive more donations in the Christmas season, [8 Dec 1750].
- 4 [Gavin Hamilton] to A Anderson about Mr Brewster's legacy; the copper plate; etc, 14 Dec 1750, copy.
- 5 James Barclay, Jamaica to [the Managers, RIE] sending a copy of the will of the late Dr Archibald Ker who bequeathed the bulk of his estate to the Infirmary; the estate is leased out at present, 22 Oct 1750.
- 6 Inventory and Appraisement of the goods and chattels, rights and credits of the late Archibald Ker. Inventory includes 39 slaves, each listed with his name and value, 1750, copy.
- 7 Will and Testament of Archibald Ker, late of the Parish of St Thomas in the East, Jamaica, surgeon, 3 Jun 1749, copy.
- 8 David Campbell, Dunloskin to [?] giving advice on what is best to be done with Archibald Ker's estate in Jamaica, though he wishes he had more information, 31 Jan 1750/51.
- 9 A Anderson to [Gavin Hamilton]: Mr Brewster's legacy; the advertising campaign for donations. He is getting some of the prints of the Infirmary framed, 25 Dec 1750.
- 10 John Hall, Dunglass to Gavin Hamilton: the tenantry, Kirk Session and some parishioners of Colburnspath (sic) are sending the Infirmary a donation because of the care it took of one of their distressed poor, John Whitehead, 9 Jan 1751.
- 11 William Halliburton and others to Rev Edward Aitkin: their society, the 'Potts Box', Newcastle on Tyne, has resolved to send to the Infirmary a yearly donation of £3, 12 Jan 1750.
- 12 Henry Doey and others to Rev Mr Aitkin: their society, the 'Good Hope', has agreed to pay the Royal Infirmary of Edinburgh £3 per annum [12 Jan 1751].

72 18th Century Correspondence, 1727-17995 Correspondence, 1750–1751, continued

- 13 Alex McFarlane, Jamaica to George Drummond, Edinburgh regarding Dr Archibald Ker's executry, 22 Jan 1750/51, copy.
- 14 Gavin Hamilton to [Dr George Reid] regarding the debts due to him by Sir Peter Fraser, now ready to be paid off; and the bonds disposed to the Royal Infirmary, [28 Jan 1751], copy.
- 15 George Reid, Aberdeen to Gavin Hamilton regarding the above bonds, 2 Feb 1751.

6 Correspondence, 1751 (Feb–Jun)

- 1 Robert Hamilton, Ayr to [George Drummond] giving his opinion on what is intended in Dr Archibald Ker's will, and commenting on the letter written by one of his executors, 2 Feb 1751.
- 2a [George Drummond] to [James Barclay] regarding Dr Ker's estate; and accepting his advice that it would be better to sell the estate, but that a clause in the will prohibits that course of action, and so the estate should be let out. He sends his instructions on what should be done, n.d., draft.
- 2b Copy letter in a different hand to Alex McFarlane regarding the instructions given to James Barclay, 18 Feb 1751.
- 3 A Anderson, London to Gavin Hamilton regarding Dr Ker's legacy; his own allowance; his account with the Infirmary, etc, 7 Feb 1750/51.
- 4 Gavin Hamilton to Dr George Reid, Aberdeen attempting to finalise the matter of Lord Peter's debt, 26 Feb 1751, copy.
- 5 James Calvorhill and others to James Anderson, Sandgate: their society has agreed to give £3 per annum to RIE, 23 Mar 1750/51.
- 6 George Drummond, Wetherby to Jack [Jardin]; his meeting at Newcastle with Messrs Bryson, Aitkine? and Anderson?: news of the 'boxes' that have decided to help. The question of a patient being kept by the Infirmary. His journey south to Wetherby [1751].
- 7 George Reid, Aberdeen to [?]: he has signed the discharge and sent the Infirmary a bill of exchange. He thanks the Infirmary's Board of Managers for its diligence, 2 Mar 1751.
- 8a Gavin Hamilton to Dr George Reid, Aberdeen thanking him for his donation to the Infirmary, the last part of which has just been received, n.d., copy.

8b/

72 18th Century Correspondence, 1727-1799**6 Correspondence, 1751 (Feb–Jun)**

- 8b Copy of bill of exchange by Messrs James Mansfield & Co in favour of Gavin Hamilton, 19 Mar 1751.
- 9 James Barclay Junior, Kingston, Jamaica to the Directors of the Royal Infirmary, Edinburgh: he and Mr Baillie have managed to lease Redhill, left by Dr Ker to the Infirmary, 10 Apr 1751, copy.
- 10 A Anderson to Gavin Hamilton: his newspaper advertisements regarding the RIE; subscriptions received so far; the Infirmary's copper plate, etc, 11 May 1751.
- 11 Martin Bryson, Newcastle to Gavin Hamilton sending a list of societies and Boxes that have subscribed to the RIE, 1 Jun 1751.
- 12 A Anderson, London to [?]: he has been placing advertisements by has received no subscriptions yet. What is to be done with the copper plate of the perspective view of the Infirmary? 30 May 1751.
- 13 Same to [?]: the latter has been despatched to Jamaica; advertising the Infirmary; the copper plate, 15 Jun 1751.

7 Correspondence, Jun 1751–Feb 1752

- 1 John Watson and William McVey, Edinburgh to [?]: they are of the opinion that the only way to preserve the large 'Corness' on the front of the Infirmary is to cover it with sheet lead, 28 Jun 1751.
- 2 A Anderson to Gavin Hamilton: he has been advertising but has received no donations, 6 Jul 1751.
- 3 James Anderson, Newcastle to George Drummond, Edinburgh, sending the bearer, John Armstrong, to the Infirmary and asking that he be admitted. The problem of collecting for Edinburgh's Infirmary from the Gateshead Boxes, 19 Jul 1751.
- 4 James Murray, Cally to [?] about the donation left to the RIE by his father, and its entry in the Infirmary's books, 19 Jul 1751.
- 5 A Anderson, London to [?] about a donation he has received for the Infirmary; his advertising campaign and his distribution of books and prints, 17 Aug 1751.
- 6 A Anderson to Baillie Hamilton: his advertisements, 29 Aug 1751.

72 18th Century Correspondence, 1727-1799**7 Correspondence, Jun 1751–Feb 1752**

- 7 A Anderson to Baillie Hamilton: donations to the Infirmary; advertising, etc, 12 Sep 1751.
- 8 Charles Alston, Edinburgh to [?]: students find it difficult to attend the Infirmary at 12 noon; would the Board of Managers consider changing the ordinary Infirmary hour to 9 am or let the Ordinary Physicians appoint their own hour of attendance? 1 Nov 1751.
- 9 John Middleton, Bristol to [?]: he is owed money for his attendance on Captain Menzies who has since died. He makes over this debt to the RIE which, he expects, will be able to recover the debt more quickly than he could, 7 Nov 1751.
- 10 Eben Gilchrist, Dumfries to [?] about the debt owed to Mr Middleton and the difficulty in asking Captain Menzies' sister for some deed of security while she is ill, 24 Nov 1751.
- 11 Thomas Raffles to Adam Anderson giving the address of John Massey, 25 Nov 1751.
- 12 Extract from the Registry of the Prerogative Court of Canterbury regarding a legacy left by Samuel Frotheringham, Holbeath to RIE, Nov 1751, copy.
- 13 A Anderson, London to Gavin Hamilton: he has received no donations, and so proposes advertising more extensively, 7 Nov 1751.
- 14 A Anderson, London to Gavin Hamilton: his advertising policy; Samuel Frotheringham's legacy, 7 Dec 1751.
- 15 Lord Hopetoun, Hopetoun House to Gavin Hamilton asking that Ann Thomson, Kirkliston Parish, be admitted on the Incurable Fund, 23 Dec 1751.
- 16 A Anderson to [?]: donation to the Infirmary: his own account with the Infirmary; talk of holding a benefit concert for the RIE, 30 Jan 1752.
- 17 A Anderson to Gavin Hamilton: state of his account with RIE, 13 Feb 1752.
- 18 John Massey Junior, Spalding to Adam Anderson about the payment of Samuel Frotheringham's legacy to RIE, 19 Dec 1751.
- 19 John Massey Junior, Spalding to Adam Anderson sending the above legacy to him by bearer, 3 Feb 1752.

72 18th Century Correspondence, 1727-1799**7 Correspondence, Jun 1751–Feb 1752**

- 20 [A Anderson to ?]: Postscript: George Barclay, an annual contributor, wants to know if he can recommend a patient to the Infirmary, n.d.
- 21 A Anderson in account with the Corporation of the Royal Infirmary of Edinburgh: balance sheet, Dec 1750–Feb 1752; 13 Feb 1752.

8 Correspondence, Dec 1751–Jul 1753

- 1 George Sutherland to [?] asking him to inform the Managers of the RIE of his resignation as apothecary there, 13 Mar 1752.
- 2 A Anderson, London to [Gavin Hamilton]: a keenness to support new charities has told against the RIE, but he continues to promote its cause, 21 Mar 1752.
- 3 Same to Gavin Hamilton: he has received no donations but considers it essential to continue advertising, 9 May 1752.
- 4 M Bryson, Newcastle to [?]: account of money collected from various Boxes, etc, Jul 1751–Jun 1752, 6 Jun 1752.
- 5 A Anderson to Gavin Hamilton: his account with the Infirmary; donations; advertising; his enquiries regarding the Infirmary's proposed 'Bagnio' and Cold Bath. 16 Jun 1752.
- 6 Plan and description of the Hot Bath and Bagnio in St Thomas's Hospital, London, enclosed with above letter.
- 7 A Anderson to [?]: he has paid for advertisements placed in 'Daily Advertiser', which made an error in placing one of the advertisements, 7 Jun 1752.
- 8 Martin Bryson, Newcastle to Gavin Hamilton: donation for RIE from Keelmen's Hospital. He asks that some books be sent to him, 28 July 1752.
- 9 A Anderson, London to [?]: advertisements and donations, 21 Sep 1752.
- 10 James Barclay Junior, Kingston, Jamaica to George Drummond: he fears that his letters of 1 Oct 1752 were both lost. He therefore encloses another copy. Arrangements regarding various bills, 19 Apr 1753.

72 18th Century Correspondence, 1727-1799**8 Correspondence, Dec 1751–Jul 1753**

- 11 A Anderson to Gavin Hamilton: George Barclay has been asking if the RIE publishes annual accounts. If it does could Hamilton send down some copies? Advertising. 12 Oct 1752.
- 12 James Barclay Junior, Jamaica to George Drummond: the Infirmary cannot sell the slaves of Dr Ker's estate without an Act of Parliament. Rents due from the estate. Description of the Penn that is rented out. 7 Dec 1751.
- 13 A Anderson to [?]: the state of his account with the Infirmary, 14 Jan 1753.
- 14 A Anderson to Gavin Hamilton: he has received a donation from William Ainslie care of Dr William Cuming, Dorchester, Jan 1753.
- 15 A Anderson to [?]: letters of thanks will be delivered to the donors. He agrees to suspend advertising for the present, 17 Feb 1753.
- 16 M Bryson and William Charnley, Newcastle to Gavin Hamilton: money received from various Boxes and Societies for the RIE, 29 Jun 1753.
- 17 James Barclay, Kingston, Jamaica to George Drummond, Edinburgh regarding various bills of exchange, 9 Apr 1753.
- 18 Robert Murray, Glencarnock to Baillie Hamilton: there is to be a meeting of his creditors to concert the quickest means for their payment. Hamilton, or a representative, should attend, 30 May 1753.
- 19 A Anderson to Baillie Hamilton sending an extract from the Registry of the prerogative Court regarding a legacy to the RIE, 3 Jul 1753.
- 20 Extract from the Registry of the Prerogative Court of Canterbury concerning legacy left by Henry Douglas, late of Antigua, to the RIE, Jun 1753, copy.
- 21 Provost Drummond, Edinburgh to James Barclay Junior, Jamaica: money matters, 14 Jul 1753.

9 Correspondence, Aug 1753–Apr 1754

- 1 A Anderson, London to Baillie Gavin Hamilton, Edinburgh sending a copy of Dr Cuming's letter which enclosed a donation for the RIE collected from various sources, 18 Aug 1753.
- 2 A Anderson, London to Baillie Gavin Hamilton, Edinburgh: donations received for the RIE, 28 Aug 1753.

72 18th Century Correspondence, 1727-1799**9 Correspondence, Aug 1753–Apr 1754**

- 3 A Anderson in account with the Royal Infirmary: balance sheet, Jan–Aug 1753; 28 Aug 1753.
- 4 John Dickie, Edinburgh to Treasurer, RIE regarding a payment of £15 to the Infirmary made by George Fordyce, minister at Corstorphine, 30 Aug 1753.
- 5 A Anderson, London to the Board of Managers, RIE about a bequest to the Infirmary by Captain Alexander Horn, 1 Sep 1753.
- 6 Martin Bryson, Newcastle to Gavin Hamilton: money donated by various Boxes to the RIE, 14 Sep 1753.
- 7 A Anderson to Gavin Hamilton: his account with the Infirmary; letters of thanks to donors, 6 Oct 1753.
- 8 Same to same sending a letter from Dr William Cuming; need for a letter of thanks to a donor, 13 Oct 1753.
- 9 W Cuming, Dorchester to [A Anderson]: his attempts to raise money for the RIE. He will continue to do his best for that institution, 8 Oct 1753, enclosed with above letter.
- 10 William Alexander, Edinburgh to Gavin Hamilton enclosing £50 for the RIE, 22 Apr 1754.

72 18th Century Correspondence, 1727-1799

The following loose papers, like the preceding Letter Book, come from the papers of the Treasurer's Department.

10 Property and Finance, 1727–1799

- 1 Voluntary bond by subscribers towards erecting and maintaining an Infirmary in Edinburgh [1727].
- 2 Another voluntary bond, different signatures, 1726–1727.
- 3 Second voluntary bond for subscriptions, 1727.
- 4 Gild Council of Edinburgh: warrant to David Spence, treasurer to the Royal Infirmary, to build a house to replace their old tenement, 1742, extract by George Home.
- 5 Inventory of the writs belonging to the Royal Infirmary of Edinburgh delivered by Mr David Spence, later treasurer thereto to Baillie Gavin Hamilton, present treasurer to said Infirmary, 1744.
- 6 Inventory of the writs of the house, garden, etc, acquired by the Royal Infirmary from Mr Archibald Stewart upon which the new house lying to the east of the Infirmary is built, n.d. [after 1742].
- 7 Disposition and translation, William Sellar to Robert Mylne, 12 Jun 1746.
- 8 Extract of two Acts of the Grand Lodge of Freemasons anent the Royal Infirmary, 6 Aug, 12 Nov 1746.
- 9 Draft disposition of his library by Robert Miln (sic) in favour of the Royal Infirmary [Feb 1747].
- 10 Disposition of library by Robert Milne in favour of the managers and administrators of the Royal Infirmary, 24 Jun 1747.
- 11 Decreet: Gavin Hamilton, treasurer to Royal Infirmary, against James Veitch, 1748.
- 12 Writ of horning and poinding of James Veitch at the instance of Gavin Hamilton, treasurer, RIE, 1748.
- 13 Bond by the City of Edinburgh to the Royal Infirmary, 1755.
- 14/

72 18th Century Correspondence, 1727-1799**10 Property and Finance, 1727-1799, continued**

14 Abstract from the scheme of division of the price of Rents of Torry etc relating to the debt due to the Royal Infirmary, 1764.

15 Receipt of Stuart Moodie, advocate, for contribution to RIE, 1 Jan 1799.

11 List of Patients treated during the first year, 1729, printed sheet.

12 Extract of Great Seal Charter of the Royal Infirmary dated 25 Aug, 1736; Public Records of Scotland, 182. Photocopy of original in Scottish Record Office, (RMS 79-146).

13 Admissions of Lunatic Patients; Political Prisoners, 1746-1749

1 Petition for the removal of the Earl of Roseberry from the Canongate Tolbooth to the Royal Infirmary, granted by Andrew Fletcher, 31 May 1746.

2 Andrew Fletcher: authorisation to the keepers of the Royal Infirmary to release Andrew McDonald, Duncan and Donald Campbell, who have been detained in the Infirmary on suspicion of treason, 9 Apr 1747.

3 Petition by James Scott for the admission of Agnes Summervil, lunatic, into the Infirmary, 25 Apr 1748; granted on the usual terms.

4 John Rattray to Gavin Hamilton, treasurer to the Royal Infirmary obliging himself to pay for David Ritchie at the Infirmary until such time as a vacancy becomes available, 26 Jul 1748.

5 Petition by Richard Robertson, Haddington that his son, Richard, lunatic, be admitted to the Infirmary. Granted on the usual conditions, 29 Sep 1748.

6 Granting of petition by George Stevenson to have James Liston, lunatic, admitted into the Infirmary, 29 Sep 1748.

7 Fr. Nisbet, Archerfield to John Douglas, surgeon, Edinburgh asking if he can get one of his tenants, John Dorgy, lunatic, into the Infirmary, 6 Jul 1749.

72 18th Century Correspondence, 1727-1799**14 Bonds regarding Payment for Lunatic Patients, 1748–1753**

- 1 James Scott-bond regarding Agnes Somervell, 2 May 1748.
- 2 Hugh Clerk-bond regarding Mrs Mary Brown, 13 Mar 1749.
- 3 Andrew Wallace-bond regarding Mrs Barbara Seton, 6 Jun 1749.
- 4 Andrew Taitt and Andrew Johnstoun-bond regarding Alexander Taitt, 23 Aug 1749.
- 5 David Orme-bond regarding Margaret Moutray, 22 Mar 1750.
- 6 John Pringle-bond regarding Thomas Drummond, 27 Jun 1750.
- 7 George Turnbull-bond regarding Mr Orvoch, 13 Mar 1753.

15 Apprenticeship agreement, 1753

Indentures betwixt Mr Gavin Hamilton as treasurer to the Royal Infirmary, and Walter Douglas, who becomes bound to serve an apprenticeship with the Infirmary's apothicary (sic), 23 May 1753.

73 19th & 20th Century Correspondence, 1872-1974

ADMISSION OF FEMALE STUDENTS

Letters from the medical and surgical staff to Peter Bell, clerk to the Managers, replying to questions put by the Committee on admission of Female Students to the Infirmary.

The Committee asked the doctors whether they were in favour of admitting female students on the same terms and at the same times as male students, and, if they were not, asked them to suggest an alternative scheme for the training of female students in the Infirmary.

1 Admission of Female Students, 1872

- 1 Patrick Heron Watson, 16 Charlotte Square: in favour, 30 Oct 1872.
- 2 Thomas Annandale, 34 Charlotte Square: against on the grounds that patients would object to being treated by women. Cannot suggest alternative scheme due to the 'flourishing state of the Edinburgh Medical School...and the contracted condition of the Edinburgh Infirmary', 31 Oct 1872.
- 3 George W Balfour, 21 Alva Street: in favour. Refers to Dr Begbie's teaching of a mixed class in the Infirmary, 31 Oct 1872.
- 4 Joseph Bell, 20 Melville Street: against on grounds of decency. Suggests women should train at Chalmers Hospital 'if only it affiliates to itself for teaching purposes one or both of our great parochial hospitals'. 31 Oct 1872.
- 5 J Hughes Bennet, 1 Glenfinlas Street: in favour, 31 Oct 1872.
- 6 J Matthews Duncan, 30 Charlotte Square: against 'on account of my own feeling of impropriety and fear of evil results following'. The male students' opposition to mixed classes would lead to their absence from them. Suggests using certain times of the year in certain wards for the instruction of female students, but feels that the small number of women would make this impractical, 31 Oct 1872.
- 7 Wm Walker, 47 Northumberland Street: against on grounds that mixed classes 'would be repugnant to the feelings of the Patients'. Unable to suggest an alternative scheme, 1 Nov 1872.

8/

73 19th & 20th Century Correspondence, 1872-19741 Admission of Female Students, 1872

- 8 Dr Haldane, 22 Charlotte Square: against. The proposition is 'inconsistent with all ideas of delicacy'. Suggests two schemes, both of which he feels would be impractical: (a) That a number of beds be set aside for female students, but, due to the already severe pressure of student numbers on too few beds, he feels this would be fatal to the Medical School. (b) Visiting the same patients twice, once with male students; once with female; but feels that due to lack of time on the part of the doctors, and probable objections from patients, this would not work either. 2 Nov 1872.
- 9 T Laycock, university of Edinburgh: against as mixed classes may mean that doctors would be restricted in the performance of their duties both to the patients and to the students; and because the male students are against them. Feels that the only solution is to detach a portion of the buildings to constitute a separate hospital, but feels that pressure of student numbers makes this impractical. Compare RIE's student numbers with those of Guys, St Bartholemews and the London hospitals. 2 Nov 1872.
- 10 Joseph Lister, 9 Charlotte Square: against, as 'the reasons which are generally held to make it inexpedient for ladies to attend lectures on medical subjects along with male students in the College class rooms apply with tenfold force against such mixed attendance in the wards in the wards of an hospital'. Unable to suggest an alternative because pressure of numbers would make it impractical to detach 80 beds for instruction of female students, because no doctor could afford the time for a second visit to teach female students; because women house surgeons and physicians would be faced with duties 'which often tax to the utmost the energies of men'; because the mixing of sexes in the Residency would lead to 'great inconvenience and scandal'. Feels that the only solution is separate hospitals, but believes 'it can never be right for young women to study in male wards'. 2 Nov 1872.
- 11 Dr Argyll Robertson, RIE: against because of the restrictions in explanation and examination which mixed classes would place on doctors, and because of probable objections from patients. Cannot suggest an alternative. 2 Nov 1872.
- 12 T Grainger Stewart, 19 Charlotte Square: against on the grounds that no patient 'of ordinary modesty' would submit to examination by a mixed class; no doctor 'of delicacy of feeling' could conduct the necessary inspection and questioning; and, for the students, studying certain subjects in mixed classes would be 'blunt that delicacy of feeling which is so important an element of professional character'. No alternative to suggest. 2 Nov 1872.

73 19th & 20th Century Correspondence, 1872-19741 Admission of Female Students, 1872

- 13 John Chiene, 55 Castle Street: against as the complaints of many patients could not be treated satisfactorily in mixed classes. Separate teaching would be impractical as there are already too few beds for the numbers of students attending. 4 Nov 1872.
- 14 James Spence, 21A Ainslie Place: against, as mixed classes would prevent full clinical instruction and would be repulsive to the patients and because the presence of female students in the operating theatre would cause disturbances which may distract the surgeon's attention. Points out that the University Court has enacted that the instruction of women should be conducted in separate classes, and believes that the only method of providing the necessary instruction for women is in a special hospital for the purpose. 6 Nov 1872.
- 15 Thomas R Fraser, 3 Grosvenor Street: against, as a thorough examination of many cases would not be possible in a mixed class. No alternative to suggest. 7 Nov 1872.
- 16 John Duncan, 8 Ainslie Place: against the proposal, although not opposed to medical education for women, because of considerations of convenience, delicacy and completeness of teaching. Separate visits to the wards by male and female students would be 'injurious to the patients, and a useless waste of time for the surgeons and physicians'. The detachment of a number of beds for the use of female students would be impractical because the pressure of student numbers was already causing great inconvenience. 11 Nov 1872.
- 17 William R Sanders, 11 Walker Street: against, as, in many cases, a complete investigation could not be conducted before a mixed class 'without such violation of propriety as could not be tolerated'. Separate visits would be objectionable to the patients and too time consuming for the doctors; and the detachment of beds for female teaching would be impractical due to pressure of numbers. 18 Nov 1872.
- 18 Douglas Maclagan, 28 Heriot Row: against, as mixed classes are forbidden by the University, and, even if regulation did permit mixed classes, the presence of women would hamper the proper investigation of many cases. Separate visits to the wards would be injurious to the patients, and the only other alternative, the giving up of the entire Infirmary to female students, and the establishment of another hospital for male students is impractical due to lack of money. 29 Nov 1872.

73 19th & 20th Century Correspondence, 1872-1974

MISCELLANEOUS

2 Miscellaneous Correspondence, 1890–1900

- 1 Henry D Littlejohn, MOH for Edinburgh: instructions that patients being transferred from the Infirmary should have their full details forwarded; that they should not be sent off after 7pm; that orders for an ambulance be sent directly to the Public Health Office. 27 Oct 1890.
- 2 Joseph Lister, Swanage to Jenner: sorry that Osler has retired from his candidature for the Practice of Physic Chair, 10 Apr 1900.

3 20th Century Correspondence

- 1 Philip Moore (Assistant Private Secretary to the Queen), Buckingham Palace, to TW Hurst, (Secretary and Treasurer, RIE), expressing thanks for the copies of the RIE Annual Report, the Centenary Programme and the Consultative, which the Queen 'was most interested to read', and for the invitation to the Queen from the Board to visit the RIE 'on some future occasion', 20 Oct 1970.
- 2 File relating to 1926 Strike of tradesmen and workmen
- 3 Letter and included report from J.W. Barnes, Sheffield Royal Infirmary, to Henry Maw, regarding Incorporation (2 items)
- 4 Letter from the British Hospitals Association regarding students and legal liability, 24 Feb 1938
- 5 Letter from W.F. Ferguson, Secretary and Treasurer to A.D. Stewart, Superintendent, RIE, regarding clinical reaching agreements, with included papers (3 items)
- 6 Correspondence relating to donations of hospital-related items to the RIE from various individuals, 1958-1974 (5 items)
- 7 Correspondence and notes of Henry Maw, Secretary relating to the Clinical Laboratory, University of Edinburgh, 1936-1937, (10 items)

74 Letter Books: Clerk/Treasurer and Clerk, 1836-1970

The office of Clerk to the Corporation existed from 1730 until 1883. After the death of Peter Bell in 1883 the office continued as that of 'Treasurer and Clerk'. The office of Treasurer also existed from 1730, incorporating that of Clerk from 1883.

From 1953 onwards a sample only has been retained.

CLERKS' LETTER BOOKS

- | | | |
|---|--|---|
| 1 | Dec 1836–Nov 1840
May 1867–Mar 1871 | Bound volume. Indexed.
The first part of the book is in one hand, the second part in another. At least one letter in the second part is from Peter Bell.
Most letters are written on behalf of the Board of Managers.
Topics include clerks performing operations, doctors' appointments, trusteeships, etc. |
| 2 | Dec 1870–Dec 1875 | Peter Bell's letter book. Index.
Topics include employment of nurses, church collections; and a letter to Professor Lister inviting him to explain his views on antiseptic treatment. |
| 3 | Dec 1875–Nov 1881 | Peter Bell's letter book. Index.
Topics include eligibility for senior medical posts; tenders; notices to vacate premises, etc. |
| 4 | Dec 1881–Jun 1883 | Peter Bell's letter book. Index.
Topics include need for separate accommodation for infected students in the new fever house. |

74 Letter Books: Clerk/Treasurer and Clerk, 1836-1970

TREASURER'S LETTER BOOKS

- | | | | |
|-----|---------------------|--|-------|
| 5 | Jun 1822–Jul 1836 | Francis Wilson's letter book:
Topics include donations, tenders for coal and provisions, removal of stone with coat of arms of Royal College of Surgeons to their new building, numbers of sick and wounded seamen, etc.
Indexed. | |
| 6 | Feb 1844–May 1867 | James Farnie, Treasurer–Superintendent, d 1846.
Peter Bell, Clerk.
The earlier part consists of letters from Farnie; the latter letters from Bell. Topics include appointments of surgeons, money matters, tenders, a smoking chimney.
Indexed. | |
| 7 | Jan 1863–Jan 1866 | Alexander McDougall, Treasurer.
Topics include pauper patients, maintenance of wards, etc.
Covers missing. Starts at page 23. | |
| 8 | Jan 1866–Nov 1868 | Alexander McDougall.
Covers missing. Starts at page 2. | |
| 9 | Dec 1868–Oct 1872 | Alexander McDougall.
Covers missing. Starts at page 24. | |
| 10 | wanting | | |
| 11 | wanting | | |
| 12 | wanting | | |
| 13 | Sep 1886–Nov 1887 | James Trainer, Treasurer & Clerk | no 9 |
| 14 | Nov 1887–Oct 1888 | James Trainer, Treasurer & Clerk | no 10 |
| 15 | Oct 1888–Jul 1889 | James Trainer, Treasurer & Clerk | no 11 |
| 16 | Jul 1889–Jun 1890 | James Trainer, Treasurer & Clerk | no 12 |
| 17 | Jun 1890–Mar 1891 | James Trainer, Treasurer & Clerk | no 13 |
| 18 | Mar 1891 – Nov 1891 | James Trainer, Treasurer & Clerk | no 14 |
| 19/ | | | |

74 Letter Books: Clerk/Treasurer and Clerk, 1836-1970

TREASURER'S LETTER BOOKS

19	Nov 1891–Oct 1892	James Trainer, Treasurer & Clerk	no 15
20	Oct 1892–May 1893	James Trainer, Treasurer & Clerk	no 16
21	May 1893–Jan 1894	William S Caw, Treasurer & Clerk	no 17
22	Jan 1894–Oct 1894	William S Caw, Treasurer & Clerk	no 18
23	Oct 1894–May 1895	William S Caw, Treasurer & Clerk	no 19
24	May 1895–Nov 1895	William S Caw, Treasurer & Clerk	no 20
25	Nov 1895–Jul 1896	William S Caw, Treasurer & Clerk	no 21
26	Jul 1896–Mar 1897	William S Caw, Treasurer & Clerk	no 22
27	Mar 1897–Nov 1897	William S Caw, Treasurer & Clerk	no 23
28	Nov 1897–Jul 1898	William S Caw, Treasurer & Clerk	no 24
29	Jul 1898–Feb 1899	William S Caw, Treasurer & Clerk	no 25
30	Feb 1899–Sep 1899	William S Caw, Treasurer & Clerk	no 26
31	Sep 1899–Feb 1900	William S Caw, Treasurer & Clerk	no 27
32	Feb 1900–Sep 1900	William S Caw, Treasurer & Clerk	no 28
33	Sep 1900–Feb 1901	William S Caw, Treasurer & Clerk	no 29
34	Feb 1901–Sep 1901	William S Caw, Treasurer & Clerk	no 30
35	Sep 1901–Mar 1902	William S Caw, Treasurer & Clerk	no 31
36	Mar 1902–Sep 1902	William S Caw, Treasurer & Clerk	no 32
37	Sep 1902–Mar 1903	William S Caw, Treasurer & Clerk	no 33
38	Mar 1903–Oct 1903	William S Caw, Treasurer & Clerk	no 34
39	Oct 1903–Mar 1904	William S Caw, Treasurer & Clerk	no 35
40	Mar 1904–Oct 1904	William S Caw, Treasurer & Clerk	no 36

74 Letter Books: Clerk/Treasurer and Clerk, 1836-1970

TREASURER'S LETTER BOOKS

41	Oct 1904–May 1905	William S Caw, Treasurer & Clerk	no 37
42	May 1905–Nov 1905	William S Caw, Treasurer & Clerk	no 38
43	Nov 1905–May 1906	William S Caw, Treasurer & Clerk	no 39
44	May 1906–Oct 1906	William S Caw, Treasurer & Clerk [Severe water damage]	no 40
45	wanting		
46	wanting		
47	wanting		
48	wanting		
49	wanting		
50	wanting		
51	wanting		
52	wanting		
53	wanting		
54	Nov 1910–Apr 1911	William S Caw, [some water damage]	no 50
55	Apr 1911–Oct 1911	William S Caw	no 51
56	Oct 1911–Mar 1912	William S Caw	no 52
57	Mar 1912–Sep 1912	William S Caw	no 53
58	Sep 1912–Mar 1913	William S Caw	no 54
59	Mar 1913–Sep 1913	William S Caw	no 55
60	Sep 1913–Mar 1914	William S Caw	no 56
61	Mar 1914–Oct 1914	William S Caw	no 57
62/			

74 Letter Books: Clerk/Treasurer and Clerk, 1836-1970

TREASURER'S LETTER BOOKS

62	Oct 1914–Apr 1915	William S Caw	no 58
63	Apr 1915–Oct 1915	William S Caw	no 59
64	Oct 1915–May 1916	William S Caw	no 60
65	May 1916–Nov 1916	William S Caw	no 61
66	Nov 1916–May 1917	William S Caw	no 62
67	May 1917–Nov 1917	William S Caw	no 63
68	Nov 1917–May 1918	William S Caw	no 64
69	May 1918–Nov 1918	William S Caw	no 65
70	Nov 1918–May 1919	William S Caw	no 66
71	May 1919–Nov 1919	William S Caw	no 67

From no 72 onwards the letter books take the form of loose leaf files. Indexed.

72	Nov 1919–Mar 1920	William S Caw	no 68
73	Mar 1920–Jun 1920	William S Caw	no 69
74	Jun 1920–Oct 1920	William S Caw	no 60
75	Oct 1920–Feb 1921	William S Caw	no 70
76	wanting		
77	May 1921 Aug 1921	Treasurer and Clerk	no 73
78	Aug 1921–Oct 1921	Treasurer and Clerk	no 74
79	Oct 1921–Dec 1921	Treasurer and Clerk	no 75
80	Dec 1921–Mar 1922	Treasurer and Clerk	no 76
81	Mar 1922–May 1922	Treasurer and Clerk	no 77
82	May 1922–Aug 1922	Treasurer and Clerk	no 78

74 Letter Books: Clerk/Treasurer and Clerk, 1836-1970

TREASURER'S LETTER BOOKS

83	Aug 1922–Nov 1922	Treasurer and Clerk	no 79
84	Nov 1922–Jan 1923	Treasurer and Clerk	no 80
85	Jan 1923–Mar 1923	Treasurer and Clerk	no 81
86	Mar 1923–Jun 1923	Treasurer and Clerk	no 82
87	Jun 1923–Sep 1923	Treasurer and Clerk	no 83
88	Sep 1923–Nov 1923	Treasurer and Clerk	no 84
89	Nov 1923–Feb 1924	Treasurer and Clerk	no 85
90	Feb 1924–Apr 1924	Treasurer and Clerk	no 86
91	Apr 1924–Jul 1924	Treasurer and Clerk	no 87
92	Jul 1924–Oct 1924	Treasurer and Clerk	no 88
93	Oct 1924–Dec 1924	Treasurer and Clerk	no 89
94	Dec 1924–Feb 1925	Treasurer and Clerk	no 90
95	Feb 1925–May 1925	Treasurer and Clerk	no 91
96	May 1925–Aug 1925	Treasurer and Clerk	no 92
97	Sep 1925–Nov 1925	Treasurer and Clerk	no 93
98	Nov 1925–Jan 1926	Treasurer and Clerk	no 94
99	Jan 1926–Mar 1926	Treasurer and Clerk	no 95
100	Mar 1926–May 1926	Treasurer and Clerk	no 96
101	May 1926–Aug 1926	Treasurer and Clerk	no 97
102	Aug 1926–Oct 1926	Treasurer and Clerk	no 98
103	Oct 1926–Dec 1926	Treasurer and Clerk	no 99
104	Dec 1926–Feb 1927	Treasurer and Clerk	no 100

105/

74 Letter Books: Clerk/Treasurer and Clerk, 1836-1970

TREASURER'S LETTER BOOKS

105	Feb 1927–Apr 1927	Treasurer and Clerk	no 101
106	Apr 1927–Jul 1927	Treasurer and Clerk	no 102
107	Jul 1927–Oct 1927	Treasurer and Clerk	no 103
108	Oct 1927–Nov 1927	Treasurer and Clerk	no 104
109	Nov 1927–Jan 1928	Treasurer and Clerk	no 105
110	Jan 1928–Apr 1928	Treasurer and Clerk	no 106
111	Apr 1928–Jun 1928	Treasurer and Clerk	no 107
112	Jul 1928–Oct 1928	Treasurer and Clerk	no 108
113	Oct 1928–Dec 1928	Treasurer and Clerk	no 109
114	Dec 1928–Feb 1929	Treasurer and Clerk	no 110
115	Feb 1929–Apr 1929	Treasurer and Clerk	no 111
116	Apr 1929–Jun 1929	Treasurer and Clerk	no 112
117	Jul 1929–Sep 1929	Treasurer and Clerk	no 113
118	Oct 1929–Dec 1929	Treasurer and Clerk	no 114
119	Dec 1929–Jan 1930	Secretary and Treasurer	no 115
120	Feb 1930–Mar 1930	Secretary and Treasurer	no 116
121	Mar 1930–May 1930	Secretary and Treasurer	no 117
122	May 1930–Jul 1930	Secretary and Treasurer	no 118
123	Jul 1930–Sep 1930	Secretary and Treasurer	no 119
124	Oct 1930–Nov 1930	Secretary and Treasurer	no 120
125	Nov 1930–Dec 1930	Secretary and Treasurer	no 121
126	Jan 1931–Feb 1931	Secretary and Treasurer	no 122

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74 Letter Books: Clerk/Treasurer and Clerk, 1836-1970

TREASURER'S LETTER BOOKS

127	Feb 1931–Mar 1931	Secretary and Treasurer	no 123
128	Apr 1931–May 1931	Secretary and Treasurer	no 124
129	May 1931–Jul 1931	Secretary and Treasurer	no 125
130	Jul 1931–Aug 1931	Secretary and Treasurer	no 126
131	Sep 1931–Oct 1931	Secretary and Treasurer	no 127
132	Oct 1931–Dec 1931	Secretary and Treasurer	no 128
133	Dec 1931–Jan 1932	Secretary and Treasurer	no 129
134	Jan 1932–Mar 1932	Secretary and Treasurer	no 130
135	Mar 1932–Apr 1932	Secretary and Treasurer	no 131
136	Apr 1932–Jun 1932	Secretary and Treasurer	no 132
137	Jun 1932–Aug 1932	Secretary and Treasurer	no 133
138	Aug 1932–Sep 1932	Secretary and Treasurer	no 134
139	Sep 1932–Nov 1932	Secretary and Treasurer	no 135
140	Nov 1932–Dec 1932	Secretary and Treasurer	no 136
141	Dec 1932–Feb 1933	Secretary and Treasurer	no 137
142	Feb 1933–Apr 1933	Secretary and Treasurer	no 138
143	Apr 1933–Jun 1933	Secretary and Treasurer	no 139
144	Jun 1933–Aug 1933	Secretary and Treasurer	no 140
145	Aug 1933–Oct 1933	Secretary and Treasurer	no 141
146	Oct 1933–Dec 1933	Secretary and Treasurer	no 142
147	Dec 1933–Feb 1934	Secretary and Treasurer	no 143
148	Feb 1934–Mar 1934	Secretary and Treasurer	no 144
149/			

74 Letter Books: Secretary & Treasurer, 1836-1970

TREASURER'S LETTER BOOKS

149	Mar 1934–May 1934	Secretary and Treasurer	no 145
150	May 1934–Jun 1934	Secretary and Treasurer	no 146
151	Jun 1934–Sep 1934	Secretary and Treasurer	no 147
152	Sep 1934–Oct 1934	Secretary and Treasurer	no 148
153	Oct 1934–Nov 1934	Secretary and Treasurer	no 149
154	Nov 1934–Jan 1935	Secretary and Treasurer	no 150
155	Jan 1935–Feb 1935	Secretary and Treasurer	no 151
156	Feb 1935–Mar 1935	Secretary and Treasurer	no 152
157	Mar 1935–May 1935	Secretary and Treasurer	no 153
158	May 1935–Jun 1935	Secretary and Treasurer	no 154
159	Jun 1935–Aug 1935	Secretary and Treasurer	no 155
160	Aug 1935–Oct 1935	Secretary and Treasurer	no 156
161	Oct 1935–Nov 1935	Secretary and Treasurer	no 157
162	Nov 1935–Dec 1935	Secretary and Treasurer	no 158
163	Dec 1935–Feb 1936	Secretary and Treasurer	no 159
164	Feb 1936–Mar 1936	Secretary and Treasurer	no 160
165	Apr 1936–May 1936	Secretary and Treasurer	no 161
166	May 1936–Jun 1936	Secretary and Treasurer	no 162
167	Jun 1936–Aug 1936	Secretary and Treasurer	no 163
168	Aug 1936–Oct 1936	Secretary and Treasurer	no 164
169	Oct 1936–Nov 1936	Secretary and Treasurer	no 165
170	Nov 1936–Jan 1937	Secretary and Treasurer	no 166
171/			

74 Letter Books: Secretary & Treasurer, 1836-1970

TREASURER'S LETTER BOOKS

171	Jan 1937–Feb 1937	Secretary and Treasurer	no 167
172	Feb 1937–Apr 1937	Secretary and Treasurer	no 168
173	Apr 1937–May 1937	Secretary and Treasurer	no 169
174	May 1937–Jun 1937	Secretary and Treasurer	no 170
175	Jun 1937–Aug 1937	Secretary and Treasurer	no 171
176	Aug 1937–Sep 1937	Secretary and Treasurer	no 172
177	Sep 1937–Nov 1937	Secretary and Treasurer	no 173
178	Nov 1937–Dec 1937	Secretary and Treasurer	no 174
179	Dec 1937–Feb 1938	Secretary and Treasurer	no 175
180	Feb 1938–Mar 1938	Secretary and Treasurer	no 176
181	Apr 1938–May 1938	Secretary and Treasurer	no 177
182	May 1938–Jul 1938	Secretary and Treasurer	no 178
183	Jul 1938–Aug 1938	Secretary and Treasurer	no 179
184	Aug 1938–Oct 1938	Secretary and Treasurer	no 180
185	Oct 1938–Nov 1938	Secretary and Treasurer	no 181
186	Nov 1938–Jan 1939	Secretary and Treasurer	no 182
187	Jan 1939–Feb 1939	Secretary and Treasurer	no 183
188	Feb 1939–Mar 1939	Secretary and Treasurer	no 184
189	Mar 1939–May 1939	Secretary and Treasurer	no 185
190	May 1939–Jun 1939	Secretary and Treasurer	no 186
191	Jun 1939–Jul 1939	Secretary and Treasurer	no 187
192	Jul 1939–Sep 1939	Secretary and Treasurer	no 188

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74 Letter Books: Secretary & Treasurer, 1836-1970

TREASURER'S LETTER BOOKS

193	Sep 1939–Oct 1939	Secretary and Treasurer	no 189
194	Nov 1939–Dec 1939	Secretary and Treasurer	no 190
195	Dec 1939–Jan 1940	Secretary and Treasurer	no 191
196	Jan 1940–Mar 1940	Secretary and Treasurer	no 192
197	Mar 1940–May 1940	Secretary and Treasurer	no 193
198	May 1940–Jun 1940	Secretary and Treasurer	no 194
199	Jun 1940–Sep 1940	Secretary and Treasurer	no 195
200	Sep 1940–Nov 1940	Secretary and Treasurer	no 196
201	Nov 1940–Dec 1940	Secretary and Treasurer	no 197
202	Jan 1941–Mar 1941	Secretary and Treasurer	no 198
203	Mar 1941–May 1941	Secretary and Treasurer	no 199
204	May 1941–Aug 1941	Secretary and Treasurer	no 200
205	Aug 1941–Oct 1941	Secretary and Treasurer	no 201
206	Oct 1941–Nov 1941	Secretary and Treasurer	no 202
207	Dec 1941–Jan 1942	Secretary and Treasurer	no 203
208	Jan 1942–Mar 1942	Secretary and Treasurer	no 204
209	Apr 1942–Jun 1942	Secretary and Treasurer	no 205
210	wanting		
211	Aug 1942–Oct 1942	Secretary and Treasurer	no 207
212	Oct 1942–Dec 1942	Secretary and Treasurer	no 208
213	wanting		
214	Feb 1943–Apr 1943	Secretary and Treasurer	no 210
215/			

74 Letter Books: Secretary & Treasurer, 1836-1970

TREASURER'S LETTER BOOKS

215	Apr 1943–Jun 1943	Secretary and Treasurer	no 211
216	Jun 1943–Aug 1943	Secretary and Treasurer	no 212
217	Aug 1943–Oct 1943	Secretary and Treasurer	no 213
218	Oct 1943–Nov 1943	Secretary and Treasurer	no 214
219	Nov 1943–Jan 1944	Secretary and Treasurer	no 215
220	Jan 1944–Mar 1944	Secretary and Treasurer	no 216
221	Mar 1944–May 1944	Secretary and Treasurer	no 217
222	May 1944–Aug 1944	Secretary and Treasurer	no 218
223	Sep 1944–Dec 1944	Secretary and Treasurer	no 219
224	Dec 1944–Apr 1945	Secretary and Treasurer	no 220
225	Apr 1945–Jun 1945	Secretary and Treasurer	no 221
226	Jul 1945–Oct 1945	Secretary and Treasurer	no 222
227	Oct 1945–Jan 1946	Secretary and Treasurer	no 223
228	Jan 1946–May 1946	Secretary and Treasurer	no 224
229	May 1946–Sep 1946	Secretary and Treasurer	no 225
230	Sep 1946–Dec 1946	Secretary and Treasurer	no 226
231	Dec 1946–Mar 1947	Secretary and Treasurer	no 227
232	Mar 1947–Jul 1947	Secretary and Treasurer	no 228
233	Jul 1947–Oct 1947	Secretary and Treasurer	no 229
234	Oct 1947–Dec 1947	Secretary and Treasurer	no 230
235	Dec 1947–Mar 1948	Secretary and Treasurer	no 231
236	Mar 1948–May 1948	Secretary and Treasurer	no 232

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74 Letter Books: Secretary & Treasurer, 1836-1970

TREASURER'S LETTER BOOKS

237	May 1948–Aug 1948	Secretary and Treasurer	no 233
238	Aug 1948–Nov 1948	Secretary and Treasurer	no 234
239	Nov 1948–Mar 1949	Secretary and Treasurer	no 235
240	Mar 1949–May 1949	Secretary and Treasurer	no 236
241	May 1949–Sep 1949	Secretary and Treasurer	no 237
242	Sep 1949–Dec 1949	Secretary and Treasurer	no 238
243	Dec 1949–Mar 1950	Secretary and Treasurer	no 239
244	Mar 1950–Jun 1950	Secretary and Treasurer	no 240
245	Jun 1950–Oct 1950	Secretary and Treasurer	no 241
246	Oct 1950–Jan 1951	Secretary and Treasurer	no 242
247	Jan 1951–Apr 1951	Secretary and Treasurer	no 243
248	Apr 1951–Aug 1951	Secretary and Treasurer	no 244
249	Aug 1951–Nov 1951	Secretary and Treasurer	no 245
250	Nov 1951–Feb 1952	Secretary and Treasurer	no 246
251	Feb 1952–May 1952	Secretary and Treasurer	no 247
252	May 1952–Sep 1952	Secretary and Treasurer	no 248
253	Sep 1952–Jan 1953	Secretary and Treasurer	no 249
254	Jan 1953–Apr 1953	Secretary and Treasurer	no 250
255	May 1953–Sep 1953	Secretary and Treasurer	no 251
256	Sep 1953–Dec 1953	Secretary and Treasurer	no 252
257	Jan 1960	Secretary and Treasurer	no 291
258	Feb 1960	Secretary and Treasurer	no 292
259/			

74 Letter Books: Secretary & Treasurer, 1836-1970

TREASURER'S LETTER BOOKS

259	Mar 1960	Secretary and Treasurer	no 293
260	Apr 1960	Secretary and Treasurer	no 294
261	May 1960	Secretary and Treasurer	no 295
262	Jun 1960	Secretary and Treasurer	no 296
263	Jul 1960	Secretary and Treasurer	no 297
264	Aug 1960	Secretary and Treasurer	no 298
265	Sep 1960	Secretary and Treasurer	no 299
266	Oct 1960	Secretary and Treasurer	no 300
267	Nov 1960	Secretary and Treasurer	no 301
268	Dec 1960	Secretary and Treasurer	no 302
269	Dec 1960	Secretary and Treasurer	no 302A
270	Jan 1970	Secretary and Treasurer	no 410
271	Jan 1970	Secretary and Treasurer	no 410A
272	Feb 1970	Secretary and Treasurer	no 411
273	Feb 1970	Secretary and Treasurer	no 411A
274	Mar 1970	Secretary and Treasurer	no 412
275	Mar 1970	Secretary and Treasurer	no 412A
276	Apr 1970	Secretary and Treasurer	no 413
277	Apr 1970	Secretary and Treasurer	no 413A
278	May 1970	Secretary and Treasurer	no 414
279	May 1970	Secretary and Treasurer	no 414A
280	Jun 1970	Secretary and Treasurer	no 415
281/			

74 Letter Books: Secretary & Treasurer, 1836-1970

TREASURER'S LETTER BOOKS

281	Jun 1970	Secretary and Treasurer	no 415A
282	Jul 1970	Secretary and Treasurer	no 416
283	Jul 1970	Secretary and Treasurer	no 416A
284	Aug 1970	Secretary and Treasurer	no 417
285	Aug 1970	Secretary and Treasurer	no 417A
286	Sep 1970	Secretary and Treasurer	no 418
287	Sep 1970	Secretary and Treasurer	no 418A
288	Oct 1970	Secretary and Treasurer	no 419
289	Oct 1970	Secretary and Treasurer	no 419A
290	Nov 1970	Secretary and Treasurer	no 420
291	Nov 1970	Secretary and Treasurer	no 420A
292	Dec 1970	Secretary and Treasurer	no 421
293	Dec 1970	Secretary and Treasurer	no 421A

75 Letter Books: Secretary, 1888-1894

- | | | |
|---|-------------------|--|
| 1 | Nov 1888–Nov 1894 | Letters mostly signed by Andrew Scott, of the firm of Messrs Scott & Paterson, Honorary Secretaries to the Infirmary.
Topics include appointments of staff, repairs to buildings, meetings, bequests, teaching of female students, etc. |
|---|-------------------|--|

[Note: From 1929 the offices of Treasurer and Secretary were united. For Secretary's letter books from 1929 onwards see LHB 1/74]

76 Letter Books: Medical Superintendent, 1946-1971

Loose leaf folders containing copies of letters sent out by the Medical Superintendent.
Indexed. Several series of volumes.

MEDICAL REPORT BOOKS

1	Nov 1950–Dec 1953	no 3
2	Jan 1954–Mar 1956	no 4
3	Jun 1957–Sep 1958	no 6
4	Sep 1958–Dec 1959	no 7
5	Dec 1959–Jan 1961	no 8
6	Dec 1961–Oct 1962	no 10
7	Jul 1964–Apr 1965	no 13
8	Apr 1965–Jan 1966	no 14
9	Oct 1966–Jul 1967	no 16
10	Jul 1967–Mar 1968	no 17
11	Mar 1968–Mar 1969	no 18
12	Jul 1970–Apr 1971	no 21

GENERAL LETTER BOOKS

13	Dec 1946–Feb 1947	no 48
14	Feb 1952–Jul 1952	no 74A
15	Dec 1952–May 1953	no 76A
16	Oct 1954–Jan 1955	no 81A
17	Feb 1955–May 1955	no 82A
18	May 1955–Sep 1955	no 83A
19	Sep 1955–Dec 1955	no 84A

76 Letter Books: Medical Superintendent, 1946-1971

GENERAL LETTER BOOKS

20	Dec 1955–Mar 1956	no 85A
21	Mar 1956–Jul 1956	no 86A
22	Jul 1956–Nov 1956	no 87A
23	Nov 1956–Feb 1957	no 88A
24	Feb 1957–Jun 1957	no 89A
25	Jun 1957–Sep 1957	no 90A
26	Sep 1957–Dec 1957	no 91A
27	Dec 1957–Apr 1958	no 92A
28	Apr 1958–Jul 1958	no 93A
29	Jul 1958–Dec 1958	no 94A
30	Dec 1958–May 1959	no 95A
31	Jun 1959–Sep 1959	no 96A
32	Sep 1959–Mar 1960	no 97A
33	Mar 1960–Aug 1960	no 98A
34	Aug 1960–Jan 1961	no 99A
35	Dec 1961–May 1962	no 102A
36	Feb 1963–Jun 1963	no 105A
37	Oct 1964–Mar 1965	no 110A
38	Feb 1966–Jun 1966	no 114A
39	Dec 1967–Mar 1968	no 119A

76 Letter Books: Medical Superintendent, 1946-1971

LETTERS TO RIE WARDS & DEPARTMENTS

40	Apr 1951–Nov 1951	no 1B
41	Oct 1955–Jun 1956	no 7B
42	Jun 1956–Jan 1957	no 8B
43	Jan 1957–Aug 1957	no 9B
44	Aug 1957–Feb 1958	no 10B
45	Mar 1958–Aug 1958	no 11B
46	Jul 1960–Mar 1961	no 15B
47	Mar 1961–Sep 1961	no 16B
48	Sep 1961–Feb 1962	no 17B
49	Feb 1962–Jun 1962	no 18B
50	Jun 1962–Jan 1963	no 19B
51	Jan 1963–Jun 1963	no 20B
52	Aug 1967–Jul 1968	no 27B

LETTERS TO THE SECRETARY & TREASURER

53	May 1955–Aug 1956	no 3C
54	Aug 1956–Nov 1957	no 4C
55	Nov 1957–May 1959	no 5C
56	May 1959–Dec 1960	no 6C
57	Dec 1960–May 1963	no 7C

58/

76 Letter Books: Medical Superintendent, 1946-1971

MISCELLANEOUS

- | | | | |
|----|-------------------|---|-------|
| 58 | Apr 1951–Nov 1956 | Letters to South Eastern Regional Hospital Board. | no 1D |
| 59 | Dec 1956–Apr 1961 | Letters to South Eastern Regional Hospital Board. | no 2D |
| 60 | May 1947–Jul 1947 | Correspondence outward | no 50 |
| 61 | Aug 1949–Oct 1949 | Correspondence outward | no 63 |
| 62 | Dec 1958–Mar 1964 | Court Orders: Specification of Documents. | No 1 |
| 63 | May 1962–Dec 1964 | Ministry of War Pensions and Service Patients. | |
| 64 | Sep 1969–Aug 1972 | Ministry of War Pensions and Service Patients | |

77 Letter Books, 1980s, Administration, 1980-1984

Copy letters to staff, patients, etc, concerning complaints, working conditions, upgrading of wards and offices, parking, distribution of 'bleeps', applications to attend training courses, etc. Indexed.

1	Mar 1980–Apr 1980	no 519
2	May 1980–Jun 1980	no 520
3	Jul 1980–Aug 1980	no 521
4	Sep 1980–Oct 1980	no 522
5	Nov 1980–Dec 1980	no 523
6	Jan 1981–Feb 1981	no 523
7	Mar 1981–Apr 1981	no 524
8	May 1981–Jun 1981	no 524
9	Jul 1981–Aug 1981	no 525
10	Sep 1981–Oct 1981	no 526
11	No 1981–Dec 1981	no 527
12	Jan 1982–Feb 1982	no 528
13	Mar 1982–Apr 1982	no 529
14	May 1982–Jun 1982	no 530
15	Jul 1982–Aug 1982	no 531
16	Sep 1982–Oct 1982	no 532
17	Nov 1982–Dec 1982	no 533
18	Jan 1983–Feb 1983	no 534
19	Mar 1983–Apr 1983	no 535
20	May 1983–Jun 1983	no 536
21	Jul 1983–Aug 1983	no 537

77 Letter Books, 1980s, Administration, 1980-1984

22	Sep 1983–Oct 1983	no 538
23	Nov 1983–Dec 1983	no 539
24	Jan 1984–Feb 1984	no 540
25	Mar 1984–Apr 1984	no 541
26	May 1984–Jun 1984	no 542
27	Jul 1984–Aug 1984	no 543

78 Correspondence Files of the Legal Adviser, 1973-1984

The majority of the correspondence is between the Central Legal Office of the Scottish Hospital Service (later Scottish Health Service) and the Medical Superintendent (or equivalent post) of the Royal Infirmary of Edinburgh. The correspondence concerns complaints to the Health Board and therefore includes substantial patient details. Except for the first item, they were in identical brown Royal Infirmary folders with the file title 'Legal Adviser'. Acc 00/41 – AS 6/2010.

1	26 Mar 1974 – 1 Dec 1977	Not in original folder. All papers relate to one case. 2 folders.
2	3 May 1973 - 21 Feb 1977	3 folders.
3	7 Jul 1975 – 17 Jun 1976	3 folders.
4	14 Apr 1977 – 23 Mar 1978	4 folders.
5	16 Feb 1978 – 23 Feb 1980	4 folders.
6	8 Aug 1979 – 8 Apr 1981	4 folders.
7	25 Feb 1981 – 11 Jun 1982	3 folders.
8	14 Jul 1982 – 4 May 1983	
9	20 May 1983 – 16 Sep 1983	
10	2 May 1979 – 9 Jul 1984	3 folders.

80 Administration Department: Files, 1960s-1970s

One file has been retained from each category as a sample. Where the topic warrants, further files have been retained.

1. A 1 Anaesthetic Department Jun 1961–Nov 1965
2. A 2 Anti–Noise Campaign Mar 1962
3. A 3 Artificial Kidney Unit Feb 1958–Oct 1969
- 4 A 3(a) Renal Dialysis Jun 1962–Mar 1970
- 5 A 4 Appointments and Resignations: Executive and General Committee . Nov 1961–Nov 1973
- 6 A 5 Accident and Emergency Department Dec 1962–Feb 1974
- 7 A 6 Administrative Practices Mar 1965–Jan 1973
- 8 A 7 Assisted Respiratory Unit Jan 1961–Mar 1971
- 9 A 8 Ambulance Service Nov 1965–Jul 1972
- 10 A 9 Apologies for Absence Apr 1967–Jul 1972
- 11 A 10 Agendas Dec 1965–Jul 1972
- 12 A 11 Archivist Mar 1964–Aug 1969
- 13 B 1 Bed/Bureau/Economy Reduction of Beds Oct 1958–Apr 1963
- 14 B 2 Book Allowance May 1966–Jun 1971
- 15 B 3 Board of Management Oct 1961–Mar 1972
- 16 B 4 Bed Allocation Nov 1958–Jan 1973
- 17 B 5 Bacteriology Dec 1963–Dec 1969
- 18 B 6 Blood Transfusion Service May 1968–Jul 1971
- 19 B 7 Burns Unit Jan 1973–Nov 1973
- 20 C 1 Conferences, Courses and Study Leave Jul 1958–Jul 1972
- 21 C 2 Central Sterile Supply Service Jan 1957–Nov 1972

80 Administration Department: Files, 1960s-1970s

- | | | |
|----|--------|--|
| 22 | C 3 | Clinical Chemistry Department Dec 1963–Jun 1971 |
| 23 | C 4 | Consultants in Charge May 1957–Nov 1971 |
| 24 | C 5 | Car Parking Jul 1956–Oct 1973 |
| 25 | C 6 | Cardiac Resuscitation (Methods)-ICU Jan 1961–Jun 1972 |
| 26 | C 7 | Committees-other Jan 1964-Feb 1974 |
| 27 | C 8 | Chiropody Service Oct 1966–May 1972 |
| 28 | C 9 | Cytology Service Oct 1966–May 1972 |
| 29 | C 10 | Computer Service – Scottish Medical Automation Centre
Oct 1965–Nov 1972 |
| 30 | C 11 | Conditions of Service Jan 1960–Feb 1968 |
| 31 | C 12 | Clinical Investigative Area Nov 1964–Dec 1967 |
| 32 | C 13 | Cardiology Department Nov 1963–Dec 1967 |
| 33 | C 14 | Clinical Medical Service Apr 1964–Aug 1964 |
| 34 | C 15 | Clinical Research Mar 1965–Jun 1967 |
| 35 | C 17 | Cancer Registration Dec 1968–Apr 1969 |
| 36 | C 18 | Cremation Certificates Fees Dec 1969 |
| 37 | D 1(1) | Reconstruction and Planning: RIE Aug 1965–Apr 1964 |
| 38 | D 1(2) | Reconstruction and Planning: RIE Jun 1964–Nov 1973 |
| 39 | D 2 | Dining Room Facilities: Meal Charges Oct 1955-Mar 1971 |

80 Administration Department: Files, 1960s-1970s

- | | | |
|----|---------|---|
| 40 | D 3 | Diabetic Service (Regional): Diet Kitchen Dec 1961-Jan 1965 |
| 41 | D 4(1) | Development Funds for Teaching Hospitals Sep 1964-Jun 1973 |
| 42 | D 4 (2) | Development Funds for Teaching Hospital Dec 1972-Jan 1973 |
| 43 | D 5 | Disciplinary Action Feb 1953-Dec 1968 |
| 44 | D 7 | Deaths Oct 1964-May 1973 |
| 45 | E 1 | Equipment Apr 1957-Feb 1974 |
| 46 | E 2 | ENT Department Jul 1964-Feb 1972 |
| 47 | E 3 | Endocrine and Thyroid Service May 1962-Aug 1971 |
| 48 | E 4 | Economy in Prescribing Nov 1957-May 1973 |
| 49 | E 5 | East Medical Lecture Theatre Feb 1968 |
| 50 | E 6 | Epilepsy Jul 1968-Oct 1968 |
| 51 | E 7 | Emergency Lab Service Dec 1968 |
| 52 | E 8 | Emergency Drug Boxes Dec 1968-Apr 1969 |
| 53 | E 9 | Electricity Supply- Heat, light and power Dec 1969-Nov 1973 |
| 54 | G 1 | General Operating Suite Jan 1962-Apr 1965 |
| 55 | G 2 | Geriatric Service Apr 1963-Jun 1973 |
| 56 | G 3 | GP Hospital Unit Jan 1964-Dec 1971 |
| 57 | G 4 | Gastro-Intestinal Service Nov 1968-Jan 1974 |
| 58 | G 5 | Gynaecological Services Oct 1969-Apr 1972 |
| 59 | H 1 | Haematology Oct 1957-Mar 1970 |
| 60 | H 2 | Henderson Report Aug 1958-Feb 1964 |
| 61 | H 3 | Hospital Infection May 1958-Jul 1965 |

80 Administration Department: Files, 1960s-1970s

- 62 H 5 Home Accident Prevention, Road accident Awareness, Home Care Schemes Jan 1956–Feb 1963
- 63 H 7 Hospital Out-patient Surveys Nov 1966–Jan 1977
- 64 H 8 Honorary Appointments Jan 1962–Nov 1970
- 65 H 9 Hospital Accommodation May 1962–Dec 1971
- 66 I 1 Intermittent Haemodialysis Jul 1967–Aug 1967
- 67 I 2 Infection Control Dec 1967–Jun 1973
- 68 I 3 (1) Interim Developments of RIE Jul 1967–May 1973
- 69 I 3 (2) Interim Developments of RIE Dec 1967–Jun 1973
- 70 I 3 (a) Emergency Admission Area Oct 1970–Jun 1972
- 71 I 4 Insurance (Attributive Illness) Mar 1970–Feb 1974
- 72 I 5 Contingency Planning (coal storage) Oct 1973
- 73 L 1 Laboratory Sub-Committee Sep 1968–Feb 1972
- 74 L 3 Laboratory Services Feb 1961–May 1973
- 75 L 4 Edinburgh Medical Library May 1969–Jul 1969
- 76 M 1 Medical Service Records Mar 1967–Mar 1969
- 77 M 2 Medical Advisory Committee Jul 1970–Apr 1972
- 78 M 3 Medical and Nursing Staff Committee Dec 1962–Nov 1971
- 79 M 4 Medical Records Dec 1957–Dec 1967
- 80 M 5 Maternity Services Apr 1965–Oct 1968
- 81 M 6 Medical Out-patients Department Nov 1961–Dec 1971
- 82 M 8 Medical Superintendent's House/Academic Facilities above wards 13/14 Mar 1966–Jul 1966

80 Administration Department: Files, 1960s-1970s

- | | | |
|-----|------|---|
| 83 | M 9 | Miscellaneous Oct 1955–Mar 1974 |
| 84 | M 10 | Medical Gases Jan 1969–Feb 1970 |
| 85 | M 11 | Major Disasters Arrangements Feb 1970–Feb 1973 |
| 86 | -- | Medical Care of Epilepsy Apr 1968–Jul 1968 |
| 87 | N 1 | Non–Waiting List Admissions Jul 1958–Dec 1964 |
| 88 | N 2 | Nursing Feb 1958–Apr 1972 |
| 89 | N 3 | Neuro–Surgery: EEG Department Feb 1963–Jan 1974 |
| 90 | N 4 | Nursing Advisory Education Committee Nov 1960–Dec 1960 |
| 91 | N 5 | Notifiable Diseases Sep 1968 |
| 92 | N 6 | Special Nursing Care Unit (Medical) Oct 1969–Nov 1969 |
| 93 | O 1 | Orthopaedic Department Jan 1957–Dec 1966 |
| 94 | O 2 | Ophthalmology Department Jul 1962–Mar 1974 |
| 95 | O 3 | Department of Oral Surgery Dec 1966–May 1972 |
| 96 | O 4 | Out-patient Clinics Dec 1960–May 1972 |
| 97 | O 5 | Occupational Therapy Dec 1967–Nov 1972 |
| 98 | P 1 | Physical Medicine Jun 1957–Feb 1958 |
| 99 | P 2 | Medical Photography Unit Mar 1959–Jan 1974 |
| 100 | P 3 | Patients' Identification in Surgical Theatre, Mortuary, etc.
Aug 1961–Dec 1971 |
| 101 | P 4 | Patient Statistics Dec 1961–Feb 1974 |
| 102 | P 5 | Provision of Private Accommodation/ Pay Beds/
Private Patients Mar 1958–Feb 1972 |
| 103 | P 6 | Pathology Services Jan 1956–Jul 1971 |
| 104 | P 7 | Poisons Information Bureau Jun 1962–Feb 1974 |

80 Administration Department: Files, 1960s-1970s

- 105 P 8 Protected Beds Dec 1963–Nov 1964
- 106 P 9 Psychological Medicine Oct 1968
- 107 P 10 Peripheral Vascular Clinic Jan 1956–Apr 1972
- 108 P 11 Paediatric Services Aug 1966–Jun 1973
- 109 P 12 Pharmacy Department Apr 1963–Aug 1968
- 110 P 13 Post Graduate Education Mar 1967–Jun 1969
- 111 P 14 Patients Jul 1963–May 1975
- 112 P 15 Pharmaceutical Services Committee Feb 1973–Nov 1973
- 113 P 16 Pulmonary Function Service Jan 1972–May 1972
- 114 Q 1 Questionnaire on Hospital Staffing Mar 1959–Apr 1959
- 115 R 1 Reconstruction of Ward 1 into Surgical Consultation Unit
Mar 1955–Apr 1970
- 116 R 2 Reprints of Papers in Professional Journals May 1962–Feb
1969
- 117 R 3 Regional Consultants' and Specialists' Committee
Mar 1961–Feb 1974
- 118 R 4 Rehabilitation Clinic May 1963–Jul 1972
- 119 R 5 Research and Teaching Facilities May 1961–Nov 1973
- 120 R 6 Revenue Expenditure Jan 1957–Feb 1974
- 121 R 8 Rheumatology Service Mar 1966–Apr 1973
- 122 R 9 Right of Access to Beds for all Consultants
Oct 1960–Aug 1961
- 123 R 10 Research Committee Jan 1970–Jul 1972
- 124 R 11 Royal Bank of Scotland Feb 1968

80 Administration Department: Files, 1960s-1970s

125	R 12	Regarding – organisation of NHS in Scotland Nov 1971–Apr 1974
126	R 13	Regional Accident Service Aug 1972–Oct 1972
127	S 1	School of Physiotherapy Mar 1962–May 1963
128	S 3	Science in Relation to Professional Nursing Nov 1961–Mar 1962
129	S 4	Scottish Hospital Memos, Circulars, etc May 1963–Aug 1971
130	S 5	Simpson Memorial Maternity Pavilion Mar 1962–Mar 1967
131	S 6	Secretarial Staffing Jun 1959–Jan 1974
132	S 8	Staffing – Other Jan 1959–Dec 1973
133	S 9a	Staffing – Medical & Dental Jun 1958–Dec 1963
134	S 9b	Staffing – Medical & Dental Dec 1963–Dec 1965
135	S 10	Review of Hospital Medical Staffing (Wright Committee) Mar 1962–Apr 1967
136	S 11	Staff Location Boards/ Communications within Hospital Telephones Dec 1958–Jan 1974
137	S 12	Spinal Injuries Unit Mar 1965–Nov 1965
138	S 14	Study Leave Sep 1958–Nov 1973
139	S 16	Scottish Hospital Centre May 1966–Jun 1973
140	S 16	South Eastern Regional Hospital Board Jan 1967–Apr 1971
141	S 17	Speech Therapy Apr 1962–Jun 1973
142	S 18	Safety & Fire Precautions Oct 1969
143	T 1	Thoracic Surgery Dec 1960–May 1968
144/		

LHB 1**ROYAL INFIRMARY OF EDINBURGH****80 Administration Department: Files, 1960s-1970s**

144	T 2	Department of Therapeutics Aug 1962–Jun 1971
145	T 3	Theatres–Upgrading Mar 1958–Nov 1973
146	T 4	Lecture Theatre Dec 1956–Apr 1966
147	T 5	Tea May 1966–Apr 1968
148	T 6	Teaching Hospitals/Teaching Rooms Dec 1956–Oct 1966
149	T 7	Travelling Fellowships Mar 1956–Dec 1968
150	T 8	Travelling Expenses Apr 1962–Jun 1965
151	T 9	Transplants Apr 1968–May 1968
152-169		Trust Fund Files (see end of LHB1/80)
170	U 1	University (CML etc) Nov 1958–May 1969
171	U 3(a)	University Faculty of Medicine May 1965–Feb 1974
172	U 4(b)	Faculty of Medicine Committee Dec 1969–May 1972
173	V 1	Visiting Arrangements Apr 1961–Jun 1972
174	V 2	Venereal Diseases Dec 1968–Mar 1974
175	W 1	Wards: Closure Painting and Upgrading Jun 1957–Apr 1972
176	W 2(a)	Working Party on Suggestions & Complaints in Hospital Feb 1967–Jun 1967
177	W 2(b)	Working Party on Computers Dec 1967–Oct 1968
178	W 2(c)	Working Party on the Organisation of Medical Work in the Hospital Service in Scotland Dec 1967–Oct 1968
179	W 3	Western General Hospital Nov 1968–Jan 1969
180	X 1	X-rays for Patients/Radiodiagnostic Department/ Family Planning Jan 1962–Mar 1974
181	Z 1	Zuckerman Report Jan 1969–Dec 1970

TRUST FUND FILES/

80 Administration Department: Files, 1960s-1970s

TRUST FUND FILES

152	A	Asher Aug 1964–Sep 1964
153	B	Barron Mar 1963–Apr 1964
154	C	Campbell, Christison, Cook Craig, Curris Jan 1964–Nov 1964
155	D	Davidson, Dawson, Douglas, Duncan Apr 1964–Nov 1964
156	F	Fairburn, Fleming, Forrester Dec 1961–Dec 1964
157	G	Goldie Sep 1964–Dec 1964
158	H	Hamilton, Henderson, Hepburn, Hollins, Huggan Feb 1961–Sep 1964
159	I	Ingram Feb 1964–Jun 1964
160	K	Kirkpatrick Oct 1963–Dec 1964
161	L	Lees, Linton, Low Mar 1964–Dec 1964
162	M	MacKay, MacMillan, Menzies, Millar, Morton Jan 1964–Nov 1964
163	N	Ness, Nisbet Jan 1964–Nov 1964
164	P	Preller, Patterson, Purves Feb 1964–Nov 1964
165	R	Rae, Reekie, Robertson, Ross Jan 1964–Dec 1964
166	S	Sanderson, Scott, Sinclair, Smith Jan 1964–Dec 1964
167	T	Taylor, Thomson Dec 1964–May 1964
168	V, W	Vert, Walker, Williamson, Wilson Sep 1963–Nov 1964
169	Y	Young Jun 1964

81 Administration Department: Files, 1970s and 1980s

- | | | |
|-----|-----------|---|
| 1 | A 1(3) | Accidents in Hospital Jan. 1972-April 1973 |
| | A 1(4) | Accidents in Hospital May 1973-Dec. 1973 |
| | A 1(7) | Accidents in Hospital Jan.1978 –Dec. 1980 |
| 2 | A 1(A)(1) | Accidents Involving Vehicles Dec.1971-Dec. 1972 |
| | A 1(A)(2) | Accidents Involving Vehicles Jan. 1973-Dec. 1973 |
| | A 1(A)(8) | Accidents Involving Vehicles Jan. 1979-Dec. 1980 |
| 3 | A 2(1) | Accident and Emergency Dept. Feb. 1969-Dec. 1973 |
| | A 2(2) | Accident and Emergency Dept. Jan. 1974-Dec. 1978 |
| | A 2(3) | Accident and Emergency Dept. Jan. 1979-Dec. 1982 |
| 4 | A 3(4) | Accounts – Creditors Nov. 1973-Dec. 1976 |
| | A 3(5) | Accounts Jan. 1977-Dec. 1982 |
| 5 | A 5(2) | Administrative Practice of Boards Jan. 1972-Sept. 1973 |
| 6 | A 6 | Administrative Practices |
| | A 6(19) | Advertising per Agents Oct. 1974-Feb. 1977 |
| 7 | A 8(6) | Advisory Appointments Committee May 1973-Dec. 1973 |
| | A 8(7) | Advisory Appointments Committee Jan. 1974-Mar. 1974 |
| 8 | A 9(1) | Ambulance Service Dec. 1966-Dec. 1973 |
| 9 | A 11(2) | Annual Report Aug. 1970-Dec. 1973 |
| 10 | A 12(1) | Appliances For Patients Jan. 1967-Dec. 1973 |
| | A 12(3) | Appliances For Patients Jan. 1977-Dec. 1982 |
| 11 | A 13(4) | Archives Jan. 1972-Dec. 1975 |
| | A 13(5) | Archives Jan. 1976-Nov. 1982 |
| | A 13(6) | Archives Jan 1983-Dec 1985 |
| | A 1/2 | Archives Jan 1986-May 1988 |
| 12 | A 14(4) | Artificial Kidney Unit Jan. 1971-Dec. 1973 |
| | A 14(5) | Artificial Kidney Unit Aug. 1974-Dec. 1974 |
| 13 | A 18(4) | Audit – Public Funds July 1973-Dec. 1973 |
| | A 18(6) | Audit – Public Funds Jan. 1977-Dec. 1982 |
| 13a | A 19 | Appointment – Lady Superintendent of Nurses Aug 1966-Dec 1968 |
| 14 | A 20 | Accident and Emergency Dept. – Staffing Jan. 1967-Mar.1967 |

81 Administration Department: Files, 1970s and 1980s

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|----|---------|--|
| 15 | A 21(2) | Association of Hospital Management Committees Feb. 1972-Dec. 1973 |
| 16 | A 43 | Appointments – Group Domestic Manager June 1970-April 1971 |
| 17 | A 45 | Appointment Accountant May 1971-July 1971 |
| 18 | A 46 | Appointment of P.A.A. Dental Hospital June 1971-Dec 1971. |
| 19 | A 47 | Appointment – Catering Officer Grade 3 Aug. 1971 |
| 20 | A 48 | Appointment – Senior Administrative Assistant Aug. 1971-Oct. 1971 |
| 21 | A 49 | Appointment – Supt. Central Sterile Supply Dept. Grade 4 Sept. 1971-Oct. 1971 |
| 22 | A 50 | Appointment – Fire Prevention Officer June 1971-Dec.1974 |
| 23 | A 51 | Appointment – Chief Nursing Officer Nov. 1971-Sept. 1972 |
| 24 | A 52 | Appointment – Group Medical Records Officer April 1972-May 1972 |
| 25 | A 53 | Appointment - Deputy Catering Officer April 1972 |
| 26 | A 54 | Appointment – Group Pharmacist April 1972-Sept. 1972 |
| 27 | A 55 | Appointment – Hospital Sec. Eye Pavilion, Chalmers July 1972-Nov. 1973 |
| 28 | A 55(b) | Senior Administrator – Princess Alexandra Eye Pavilion and Chalmers Feb. 1975-April 1975 |
| 29 | A 56 | Appointment – P.A.A. Dental July 1972-Sept. 1972 |
| | A 56(2) | Appointment - P.A.A. Dental March 1973 – May 1974 |
| 30 | A 57 | Appointment – Hospital Sec. S.M.M.P. Sept. 1972-Feb. 1973 |
| 31 | A 60 | Appointment – Group Medical Records and District Officer June 1975-March 1976 |
| 32 | B 1(2) | Bacteriology Dept. Jan. 1969-Oct. 1972 |
| | B 1(3) | Bacteriology Dept. Nov. 1972-Dec. 1973 |
| | B 1(4) | Bacteriology Dept. Jan. 1974-Dec. 1982 |

81 Administration Department: Files, 1970s and 1980s

- 33 B 2(A)(1) Bank Accommodation June 1967-Dec. 1973
- 34 B 3(2) Bed Complement Jan. 1972-Dec. 1982
- 35 B 4(3) Beds – Sections 4 and 5 Jan. 1972-Dec. 1973
B 4(5) Beds – Sections 4 and 5 Feb. 1977-Dec. 1982
- 36 B 5(1) Beechmount Hospital Feb. 1967-Dec. 1973
B 5(2) Beechmount Hospital Jan. 1974-Feb. 1978
- 37 B 8(1) Black Bequest, etc. Dec. 1966-May 1975
B 8(2) Black Bequest, etc. Jan. 1974-Oct. 1976
- 38 B 9(3) Blood Transfusion Service Jan. 1972-Dec. 1973
B 9(4) Blood Transfusion Service Jan. 1974-Dec. 1982
- 39 B 10(2) Board of Management Membership Jun. 1970-Dec. 1973
- 40 B 11(3) Board of Management Correspondence with Members etc.
Aug. 1970-Nov. 1974
- 41 B 12(2) Boardroom – Use of and Other Accommodation in R.I.E.
Jan. 1972-Dec. 1973
- 42 B 15(2) Broadcasts Jan 1967-Dec. 1983
- 43 B 17 Burns Unit (Maxillo-Facial, Oral, Plastic Surgery and Burns
Unit) Jan. 1973-Dec. 1973
B 17(2) Burns Unit Jan. 1974-July 1977
- 44 C 1(3) Capital Works Building Programme Jan. 1972-Dec. 1973
C 1(4) Capital Works Building Programme Jan. 1974-Dec. 1974
C 1(5) Capital Works Building Programme Jan. 1975-Dec. 1975
C 1(6) Capital Works Building Programme Jan. 1976-Dec. 1976
C 1(7) Capital Works Building Programme Jan. 1977-Aug. 1978
C 1(8) Capital Works Building Programme Sept. 1978-Dec. 1980
- 44a C 2 Capital Works – Haematology Dec 1966-Sep 1968
- 44b C 3 Capital Works – Neurosurgery Jan 1967-Jan 1969
- 45 C 5(2) Capital Works (Renal Dialysis Unit – Regional Board) Mar.
1969-Jun. 1970
- 45a C 5E2 Renal Dialysis Unit Equipment Jul 1967-Nov 1970
- 45b

81 Administration Department: Files, 1970s and 1980s

- 45b C 6 Capital Works – SMMP Balconies Dec 1966-Jul 1969
- 46 C 7 Capital Works – Accident and Emergency Dept. and 13/14 Theatre Sept. 1966-Dec. 1972
- 47 C 8(2) Capital Works – General Feb. 1970-March 1982
- 48 C 9(4) Central Dining Room Jan. 1972-Dec. 1973
C 9(5) Central Dining Room Jan. 1974-Dec. 1974
- 48a C 10 Capital Works – 9/10 Theatre Jan 1967-Feb 1967
- 49 C 11(2) Capital Works – East Med. Lecture Theatre Feb. 1971-Dec. 1971
- 49a C 12 Capital Works – Clinical Surgery Unit (Academic) Feb 1967-Feb 1968
- 50 C 13 Capital Works – Milk Kitchen S.M.M.P Feb. 1967-Jun. 1970
- 51 C 16(3) Cardiology Dept. Aug. 1970-Dec. 1973
C 16(4) Cardiology Dept. Jan. 1974-Nov. 1978
C 16(5) Cardiology Dept. Jan. 1979-Dec. 1982
- 52 C 17(3) Catering Jan. 1971-Dec. 1973
C 17(5) Catering July 1975-Dec. 1976
- 53 C 18(19) Catering – Hospitality Sept. 1977-Dec. 1977
- 54 C 20(3) Chaplains Sept. 1971-Dec. 1973
C 20(5) Chaplains June 1975-Dec. 1982
- 55 C 21(1) Chiropody Jan. 1967-Dec. 1982
- 56 C 22(2) Christmas Arrangements Jan. 1971-Dec. 1973
C 22(3) Christmas Arrangements Oct. 1975-Dec. 1978
- 57 C 24 Clinical Chemistry Dept. Jan. 1971-Oct. 1973
C 24(3) Clinical Chemistry Dept. Jan. 1978-Dec. 1982
C 24(4) Clinical Chemistry Dept. – Safety Handbook 1975
- 58 C 25(6) Comforts Fund Dec. 1971-Jan. 1972
C 25(7) Comforts Fund Feb. 1972-Feb. 1973
C 25(8) Comforts Fund March 1973-Dec. 1973
C 25(10) Comforts Fund Jan. 1978-Dec. 1982

81 Administration Department: Files, 1970s and 1980s

- 59 C 26(4) Conferences and Courses – Admin. and Clerical Nov.1971-Nov. 1972
 C 26(5) Conferences and Courses – Admin. and Clerical Jan.1973-Dec. 1973
 C 26(7) Conferences and Courses – Admin. and Clerical Sept.1974-April 1975
- 60 C 26A(6) Conferences and Courses - Approvals Jan. 1980-Dec.1980
- 61 C 27(2) Conferences and Courses - Medical and Dental Feb.1971-Dec. 1982
- 62 C 28(5) Conferences and Courses – Nursing Sept. 1971-Sept.1972
 C 28(6) Conferences and Courses – Nursing Oct. 1972-Dec.1973
 C 28(9) Conferences and Courses – Nursing Apr 1976-Mar 1977
- 63 C 29(9) Conferences and Courses – Other Dec. 1971-May 1972
 C 29(10) Conferences and Courses – Other Jun. 1972-Feb. 1973
 C 29(11) Conferences and Courses – Other Mar. 1973-Jul. 1973
 C 29(12) Conferences and Courses – Other Aug. 1973-Dec. 1973
 C 29(13) Conferences and Courses – Other Jan. 1974-Dec. 1974
- 64 C 29A (WO) Conferences and Courses – Other Oct. 1983-April 1984
- 65 C 30(4) Contracts - Provisions Jan. 1972-Dec. 1973
 C 30(5) Contracts – Provisions Jan. 1974-Dec. 1982
- 66 C 31(4) Contracts – Other Than Provisions Sept. 1971-Dec. 1972
 C 31(5) Contracts – Other Than Provisions Jan. 1973-Dec. 1973
 C 31(8) Contracts – Other Than Provisions Feb. 1979-Dec. 1982
- 67 C 32(3) Contracts – Regional Co-ordinating Officer Jan. 1972-Dec. 1973
- 68 C 34(4) Complaints July 1971-Nov. 1972
 C 34(5) Complaints Dec. 1972-Dec. 1973
 C 34(11) Complaints Jan. 1977-May 1977
 Complaints 1987-1988
- 69 C 35(1) Congenital Abnormalities Feb. 1967-Dec. 1983
- 70 C 36(2) Corstorphine Hospital Oct. 1975
- 71 C 37 Corstorphine Hospital – Equipment Mar. 1974
- 72 C 38 Corstorphine Hospital – Staffing Dec. 1973

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- 73 C 39(4) Centenary Celebrations May 1979-April 1985
- 74 C 40 Cancer Registration Aug. 1970
- 75 C 41(2) Central Linen Service May 1971-Dec. 1973
- 76 C 42(F) Claims Against RIE March 1967-Feb. 1974
- 77 C 42(5) Claims Against the Hospital Dec. 1971-Dec.1973
C 42(10) Claims Against the Hospital Jan. 1979-Dec. 1980
- 78 C 43(4) Computers Jan. 1971-Dec. 1982
- 79 C 44 Charity Collections
- 79a C 45 Conference Facilities at RIE Dec 1966-Dec 1970
- 80 C 47(I) Computers – Edinburgh Med. Unit Nov. 1968-Jun. 1982
- 81 C 48(6) Chalmers Hospital Nov. 1971-May 1972
C 48(7) Chalmers Hospital Jun. 1972-May 1973
C 48(8) Chalmers Hospital Jun. 1973-Dec. 1973
C 48(10) Chalmers Hospital Jan. 1976-Dec. 1982
- 82 C 49(1) Control of Insects Mar. 1970-Jan. 1983
- 83 C 52(2) Chalmers Hospital, GP Unit Aug. 1971-Dec. 1972
C 52(3) Chalmers Hospital, GP Unit Jan. 1972-Mar. 1973
C 52(4) Chalmers Hospital, GP Unit April 1973-Dec. 1973
C 52(5) Chalmers Hospital, GP Unit Jan. 1974-July 1982
- 83a C 52(A)(1) Chalmers Hospital, GP Unit – Opening Ceremony Jun. 1972-Aug. 1974
- 84 C 53(1) Chief Nursing Officer May 1972-Nov. 1973
- 85 C 54 Capital Works: Emergency Admissions Unit Oct. 1971-July 1973
C 54(2) Emergency Admissions Unit – Capital Works Aug. 1973-April 1980
C 54 Emergency Admissions Unit – Lower Surgical Corridor Scheme
- 86 C 55(1) Capital Works: Intensive Care Area; 9/10 Theatre April 1971-Dec. 1977
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- 87 Computer Developments in the Health Service Feb. 1971-Oct. 197?
- 88 D 1(6) Dental Hospital Sept. 1971-Nov. 1972
D 1(7) Dental Hospital Dec. 1972-Dec. 1973
- 89 D 2(2) Dental Hospital Equipment Jan. 1970-Jan. 1972
D 2(3) Dental Hospital Equipment Feb. 1972-Sept. 1975
- 90 D 3(4) Dental Hospital Staffing July 1971-Dec. 1972
D 3(5) Dental Hospital Staffing Jan. 1973-Oct. 1974
- 91 D 4 Dental Hospital Supplies Jan. 1967-March 1975
- 92 D 5 Dental – Assoc. of Hospitals Feb. 1967-Oct. 1971
- 93 D 6 Dental Hospital – Ad Hoc Review Committee Mar. 1973-Jan. 1977
- 94 D 7(1) Dermatology Dept. Feb. 1967-May 1972
D 7(2) Dermatology Dept. June 1972-Dec. 1982
- 95 D 8(4) Development Fund for Teaching Hospitals Feb. 1971-July 1972
D 8(5) Development Fund for Teaching Hospitals Aug. 1972-Dec. 1973
D 8(6) Development Fund for Teaching Hospitals Jan. 1974-Oct. 197?
- 96 D 9(4) Development Plan, Rebuilding – New RIE April 1971-Aug. 1972
D 9(5) Development Plan, Rebuilding – New RIE Sept. 1972-Dec 1973
D 9(6) Development Plan, Rebuilding – New RIE, Phase 1 Jan. 1974-Nov. 1975
D 9(7) Development Plan, Rebuilding – New RIE, Phase 1 Jan. 1976-Dec. 1977
D 9(8) Development Plan, Rebuilding – New RIE, Phase 1 Dec. 1977-Dec. 1978
D 9(9) Development Plan, Rebuilding – New RIE, Phase 1 Jan. 1979-Dec. 1979
D 9(10) Development Plan, Rebuilding – New RIE, Phase 1 Jan. 1980-Dec. 1980
D 9(11) Development Plan, Rebuilding – New RIE, Phase 1 Jan. 1981-Dec. 1981
D 9(12) Development Plan, Rebuilding – New RIE, Phase 1 Jan. 1982-Dec. 1982

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- 97 D 10(5) Development Plan – Eye Hospital Dec. 1971-Dec.1973
 D 10(6) Development Plan – Eye Hospital Feb. 1974-Nov. 1978
 ----- Developments – Blood Transfusion Unit Feb. 1972-March 1972
- 98 D 10E Eye Pavilion Equipment Oct. 1969-Dec. 1973
- 99 D 11(3) Interim Developments Committee June 1971-July 1973
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- 100 D 12(1) Donations for Special Purposes and Letters of Appreciation Feb. 1972-Dec. 1973
 D 12(6) Donations for Special Purposes Jan. 1979-Dec. 1980
- 101 D 16(1) Dietetic Department Jan. 1967-Dec. 1973
 D 16(2) Diabetic and Dietetics Depts. Jan. 1974-Dec. 1982
- 102 D 17(1) Domestic Services Jan. 1967-Dec. 1973
 D 17(2) Domestic Services Jan. 1974-Dec. 1983
- 103 D 18 Disabled Persons – Employment Act Feb. 1967-May 1983
- 104 E 2(1) E.N.T. Department Jan. 1967-Dec. 1973
- 105 E 3(2) Endocrinology Dept. Jan. 1969-Dec. 1973
 E 3(3) Endocrinology Dept. Jan. 1974-Dec. 1983
- 106 E 4(2) Endowment Fund Feb. 1969-May 1971
 E 4(3) Endowment Fund Jun. 1971-Dec. 1971
 E 4(4) Endowment Fund Jan. 1972-Dec. 1972
 E 4(5) Endowment Fund Jan. 1973-Dec. 1973
 E 4(7) Endowment Fund Mar. 1972-Dec. 1982
- 107 E 5(4) Equipment Sept. 1969-Jun. 1970
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 E 5(8) Equipment Dec. 1971-Aug. 1972
 E 5(9) Equipment Sept. 1972-Dec. 1973
 E 5(14) Equipment Jan. 1980-Dec. 1983
- 108 E 6 Eye Department Feb. 1967-Feb. 1970
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- 109 E 7(2) Equipment – Medical Jan. 1970-July 1970
 E 7(3) Equipment – Medical Aug. 1970-Jan. 1971
 E 7(4) Equipment – Medical Feb. 1971-Nov. 1971
 E 7(6) Equipment – Medical Dec. 1971-Aug. 1972
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 E 7(8) Equipment – Medical Jan. 1973-Dec. 1973
 E 7(9) Equipment – Medical Jan. 1974-July 1975
 E 7(14) Equipment – Medical Jan. 1982-Dec. 1983
- 110 E 8 Edinburgh Corporation Jan. 1967-Aug. 1981
- 111 E 10(1) Emergency Services Feb. 1968-Dec. 1970
 E 10(2) Emergency Services Jan. 1971-Dec. 1973
 E 10(3) Emergency Services Jan. 1974-July 1982
- 111a F 1 FSSN Feb 1968-Jun 1968
- 112 F 3 Finance – Area Allocations and Expenditure April 1974-April 1975
 F 3(5) Finance – Regional Allocation and Expenditure Jan. 1970-Nov. 1970
 F 3(6) Finance – Regional Allocation and Expenditure Dec. 1970-Dec. 1971
 F 3(7) Finance – Regional Allocations and Expenditure Jan. 1972-April 1973
 F 3(8) Finance – Regional Allocations and Expenditure May 1973-March 1974
 F 3(15) Finance – Area Allocations and Expenditure Jan. 1980-Dec. 1981
- 113 F 8 Financial Statements Jan. 1976-June 1976
 F 8(8) Financial Statements July 1980-May 1983
- 114 F 9(6) Fire Precautions Jan. 1970-June 1970
 F 9(7) Fire Precautions July 1970-Feb. 1971
 F 9(8) Fire Precautions Mar. 1971-Nov. 1971
 F 9(9) Fire Precautions Dec. 1971-Dec. 1973
 F 9(10) Fire Precautions Jan. 1974-Dec. 1975
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- 115 F 10(2) Florence Nightingale Nurses' Home and Red Jan. 1970 – Dec. 1973
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- 116 F 11(1) Factories Act 1961 Oct. 1972-Oct. 1980

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- 117 G 2 Gardens and Grounds Jan. 1967-Oct. 1983
- 118 G 3(1) Geriatrics Feb. 1967-Dec. 1973
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- 119 G 5(2) General Medicine Jan. 1970-Dec. 1973
G 5(3) General Medicine Jan. 1974-Nov. 1978
- 120 G 6(3) General Surgical Wards Jan. 1970-Aug. 1971
G 6(4) General Surgery Sept. 1971-Aug. 1972
G 6(5) General Surgery Sept. 1972-Dec. 1973
G 6(6) General Surgery Jan. 1974-Dec. 1982
- 121 G 7(2) Gynaecological Dept. Jan. 1970-Sept. 1973
- 122 H 1(3) Haematology Dept. Jan. 1970-Dec. 1973
H 1(4) Haematology Dept. Jan. 1974-Dec. 1977
H 1(5) Haematology Dept. Jan. 1978-Dec. 1983
- 123 H 2(1) Hairdressing Jan. 1967-March 1983
- 124 H 4(3) Heat, Light and Power Jan. 1970-July 1971
H 4(4) Heat, Light and Power Aug. 1971-Feb. 1973
H 4(5) Heat, Light and Power March 1973-Dec. 1973
H 4(10) Heat, Light and Power Jan. 1978-Dec. 1982
- 125 H 5(2) Hospital Centre – King's Fund Jan. 1968-Aug. 1970
H 5(3) Hospital Centre – King's Fund Sept. 1970-Apr. 1979
- 126 H 6(3) Hospital Centre – Scottish Aug. 1968-Dec. 1970
H 6(4) Hospital Centre – Scottish Jan. 1971-Nov. 1971
H 6(5) Hospital Centre – Scottish Dec. 1971-Mar. 1979
- 127 H 7(2) Hospital Costs Aug. 1972-April 1982
- 128 H 8(2) House Stewards Dept. Aug. 1968-Aug. 1973
- 129 H 9 House Stewards Dept. – Staffing Feb. 1967-Apr. 1973
- 130 H 10(2) Holidays Jan. 1967-Dec. 1973
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- 131 H 11 Health Education – Non-smoking June 1968-July 1983
- 132 H 12(1) Human Tissue Act June 1975-Jan. 1980

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- 133 H 14(1) Hazard Warnings and Defect Failures Jan. 1975-Apr. 1976
H 14(7) Hazard Warnings and Defect Failures Jun. 1980-Dec. 1982
- 134 H 15(1) Health and Safety Act at Work Apr. 1975-May 1978
H 15(5) Health and Safety Act at Work Aug. 1980-May 1981
- 135 I 1(1) Infection in Hospitals Jan. 1970-Dec. 1970
I 1(2) Infection in Hospitals Jan. 1971-Jan. 1972
I 1(3) Infection in Hospitals Feb. 1972-Dec. 1973
I 1(4) Infection in Hospitals (Isolation Facilities) Jan. 1974-Dec. 1983
- 136 I 3(1) I.H.S.A. Jan. 1967-Dec. 1980
- 137 I 4 Insurances Jan. 1967-Dec. 1973
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- 138 I 6(4) Investments Jan. 1970-July 1970
I 6(5) Investments Aug. 1971-Oct. 1971
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- 139 I 7(2) Intercommunication Systems Jan. 1970-Nov. 1979
- 140 I 8(2) I.H.A. (Scottish Branch) Jan. 1970-Jan. 1984
- 141 I 9(2) I.H.A. (East of Scotland Branch) Jan. 1970-Dec. 1973
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- 142 I 11(1) Industrial Disputes Jan. 1971-Dec. 1973
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- 144a J 2 Journals Jan 1967
- 145 J 4(1) Joint Safety Committee June 1969-Jan. 1973
- 146 L 1 Lady Superintendent of Nurses' Office Feb. 1968-Apr. 1970
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- 147 L 2(3) Laundry Feb. 1970-Dec. 1972
 L 2(4) Laundry Jan. 1973-Dec. 1973
 L 2(8) Laundry Jan. 1978-Dec. 1979
- 148 L 5 Lecture Theatre Jan. 1967-Dec. 1982
- 149 L 6A Legacies March 1967-Oct. 1974
 L 6B Legacies Jan. 1970-Oct. 1974
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 L 6FG(1) Legacies Feb. 1967-May 1973
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- 150 L 6(1) Legacies April-1974-Dec. 1976
 L 6(2) Legacies Jan. 1977-Dec. 1982
- 151 L 14(1) Library R.I.E. Nov. 1969-June 1971
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 L 14(4) Library Jan. 1976-Nov. 1983
- 151a L 14(a)(1) Library R.I.E. Appointment of Librarian June 1970-Jan. 1975
- 152 L 16 Law Agent (A.H.C. Hope) Mar. 1967-Apr. 1974
 L 16 Lothian Health Board Jan. 1967-Nov. 1983
 L 16 L.H.B. – South District H.R.C. Standard, A-Z index 1976
- 153 L 17(1) Lifts Jan. 1967-Dec. 1970
 L 17(4) Lifts Jan. 1978-Oct. 1983
- 154 L 18(2) Losses – Patients Jan. 1970-May 1972
 L 18(3) Losses – Patients June 1972-Feb. 1973
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 L 18(18) Losses – Patients Aug. 1983-Oct. 1984
- 155 L 19(2) Losses - Staff Jan. 1970-Dec. 1973
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- 156 L 20(1) Laboratory Service Jan. 1966-Dec. 1973
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- 157 L 21 Laboratories and Safety Handbook Jan. 1967-Dec. 1970
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- 158 L 22 Losses (Financial) Jan. 1977-Dec. 1984
 L 22(1) Losses (Financial) Jan. 1966-Aug. 1970
 L 22(2) Losses (Financial) Sept. 1970-Nov. 1973
- 159 M 1(2) Maintenance Agreements Jan. 1969-Aug. 1971
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- 160 M 2(2) Medical Gases Jan. 1969-Sept. 1973
 M 2(4) Medical Gases Jan. 1977-Dec. 1983
- 161 M 3(1) Medical Physics Mar. 1967-Dec. 1973
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- 162 ----- Medical Records: Work Study Reports Oct. 1963-Mar. 1966
- 163 M 4(3) Medical Record Service Development Oct. 1969-Dec. 1969
 M 4(4) Medical Records Jan. 1970-Dec. 1970
 M 4(5) Medical Records Jan. 1971-May 1971
 M 4(6) Medical Records June 1971-Aug. 1972
 M 4(7) Medical Records Sept. 1972-Sept. 1973
 M 4(8) Medical Records Oct. 1973-Dec. 1973
 M 4(13) Medical Records Jan. 1980-Nov. 1982
- 164 M 4(A)(3) Medical Records – Computers Jan. 1979-Feb. 1984
- 165 M 7(2) Medical Out-Patient Dept. July 1970-Dec. 1973
 M 7(3) Medical Out-Patient Dept. Mar. 1974-Oct. 1981
- 166 M 8(1) Medical Renal Unit Jan. 1979-Dec. 1983
 M 8(2) Medical Social Workers Dec. 1968-July 1970
 M 8(3) Medical Social Workers Aug. 1970-Jun. 1971
 M 8(4) Medical Social Workers July 1971-Dec. 1971
 M 8(5) Medical Social Workers Jan. 1972-Dec. 1973
 M 8(6) Medical Social Workers Jan. 1974-Dec. 1975
- 167 M 10(1) Medicine (Dept. of) Feb. 1967-Nov. 1982
- 168 M 12(3) Murray Home Jan. 1970-Dec. 1970
 M 12(4) Murray Home Jan. 1971-Dec. 1971
 M 12(5) Murray Home Jan. 1972-Dec. 1972
 M 12(6) Murray Home Jan. 1973-Dec. 1973
 M 12(7) Murray Home Jan. 1974-Dec. 1974

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- 169 M 15(4) Medical Education Jan. 1970-Feb. 1971
M 15(5) Medical Education Feb. 1971-Dec. 1971
- 170 M 17(1) Medical Illustration Dept. Jan. 1974-Dec. 1982
- 171 N 1 National Savings Feb. 1967-April 1980
- 172 N 2(1) Noise Jan. 1967-June 1977
- 173 O 1(2) Oral Surgery Dept. Jan. 1970-Dec. 1973
- 174 O 2(3) Orthopaedic Dept. Jan. 1970-July 1970
O 2(4) Orthopaedic Dept. Aug. 1970-Nov. 1973
O 2(6) Orthopaedic Dept. Jan. 1976-Dec. 1982
- 175 O 4 Occupational Therapy Dept. May 1969-Jan. 1973
O 4(2) Occupational Therapy Service Jan. 1973-Dec. 1982
- 176 P 1(3) Parking Jan. 1970-Feb. 1971
P 1(4) Parking Feb. 1971-Dec. 1973
P 1(8) Parking Jan. 1977-July 1977
- 177 P 3(1) Pathology Dept. Dec. 1966-Dec. 1971
P 3(2) Pathology Dept. Jan. 1972-June 1973
P 3(3) Pathology Dept. May 1973-Dec. 1973
P 3(5) Pathology Dept. Feb. 1977-Dec. 1982
- 178 P 4(3) Patients Jan. 1970-Dec. 1972
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- 179 P 5(2) Patients from Overseas Jan. 1970-Dec. 1982
- 180 P 6 Patients' Property Jan. 1967-Dec. 1971
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- 181 P 7 Pay Procedures June 1969-Dec. 1982
- 182 P 8 Peripheral Vascular Clinic Mar. 1967-Dec. 1973
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- 183 P 9 Personnel Dept. Jan. 1967-Dec. 1973
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- 184 P 10(2) Pharmacy July 1969-Dec. 1971
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- 185 P 11(1) Pharmacy Equipment Jan. 1967-Dec. 1970
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- 186 P 12(2) Pharmacy Staffing Feb. 1969-May 1971
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P 12(5) Pharmacy Staffing Jan. 1974-Sept. 1983
- 187 P 13(3) Pharmacy Supplies Aug. 1969-May 1970
P 13(4) Pharmacy Supplies May 1970-Aug. 1970
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P 13(7) Pharmacy Supplies Jan. 1972-Nov. 1972
P 13(8) Pharmacy Supplies Dec. 1972-Dec. 1974
P 13(10) Pharmacy Supplies Feb. 1978-Aug. 1982
- 188 P 14 Pharmaceutical Services Jan. 1967-Mar. 1978
- 189 P 16(1) Photographic Unit Jan. 1967-Dec. 1973
- 190 P 17(2) Physiotherapy Dept. Jan. 1969-April 1971
P 17(3) Physiotherapy Dept. May 1971-Aug. 1972
P 17(4) Physiotherapy Dept. Sept. 1972-Dec. 1973
P 17(5) Physiotherapy Dept. Jan. 1974-June 1975
- 191 P 18(1) Poisons; Poisoning Treatment Centre Dec. 1966-Dec. 1977
- 192 P 19 Poisons: Scottish Information Bureau May 1967-Dec. 1982
- 193 P 20(2) Postal Arrangements Dec. 1968-Dec. 1970
P 20(3) Postal Arrangements Jan. 1971-Nov. 1973
P 20(4) Postal Arrangements Jan. 1974-Dec. 1976

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- 194 P 22(1) Property General April 1967-Dec. 1973
P 22(1)3 Property West of R.I.E. Jan. 1970-Dec. 1970
P 22(1)4 Property West of R.I.E. Jan. 1971-May 1972
P 22(1)5 Property West of R.I.E. June 1972-May 1973
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P 22(1)14 Property West of R.I.E. Jan. 1980-Dec. 1980
P 22(1)15 Property West of R.I.E. Jan. 1981-Dec. 1982
- 195 P 22(2) Property, General Jan. 1976-Dec. 1983
P 22 A,B(1) Property, General, A and B Jan. 1967-Aug. 1973
P 22 C,D Property, C and D Mar. 1967-Dec. 1970
P 22 C,D(2) Property, C and D Jan. 1971-Oct. 1979
P 22 E Property, E June 1968
P 22 F Property, F Mar. 1967-Sept. 1978
P 22 G(1) Property, G Dec. 1967-Dec. 1979
P 22 L Property, L Sept. 1967-April 1973
P 22 M(2) Property, M Jan. 1970-Aug. 1978
P 22 N,O,P(1) Property, N,O,P Mar. 1967-June 1974
P 22 R,S(1) Property, R,S July 1967-Dec. 1971
P 22 R,S(2) Property, R,S Jan. 1972-Mar. 1979
- 196 P 23(1) Property: Applications for Houses Feb. 1967-Dec. 1973
P 23(3) Property: Applications for Houses Feb. 1977-Dec. 1983
- 196a P 24 Property Valuation 1967-1973
- 197 P 25(1a) Property – Review of Rents Mar. 1970-July 1971
P 25(2) Property – Review of Rents Jan 1977-1983
- 198 A 72/01/1 Properties in Lauriston Gardens April 1977-Oct.1983
A 72/01/2 Properties in Lonsdale Terrace April 1977-Oct. 1983
A 72/01/3 Properties in Chalmers Street April 1977-July 1984
A 72/01/8 Properties in Forrest Road Jan. 1975-Aug. 1983
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P 33(5) Publications Oct. 1970-April 1971
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P 33(7) Publications Oct. 1971-Aug. 1972
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- 200 P 37(3) Personal Correspondence (Sector Admin.) Nov. 1969- Aug. 1970.
P 37(4) Personal Correspondence (Sector Admin.) Sept. 1970-April 1971
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P 37(6) Personal Correspondence (Sector Admin.) March 1972-Dec. 1975
P 37(7) Personal Correspondence (Sector Admin) Jan. 1976-Dec. 1983
- 201 P 38 Personal References March 1967-Nov. 1978
- 202 P 39(1) Pharmacy: Regional Infusion Fluid Service Oct. 1969-Dec. 1973
P 39(2) Pharmacy: Regional Infusion Fluid Service Jan. 1974-Dec. 1974
P 39(6) Pharmacy: Regional Infusion Fluid Service Jan. 1974-Nov. 1981
- 203 P 40 Public Enquiry – Alexina Hamilton Sept. 1970-Dec. 1971
- 204 Q 1(1) Queen Mary Maternity Home Jan. 1967-Nov. 1972
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- 205 R 1(2) Radiodiagnostic Dept. Jan. 1970-Dec. 1973
R 1(4) Radiodiagnostic Dept. Jan. 1979-Nov. 1983
- 206 R 2(1) Radiodiagnostic Dept. Equipment Jan. 1967-Dec. 1970
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- 207 R 3 Radiodiagnostic Dept. Staffing Jan. 1967-Sept. 1971
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- 208 R 4(2) Radiography, School of Jan. 1969-Nov. 1971
 R 4(3) Radiography, School of Dec. 1971-Dec. 1973
 R 4(4) Radiography, School of Jan. 1974-Oct. 1983
- 209 R 6(1) Radiotherapy Dept. April 1967-Jan. 1979
- 210 R 7(1) Radium and Isotopes Jan. 1967-Dec. 1970
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- 211 R 9(2) Research and Teaching Facilities Dec. 1969-Nov. 1978
- 212 R 10(2) Residency – R.I.E. June 1969-Nov. 1973
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- 213 R 11 Residencies – Doctors S.M.M.P. Jan. 1967-Dec. 1973
- 214 R 12 Road Traffic Act Jan. 1967-July 1971
- 215 R 13(2) Research - Clinical (R.H.B.) Feb. 1971-Dec. 1972
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- 216 R 14(2) Research – A.C.M.R., etc March 1970-March 1984
- 217 R 15(3) Research and Teaching – Reprints Oct. 1969-Aug. 1970
 R 15(4) Research and Teaching – Reprints Sept. 1970-May 1971
 R 15(5) Research and Teaching – Reprints June 1971-Nov. 1972
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 R 15(10) Research and Teaching – Reprints
- 217a R 16 Radio Club Nov 1967-Jan 1968
- 218 R 17(1) Re-organisation of the National Health Service Dec. 1968-Aug. 1972
 R 17(2) Re-organisation of the National Health Service Sept. 1972-May 1973
 R 17(3) Re-organisation of the National Health Service June 1973-Dec. 1973
 R 17(4) Re-organisation of the National Health Service Jan. 1974-Dec. 1974
 R 17(5) Re-organisation of the National Health Service Feb. 1975-Oct. 1979
 R 17(6) Re-organisation of the National Health Service Jan. 1980-Dec. 1983
- 219 R 18(1) Regional Accident Service Nov. 1972-June 1973

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- 220 R 19 Rehabilitation Services Feb. 1971-Nov. 1976
- 221 R 20 Reproductive Biology Oct. 1974-Sept. 1980
- 222 S 1 Samaritan Society July 1967-Oct. 1984
- 223 S 2(2) School Leavers and Nat. Trainees Feb. 1969-Aug. 1971
S 2(4) School Leavers and Nat. Trainees Aug. 1979-Dec. 1983
- 224 S 3(4) Scottish Hosp. Admin. Staffs. CTT Jan. 1970-Dec. 1970
S 3(5) Scottish Hosp. Admin. Staffs. CTT Jan. 1971-Dec. 1972
- 225 S 6 Scottish Health Service Studies Dec. 1966-July 1983
- 226 S 7 Scottish Hospital Endowment Research Trust Mar. 1967-Feb. 1971
- 226a S 8 Scottish Medical Automation Centre Jan 1967-Jun 1968
- 227 S 9(2) Secretary and Treasurers' Assoc. Jan. 1969-Dec. 1970
S 9(3) Secretary and Treasurers' Assoc. Jan. 1971-Dec. 1972
S 9(4) Secretary and Treasurers' Assoc. Jan. 1973-Mar. 1974
- 228 S 10 Security Officer's Reports Jan. 1967-Mar. 1971
S 10(2) Security Officer's Reports Apr. 1971- Dec. 1973
S 10(4) Security Officer's Reports Feb. 1978-Dec. 1983
- 229 S 11 Simpson Memorial Maternity Pavilion Sept. 1975-Dec. 1983
S 11(5) Simpson Memorial Maternity Pavilion Dec. 1969-Jun. 1970
S 11(6) Simpson Memorial Maternity Pavilion Jun. 1970-Dec. 1970
S 11(7) Simpson Memorial Maternity Pavilion Jan. 1971-May 1971
S 11(8) Simpson Memorial Maternity Pavilion Jun. 1971-Oct. 1971
S 11(9) Simpson Memorial Maternity Pavilion Nov. 1971-Jan. 1972
S 11(10) Simpson Memorial Maternity Pavilion Feb. 1972-Aug. 1972
S 11(11) Simpson Memorial Maternity Pavilion Sept. 1972-Aug. 1973
- 230 S 11A(1) S.M.M.P. Opening: Children's Playroom Jun. 1967-Nov. 1973
- 231 S 12(2) S.M.M.P. Equipment Jan. 1970-Jan. 1973
S 12(3) S.M.M.P. Equipment Jan. 1974-Aug. 1979
- 232 S 12(3) Sexually Transmitted Diseases Oct. 1974-Dec. 1983
- 233 S 13(2) S.M.M.P. Staffing July 1970-Feb. 1972
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- 234 S 15(1) Social Functions and Activities Oct. 1968-Jan. 1983
- 235 S 18(7) Staff: Admin. and Clerical Jun. 1972-Dec. 1973
S 18(12) Staff: Admin. and Clerical Jan. 1980-Dec. 1982
- 236 S 18(a) Staff: Admin. and Clerical – Appointment of Group Secretary and Treasurer
- 237 S 19 Staff: Admin. and Clerical – Grading Aug. 1967-March 1970
S 19(2) Staff: Admin. and Clerical – Grading Apr. 1970-Dec. 1973
S 19(4) Staff: Admin. and Clerical – Grading Mar. 1977
- 238 S 20(1) Admin. Dept.: Correspondence with Staff Mar. 1962-Dec. 1972
S 20(2) Admin. Dept.: Correspondence with Staff Jan. 1973-Dec. 1973
S 20(3) Admin. Dept.: Correspondence with Staff Jan. 1974-Nov. 1978
- 239 S 29(6) Staff: Domestic and Ancillary Nov. 1972-Dec. 1973
S 29(7) Staff: Domestic and Ancillary Jan. 1970-Dec. 1974
S 29(15) Staff: Domestic and Ancillary Dec. 1982-Dec. 1984
- 240 S 40(10) Staff: Medical and Dental Jan. 1973-May 1973
S 40(11) Staff: Medical and Dental June 1973-Dec. 1973
S 40(14) Staff: Medical and Dental Apr. 1975-Dec. 1976
- 241 S 40(A)2 Staff: Medical Appointments, Resignations etc. Nov. 1974-Jun. 1976
- 242 S 41 Staff: Medical and Dental – Grading Jan. 1967-Apr. 1985
- 243 S 42(1) Staff (Medical) Committee Minutes and Letters Jan. 1967-Jun. 1972
S 42(2) Staff (Medical) Committee Minutes and Letters Jul. 1972-Nov. 1973
S 42(3) Staff (Medical) Committee Minutes and Letters Feb. 1974-Nov. 1977
S 42(5) Staff (Medical) Committee Minutes and Letters Jan. 1980-Sept. 1982
- 244 S 43 Safety (General): Theatres, Wards and Depts. Jan. 1967-Oct. 1971

81 Administration Department: Files, 1970s and 1980s

- 245 S 51(3) Staff: Nursing Jan. 1969-Jun. 1970
 S 51(4) Staff: Nursing Jul. 1970-Dec. 1970
 S 51(5) Staff: Nursing Jan. 1971-Jan. 1972
 S 51(6) Staff: Nursing Feb. 1972-Oct. 1972
 S 51(7) Staff: Nursing Nov. 1972-Dec. 1973
 S 51(8) Staff: Nursing Jan. 1974-Jul. 1981
- 246 S 51 Nursing Crisis in Ward 20
- 247 S 53 Staff: Nursing – G.N.C. Jan. 1969-Jan. 1976
- 248 S 54 Staff: Nursing – N.E.A. Committee Jan. 1967-Jul. 1967
- 249 S 55(2) Staff: Nursing - Prize-giving Jan. 1970-May 1980
- 250 S 56 Staff: Nursing – R.C.N. May 1967-Dec. 1978
- 251 S 57 Staff: Nursing – Royal College of Midwives Jan. 1967-Sept. 1977
- 252 ----- Staff: Nursing – Lodging Charges 1981
- 253 S 58(2) Staff: Nursing – Salmon Committee Report Jan. 1970-Nov. 1971
 S 58(3) Staff: Nursing – Salmon Committee Nov. 1966-Apr. 1974
- 254 S 59 Staff: Nursing – Sick Room Dec. 1966-Feb. 1983
- 255 S 61 Staff: Nursing – University Degree Course Nov. 1966-Jan. 1975
- 256 S 62(2) Staff: Nursing – Reg. Nurse Training Committee Feb. 1969-Jun. 1970
 S 62(3) Staff: Nursing – Reg. Nurse Training Committee Jul. 1970-Jun. 1971
 S 62(4) Staff: Nursing – Reg. Nurse Training Committee Jul. 1971-Dec. 1971
 S 62(5) Staff: Nursing – Area Nurse Training Committee Jan. 1972-Dec. 1979

81 Administration Department: Files, 1970s and 1980s

- 257 S 67(4) Staff: Other Nov. 1969-May 1970
 S 67(5) Staff: Other Jun. 1970-Nov. 1970
 S 67(6) Staff: Other Dec. 1970-Mar. 1971
 S 67(7) Staff: Other Apr. 1971-Oct. 1971
 S 67(8) Staff: Other Nov. 1971-Dec. 1973
 S 67(9) Staff: Other Jan. 1974-Jun. 1975
- 258 S 68(2) Staff: Other – Grading Jan. 1970-Dec. 1973
- 259 S 69(2) Staff: Other – Pay Jan. 1969-May 1984
- 260 S 70(1) Staff: Care of Health Jul. 1968-Oct. 1973
- 261 S 70(1) Staff: Frozen Posts
- 262 ----- Staff: Salmon Report Apr. 1971-Jan. 1974
- 263 S 78(1) Statistics – Hospital Nov. 1967-Dec. 1970
 S 78(2) Statistics – Hospital Jan. 1971-Dec. 1973
 S 78(5) Statistics Jan. 1976-Feb. 1981
- 264 S 80(1) Study Leave Sep. 1966-Dec. 1969
 S 80(2) Study Leave Jan. 1970-Apr. 1985
- 265 S 81 Suggestion Boxes Oct. 1967-Dec. 1981
- 266 S 82(3) Supplies Feb. 1970-Jul. 1970
 S 82(4) Supplies Aug. 1980-Aug. 1973
 S 82(7) Supplies Feb. 1980-Dec. 1982
- 267 S 83 S.H.M.S. and H.M. Jul. 1967-Dec. 1973
- 268 S 83(1) Social Work Dept. Feb. 1976-Nov. 1983
- 269 S 84(1) Scottish Assn. of Sector and Unit Administrators Jan. 1967-Dec. 1979
 S 84(2) Scottish Assn. of Sector and Unit Administrators Jan. 1980-Aug. 1982
- 270 S 85(1) South Lothian District Admin. Meetings Mar. 1976-Dec. 1979
 S 85(2) South Lothian District Admin. Meetings Jan. 1980-Dec. 1982
 S 85(3) South Lothian District Admin. Meetings Jan. 1983-Apr. 1984
- 271 S 86(1) Division of Surgery Nov. 1975-Aug. 1976

81 Administration Department: Files, 1970s and 1980s

- 272 S 88(1) Surgery, Dept. of Clinical Sep. 1967-Dec. 1973
S 88(2) Surgery, Dept. of Clinical Jan. 1974-Dec. 1976
- 273 S 88(A)(1) Surgical Wards Transfer Aug. 1976-Feb. 1985
- 274 S 89 Surgical Consultation Dept. Mar. 1967-Jun. 1985
- 275 S 90(1) Surgical Neurology Dept. Jan. 1966-Dec. 1969
S 90(2) Surgical Neurology Dept. Jan. 1970-Feb. 1972
S 90(3) Surgical Neurology Dept. Mar. 1972-Dec. 1973
S 90(4) Surgical Neurology Dept. Jan. 1974-Nov. 1982
- 276 S 91(1) Staff Location Systems Dec. 1966-Jan. 1971
S 91(2) Staff Location Systems Feb. 1971-Dec. 1973
S 91(5) Staff Location Systems Nov. 1981-Dec. 1983
- 277 S 92(1) Staff Meals, etc. Jan. 1967-Dec. 1968
S 92(3) Staff Meals, etc. Sept 1970-July 1981
- 278 S 93(3) Assoc. of Scottish Hospitals – B.O.M. Oct. 1969-Dec. 1970
S 93(4) Assoc. of Scottish Hospitals – B.O.M. Jan. 1971-Sept. 1973
S 93(5) Assoc. of Scottish Hospitals – B.O.M. Dec. 1972-Mar. 1974
- 279 S 95(1) Smoking in Hospitals Jan. 1967-Aug. 1982
- 280 S 96 Superannuation Feb. 1967-Aug. 1973
- 281 S 97 Scottish Teaching Hospitals: Salaries Aug. 1969-Jul. 1973
- 282 T 1 Teaching Hospitals (Scotland) Mar. 1967-Aug. 1971
T 1(2) Teaching Hospitals (Scotland) Nov. 1971
- 283 T 2 Telephones Jan. 1967-Jan. 1970
T 2(3) Telephones Feb. 1970-Dec. 1971
T 2(4) Telephones Jan. 1972-Dec. 1973
T 2(6) Telephones Jan. 1976-Dec. 1976
- 284 T 3 Telephone Rentals Feb. 1967-Dec. 1968
T 3(2) Telephone Rentals Jan. 1969-Dec. 1970
T 3(3) Telephone Rentals Jan. 1971-Jun. 1972
T 3(4) Telephone Rentals Jul. 1972-Sep. 1973
T 3(8) Telephone Rentals Jul. 1979-Dec. 1980
- 285 T 4(1) Television Sets and Radio System Nov. 1966-Sep. 1971

81 Administration Department: Files, 1970s and 1980s

- 286 T 5(1) Therapeutics, Dept. of Jun. 1969-Apr. 1971
T 5(2) Therapeutics, Dept. of May 1971-Aug. 1971
T 5(3) Therapeutics, Dept. of Jan. 1972-Jul. 1984
- 287 T 6 Thoracic Surgery Unit Jan. 1967-Dec. 1968
T 6(2) Thoracic Surgery Unit Jan. 1969-Nov. 1981
- 288 T 7 Transport Jan. 1967-Apr. 1971
T 7(2) Transport May 1971-Jun. 1973
T 7(3) Transport Mar. 1974-Jun. 1975
- 289 T 8(1) Teaching Hospital Association Jan. 1967-Apr. 1972
T 8(2) Teaching Hospital Association May 1972-Nov. 1973
- 290 T 10 Travelling Expenses Jun. 1969-Oct. 1971
- 291 T 11(1) Travelling Expenses: Patients and Escorts Feb. 1967-Dec. 1973
- 292 T 12 Travelling Expenses – Staff Feb. 1968-Dec. 1969
T 12(2) Travelling Expenses – Staff Jan. 1970-Jun. 1971
T 12(3) Travelling Expenses – Staff Jul. 1971-Dec. 1973
- 293 T 13 Travelling Fellowships Jan. 1967-Apr. 1970
T 13(2) Travelling Fellowships Jan. 1969-Apr. 1970
T 13(3) Travelling Fellowships May 1970-Dec. 1971
T 13(4) Travelling Fellowships Jan. 1972-Dec. 1973
T 13(5) Travelling Fellowships Jan. 1974-Aug. 1977
- 294 T 14(1) Theatre Service Centre Jun. 1967-Dec. 1967
T 14(2) Theatre Service Centre Feb. 1968-Dec. 1968
T 14(3) Theatre Service Centre Feb. 1969-Jun. 1970
T 14(4) Theatre Service Centre Jul. 1970-Aug. 1971
T 14 Theatre Service Centre Jul. 1971-Oct. 1972
T 14(5) Theatre Service Centre Sep. 1971-Jun. 1972
T 14(6) Theatre Service Centre Jul. 1972-May 1973
T 14(7) Theatre Service Centre Jun. 1973-Dec. 1973
T 14(8) Theatre Service Centre Jan. 1975-Dec. 1983
T 14(8) Theatre Service Centre Jan. 1974-Dec. 1974
- 295 T 15(1) Theatre Service Centre – Staffing Jan. 1967-Dec. 1970
T 15(2) Theatre Service Centre – Staffing Jan. 1971-Dec. 1973
- 296 T 16(1) Theatre Service Centre – Visits Jan. 1967-Sep. 1971
- 297 T 17(2) Talks Jan. 1970-Dec. 1970
- 298/

81 Administration Department: Files, 1970s and 1980s

- 298 T 19(1) Trade Unions Membership etc. Jun. 1969-Dec. 1973
T 19(2) Trade Unions Jan. 1974-Dec. 1979
- 299 U 1 Urological Services Dec. 1966-July 1966
U 1 Urological Services Aug. 1970-Oct. 1978
U 1(2) Urological Services Jan. 1968-Apr. 1969
- 300 U 2(1) University Mar. 1969-Dec. 1971
U 2(2) University Jan. 1972-Oct. 1982
- 301 V 1(2) Vacancies Jan. 1969-Dec. 1970
V 1(3) Vacancies Jan. 1971-Feb. 1972
V 1(4) Vacancies Mar. 1972-Dec. 1974
- 302 V 2(1) V.D. Dept. Feb. 1967-Feb. 1971
V 2(2) V.D. Dept. Mar. 1971-Dec. 1973
- 303 V 3(1) Visits to R.I.E. and Hospitals in Group Jan. 1967-Dec. 1969
V 3(2) Visits to R.I.E. and Hospitals in Group Mar. 1970-Aug. 1973
V 3(3) Visits to R.I.E. and Hospitals in Group Sep. 1973-May 1975
- 304 V 4 Voluntary Assistants Jan. 1967-July 1970
- 305 V 5(1) Visiting May 1967-Dec. 1973
- 306 V 6 V.A.T. Nov. 1972-Mar. 1983
- 307 W 1(1) Women's Maintenance Council Mar. 1967-Nov. 1971
W 1(2) Women's Maintenance Council Apr. 1972-Dec. 1978
- 308 W 2(1) Works Dept. Jan. 1967-May 1971
W 2(2) Works Dept. Jun. 1971-Dec. 1972
W 2(3) Works Dept. Jan. 1974-Dec. 1978
- 309 W 3(3) Works Dept.: Reports Sep. 1971-Feb. 1974
- 310 W 4 Works Dept.: Supplies Mar. 1967-May 1983
- 311 W 5(1) Works Dept.: Staffing Apr. 1967-Feb. 1972
W 5(2) Works Dept.: Staffing Mar. 1972-Dec. 1973
W 5(4) Works Dept.: Staffing Aug. 1975-Dec 1982
- 312 W 6 Wards and Depts. Feb. 1967-Sep. 1971
- 313/

81 Administration Department: Files, 1970s and 1980s

- 313 W 9 Work Study Jun. 1966-Jul. 1969
W 9(2) Work Study Aug. 1969-Sep. 1970
W 9(3) Work Study Oct. 1970-Dec. 1973
W 9(4) Work Study Jan. 1974-Dec. 1974
W 9(7) Work Study Feb. 1980-Dec. 1983
- 314 W 10 Work Study: Dental Hospital Jan. 1967-Aug. 1971
- 314a W 11 Work Study – Ophthalmic Department Jan 1967-Feb 1967
- 315 W 12 Work Study: Review of Theatre Service Centre Jan. 1967-Oct. 1971
- 316 W 13 Waiting Room Facilities for Patients from other Hospitals May 1970-Jun. 1973
- 317 W 16 Waste, Disposal of Feb. 1966-Dec. 1973
W 16(3) Waste, Disposal of Feb. 1977-Jul. 1982
- 318 W 17 Water Jan. 1967-Apr. 1981
- 319 Z 1 Zuckerman Report (Hosp. Scientific & Tech. Services) Dec 1968-Jun 1969

83 Correspondence Day Books: Administration, 1976-1982

Bound volumes giving a daily entry of letters received. Information includes date, letter number, from whom received, and subject of letter.

1	Apr 1974–Dec 1975	no 17
2	Jan 1976–Dec 1977	17
3	Jan 1978–Dec 1979	18
4	Jan 1980–Oct 1982	19
5	Oct 1982–Jul 1984	20

86 Women's Maintenance Council / RIE Volunteers, 1937-2009

The RIE Women's Maintenance Council was started in 1938 at the invitation of the Board of Managers of the Hospital. In 1976 the name of the Council was changed to 'The Royal Infirmary of Edinburgh Volunteers'.

The object of the Volunteers is to encourage interest in the work of the RIE and the Simpson Memorial Maternity Pavilion, to enlist the help of those willing to give voluntary personal service and to provide facilities and amenities for patients in addition to those which can be provided by the Hospital.

Services include an Information Desk, a Cafeteria, a snack bar in the Nurses' Home (discontinued in 1984), hospital shops, assistance with library service, making and mending of garments, help in the wards, etc.

These minutes originate from several types of meetings. There are AGM minutes, Executive Committee minutes and Finance Committee minutes. As described, there is also a large amount of detail surrounding the RIE volunteers financial circumstances.

1 Minutes, 1938-1986

- | | | |
|---|-----------|---|
| 1 | 1938-1955 | Bound volume; typescript. The volume is titled the "Royal Infirmary Ladies' Extension Appeal Committee." Also includes Finance Committee minutes; cash statements; accounts; Treasurer's reports; levels of income and expenditure. |
| 2 | 1955-1961 | File; typescript. Includes minutes from the Finance Committee; income and expenditure accounts; statement of accounts; minutes from Women's Maintenance Council meetings. |
| 3 | 1962-1967 | File; typescript. Includes minutes from the Finance Committee; income and expenditure accounts; Treasurer's report; miscellaneous minutes. |
| 4 | 1968-1970 | File; typescript. Includes minutes from the Finance Committee; minutes from AGM of the Council; Treasurer's report; expenditure account; balance sheet. |
| 5 | 1971-1975 | File; typescript. Includes AGM minutes; Finance Committee minutes; treasurer's report; statement of accounts. |
| 6 | 1976-1979 | File; typescript. Includes Finance Committee minutes; AGM minutes; Treasurers' reports. |

86 Women's Maintenance Council / RIE Volunteers, 1937-20091 Minutes, 1938-1986

- | | | |
|----|-----------|--|
| 7 | 1980-1981 | File; typescript. Includes Finance Committee minutes; AGM minutes; Honorary treasurers' reports. |
| 8 | 1982-1984 | File; typescript. Includes Finance Committee minutes; AGM minutes. |
| 9 | 1985-1986 | File; typescript. Includes Executive Committee Minutes; AGM minutes; income and expenditure account. |
| 10 | 1987-1988 | File; typescript. Minutes from the RIE Volunteers Executive Committee. Acc RIE/12 |
| 11 | 1989-1998 | File; typescript. Minutes from the RIE Volunteers Executive Committee. Acc RIE/10 |
| 12 | 1992-1998 | File; typescript. Minutes from the AGMs of the RIE Volunteers. Acc RIE/10 |

2 Annual Reports, 1939-2009

- | | |
|----|------|
| 1 | 1939 |
| 2 | 1940 |
| 3 | 1941 |
| 4 | 1942 |
| 5 | 1943 |
| 6 | 1944 |
| 7 | 1945 |
| 8 | 1946 |
| 9 | 1947 |
| 10 | 1948 |
| 11 | 1949 |

86 Women's Maintenance Council / RIE Volunteers, 1937-2009**2 Annual Reports, 1939-2009**

12	1950	
13	1951	
14	1952	
15	1953	
16	1954	
17	1955	
18	1956	
19	1957	
20	1958	
21	1959	
22	1960	
23	1961	
24	1962	
25	1963	
26	wanting	
27	1965	
28	1966	
29	1967	
30	1968	(3 copies)
31	1969	(3 copies)
32	1970	
33	1971	(2 copies)
34	1972	(2 copies)

86 Women's Maintenance Council / RIE Volunteers, 1937-2009**2 Annual Reports, 1939-2009**

35	1973	(2 copies)
36	1974	(2 copies)
37	1975	(2 copies)
38	1976	(2 copies)
39	1977	(2 copies)
40	1978	(2 copies)
41	1979	(2 copies)
42	1980	
43	1981	
44	1982	(2 copies)
45	1983	(2 copies)
46	1984	(2 copies)
47	1985	(2 copies)
48	1986	(2 copies)
49	1987	(2 copies)
50	1988	(2 copies)
51	1989	(2 copies)
52	1990	(2 copies)
53	1991	
54	1992	
55	1993	
56	1994	
57	1995	

86 Women's Maintenance Council / RIE Volunteers, 1937-2009**2 Annual Reports, 1939-2009**

58	1996	(2 copies)
59	1997	(2 copies)
60	1998	(2 copies)
61	1999	
62	2000	(2 copies)
63	2001	(2 copies)
64	2002	(2 copies)
65	2003	(2 copies)
66	2004	
67	2005	(2 copies)
68	2006	(2 copies)
69	2007	(2 copies)
70	2008	(2 copies)
71	2009	(2 copies)

- 3 c1959 "The History of the Women's Maintenance Council: 21 Years of Voluntary Work for the Royal Infirmary of Edinburgh, 1938-1959", printed pamphlet by Marjory Maw. 2 copies
- 4 1971 Report on Young Volunteers at the RIE, and table of voluntary activities in the Hospital.
- 5 1988 "The Royal Infirmary of Edinburgh Volunteers: 50 Years of Service 1938-1988". 2 copies
- 6 1989 Sheet detailing branches of service of RIE Volunteers, produced for exhibition on RIE Volunteers in Central Library, Edinburgh, 4 Jan - 4 Feb 1989.
- 7 2004 Royal Infirmary of Edinburgh Volunteers (Lauriston Site) Constitution. 2 copies.

86 Women's Maintenance Council / RIE Volunteers, 1937-2009

- | | | |
|----|----------|--|
| 8 | Mar 1985 | The Royal Infirmary of Edinburgh Volunteers constitution. Acc RIE/11. |
| 9 | c1970 | What is EHBS [Edinburgh Hospital Broadcasting Service]. Acc RIE/11. |
| 10 | c1980 | Leaflet produced by the National Library of Scotland to accompany an exhibition on Royal Infirmary of Edinburgh 1729-1900. Written by PM Eaves-Walton. Acc RIE/11. |
| 11 | 1950s | The Royal Infirmary of Edinburgh – Information for Patients. Acc RIE/11. |
| 12 | 1950s | Alphabetical list of members of Royal Infirmary of Edinburgh Volunteers. Gives name, home address and in some cases business address. Acc RIE/11. |
| 13 | c1980 | Two identical sets of postcards possibly produced as a fundraiser for the Volunteers. Black and white drawings of: The Old Simpson 1879-1939; the new Royal Infirmary of Edinburgh 1879; the original infirmary in Robertson's Close 1729-1741; the Adam Building – the Old Infirmary 1741-1879. Reproductions of portraits of: Sir James Young Simpson and George Drummond. Acc RIE/34. |
| 14 | Apr 1985 | “RIE: Red Home Commercial Development”. Two large architectural plans for the ground floor and first floor of the new Red Home building. Acc RIE/10 |
| 15 | c1985 | A plan of the entire RIE. Features a red segment illustrating the new plans proposed for the Red Home development. Acc RIE/10 |
| 16 | c1985 | Two artistic impressions of the proposed plan for the new Red Home development. One illustrates the new raised terrace between the Café and the Red Home shopping facilities. The second sketch illustrates the East and South elevation of the café. Also includes a small sketch and a separate piece of paper with rough estimates and costs. Acc RIE/10. |

86 Women's Maintenance Council / RIE Volunteers, 1937-2009

- 17 1937 - 1987 History of RIE Volunteers. A folder containing miscellaneous items. Includes Out-Patient Buffet reports; drafts of "The Women's Maintenance Council Past and Present"; reports on "The Women's Maintenance Council Voluntary Services"; correspondence; copies of the Women's Maintenance Council constitution and laws; "Reports regarding the affairs of the Royal Infirmary of Edinburgh"; article titled "Infirmary Appeal," dated 27 July 1937. Acc RIE/10.

18 Volunteer Photographs, 1948-2002

These items are from RIE/10 except where indicated. RM 8/2010.

- | | | |
|---|---------------|---|
| 1 | 1940s – 1950s | |
| | 1 1948 | Duchess of Gloucester's visit to Women's Maintenance Council. |
| | 2 1950s | Arms of the RIE negatives. |
| | 3 1950s | Two individual photographs of RIE Hospital shop and coffee morning. |
| | 4 1958 | Canteen opening on 10 April 1958 by Lady Provost, Mrs Johnson-Gilbert. |
| | 5 1959 | 21 st Birthday of Council – visit by Duchess of Gloucester. |
| 2 | 1960s | |
| | 1 c1963 | Occasion unknown with the Lady Provost. Display of the Women's Maintenance Council past and present appears in one photograph. 4 photographs. |
| | 2 1963 | Opening of the Simpson Memorial Maternity Pavilion Hospital Shop with the Lady Provost. Photograph shows Miss Taylor (matron), Lady Minto, Professor Romanes and Miss Lowe. |
| | 3 1968 | 6 mounted photos of volunteers working in the RIE. |

86 Women's Maintenance Council / RIE Volunteers, 1937-2009**18 Volunteer Photographs, 1948-2002**

- | | | |
|--|-----------|---|
| 2 | 1960s | |
| 4 | 1969 | Volunteers at coffee morning. 3 photographs. |
| 5 | 1969 | Edinburgh Weekly article featuring the 'town within a town' at the RIE including a bank and post office. Also shows the general shop run by the Women's Maintenance Council. Stored in separate folder. |
| 3 | 1970s | |
| 1 | 1970s | Set of miscellaneous photographs in brown mounts. |
| 2 | 1973 | Set of photographs taken for the presentation of a coloured TV on 17/10/73 to wards 37/38 on behalf of the Countess of Minto. |
| 4 | 1980s | |
| 1 | 1985 | Several photos of a new mini bus for patients which was run by RIE Volunteers. |
| 2 | 1988 | Photographs, newspaper clippings and invitation cards regarding the RIE Volunteers Golden Jubilee. |
| 3 | 1988 | Larger photographs of the RIE Volunteers Golden Jubilee. |
| 5 | 1993-2002 | |
| Items in this sub-series were kept in one folder. LHB1/86/18/5/1-5 were in one envelope and 6-13 from another. | | |
| 1 | 1993-2001 | Photographs of the opening of the Visitors Room, Neonatal Parents' Room, and the last photograph taken of RIE volunteers at SMMP shop. |
| 2 | 1998 | Photographs detailing a visit to the City Chambers on 31/3/98. Each photograph is labelled 1-5. |

86 Women's Maintenance Council / RIE Volunteers, 1937-200918 Volunteer Photographs, 1948-2002

5	1993-2002	
3	2001	Three photographs of Lady Provost's visit to the café on 24/1/01.
4	2001	The Messenger. Article in 26 January 2001 issue regarding the opening of a bereavement counselling room.
5	2001	Article describing the gifts from the RIE volunteers which went on to transform the cardiac clinic.
6	1997	Article from Evening News 2 January 1997 on Miss Hamilton, the longest-serving volunteer.
7	1999	Many photographs of both the AGM and bring and buy Sale.
8	2000	Article from The Messenger in January 2001 on a coffee morning to acknowledge and praise the efforts of the RIE volunteers.
9	2000	Photographs of the special coffee morning held on 15 December 2000.
10	2001	Several photographs from the 2001 AGM.
11	2002	The Messenger. Article from March 2002 on RIE volunteer, Barbara Watt.
12	2002	The Messenger. Article from 2 December 2002, Issue 161, on the Christmas meeting of the RIE volunteers.
13	2002	Photographs of the 2002 AGM meeting. Also includes an article from The Messenger on 27 May 2002, Issue 144, praising the work of the RIE volunteers.
6	1940s	Three prints of a dignitary (possibly the Duchess of Gloucester) visiting volunteers making dressings. Acc RIE/11.

86 Women's Maintenance Council / RIE Volunteers, 1937-2009**18 Volunteer Photographs, 1948-2002**

- | | | |
|----|-------------|--|
| 7 | 1970s | Volunteers. Box of undated slides showing the volunteers doing various tasks such as preparing tea trolleys, working in the shop and children using the playroom which was set up by the RIE volunteers. |
| 8 | 1979 | National Association of League of Hospital Friends. Certificate dated March 1979. Presented to the RIE Volunteers on the 30 th Anniversary of the formation of the National Association. Includes photograph of volunteers and their certificates dated 28 March 1979. 2 items.. |
| 9 | 1988 | Photographs of the Volunteers at work – taken by Mr AD McLaren (Drew) which were used for a photographic display for a Royal visit on 14/9/88. |
| 10 | 14 Sep 1988 | The Visit of HRH the Princess Alice Duchess of Gloucester to the RIE Volunteers on Wednesday 14 September 1988 to mark the 50 th Anniversary of the founding of the Volunteers. Album of photographs illustrating the visit of the Duchess of Gloucester visiting the volunteers. |
| 11 | 1998 | Photograph captioned 'Mrs Crabbie speaking at the Civic reception with Lord Provost Sir John MacKay'. Includes photograph of contact prints showing more scenes of the reception. Acc RIE/11 |
| 12 | 1988 | Photograph of the Duchess of Gloucester on her visit during the Golden Jubilee. |
| 13 | 1988 – 1989 | Photograph of five volunteers outside the RIE volunteers office. |
| 14 | 1 Mar 1994 | Photograph of twins born on 1 January 1994. They are both wearing outfits knitted by a volunteer. |

86 Women's Maintenance Council / RIE Volunteers, 1937-200918 Volunteer Photographs, 1948-2002

- | | | |
|----|---------------|---|
| 15 | 1996 | Photographs Taken for Display on Corridor Wall. Contains miscellaneous photos of the RIE Volunteers such as in the café and preparing flowers. Majority of photographs have titles or original reference numbers. |
| 19 | 1960s – 1970s | Poster. "Refreshments available from WRVS Trolley service or RIE Staff Canteen." |
| 20 | 1990s | The Royal Infirmary of Edinburgh Volunteers. Posters advertising for further volunteers. |

87 Sacred Song Union, 1913–1960

The Sacred Song Union was formed to promote the use of Sacred Song in services, especially in hospitals. The RIE drew up its own set of regulations governing the Union's activities in the hospital.

- 1 Constitution of Sacred Song Union and Regulations issued by the RIE regarding Ward services. Printed sheet, n.d.
- 2 1913–1934 Minute Book
- 3 1935–1960 Minute Book

88 Societies: Miscellaneous, n.d.

- 1 The Edinburgh Flower and Book Mission: appeal for donations, printed pamphlet, n.d.

89 School of Dietetics, 1929–c1990

The Royal Infirmary of Edinburgh (RIE) established a Dietetic Department in 1924. In 1928 a Diet Kitchen was opened in connection with two wards attached to the clinical laboratory.

The School of Dietetics opened in 1934, offering an 18-month diploma course. Last entrants were received in 1953, the School closing once they had completed the course. The School was also closed for the 1939–1940 session.

This sub-fonds was originally numbered straight through with no series levels. It was recatalogued when Acc 04/14 was added in May 2010. Includes Acc 04/14 – AS 5/2010.

1 Student Registers, 1934-1985

Note: in the following entries dates given are those of entry to the course.

- | | | |
|---|---------------------|---|
| 1 | Sep 1934 – Sep 1947 | Register of Applicants. Bound volume giving name, age, address, education, references, interviews, acceptance, fee, date of entry. |
| 2 | Sep 1934 – Apr 1947 | Register of Students. Bound volume giving detailed records of each student's progress. |
| 3 | Sep 1947 – Sep 1953 | Register of Students. Bound volume giving detailed records of each student's progress. |
| 4 | Sep 1935 – Apr 1949 | Register of Dietetic Diploma Students trained at RIE. Bound volume giving name, status, age, address, references, details of training, exam results, remarks, date of diploma, subsequent experience. Later entries have photos. Indexed. |
| 5 | Sep 1949 – Sep 1953 | Register of Dietetic Diploma Students trained at RIE. Bound volume giving name, status, age, address, references, details of training, exam results, remarks, date of diploma, subsequent experience. Later entries have photos. Indexed. |
| 6 | Aug 1945–Oct 1985 | Register of Students taking Six Months Practical Training. Indexed. |

2 Student Records, 1931-1980

The following documents comprise application forms, medical certificates, references etc, for students who wished to become either dietetics pupils or diploma candidates. Progress reports are also included. A sample only of applications has been preserved. Surnames of the applicants have been written on each folder. Note: dates given are dates of entry to course.

89 School of Dietetics, 1929-c1990**2 Student Records, 1931-1980**

1	1931–1932	Pupil Dietitians application forms. 8 pupils.
2	1933	Pupil Dietitians application forms. 10 pupils.
3	1934	Pupil Dietitians application forms. 6 pupils.
4	Apr 1926	Student application forms. 1 bundle per applicant.
5-11	Sep 1936	Student application forms. 1 bundle per applicant.
12	Jan 1937	Student application forms. 1 bundle per applicant.
13–16	Apr 1937	Student application forms. 1 bundle per applicant
17–18	Sep 1937	Student application forms. 1 bundle per applicant
19	Apr 1939	Student application forms. 1 bundle per applicant
20–27	Sep 1940	Student application forms. 1 bundle per applicant
28	Feb 1941	Student application forms. 1 bundle per applicant
29-35	Apr 1941	Student application forms. 1 bundle per applicant
36	Sep 1942	Student application forms. 1 bundle per applicant
37	Sep 1945	Students (A–J) - application forms. 6 students.
38	Sep 1945	Students (K–W) - application forms. 3 students.
39	Apr 1946	Students (K–W) - application forms. 8 students.
40	1950	Students (K–W) - application forms. 9 students.
41	Apr 1953	Students (A–P) - application forms. 5 students.

89 School of Dietetics, 1929–c1990**2 Student Records, 1931-1980**

- | | | |
|----|-------------------|--|
| 42 | Apr 1953 | Students (R–S) - application forms. 4 students. |
| 43 | Sep 1953 | Students (A–M) - application forms. 4 students. |
| 44 | Sep 1953 | Students (N–W) - application forms. 4 students. |
| 45 | c1952 | Application forms for candidates who applied in 1952 but were turned down due to the closing of the School. 18 applicants. |
| 46 | 1960s-1970s | Student applications arranged alphabetically by surname. Originally in box file. 2 folders. |
| 47 | 18 Apr 1935 | Student Dietitian's application form. Acc 04/14. |
| 48 | 1 Dec 1938 | Student Dietitian's application form. Acc 04/14. |
| 49 | 21 Oct 1950 | Student Dietitian's application form. Acc 04/14. |
| 50 | Aug 1934–Jun 1946 | Royal Infirmary of Edinburgh – Fees for School of Dietetics. Gives student's name, address and fees paid. Indexed. |
| 51 | 1976-1980 | Student reports and assessments. Arranged alphabetically by surname. Originally in lever arch file. 3 folders. |

3 Prospectuses and Syllabuses, 1930s-c1980

- | | | |
|---|------------|--|
| 1 | c1943–1944 | Prospectuses, proposed changes in curriculum, etc, for School. Found among nursing papers. Typescripts. 9 items. |
| 2 | 1930s | Printed Prospectuses. 4 items. |
| 3 | 1930s | Printed syllabus & Regulations; authorisation form for purchase of School badge, found inside printed prospectus. 2 items. |
| 4 | 1950s | Dietetic Department – Practical Training for Student Dietitians. Outline of the six month syllabus. Acc 04/14. |

89 School of Dietetics, 1929–c1990**3 Prospectuses and Syllabuses, 1930s-c1980**

- 5 c1980 Typewritten syllabus of 18 months' study at the School of Dietetics, The Royal Infirmary, Edinburgh. Acc 04/14.

4 Diet Sheets and Recipes, 1930s-1950s

- 1 1950s Recipes for making tea and coffee, soft drinks, custards, beef tea, egg dishes, fish dishes, cooking vegetables, chicken, stewed fruit etc. 24 items. Acc 04/14.
- 2 1930s-1950s Specialised diet sheets for ulcer diet, obesity diet, normal diet, good nutrition, overweight diet, light diet for pregnancy, underweight diet, anti-constipation diet, low salt diet and gastric recipes. 11 items. Acc 04/14.
- 3 c1953 Sheet on vegetables and fruit grouped by food value. Acc 04/14.

5 Files of Leaflets on Nutrition, 1940s-1950s

- 1 1940s Vitamins – General. Includes information on vitamin deficiencies, wartime Nutrition Information Bulletin on vitamin C shortage, talk on the discovery and importance of vitamins, humorous booklet on slimming etc. Acc 04/14.
- 2 1944-1946 Hospital Diets – General Feeding. Includes second memorandum on hospital diet by King Edward's Hospital Fund for London, reprint from the Lancet on hospital food, pages from the Nursing Mirror on catering in hospitals etc. Acc 04/14.
- 3 1940s Vitamins A, D, K and E. Leaflets from companies such as Glaxo on the importance of vitamins. Acc 04/14.
- 4 1944-1951 Vitamin B. Leaflets from companies such as Marmite on the importance of vitamin B. Acc 04/14.

89 School of Dietetics, 1929–c1990**5 Files of Leaflets on Nutrition, 1940s-1950s**

- 5 1940s Popular Booklets. Leaflets on good nutrition many produced in the United States of America except for two Ministry of Food recipe leaflets. Acc 04/14.

6 Photographs, 1950s-c1990

- 1 1950s Nine black and white photographs of nurses preparing food in the Dietetics Department kitchen. Acc 04/14.
- 2 1960s Four black and white photographs of the kitchens and waiting room area of the Dietetics Department. Taken by the Medical Photography Unit. Acc 04/14.
- 3 1957-1966 Copy of original photographs of Nurses Oldham, Jehu, Rose, Owles and Wilson in the Dietetics Department, 1957; and staff of the department in 1966. Acc 04/14.
- 4 c1980 Five black and white and one colour photograph of doctors and a nurse talking to a patient in bed and bringing her a meal, and of the kitchens. Acc 04/14.
- 5 1986 Set of eight slides of the Dietetics Department taken for the golden jubilee of the British Dietetic Association. Images of group photograph of the Lothian dietitians; kitchens; waiting area; and Janet McWhirter and Anne Lamb at a British Dietetics Association exhibition stand. Acc 04/14.
- 6 1986 Two slides kept by Janet Knox, one an illustration of the Royal Infirmary of Edinburgh and the other of Janet McWhirter and Anne Lamb at a British Dietetics Association exhibition stand. Acc 04/14.
- 7 1986 Group photograph captioned 'Lothian Dietitians - British Dietetic Association Golden Jubilee 1986. All names given on reverse. Acc 04/14.

89 School of Dietetics, 1929–c19906 Photographs, 1950s-c1990

- 8 c1990 Set of professional slides of the crest of the School of Dietetics, patient treatment, staff, kitchens, discussion of nutrition with school group and research. 26 items. Copyright with the photographer. Acc 04/14.

7 Publications, 1929-1980s

- 1 1938 WF Christie, *Ideal Weight: a practical handbook for patients*. Heinemann, 1938. Inscribed by Sister Anna Buchan.
- 2 1940 L. H. Gillett, *Nutrition in Public Health*. W.B. Saunders Co, 1940. Inscribed by Sister Anna Buchan.
- 3 1929 A.L. Turner, *The Royal Infirmary of Edinburgh – Bicentenary Year 1729-1929*. Edinburgh: Oliver and Boyd, 1929. Acc 04/14.
- 4 Sep 1953 *The Diabetic Journal*. Vol. 7 No.3. Acc 04/14.
- 5 1959 Ministry of Agriculture, Fisheries and Food, *Food Standards Committee Report on Soft Drinks*. Acc 04/14.
- 6 Nov 1956 The Scottish Council of Social Service Incorporated, *Old People's Welfare Scottish Bulletin*. Includes a menu prepared by the Dietetic Department. Acc 04/14.
- 7 1943-1945 King Edward's Hospital Fund for London, *Memorandum on Hospital Diet and Second Memorandum on Hospital Diet*. 2 items. Acc 04/14.
- 8 1973 Department of Health and Social Security, *Recommended Intakes of Nutrients for the United Kingdom*. Acc 04/14.

89 School of Dietetics, 1929–c1990**7 Publications, 1929-1980s**

- 9 1980s Series of leaflets produced by Lothian Health Board South Lothian District on slimming, diabetes, fibre, protein intake etc. 8 items. Acc 04/14.
- 10 c1978 The National Health Service in Scotland 1948-1978. History of the NHS and its establishment. Acc 04/14.
- 11 Oct 1956 Reprint from The People's Journal of menus prepared by the Edinburgh and Leith Old People's Welfare Council for old folk with no oven, with teeth and without teeth for under 18s a week. Acc 04/14.
- 12 Oct 1965 E.M. Wilson, "A dietetic service for diabetics," Proceedings of the Nutrition Society, vol. 25 no.1. Acc 04/14.
- 13 1945-1973 Leaflets produced by the British Dietetic Association. Includes memorandum and articles of association, 1947; dietetics as a career; how to qualify as a dietitian; and the functions and status of dietitians. 6 items. Acc 04/14.

8 Miscellaneous, 1930s-1985

- 1 1980s Collection of notes on the history of the School of Dietetics and photocopies of items of historic interest. This was possibly material collected by Janet Knox. (A number of items in accession 04/14 were addressed to her.) Includes a leaflet on training for a career in dietetics at Queen Margaret College; leaflet on gluten free diet; copy of 1936 press release on cooking in hospitals; handwritten talk on the history of the British Dietetic Association; typed history of the Dietetic Service at the Royal Infirmary of Edinburgh by Enid Henery, Dietetic Manager; examples of patient diets from 1742 and 1843; article on the Dietetic Department by Sister Anna Buchan originally written in 1954; list of dietetic staff 1954 etc. Acc 04/14.

89 School of Dietetics, 1929–c1990**8 Miscellaneous, 1930s-1985**

- | | | |
|---|-----------|--|
| 2 | 1930s | Examples of fabric crest of the School of Dietetics. Sent to Janet Knox by Mike Barfoot, archivist in 1989. Acc 04/14. |
| 3 | 1984-1985 | Report of the working group on the organisation of the paramedical services and a questionnaire on the paramedical professions for Dietetics. Acc 04/14. |

90 Massage School / School of Physiotherapy, 1941–1992

The Infirmary's Massage Department was set up in 1922 in a small room in the Surgical Out-patient Department. Two years later it was transferred, with two part time staff, to a nearby hut.

In 1926 the Radiological Department opened in a new purpose built building. The upper floor was occupied by the 'Massage and Electrical Department'.

In 1943 the 'Chartered Society of Massage and Medical Gymnastics' changed its name to the 'Chartered Society of Physiotherapists'.

When the new department opened in 1926, Miss Mann, formerly of Guy's Hospital, London, became the first Superintendent Physiotherapist.

In April 1941 the School of Massage was inaugurated.

- | | | |
|---|-------------|--|
| 1 | 1941–1944 | Student enrolment book giving, for each applicant, date of application, of entry into school, and of payment of fees.
Loose inside: circular letter; students accepted Apr 1941. |
| 2 | 1951–1953 | Fees counterfoil receipt book. |
| 3 | n.d. | Printed prospectus

1–2 Two different formats, pamphlet.

3 Leaflet. |
| 4 | n.d. | Application form: two examples, printed. |
| 5 | 1947 | Curriculum of the Chartered Society of Physiotherapy, with covering letter. |
| 6 | 1955 | Preston equipment for physical medicine and rehabilitation. Illustrated catalogue. RIE/35. |
| 7 | 1990 – 1992 | Slides of stroke patients undergoing physiotherapy. Most are of the same four patients – one of whom is identified. The original boxes were captioned 'Physiotherapy - Ward 20' and 'D Simpson – Physio'. 42 items in three slide pages. RIE/35. |

91 School of Radiography, n.d.

In 1897 William Rontgen discovered the properties of X-rays. A year later, in 1898, a 'medical electrical department' was introduced in the RIE, housed in a former splints store and plumbers' workshop. In 1904 the department moved to larger premises in the basement of the S E ward block of the surgical house.

By the 1920s X-rays were being used for treatment as well as for diagnosis. As a result a new building was planned to house the department. It opened in 1926.

In 1926 there was no official school of radiography attached to the new department. There was only a 'demonstration room' in the basement where some lectures were given to students who worked as dark-room technicians while studying independently for examinations of the Society of Radiographers which had been founded in 1920.

In 1936 the department was recognised by the Society for teaching purposes. At first a single diploma was awarded, but after 1948 there were separate diplomas for radio-diagnosis and radiotherapy.

After 1955, when the main radiotherapy work was transferred to the Western General Hospital, the school was also divided. There is now the Edinburgh School of Radiotherapy connected with the Western General; and the Edinburgh School of Diagnostic Radiography.

- 1 n.d. Index of names and addresses of students, with page references for each.
- 2 Printed Prospectuses and Application Forms, etc, n.d.
 - 1 Prospectus and application form: School of Radiography (Diagnostic).
 - 2 do: School of Radiography (Radiotherapy).
 - 3 Society of Radiographers: Diploma – Regulations for Examination and Notes for Students.
 - 4–5 Prospectus and application form: School of Radiography; two copies, one with annotations.
 - 6 Society of Radiographers: regulations for examination for membership and diploma of the Society of Radiographers.

92 RIE Sisters' Association, 1933–1986

The Sisters' Association was formed in May 1933. It held meetings where guest speakers were invited to talk, and it also arranged visits to places of interest for its members. In addition it discussed problems met with in the wards, etc, and brought them to the notice of the Lady Superintendent, etc. The Association was disbanded in June 1986, at which time its minute books and other records were deposited at the Medical Archive Centre.

Note: items 5, 6 below are the Lady Superintendent's papers and not those of the Sisters' Association.

- | | | |
|----|-------------------|--|
| 1 | May 1933–Jan 1945 | Minute Book List of Sisters in back |
| 2 | Feb 1945–Oct 1959 | Minute Book |
| 3 | Dec 1959–Dec 1973 | Minute Book |
| 4 | Dec 1973–Jun 1986 | Minute Book |
| 5 | 1948–1950 | Constitution of Association; correspondence regarding points brought up at meetings; etc. (15 items). |
| 6 | 1951–1960 | Correspondence regarding points brought up at meetings; details of Study week for Ward & Department Sisters, etc. (15 items). |
| 7 | 1944–1947 | Correspondence regarding books for nurses' library; cleaning of wards; shortage of equipment, etc. (20 items). |
| 8 | 1948–1950 | Correspondence regarding portering services; memorial to Miss Bladon; Scottish Nurses' Benevolent Fund; rules for patients; regulation of visitors to patients; nurses' hours of duty, etc. (18 items). |
| 9 | 1951–1952 | Correspondence regarding sisters' off duty times; Iron Lung Drinker Apparatus; sisters' uniforms; laundry problems; etc. (9 items). |
| 10 | 1957–1959 | Correspondence regarding proposed Nursing Procedure Committee; furniture for nurses' sick room; winners of Prize Draw; problems regarding supplies and cleaning; Nurses' Advisory Education Committee, etc. (25 items). |
| 11 | 1960–1962 | Correspondence regarding thefts of property; signing of permission slips; smoking regulations; children visiting wards; problem of having to put extra beds in wards; inadequate staffing; permission forms for Post Mortems; etc. (13 items). |

92 RIE Sisters' Association, 1933–1986

- | | | |
|----|-----------------|---|
| 12 | 1963–1965 (May) | Correspondence regarding hot water bottles; needs of Roman Catholic patients; problems regarding laundry service; checking of dangerous drugs; annual report, etc. (20 items). |
| 13 | 1965 (May–Dec) | Correspondence regarding problems with nurse staffing arrangements; duty rotas; sale of work; place of clinical Instructor in the Hospital; arrangements in A & E Department; sisters' uniforms, etc. (20 items). |
| 14 | 1966 | Correspondence regarding supply of Guinness to wards; # nurses' examination timetables; poor service in dining room; unsatisfactory equipment, etc. (29 items). |
| 15 | 1967 | Papers regarding Association membership; Association outings and other events; etc. (20 items). |
| 16 | 1968–1969 | Papers regarding points discussed at meetings; talks given to the Association; senior nursing staff appointments list; etc. (17 items). |
| 17 | 1970 | Senior nursing staff changes, talks and other Association events, etc. Complaints regarding mortuary trolley and food. (27 items). |
| 18 | 1971 | Lists of senior nursing staff; changes in senior nursing staff; programmes for meetings and outings; etc. (19 items). |
| 19 | 1972–1973 | Over crowding of wards; programmes for meetings; proposed Chaplaincy Committee; etc. (21 items). |
| 20 | 1974 | Lists of senior nursing staff; disposal of hospital waste; shortage of nurses; continuous assessment of student nurses; annual report; etc. (14 items). |
| 21 | 1975 | Points raised at meetings; agendas; lists of senior nursing staff; new visiting arrangements; annual report; etc. (16 items). |
| 22 | 1976–1978 | Agendas; lists of senior nursing staff; committee members; variable staffing levels in wards; arrangements for outings; menus; etc. (27 items). |
| 23 | 1979 (Jan–May) | 250 th anniversary celebrations of RIE; speakers for meetings; arrangements for outings; etc. (20 items). |

92 RIE Sisters' Association, 1933–1986

- | | | |
|----|-----------------|---|
| 24 | 1979 (May–Dec) | Arrangements for meetings and outings; etc. (23 items). |
| 25 | 1980 | Committee members; list of senior nursing staff; arrangements for outings; etc. (28 items). |
| 26 | 1981–1984 | Postcards; Christmas cards; acceptances of invitations; thanks for gifts; etc (22 items). |
| 27 | 1985 | Thanks for gifts; dates of meetings; shortages in supplies; fund raising events; annual report; future of Association; etc. (25 items). |
| 28 | 1986
disband | Election of Committee; thanks for gifts, etc; decision to the Association. (6 items). |
| 29 | 1950–1979 | Sisters' Association papers; constitution committee members; secretary's duties; circulars. (18 items). |
| 30 | 1966 | Sisters' Uniform Committee: terms of reference; minutes. (11 items). |
| 31 | 1966–1970 | Sisters' meetings; minutes of meetings of other RIE committees. (8 items). |
| 32 | 1950–1963 | Miscellaneous Nursing Papers: includes attendance at opening of Nurses' Memorial Chapel, Westminster Abbey; nurses' training; letter to <i>The Scotsman</i> regarding RIE nurses; medical students on the wards; nurse staffing at RIE, etc. (7 items). |
| 33 | 1963 | Duties and position in the RIE of the different grades of nurses. |
| 34 | 1965–1969 | Miscellaneous Nursing Papers: includes nurse training at RIE; confidence trickster at Glasgow hospital; nurse staffing at RIE; draft letter to MPs about the problem of nurse staffing; etc. (5 items). |
| 35 | 1962–1984 | Miscellaneous circulars, mainly RIE: subjects include Coronary Care Unit; account of disposable products; patient's report on ward 32; etc. (10 items). |
| 36 | 1978–1986 | Arch lever file containing lists of committee members; constitution; agendas; arrangements for outings; etc. |
| 37 | 1981–1985 | Ring binder containing correspondence regarding Association's meetings; points raised at meetings, etc. |

93 Division of Surgery, 1970–1983

The Division of Surgery was set up to offer advice in all matters involving surgical care of patients and to consider all matters relating to the advancement of surgery in the South Lothian District. It also delegates to the Executive Committee power to take decisions and to act on behalf of the Division in all matters which are within divisional policy.

The following files came from the Administration Department of the Royal Infirmary, where they had been stored.

The Division of Surgery papers in the first folder follow after Minutes of meetings of the Surgical Staff Committee, and in these latter Minutes the formation of the Division is discussed.

MINUTES

- | | | | | | | | | | | |
|---|--|---|---|--|---|---|---|---|---|--|
| 1 | Mar 1970–May 1974 | Ring binder containing: <table border="0" style="margin-left: 20px;"> <tr> <td style="vertical-align: top;">1</td> <td>Surgical Staff Committee Minutes, Mar 1970–Mar 1973, signed.</td> </tr> <tr> <td style="vertical-align: top;">2</td> <td>Division of Surgery, RIE, Minutes, Apr 1973–Mar 1974, signed.</td> </tr> <tr> <td style="vertical-align: top;">3</td> <td>South Lothian Division of Surgery, Minutes, May 1974, unsigned.</td> </tr> </table> | 1 | Surgical Staff Committee Minutes, Mar 1970–Mar 1973, signed. | 2 | Division of Surgery, RIE, Minutes, Apr 1973–Mar 1974, signed. | 3 | South Lothian Division of Surgery, Minutes, May 1974, unsigned. | | |
| 1 | Surgical Staff Committee Minutes, Mar 1970–Mar 1973, signed. | | | | | | | | | |
| 2 | Division of Surgery, RIE, Minutes, Apr 1973–Mar 1974, signed. | | | | | | | | | |
| 3 | South Lothian Division of Surgery, Minutes, May 1974, unsigned. | | | | | | | | | |
| 2 | Jun 1974–Dec 1976 | Minutes of Executive Committee of Division of Surgery, and also of its Management Group, signed. | | | | | | | | |
| 3 | Jun 1974–Dec 1977 | Large ring binder containing Minutes: <table border="0" style="margin-left: 20px;"> <tr> <td style="vertical-align: top;">1</td> <td>Teaching Sub–Committee, 1975.</td> </tr> <tr> <td style="vertical-align: top;">2</td> <td>Operating Department Committee, 1975.</td> </tr> <tr> <td style="vertical-align: top;">3</td> <td>SLD Division of Surgery, 1974–1977.</td> </tr> <tr> <td style="vertical-align: top;">4</td> <td>do: Executive Committee and Management Group, 1974–1977, unsigned.</td> </tr> </table> | 1 | Teaching Sub–Committee, 1975. | 2 | Operating Department Committee, 1975. | 3 | SLD Division of Surgery, 1974–1977. | 4 | do: Executive Committee and Management Group, 1974–1977, unsigned. |
| 1 | Teaching Sub–Committee, 1975. | | | | | | | | | |
| 2 | Operating Department Committee, 1975. | | | | | | | | | |
| 3 | SLD Division of Surgery, 1974–1977. | | | | | | | | | |
| 4 | do: Executive Committee and Management Group, 1974–1977, unsigned. | | | | | | | | | |
| 4 | Jan 1978–Nov 1981 | Minutes of meetings of SLD Division of Surgery, and of its Executive Committee, unsigned. | | | | | | | | |
| 5 | | wanting | | | | | | | | |
| 6 | Jan 1983–May 1983 | Minutes of meetings of SLD Division of Surgery, and of its Executive Committee, unsigned. | | | | | | | | |

93 Division of Surgery, 1970–1983

CORRESPONDENCE FILES

Correspondence deals with a wide variety of topics, including payments to junior staff, rota systems, laundry service problems, applications for funds, intensive care facilities, trials of types of equipment, etc.

7 Apr 1973–Mar 1975

8 Feb 1975–Dec 1975

9 Jan 1976–Jun 1976

10 Jul 1976–Dec 1976

11 Aug 1976–Dec 1976

12 Jan 1977–Jun 1977

13 Jul 1977–Dec 1977

14 Jan 1978–Dec 1978

15 Jan 1979–Dec 1982

MISCELLANEOUS FILES

16 Jun 1974–Jul 1981 Finance, Equipment and Staffing.

94 Nursing: Probationers' Applications, 1953-1966

Bound volumes giving the name and address of each applicant, together with notes regarding receipt of application form and result of application. Indexed.

1 13 Jul 1953–30 Jun 1958

2 1 Jul 1958–21 Dec 1966 From 2 Jun 1961 fewer details are given.

95 Nursing: Record of Training, 1903-1956

Bound volumes with a page, or pages, given to each nurse. It charts month by month over three/four year training period the wards attended.

No 4 (1910) onwards are uniform volumes and include examination results.

Indexed.

1	1 Apr 1903–30 Jun 1906	
2	2 Oct 1905–8 Oct 1907	At the end of the book are given nurses who completed their first and second years in 1900–1904, and started the third year in 1907–1908.
3	2 Jan 1908–30 Jun 1910	
4	30 Jun 1910–30 Jun 1913	No 2
5	30 Jun 1913–4 Jan 1916	No 3
6	4 Jan 1916–1 Oct 1918	No 4
7	1 Oct 1918–1 Jun 1921	No 5
8	15 Jun 1921–1 Feb 1924	No 6
9	1 Mar 1924–10 Apr 1926	No 7
10	10 Apr 1926–2 Jun 1928	No 8
11	2 Jun 1928–15 Mar 1930	No 9
12	15 Mar 1930–5 Jan 1932	No 10
13	2 Jan 1932–1 Apr 1933	No 11
14	15 Apr 1933–12 Jan 1935	No 12
15	12 Jan 1935–8 Aug 1936	No 13
16	8 Aug 1936–22 Jan 1938	No 14
17	22 Jan 1938–24 Jun 1939	No 15
18	24 Jun 1939–17 Sep 1940	No 16
19/		

95 Nursing: Record of Training, 1903-1956

19	12 Oct 1940–24 Jan 1942	No 17
20	24 Jan 1942–15 Apr 1943	No 18
21	16 Apr 1943–19 Aug 1944	No 19
22	19 Aug 1944–14 Nov 1945	No 20
23	14 Nov 1945–2 Nov 1946	No 21
24	2 Nov 1946–6 Dec 1947	No 22
25	6 Dec 1947–1 Feb 1949	No 23

From 10th March 1948 the records of training are transferred to Kardex and from 1948 in LHB1/95/25 the records of training are incomplete, giving details of only the first 1–2 years of training and for 1949 only the name and date of entry are recorded.

26	9 Sep 1950–16 Sep 1953	Kardex: Dates given are those of completion of training.
27	12 Aug 1953–9 Feb 1955	Kardex: Dates given are those of completion of training.
28	6 Feb 1955–29 Jun 1956	Kardex: Dates given are those of completion of training.
29	9 Dec 1949–28 Aug 1956	Nurses who did not complete training Dates given are those of leaving

96 Nursing: Probationers' Time Books, 1903-1963

Bound volumes in which a page is given to each probationer. The probationer's address and status are noted at the top of the page, and underneath is a table of wards in which she worked, time spent in each ward, and reports on her progress while there, and reasons for leaving.

Dates given below are dates of entry.

After April 1911 lists are no longer strictly chronological, and only those probationers who left are entered.

Indexed.

- | | | |
|---|-------------------------|---|
| 1 | 1 Apr 1903–2 Oct 1905 | |
| 2 | 2 Jan 1906–1 Jul 1908 | |
| 3 | 1 Jul 1908–31 Dec 1913 | |
| 4 | 1 Oct 1926–21 Jul 1928 | |
| 5 | 20 Feb 1926–7 Jan 1939 | Photographs of probationers from Feb 1932. |
| 6 | 29 Jun 1935–17 Dec 1946 | |
| 7 | 21 Mar 1942–12 Sep 1953 | From May 1946 details of 'whom recommended by' is replaced by details of previous occupation. |
| 8 | 7 May 1949–2 Jan 1961 | |
| 9 | 29 Jul 1957–6 May 1963 | |

97 Registers of Nurses Trained in the Royal Infirmary of Edinburgh, 1873-1962

Bound volumes with a page given to each nurse. Details given include name, age, by whom recommended, period of training, particulars of training, remarks on character, situations engaged in.

Indexed. Continuous pagination throughout the seven volumes.

Dates given are those of completion of training.

- | | | |
|----|-------------------|--|
| 1 | Dec 1873–Aug 1893 | |
| 2 | Sep 1893–Mar 1905 | |
| 3 | Mar 1905–Jan 1914 | |
| 4 | Sep 1913–Oct 1914 | |
| 5 | Sep 1920–Mar 1927 | |
| 6 | Dec 1926–Jun 1932 | |
| 7 | Jun 1932–Apr 1937 | Photographs of nurses from 30 Sep 1935 |
| 8 | Oct 1936–Jul 1942 | |
| 9 | Feb 1941–Apr 1945 | |
| 10 | Nov 1944–Feb 1949 | |
| 11 | Oct 1948–Aug 1952 | |
| 12 | May 1952–Nov 1955 | |
| 13 | Sep 1955–Apr 1959 | |
| 14 | Nov 1958–Feb 1962 | |

98 Nursing: Miscellaneous Registers and Students' Financial Ledgers, 1901-1988

- 1
 - 1 Record of Sisters, 1903–Oct 1931
Bound notebook with a double page given to each sister. It gives an outline of career from the time of entry into the hospital, and annual holidays taken.
 - 2 Register of Sisters, Oct 1931-1947
 - 3 Register of Sisters, 1947-1962
 - 4 Register of Sisters, 1962-Dec 1968 Registers discontinued after this date.
- 2 Register of Nurses, 1954–1960
Bound notebook entitled 'RIE Nurses and others who have returned or come on after January 1st 1954'. Chronological list of names, sometimes with comments on further career, eg date left to get married, date of start of midwifery course.
- 3
 - 1 Register of Temporary Nurses, 1925-1952
Bound notebook with page for each employee, giving name, home address, details of training and record of employment at RIE. Indexed, with separate sections for staff nurses, temporary nurses and enrolled assistant nurses.
pp 1-99 Temporary nurses, mainly foreign.
pp 100-208 Staff nurses.
 - 2 Records of Temporary Nurses and Dietitians, 1952–1960
Bound notebook with a page for each employee, giving name, home address, details of training and record of employment at the Infirmary. Indexed.
pp 1–53 Employees from Switzerland, New Zealand, Denmark and other foreign countries, 1952–1957.
pp 100-112 Assistant dietitians, British and one from New Zealand, 1952–1959.
pp 1A–5A Assistant nurses, 1950–1960 (at back of volume)
 - 3 Staff Nurses Book, 1951-1957
Bound notebook with page for each employee, giving name, address, date of birth, next of kin, details of training and record of employment at RIE, including wards, salary and holidays. Indexed.
 - 4 Staff Nurses Register, 1957-1961
 - 5 Staff Nurses Register, 1960-1961
Mainly foreign nurses.

98 Nursing: Miscellaneous Registers and Students' Financial Ledgers, 1901-1988

- 4 Nurses' Sick Register, Jan 1927-Jan 1941
Bound volume marked 'Lady Superintendent of Nurses Department'.
Monthly record listing nurses sick, with names, ward numbers, status, diagnosis, and with a daily chart of days off ill.
- 5 Record of Nurses' leave, sickness, etc, 1953-1958
- 6 Record of Nurses' leave, sickness, etc, 1958-1961
- 7 Pension Scheme for Head Nurses-Policy Register, 1901-1929
Bound volume with a double page for each nurse. The LH page gives the Infirmary's proportion and when paid; the RH page gives the same for the nurse's proportion.
Indexed. 2 pages loose inside.
- 8 Preliminary Training School-Fees Cash Book, 1924-1946
Bound volume giving daily record of money received and spent or banked.
- 9 Old Index to above Cash Book, 1930-1939
- 10 New Index to above Cash Book, 1939-1942
- 11 Grants to Student Nurses, 1946-1952
Bound volume giving date, name of nurse, description of status, year of study, date of commencement, grant, income tax, signature, nett grant, period covered.

CLASS REGISTERS: NURSES' TRAINING SCHOOL

Bound notebooks giving each student's attendance record and examination results.

- 12 1935-1941 General Nursing – Junior and Senior
- 13 1941-1946 General Nursing – Junior and Senior
- 14 1946-1953 General Nursing – Junior and Senior
- 15 1943-1953 Medical Nursing and Materia Medica
- 16 1929-1951 Surgical Nursing
- 17 1929-1951 Anatomy and Physiology
- 18 1929-1935 Dietetics and Cookery
- 19 1937-1950 Dietetics and Cookery

98 Nursing: Miscellaneous Registers and Students' Financial Ledgers, 1901-1988

- | | | | |
|----|-----------|---|---|
| 20 | 1950–1955 | Dietetics and Cookery | Also includes Annie Warren
Gill Examination, 1957–1963 |
| 21 | 1930–1953 | Gynaecological Nursing | |
| 22 | 1930–1951 | Hygiene (loose inside-examination papers, etc) | |
| 23 | 1924–1927 | Instruments, Bandaging, Special Lectures,
Medical Nursing and Materia Medica,
General Nursing, Anatomy and Physiology,
Venereal Diseases, Gynaecology. | |
| 24 | 1927–1929 | Instruments, Bandaging, Special Lectures,
Medical Nursing and Materia Medica,
General Nursing, Anatomy and Physiology,
Venereal Diseases, Gynaecology. | |
| 25 | 1930–1936 | Special Lectures, Bacteriology,
Venereal Diseases, Instruments | |
| 26 | 1936–1940 | Special Lectures, Bacteriology,
Venereal Diseases, Instruments | |
| 27 | 1940–1945 | Special Lectures, Bacteriology,
Venereal Diseases, Instruments | |
| 28 | 1945–1953 | Special Lectures, Bacteriology,
Venereal Diseases, Instruments | |

MISCELLANEOUS NOTEBOOKS (found with the above Class Registers)

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|----|--|---|--|
| 29 | Preliminary State Examination Question Papers, 1946-1959, ms copies. | | |
| 30 | Final State Examination Question Papers, 1950-1959, ms copies. | | |
| 31 | “Trays – not to be removed from NCR”. Notebook listing all the items which should be on different trays for different functions, eg Stomach Wash-out, Nasal Feed, Wet Cupping, etc, n.d. | | |
| 32 | “Howlers”: notebook containing medical/nursing howlers. | | |
| 33 | Part-time Nursing Staff, 1954-1960. Indexed notebook giving name, address and details of RIE career. Various enclosures of letters of enquiry, appointment and resignation. | | |
| 34 | 1 | Register of certificates and badges, 1962-1988. | |
| | 2 | Register of certificates and badges, 1965-1979. | |

99 Monthly Returns, 1904-1960**1 Nursing Staff: Monthly Returns, 1904-1960**

Bound volumes giving the total number of each grade of nurse employed in each month. Numbers on duty, sick leave, leave, etc, are noted, with any pertinent remarks. The monthly returns are signed by the Lady Superintendent and the Superintendent. Any nurses at the Preliminary Training School are listed separately. From 1 Mar 1939 Simpson Memorial Maternity Pavilion nurses are listed. From 1 Dec 1939 nurses at 'Beechmount' and the Convalescent House are also separately listed.

1 Apr 1904-Aug 1912

2 Sep 1912-Feb 1921 (Feb 1921 is on a loose sheet)

3 Jan 1921-Feb 1929

4 Mar 1929-Jun 1937

5 Jul 1937-Sep 1945

6 Oct 1945-Feb 1954

7 Mar 1954-Nov 1960

2 Weekly Returns of Nurses and Servants, Sep 1958-Apr 1960

Bound notebook giving the total number of each grade of nurse and servant on duty and off for each week. Both full-time and part-time employees of the Infirmary, the Simpson Memorial Maternity Pavilion and the Queen Mary Nursing Home are included.

100 Theatre Nursing, 1957-1984**1 Theatre Nursing Staff Registers, 1957-1966**

- 1 1 Nov 1957–28 Nov 1959
- 2 29 Nov 1959–14 Aug 1960
- 3 15 Aug 1960–9 Apr 1961
- 4 9 Apr 1961–15 Dec 1961
- 5 22 Dec 1961–30 Sep 1962
- 6 30 Sep 1962–23 Jun 1963
- 7 30 Jun 1963–21 Mar 1964
- 8 22 Mar 1964–19 Dec 1964
- 9 20 Dec 1964–18 Sep 1965
- 10 19 Sep 1965–28 May 1966
- 11 29 May 1966–29 Oct 1966

2 Theatre Nursing Student Registers, 1957-1962

- 1 1 Oct 1957–30 Jun 1958
- 2 1 Oct 1959–30 Jun 1960
- 3 1 Oct 1960–30 Jun 1961
- 4 1 Oct 1961–30 Jun 1962

100 Theatre Nursing, 1957-1984**3 Theatre Nursing Courses, 1957-1984**

- | | | |
|---|-----------|---|
| 1 | 1957-1958 | Papers on first year of theatre course including list of students, register of lectures, timetables, aptitude test questions, special instructions and student reports. |
| 2 | 1958-1959 | Papers on second year of theatre course including list of students, syllabus, register of lectures and timetables. |
| 3 | 1959-1960 | Papers on third year of theatre course including list of students, register of lectures, timetables and examination results. |
| 4 | 1960-1961 | Papers on fourth year of theatre course including list of students, syllabus, register of lectures, examination results and correspondence. |
| 5 | 1961-1962 | Papers on fifth year of theatre course including list of students, syllabus, register of lectures, timetables, examination results, report and correspondence. |
| 6 | 1962-1963 | Papers on sixth year of theatre course including list of students, list of staff, register of lectures and timetables. |
| 7 | 1963-1964 | Papers on seventh year of theatre course including list of students, register of lectures, timetables, student reports, examination results and other papers. |
| 8 | 1964-1965 | Papers on eighth year of theatre course including list of students, register of lectures, timetables and examination results. |
| 9 | 1965-1966 | Papers on ninth year of theatre course including list of students, register of lectures, timetables and student reports. |

[No theatre course was held in the tenth year due to an insufficient number of candidates]

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|----|-----------|---|
| 10 | 1967-1968 | Papers on eleventh year of theatre course including list of students, register of lectures, student reports and examination results. |
| 11 | 1968-1969 | Papers on twelfth year of theatre course including list of students, register of lectures, timetables, examination paper and results. |

12/

100 Theatre Nursing, 1957-1984**3 Theatre Nursing Courses, 1957-1984**

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|----|-----------|--|
| 12 | 1969-1970 | Papers on thirteenth year of theatre course including list of students, register of lectures, timetables, examination results and other papers. |
| 13 | 1970-1971 | Papers on fourteenth year of theatre course including list of students, register of lectures, timetables, summary of course discussion and other papers. |
| 14 | 1971-1972 | Papers on fifteenth year of theatre course including register of lectures, timetables and examination results. |
| 15 | 1972-1973 | Papers on sixteenth year of theatre course including list of students, register of lectures, timetables and final assessment. |
| 16 | 1973-1974 | Papers on seventeenth year of theatre course including registers of lectures, timetables, examination paper and results. |
| 17 | 1974-1975 | Papers on eighteenth year of theatre course including registers of lectures, timetables, examination papers, results and other papers. |
| 18 | 1975-1976 | Papers on nineteenth year of theatre course including registers of lectures, timetables, examination papers, results and other papers. |
| 19 | 1976-1977 | Papers on twentieth year of theatre course including registers of lectures, timetables, examination papers and results. |
| 20 | 1977-1978 | Papers on twenty-first year of theatre course including registers of lectures, timetables, examination papers, results and correspondence. |
| 21 | 1978-1979 | Papers on twenty-second year of theatre course including registers of lectures, timetables, examination papers, and student results. |
| 22 | 1979-1980 | Papers on twenty-third year of theatre course including registers of lectures, timetables, examination papers, results and student reports. |
| 23 | 1980-1981 | Papers on twenty-fourth year of theatre course including timetables, examination papers, results and student reports. |

24/

100 Theatre Nursing, 1957-1984**3 Theatre Nursing Courses, 1957-1984**

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|----|-----------|--|
| 24 | 1981-1982 | Papers on twenty-fifth year of theatre course including timetables, examination papers, results and student reports. |
| 25 | 1982-1983 | Papers on twenty-sixth year of theatre course including timetables, examination papers, results and student reports. |
| 26 | 1983-1984 | Papers on twenty-seventh year of theatre course including timetables and examination papers. |

101 Nurses' Time and Pay Books, 1873-1953

Bound volumes giving details of hours worked, rate of pay, amount paid. Early volumes include remarks; later volumes include National Insurance and superannuation contributions.

1	Feb 1873-Feb 1876	Day, night and assistant nurses	No 1
2	Feb 1876-Dec 1876	Day, night and assistant nurses	No 2
3	Jan 1877-Mar 1890	Nurses, probationers, ward assistants servants	No 3
4	Apr 1890-Dec 1902	Nurses, probationers, ward assistants servants	No 4
5	Jan 1903-Sep 1911	Nurses, probationers, ward assistants servants	No 5
6	Oct 1911-Dec 1912	Nurses, probationers, ward assistants servants	No 6
7	Jan 1913-Dec 1916	'Nursing & Serving Department'	
8	Jan 1917-Mar 1925	Sisters, nurses and probationers	
9	Apr 1925-Mar 1930	Sisters, nurses and probationers	
10	Jan 1949-Mar 1952	Sisters' Time & Pay Book	
11	Oct 1948-Oct 1951	Sisters' Time & Pay Book	B
12	Oct 1951-Dec 1956	Sisters' Time & Pay Book	A
13	Oct 1930-Nov 1933	Nurses' Time & Pay Book (quarterly)	A
14	Apr 1934-Jun 1936	Nurses' Time & Pay Book (quarterly)	A
15	Oct 1936-Dec 1938	Nurses' Time & Pay Book (quarterly)	A

101 Time and pay books, wages books, 1873-1953

16	Oct 1938-Jun 1939	Nurses' Time & Pay Book (quarterly)	A
17	Oct 1939-Dec 1941	Nurses' Time & Pay Book (monthly)	A
18	Jan 1942-Mar 1944	Nurses' Time & Pay Book (monthly)	A
19	Jul 1944-Sep 1946	Nurses' Time & Pay Book (monthly)	A
20	Aug 1946-Sep 1948	Nurses' Time & Pay Book (monthly)	A
21	Jan 1949-Sep 1953	Nurses' Time & Pay Book (monthly)	A1
22	Jan 1949-Sep 1953	Nurses' Time & Pay Book (monthly)	A2
23	Jan 1931-Mar 1933	Nurses' Time & Pay Book (quarterly)	B
24	Jul 1933-Mar 1936	Nurses' Time & Pay Book (quarterly)	B
25	Jul 1936-Sep 1938	Nurses' Time & Pay Book (quarterly)	B
26	Jul 1938-Sep 1939	Nurses' Time & Pay Book (quarterly)	B
27	Jan 1940-Dec 1941	Nurses' Time & Pay Book (monthly)	B
28	Apr 1942-Mar 1944	Nurses' Time & Pay Book (monthly)	B
29	Apr 1944-Jun 1946	Nurses' Time & Pay Book (monthly)	B
30	Oct 1946-Jun 1948	Nurses' Time & Pay Book (monthly)	B

LHB 1**ROYAL INFIRMARY OF EDINBURGH****101 Time and pay books, wages books, 1873-1953**

31	Oct 1948-Jun 1953	Nurses' Time & Pay Book (monthly)	B
32	Oct 1948-Jun 1953	Nurses' Time & Pay Book (monthly)	B2

102 Lady Superintendent's Papers, 1875-1953

The matron of the Infirmary was entitled the Lady Superintendent of Nurses. She was responsible for the recruitment, training, deployment and direction of the nursing staff. Until 1960 she also had direct responsibility for the hospital's domestic staff. From its founding in 1872 she was head of the Royal Infirmary School of Nursing.

- 1 Lady Superintendent's Minute Book, Apr 1882-Dec 1893
Bound volume in the form of a letter book. Unlike most letter books, which contain copies of letters sent out, this volume seems to contain original letters, since many of them are endorsed in another hand, the contents being approved or authorised, or queries answered.
- 2 Notes by Lady Superintendent, 1931-1944
Loose leaf folder containing:
 - a Notes about staffing and administration in London hospitals, also those in Manchester and Birmingham.
 - b Miss E D Smaill: Notes on the outstanding things noticed when visiting the Hospitals at London, Manchester and Birmingham [1931].
 - c Lady Superintendent's routine duties, 1944.
- 3 Visitors' Book; Lady Superintendent's Office, Jun 1937-c1953
- 4 Letter from Elizabeth Anne Barclay to S Wordroper, relating to RIE, 1876 (photograph).
- 5 Letter from Elizabeth Anne Barclay to H Bonham Carter, relating to RIE, 1875 (photograph).

103 Night Superintendent's Reports, 1873-1890, 1963-1975

Small, bound notebooks giving daily reports for the Lady Superintendent. The right hand page gives the night superintendent's report on staff and on individual patients. The left hand page gives any necessary instructions for the night superintendent.

- 1 Jul 1873-Jan 1874
- 2 May 1874-Aug 1874
- 3 Aug [1874]-Oct [1874]
- 4 Oct 1874-Feb 1875
- 5 Feb 1875-apr 1875
- 6 Apr 1875-Oct 1875
- 7 Oct 1875-Mar 1876
- 8 Mar 1876-Aug 1876
- 9 Aug 1876-Jan 1877
- 10 Jan 1877-Jul 1877
- 11 Jul 1877-Dec 1877
- 12 Dec 1877-May 1878
- 13 May 1878-Aug 1878
- 14 Aug 1878-Dec 1878
- 15 Dec 1878-Mar 1879
- 16 Mar 1879-Jun 1879
- 17 Jun 1879-Oct 1879
- 18 Oct 1879-Jan 1880
- 19 Jan 1880-Apr 1880
- 20 Apr 1880-Aug 1880
- 21/

103 Night Superintendent's Reports, 1873-1890, 1963-1975

21 Aug 1880-Nov 1880

22 Nov 1880-Feb 1881

23 Feb 1881-Jan 1882

24 Jan 1882-Dec 1882

25 Dec 1882-Nov 1883

26 Nov 1883-Oct 1884

27 Oct 1884-Sep 1885

28 Sep 1885-Aug 1886

29 Aug 1886-Jun 1887

30 Jun 1887-May 1888

31 May 1888-Apr 1889

32 Apr 1889-Mar 1890

33 1963-1975

Notebook giving daily report of ward visits
including admission and discharge statistics.
From 1965 gives statistics only.

104 Nurses and Nursing School: Rules, Duties and Training; Papers, 1872-1973

Note: As the Lady Superintendent of Nurses was also in charge of Domestic Staff, some of the following papers refer to duties of maids, etc. All the papers listed below came from the Department of Nursing of the Infirmary.

- 1 Rules and Regulations, 1911-1925; n.d.
 - 1 Rules for the Lady Superintendent of Nurses, drawn up for Nursing Committee of 12 Jun, n.d. Typescript with pencil notes on back.
 - 2 Rules for Sisters, adopted 7 Dec 1925. Printed leaflet with annotations.
 - 3 Another copy of above; different annotations.
 - 4 Regulations as to the Training of Hospital Nurses in the Edinburgh Royal Infirmary; application form on back. Printed.
 - 5 The Royal Infirmary of Edinburgh Nurses' Home: Rules for Nurses in Training. Printed. n.d.
 - 6 The Royal Infirmary of Edinburgh Nurses' Homes; Rules. Printed, n.d.
 - 7 Special Regulations for Pupil Nurses unable to bind themselves for the full period of four years. Printed. n.d.
 - 8 Rules for Nurses regarding the use of the bathrooms. Printed notice, n.d.
 - 9 Lt Col J Fayrer, Superintendent: Notice regarding Baths which are for patients only, Oct 1911. Printed notice.
 - 2 Duties and Hours of Work: Nurses, 1901-1938; n.d.
 - 1 Night Nurses: Order of Work, n.d. Printed notice with typescript additions.
 - 2 Duties of Assistant Superintendents, etc, 1901, and nursing duties in X-ray Department, 1914. Ms notebook.
 - 3 Ward 13: Daily duties of Outside and Inside Probationers, with extra daily work. Typescript, n.d.
 - 4 Ward 27: Daily and weekly duties of Outside and Inside Probationers and Extra Probationer. Typescript, n.d.
 - 5 Ward 35: Daily and weekly duties of Outside and Inside Probationers and Extra Nurse. Typescript, n.d.
- 6/

104 Nurses and Nursing School: Rules, Duties and Training; Papers, 1872-1973**2 Duties and Hours of Work: Nurses, 1901-1938; n.d.**

6-7 Nurses' Hours on Duty [1937]. Typescript draft and fair copy.

8-9 Night Duty hours, 1937. Typescript draft and fair copy.

10 Nurses' hours on Duty: similar figures to nos 6-9 above.

11-18 Notes on Nurses' hours of duty, n.d.

19-20 Relief nurses: numbers for different wards, n.d.
Top copy and corrected carbon copy.

21 List of wards with timetables, Nov 1938.

Note: Nos 3-5 above were found in a cover marked, '1928'.

3 Duties and Hours of Work: Domestic Staff, 1931-1941; n.d.

1 Supervisors' hours: Miss Walker, Miss Stevenson, n.d.

2 Dining-room Supervisor: duties and timetable, n.d.

3 Domestic Staff: total numbers in different Departments, 18 Sep 1931.

4-5 Hospital kitchen: times off for Kitchen Mistress and Assistants, n.d.

6 [Nursing Staff Kitchen] duties of each kitchen maid, late duties, half days, etc.
[Feb 1933]

7 Domestic Staff Office Timetable of Meals, 31 Jan 1941.

8 Salaries, uniforms and hours of duty for Maids, n.d.

4 Report by Dr Affleck, the Superintendent and Lady Superintendent on the Remit as to Nurses' Hours on Duty, 1899

In Jan 1938 a questionnaire was sent to each Ward of the Infirmary regarding the means by which probationers could be better trained by reducing their domestic duties. The following are completed questionnaires from the different wards:

5 Completed questionnaires, wards 2-6, 1938 (18 items)

6 Completed questionnaires, wards 2-MOPD, 1938 (19 items)

7/

104 Nurses and Nursing School: Rules, Duties and Training; Papers, 1872-1973**7 Queries Regarding RIE Nurses' Hours, etc, 1938-1944**

- 1 Completed questionnaire for General Nursing Council for Scotland, Nov 1938, copy.
 - 2 Report on routine lectures and tuition given to nurses in training, made out for the GNCS, Nov 1938, copy.
 - 3 Matron, Royal Victoria Hospital, Belfast to Matron, RIE asking about off-duty times for RIE nurses, 13 Oct 1943.
 - 4 Director of Medical Studies, Lusaka, N Rhodesia to Lady Superintendent of Nurses, RIE asking about working hours and 3 shift system for nursing staff, 27 Jun 1944. Copy of reply attached.
- 8 1933-1936 Memorandum from the Lady Superintendent of Nurses to the Night
Undated Superintendent regarding matters such as patients' artificial teeth,
 counting of laundry linen, patients' butter, etc. (13 items)
- 9 1939 Similar memoranda regarding Orders of Work, dangerous drugs, soap
 for enemas, etc. (28 items)

NURSES' REPRESENTATIVE COUNCIL

A Nurses' representative Council was established in the Royal Infirmary in 1941. It provided a means whereby nurses could put forward suggestions for improving their training, conditions of work, etc.

- 10 1941 Papers regarding the setting up of a Nurses' Representative Council in
 the Infirmary. Included are items of info sent by other hospitals
 regarding their NRCs. (21 items)
- 11 1942 Papers regarding matters discussed by the NRC including
 arrangements for nurses' breakfasts, and the proposed constitution and
 rules for the NRC of the Simpson Memorial Maternity Pavilion.
 (15 items)
- 12 1943-1944 Papers regarding matters raised by the Nurses' Representative Council
 such as nurses' fire watching duties, monthly dances, days off, etc.
 (18 items)
- 13 1945-1946 Papers regarding membership of the NRC, and requests put forward at
 its meetings. (20 items)

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104 Nurses and Nursing School: Rules, Duties and Training; Papers, 1872-1973

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|----|-----------|--|
| 14 | 1947-1948 | Papers regarding membership of the NRC, and requests put forward at its meetings. (17 items) |
| 15 | 1950-1957 | Papers regarding membership of the NRC, and requests put forward at its meetings. (6 items) |
| 16 | 1936-1941 | Papers regarding numbers of nurses and domestic staff employed in various departments of the Infirmary, and of the accommodation provided for them. (20 items) |
| 17 | 1852-1957 | Papers regarding the numbers of nurses and domestic staff employed, and duties of nurses and of letter office staff. (10 items) |
| 18 | 1908-1909 | Abstract of wages of nursing and domestic staff. (1 item) |
| 19 | 1949-1959 | Papers regarding nurses' inoculation against Tuberculosis, salary scales, etc. (4 items) |
| 20 | 1971-1972 | Papers regarding the Salmon and Briggs Reports. (3 items) |
| 21 | 1958-1960 | Papers regarding the implementation of a 44 hour working week for nurses. (18 items) |
| 22 | 1958-1960 | Papers regarding the implementation of a 44 hour working week for nurses. (26 items) |
| 23 | 1872-1883 | Instructions to nurses regarding care of patients, requisitions for wards, etc, issued by Charles Fasson, Superintendent of the Infirmary. Pages from notebooks. (2 items) |
| 24 | 1924-1935 | Instructions on "How to Effect Economies", issued by Col Thom, Superintendent of the Infirmary. Pamphlet. Night superintendent's copy. (1 item) |

104 Nurses and Nursing School: Rules, Duties and Training; Papers, 1872-1973

TRAINING OF NURSES

Before 1872 there was no real training for nurses. Many of the duties that they were required to perform were those of cleaning: scrubbing wards and corridors. The first improvement that was carried out in the Infirmary was the appointment, in 1866, of a superintendent who took over from the housekeeper the job of supervising the nursing staff. In 1872 nursing, as we know it today, was introduced.

After consultation with the Nightingale Fund Committee in London the Infirmary appointed Miss Barclay as the first Lady Superintendent of Nurses. Miss Barclay brought with her from St Thomas's Hospital a party of nurses, known as the 'Nightingales'. A year later ill health forced Miss Barclay to resign her charge, and her assistant, Miss Pringle, was appointed in her place. With the arrival of the Nightingale nurses the Infirmary's Nurses' Training School was born. The different grades of nurse – Staff Nurses, Assistant Nurses and Probationers, with four Assistants Superintendents over them – were established. Ward Assistants relieved nurses of the rougher cleaning jobs.

By the 1930s a Preliminary Training School had been started, and the Nursing School itself provided all the teaching required to satisfy the General Nursing Council's three year syllabus. Infirmary nurses were expected to complete a fourth year. In 1963 a 'wider basic training' syllabus was introduced.

- 25 1891-1938 Statistics of yearly applications: stiff pages probably cut from the back of ledgers. Each page gives the number of applicants month by month over a period of several years. Sometimes names and addresses of applicants and comments are given on the back. (13 items)

26 Printed Prospectuses, c1940s, 1960s

1 RIE Training School of Nursing, n.d. (1940s)

2 RIE School of Nursing, n.d. (1960s)

3 RIE Enrolled Nurse Training School, n.d. (1960s)

4 Edinburgh and South Eastern Region of Scotland: Schools of Nursing, n.d. (1960s?)

- 27 *RIE School of Nursing: Regulations*, revised 1953. 3 copies each with a different code number at foot of page 1.

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- 28 Entry to School of Nursing: application forms, notifications of entry dates, requests for references and medical certificates, acceptances of applications, uniform list, etc; unused forms. Printed. (15 items)
- 29 Entry to Enrolled Nurse Training School: application form, conditions of service, salary scales. (4 items)
- 30 Nursing Auxiliaries: timetable for orientation period (1960); outline of duties (n.d.)
- 31 Preliminary Training School: introduction, timetable, lecture syllabus, etc, n.d.
- 32 RIE School of Nursing: introductions to, and timetables for, general course for student nurses; booklet on post-basic nursing courses; and syllabuses for courses in treatment of renal disease and intensive nursing care. n.d. (9 items)
- 33 State Registration: Correspondence between W H Bonham Carter, Secretary of the Nightingale Training School, and Miss Gill regarding the introduction of a state examination as a requisite for the registration of nurses. 1923. (13 items)
- 34 Affiliated Training Schemes: Papers and correspondence regarding schemes whereby nurses from the RIE School could take specialist training courses at the Princess Margaret Rose Orthopaedic Hospital and at East Fortune Hospital (communicative diseases). (18 items)
- 35 Report Forms: Blank forms for reports on the work of individual probationers and nurses on the wards; Home superintendent's report on nurse's conduct; training received and courses taken. Also included are certificates for courses of instruction in various specialist fields of nursing. n.d. (10 items)
- 36 Examples of Diplomas: Diplomas awarded to State Registered Nurses by the RIE School of Nursing. n.d. (post 1948) (19 items)
- 37 Examples of Diplomas: Diplomas awarded to State Enrolled Nurses by the RIE Training School. n.d. (post 1948) (4 items)

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104 Nurses and Nursing School: Rules, Duties and Training; Papers, 1872-1973

SIR JAMES AFFLECK NURSING BEQUEST

The money from this bequest was acquired by the Nursing Department of the Infirmary in December 1922, and was used to establish scholarships, medals and prizes for nursing students.

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|----|-----------|---|
| 38 | 1923-1930 | Papers regarding the decision to use the bequest to provide medals, prizes and scholarships, including, where possible, a scholarship to Kings College, London. First winners of scholarships; purchase of equipment and course of lectures funded by bequest. (20 items) |
| 39 | 1931-1939 | Payment for lectures; scholarships awarded to individual nurses. (18 items) |
| 40 | 1938-1939 | Grants made for diploma and other courses; scholarships to individual nurses; books purchased. (17 items) |
| 41 | 1941-1943 | Scholarships awarded for dietetics course, etc. (19 items) |
| 42 | 1943-1944 | Scholarships awarded for dietetics course, including course of study at Crewe. List of scholarships funded by bequest, etc. (21 items) |

PRIZE-GIVINGS

- | | | |
|----|-----------|--|
| 43 | 1935-1964 | Arrangements for prize-givings, including prize lists, arrangements for visits by High Commissioner, etc. (22 items) |
| 44 | 1965-1973 | Arrangements for prize-givings, including prize lists, arrangements for visits by High Commissioner, etc. (28 items) |
| 45 | 1924-1972 | Prize Records. Record of names and prizes for annual prize-givings. From 1946, includes notes about ceremonies. |

46/

104 Nurses and Nursing School: Rules, Duties and Training; Papers, 1872-1973

TRAINING, MISCELLANEOUS

46 Reports on Preliminary Training of Nurses, RIE, 1900-1902

Bound volume Contains:

- 1 Report by Superintendent as to Nursing Arrangements in the Royal Infirmary, 12 Mar 1900. ms
- 2 Report of the Special Committee on Preliminary Training of Nurses, etc. 12 Dec 1902. Printed.
- 3 Appendix to above report, 12 Dec 1902. Printed.

47 Another copy of Appendix as in 46/3 above.

48 Training of Nurses; Miscellaneous Papers, 1959-1966; n.d.

- 1 Edinburgh Royal Infirmary Training School for Nurses: Memorandum of Instructions to Head Nurses on Duties with Regard to the Training of Probationers, n.d. Printed.
- 2 Timetable for Nurses and probationers, n.d., three versions; one version a photocopy from Acc RIE/49.
- 3 Comments of the Lady Superintendent of Nurses on the Present Course of Training, Methods of Entry and Methods of Selection, 18 Nov 1959.
- 4 Proposals for an Experimental Scheme of Training for the General Register for Men and Women who are University Graduates, n.d.
- 5 Suggested Plan of Training for the General Register within the Royal Infirmary of Edinburgh, c1963.
- 6 Regulations as to the Training of Nurse Probationers in the Royal Infirmary of Edinburgh, signed as read by Mabel Porter who wishes to be accepted as a Probationer. (1922)
- 7 Badge for State Enrolled Nurses trained at the RIE, with explanatory note. 1966.

104 Nurses and Nursing School: Rules, Duties and Training; Papers, 1872-1973

TRAINING, MISCELLANEOUS

49 Pre-Nursing Training, 1942-1943; n.d.

- 1 Prospectus for course offered by the Edinburgh College of Domestic Science, n.d.
- 2 Copy of above.
- 3 Prospectus for Edinburgh College of Domestic Science, 1942-1943.

50 Sister-Tutor College, n.d.

- 1 Royal College of Nursing, Scottish Board: prospectus for Sister-Tutor Course, n.d.
- 2 Notice that the Managers of the Infirmary will pay the expenses of two nurses who take the above course, n.d.
- 3 Sister-Tutors' Course: syllabus of lectures on Nursing Schools Administration, n.d.
- 4 Nursing Schools Administration: classification of hospitals and Nursing Schools etc, n.d.

51 Student Nurses Association, Royal Infirmary of Edinburgh: Honorary Treasurer's Account Book, 1953-1963.

105 General Nursing Council for Scotland, 1939-1961

- 1 General Information for Student Nurses: introduction to courses, general syllabuses, including the General Nursing Council for Scotland (England & Wales) syllabus for Mental Nursing (1957). (6 items)
- 2 Syllabuses of Lectures and Demonstrations: various areas of nursing, revised 1939. Printed Edinburgh. (5 items)
- 3 Nurses' Ward Charts: records of training to be completed by the ward Sister. Charts pertain to the above syllabuses. (6 items)
- 4 Syllabuses of Subjects for Examination, together with guides; various areas of nursing. With introductory letter dated 31 Oct 1961. (13 items)
- 5 Nurses' Records of Practical Instruction and Experience: records to be completed by the Ward Sister; various areas of nursing, SRN and SEN. (6 items)
- 6 Rules and Schedules to the Rules for Assistant Nurses, framed by the General Nursing Council for Scotland under Part I of the Nurses (Scotland) Act, 1943. Printed. (1 item)

106 Nursing: Correspondence, 1921-1970

- 1 1941 Correspondence between the Lady Superintendent, RIE and hospitals in British Columbia and Manitoba regarding ladies who claim to have trained as nurses at the RIE. (17 items)
- 2 1959 Correspondence with the Lady Superintendent, RIE regarding the Duchess of Harar, Ethiopia (Nurse Sarah Gizaw) who attended the RIE Nursing School. (17 items)
- 3 1960 Correspondence with the Lady Superintendent, RIE regarding the Duchess of Harar, Ethiopia (Nurse Sarah Gizaw) who attended the RIE Nursing School. (22 items)
- 4 1961-1965 Correspondence with the Lady Superintendent, RIE regarding two nurses who trained at the RIE School of Nursing. Also correspondence about the Rules of Medicine Hat General Hospital, Alberta. (15 items)
- 5 1969-1970 Correspondence with the Lady Superintendent regarding the gifting of a chalice to the Infirmary; and about a paper edited for those who were in France with the Scottish Women's Hospital in 1914-1918. (3 items)
- 6 1942-1944 Letters and copies of letters written during World War II by nurses serving with the Forces. Also information about nurses serving in the Far East; etc. (16 items)
- 7 1921-1949 Miscellaneous letters to the Lady Superintendent, including acceptance of post of X-ray nurse, and donation of tea cloth embroidered with signatures of 1893 Probationers. (3 items)

107 Nursing Papers: Centenary Celebrations (RIE), 1970-1979

ROYAL INFIRMARY CELEBRATIONS

- 1 1970 Centenary of the laying of the Infirmary's Foundation Stone: Lady Superintendent's papers, including lists of nurses invited to attend the various events; programmes, invitations, etc. (15 items)
- 2 1978-1979 250th Anniversary of the RIE and 100th Anniversary of the SMMP: District Domestic Manager's papers regarding arrangements for the celebrations. (folder)

SCHOOL OF NURSING CELEBRATIONS

- 3 1971-1972 Lady Superintendent's papers regarding the organisation of the celebrations, including minutes of meetings of committee and working party; lists of invitations to be sent; letters of congratulations, etc. (19 items)
- 4 1972 Examples of invitation cards for various events, menu for Luncheon, greetings card, etc. (6 items)
- 5 1972 Newspaper cuttings regarding centenary, including adoption of Peter the Pelican. (4 items)
- 5a 1972 RIE School of Nursing centenary edition of *Nursing Times*, 5 Oct 1972
- 6 1972 RIE School of Nursing – Centenary Year Scrapbook, containing invitation cards, photographs, etc.
- 7 1972 Centenary Publications and Souvenirs: folder of items.
- 8 1970 'Pelican Pie': recipe book produced by the Nurses' League in connection with the Centenary Celebrations.
- 9 1972 'The Story of the Royal Infirmary of Edinburgh Nurse Training School, 1872-1972'.

108 Nursing: Miscellaneous Papers, 1907-1989

- 1 1935 Letters to Miss Smaill regarding the King's Silver Jubilee Celebrations, and the possible participation of the 2nd Scottish General Hospital, TANS. (15 items)
- 2 1935 King's Silver Jubilee: celebrations and souvenirs for the Infirmary's staff. (17 items)
- 3 1937 Coronation Celebrations: arrangements for the Infirmary's celebrations. (9 items)
- 4 1939 Visit of Duchess of Gloucester: arrangements for nursing staff on day of visit, etc. (7 items)

5 Memorial and Other Services held in Infirmary Chapel, 1930-1953

- 1 Memorial Service for Miss Annie Warren Gill, 7 Mar 1930.
- 2 Memorial Service for Miss Ellen Frances Bladon, 26 Dec 1938.
- 3 Service of Dedication and Unveiling of War Memorial, 28 Oct 1949.
- 4 Biographical notes on those included on Roll of Honour, n.d.
- 5 Lady Superintendent to the Editor, 'The Scotsman' sending information about the Service of Dedication, 28 Oct 1949, carbon.
- 6 Note about service sent with above letter, copy.
- 7 Notes on the Chapel sent with above, copy.
- 8 Order of Service for unveiling of Memorial Tablet to Miss Ellen Frances Bladon, 27 Oct 1950.
- 9 Order of Memorial Service: King George VI, 15 Feb 1952.
- 10 Order of Memorial Service: Sister J C Rennie, 18 Nov 1952.
- 11-14 Notices and Order of Service for Induction of Rev William Anderson as new Chaplain to RIE, 11 Jan 1953.
- 15 Order of Memorial Service: Sister A P Black, 12 Mar 1953.

108 Nursing: Miscellaneous Papers, 1907-1989**6 Memorial and Other Services held in Infirmary Chapel, 1955-1970**

- 1 Order of Memorial Service: Sister M J Menzies, 31 Oct 1955.
- 2 Order of Memorial Service: Sister Anna Buchan, 29 May 1956.
- 3 Obituary for Sister Anna Buchan.
- 4 Order of Memorial Service: Miss Isobel Duff Dougal, 14 Feb 1958.
- 5 Order of Memorial Service: Sir George H Henderson, 16 Dec 1958.
- 6 Order of Memorial Service: Tom McKinley, 10 Sep 1959.
- 7 Order of Memorial Service: Miss Elizabeth Dunlop Smaill, 23 Jun 1966.
- 8-9 Correspondence regarding service for Miss Smaill, Jun 1966.
- 10 Order of Service for unveiling of Memorial Tablet to Miss Elizabeth Dunlop Smaill, 27 Oct 1967.
- 11 Lady Superintendent to Rev Wm Cattnach thanking him for conducting above Dedication Service, 28 Oct 1967, carbon.
- 12 Order of Memorial Service for Rev Wm Anderson, Chaplain, 6 Aug 1969.
- 13 Order of Service for Dedication and Admission of Rev Thomas Stewart McGregor as Chaplain to RIE, 28 Apr 1970.

108 Nursing: Miscellaneous Papers, 1907-19897 Miscellaneous Events, 1934-1975

- 1 'Hospitals and Nurses through the Centuries': a description of the exhibit by the Nurses and Craftsmen of the Royal Infirmary of Edinburgh at the Arts and Crafts Exhibition, Waverly Market, Apr 1934.
 - 2 Set of 8 postcards of exhibits in above exhibition.
 - 3 'Richard of Bordeaux': programme for play presented by the Royal Infirmary unit of the Student Nurses' Association, 1944.
 - 4 RIE Programme for Christmas Concert to be held on 5 Dec 1945, put on by the Nurses.
 - 5 RIE and SMMP: menu for Sisters' Christmas dinner, 1963.
 - 6 Scottish Information Office, Edinburgh to Miss Cordiner, RIE sending a copy of a Nursing Recruitment poster for which Nurse Jane Foster was the model, 3 Feb 1966.
 - 7 Copy of above Nursing Recruitment poster.
 - 8 Invitation by the Senior Nursing Staff to attend a Garden Party, 3 Aug 1967.
 - 9 Menu for dinner in honour of Miss B H Renton?, OBE, n.d.
 - 10 University of St Andrews to Miss Myles, Department of Nursing, RIE, inviting her to attend the graduation of Miss M C Marshall as Honorary Doctor of Laws, 24 Jun 1975.
 - 11 Programme for above Graduation Ceremony.
-
- 8 1954 Correspondence with Miss Marshall, Lady Superintendent, regarding the printing of Infirmary Christmas cards, and notes on sales thereof. (7 items)
 - 9 c1950-1957 Examples of RIE Christmas Cards. (7 items)
 - 10 1959-1961 Store Catalogue: folder containing circulars on the issue of supplies to wards, analysis of issue of soap, detailed instructions on the use of requisitions, requisition forms, etc.
 - 11 1957 Analysis of syringe usage and breakage in various English hospitals, duplicated sheet.

108 Nursing: Miscellaneous Papers, 1907-1989

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|----|-----------|--|
| 12 | n.d. | RIE Nurses' Washing List: notebook printed with tables in which to record laundry sent out, and its return or non-return. Unused. |
| 13 | 1956-1969 | Visitors' Book: Lady Superintendent of Nurses' Office. Bound volume. |
| 14 | 1972 | Diary of [Miss Cullen?]. Includes notes of interviews with candidates for various nursing officer posts. The author visited hospitals in Manchester, Liverpool and London in June. |
| 15 | 1931 | James Goodbrand, Edinburgh Advisory Committee for Juvenile Employment: circular letter enclosing a copy of the lecture 'Nursing as a Career for Girls', duplicated typescript. |
| 16 | n.d. | <p>Lectures to Trainee Nurses [copied from Miss Gill's notes]:</p> <p>pp 1-6: Nursing Ethics and Hospital Etiquette</p> <p>pp 7-8: Qualifications required in a nurse</p> <p>pp 9-10 Nurse's duty to herself – mens sana....</p> <p>pp 11-12 Hygiene and dress</p> |
| 17 | 1925 | A H F Barbour: 'Under a Rowan Tree: An Introduction to a Course of Lectures delivered in the Royal Infirmary, Edinburgh to Nurses by Members of the Staff', privately printed 1908, reprinted 1925. |
| 18 | n.d. | 'A Handbook for Nurses' printed booklet for staff joining the Royal Infirmary of Edinburgh. |

JEAN CALDER'S PAPERS (nos 19-22)

- | | |
|-------|--|
| 19 | Syllabuses and notes for lectures on the History of Nursing (4 items) |
| 20-21 | 'University of Manchester: First Course for Tutors, History of Nursing, for 1944-1945' – lecture notes, 2 loose leaf ring binders. |
| 22 | Correspondence, Newspaper cuttings, etc, 1945-1961. These were found among Jean Calder's papers. (10 items) |

108 Nursing: Miscellaneous Papers, 1907-1989

- 23 1907-1917 Scrapbook, RIE, containing lecture syllabuses, notices about services, invitations, newspaper cuttings, etc, brittle paper, loose pages.
- 24 Records of the Nurses' League, 1930s-1989
- | | | |
|----|-----------|---|
| 1 | 1965 | RIE Nurses' League: printed circulars – notice about subscriptions; agenda for Annual General Meeting; intimation about re-union; minutes. (4 items) |
| 2 | 1950-1981 | Accounts Book. |
| 3 | 1981-1986 | Accounts Book. |
| 4 | 1966-1986 | Benevolent Fund. |
| 5 | 1973-1986 | Cash Book |
| 6 | 1970-1977 | Subscription Book – giving name, address, date of election, fees paid. |
| 7 | 1978-1986 | Receipts (General Fund). 1 folder. |
| 8 | 1984-1986 | Correspondence – donations and legacies. |
| 9 | 1980-1985 | Pelican Badges – account with Hamilton & Inches for engraving and payments and correspondence. |
| 10 | nd | Constitution and objects of the League. |
| 11 | 1971-1974 | Financial papers relating to the Stiles Award and the Elizabeth Rhoda Cannon Bequest administered by the Nurses' League. Includes details of recipients of awards from the two funds. Acc RIE/62. |
| 12 | 1937-1957 | RIE Nurses' League Roll and Account Book – Life Members. Original reference LHB1/108/25/1. Acc 01/30. |
| 13 | nd | RIE Nurses' League Receipt Book (unused). Original reference LHB1/108/25/2. Acc 01/30. |
| 14 | 1970s | Examples of membership forms and information for treasurer forms. Acc 01/30. |
| 15 | 1972-1982 | RIE Nurses' League Benevolent Fund. File of lists of recipients of funding. Acc 01/30. |

108 Nursing: Miscellaneous Papers, 1907-1989**24 Records of the Nurses' League, 1930s-1989**

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|----|-----------|--|
| 16 | 1982-1984 | Grace Nuttall Annual Award – Prize presented at AGM in April annually. Gives details of award recipients and administration of the award. Acc 01/30. |
| 17 | 1978-1982 | RIE Nurses' League – Stiles Award. Gives details of award recipients and administration of the award. Acc 01/30. |
| 18 | 1978-1980 | RIE Nurses' League – Pelican Badge. Concerns purchase and administration of the badges and the badge fund. Acc 01/30. |
| 19 | 1970-1978 | Stiles Award – E Charlotte Waddell Bequest. Contains details of the Waddell Bequest; the Stiles Award; the Dr James K Slater Memorial Fund; and the Affleck Medal. Acc 01/30. |
| 20 | 1976-1985 | RIE Nurses' League – Executive Committee and AGM agenda papers and minutes. 2 items. Acc 01/30. |
| 21 | 1930s | Cards with motto 'To hands that work and eyes that see, Give wisdom's heavenly lore, That whole and sick and weak and strong, praise Thee Evermore'. From the nurses' dining room, RIE. Acc 01/30. |
| 22 | 1930s | Note of thanks addressed to Miss M C Marshall, Lady Superintendent of Nurses. Acc 01/30. |
| 23 | c1983 | Notebook with details of nurses' who had returned their Pelican badges. Only one page used. Acc 01/30. |
| 24 | 1983-1989 | Notebook with details of Christmas money distributed to wards. Acc 01/30. |
| 25 | 1937-1975 | Christmas Toys and Gifts for Patients Expenditure Book. Acc 01/30. |
| 25 | 1960s | Bound copy of Royal Infirmary, Edinburgh Nursing Administration Standard Procedures. Contains procedures for: applications; resignations; recording absences; allocation of staff; preparation of statistics; GNC examination results; GNC monthly returns etc. Acc 01/30. |

109 Nursing: Printed Pamphlets (not RIE), 1828-1974

- 1 Arithmetical Tables, printed for G Riddle, London, 1828. Inscribed 'Miss Brown'.
- 2 Scottish Nursing Staffs Committee: Second Report, [1971]
- 3 DHS: 'Preparing for Nursing Training: Do you wish to make Nursing your career?', HMSO, London, 1958.
- 4 'The Gazette: Queen Alexandra's Royal Army Nursing Cops Association', volume 3, no 12, 1960.
- 5 Price list of Uniform worn by the Territorial Army Nursing Service, supplied by Boyd Cooper, London, n.d.
- 6 Typescript price list for TANS uniform, n.d.
- 7 Sydney Holland, Chairman, London Hospital: 'Two Talks to the Nurses of the London Hospital, Dec 1897, Dec 1905', obtainable from Messrs Whitehead, Morris & Co Ltd, London. n.d.
- 8 Committee on the Grading of Nursing Schools, New York City: 'Results of the First Grading Study of Nursing Schools, section III, Who Controls the Schools?'. Copy sent by E Charlotte Waddell to Miss Bladon, Jun 1931. Inside are a circular letter and various tables regarding the costing of a hospital nursing school. (10 items)
- 9 John Masefield: 'In Praise of Nurses', pamphlet published by William Heinemann Ltd, Melbourne, London, Toronto, n.d., in covering envelope.
- 10 KD: 'A Tribute from a Grateful Patient', Nov 1909, poem, printed sheet.
- 11 Rev G H C MacGregor: 'The Quiet Hour', published by S W Partridge & Co, London, n.d.
- 12 Newspaper cuttings about nursing and nurses' training in Edinburgh, etc, 1950-1974. (15 items)
- 13 Royal College of Nursing: Agreements and Standing Orders for Matrons, Sister Tutors, Sisters, Staff Nurses. Folder of printed papers.

109a “The Pelican”, 1927-2013

“The Pelican” was the magazine of the Royal Infirmary’s Nurses’ Training School. It contained articles on nursing in general, nursing in the RIE, and articles and poems of general interest. In 1936 it was renamed “The Pelican & Nurses’ League Journal”.

1	1927/1928	Pelican	volume 1	no 1
2	Spring 1928	Pelican	volume 1	no 2
3	Autumn 1928	Pelican	volume 1	no 3
4	Spring 1929	Pelican	volume 1	no 4
5	Summer 1929	Pelican	volume 1	no 5
6	Autumn 1929	Pelican	volume 1	no 6
7	Winter 1929	Pelican	volume 1	no 7
8	Winter 1930	Pelican	volume 1	no 8
8a	Winter 1931	Pelican	volume 1	no 9. Acc 10/08.

Between 1932 and 1935 the ‘Pelican’ was not published. In 1935 it was revived with a slightly different cover design.

9	Jan 1935	Pelican	volume 1	no 1
10	Jun 1935	Pelican	volume 1	no 2
11	Jan 1936	Pelican	volume 1	no 3
12	1936	Pelican & Nurses’ League Journal	volume 1	no 4
13	1937	Pelican & Nurses’ League Journal	volume 1	no 5
14	1938	Pelican & Nurses’ League Journal	volume 1	no 6
15	1939	Pelican & Nurses’ League Journal	volume 1	no 7
16	1940	Pelican & Nurses’ League News Sheet		

109a “The Pelican”, 1927-2013

17	1941	Pelican & Nurses’ League News Sheet
18	1942	Pelican & Nurses’ League News Sheet
19	1943	Pelican & Nurses’ League News Sheet
20	1944	Pelican & Nurses’ League News Sheet
21	1945	Pelican & Nurses’ League News Sheet
22	1946	Pelican & Nurses’ League Journal
23	1947	Pelican & Nurses’ League Journal
24	1948	Pelican & Nurses’ League Journal
25	1949	Pelican & Nurses’ League Journal
26	1950	Pelican & Nurses’ League Journal
27	1951	Pelican & Nurses’ League Journal
28	1952	Pelican & Nurses’ League Journal
29	1953	Pelican & Nurses’ League Journal
30	1954	Pelican & Nurses’ League Journal
31	1955	Pelican & Nurses’ League Journal
32	1956	Pelican & Nurses’ League Journal
33	1957	Pelican & Nurses’ League Journal
34	1958	Pelican & Nurses’ League Journal
35	1959	Pelican & Nurses’ League Journal
36	1960	Pelican & Nurses’ League Journal
37	1961	Pelican & Nurses’ League Journal
38	1962	Pelican & Nurses’ League Journal
39	1963	Pelican & Nurses’ League Journal

109a "The Pelican", 1927-2013

40	1964	Pelican & Nurses' League Journal
41	1965	Pelican & Nurses' League Journal
42	1966	Pelican & Nurses' League Journal
43	1967	Pelican & Nurses' League Journal
44	1968	Pelican & Nurses' League Journal
45	1969	Pelican & Nurses' League Journal
46	1970	Pelican & Nurses' League Journal
47	1971	Pelican & Nurses' League Journal
48	1972	Pelican & Nurses' League Journal
49	1972	Pelican & Nurses' League Journal. Centenary issue.
50	1973	Pelican & Nurses' League Journal
51	1974	Pelican & Nurses' League Journal
52	1975	Pelican & Nurses' League Journal
53	1976	Pelican & Nurses' League Journal
54	1977	Pelican & Nurses' League Journal
55	1978	Pelican & Nurses' League Journal
56	1979	Pelican & Nurses' League Journal
57	1980	Pelican & Nurses' League Journal
58	1981	Pelican & Nurses' League Newsletter. Second copy from Acc 01/30.
59	1982	Pelican & Nurses' League Newsletter. Second copy from Acc 01/30.
60	1983	Pelican & Nurses' League Newsletter. Acc 01/30.
61	1984	Pelican & Nurses' League Newsletter. Acc 01/30.
62/		

109a "The Pelican", 1927-2013

62	1985	Pelican & Nurses' League Newsletter. Acc 01/30.
63	1986	Pelican & Nurses' League Newsletter. Acc 01/30.
64	1987	Pelican & Nurses' League Newsletter. Acc 01/30.
65	1988	wanting
66	1989	wanting
67	1990	Pelican & Nurses' League Newsletter. Acc 01/30.
68	1991	Pelican & Nurses' League Newsletter. Acc 01/30.
69	1992	Pelican & Nurses' League Journal
70	1993	Pelican & Nurses' League Journal
71	1994	Pelican & Nurses' League Journal
72	1995	Pelican & Nurses' League Newsletter
73	1996	Pelican & Nurses' League Newsletter
74	1997	Pelican & Nurses' League Newsletter
75	1998	Pelican & Nurses' League Newsletter
76	1999	Pelican & Nurses' League Newsletter
77	2000	Pelican & Nurses' League Newsletter
78	2001	Pelican & Nurses' League Journal
79	2002	Pelican & Nurses' League Journal
80	2003	Pelican & Nurses' League Journal
81	2004	Pelican & Nurses' League Journal
82	2005	Pelican & Nurses' League Journal
83	2006	Pelican & Nurses' League Journal
84	2007	Pelican & Nurses' League Journal
85	2008	Pelican & Nurses' League Journal

LHB 1**ROYAL INFIRMARY OF EDINBURGH****109a "The Pelican", 1927-2013**

86	2009	The Pelican Nurses' League Journal. Acc 10/021.
87	2010	The Pelican Nurses' League Journal. Acc 10/021.
88	2011	The Pelican Nurses ' League Journal. Acc 11/012
89	2012	The Pelican Nurses ' League Journal. Acc 12/016.
90	2013	The Pelican Nurses ' League Journal. Acc 13/023.

110 Nursing Papers: Financial, 1892-1963

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|----|-----------|--|
| 1 | 1892-1929 | Accounts, etc, including pages from an account book regarding a special fund for furnishing the new Nurses Home, the Nurses' Home library fund, and an account for a memorial cross. |
| 2 | 1949-1961 | Funds raised by nurses for renovating the Infirmary chapel, and for donations to charities, etc. (22 items) |
| 3 | 1954-1961 | Letters from various charities thanking the nursing staff for their donations. Alphabetical. (23 items) |
| 4 | 1956-1961 | Letters from various charities thanking the nursing staff for their donations. Alphabetical. (22 items) |
| 5 | 1955-1961 | Letters from various charities thanking the nursing staff for their donations. Alphabetical. (26 items) |
| 6 | 1949-1955 | Bank Book RIE Nurses; Charities Act per the Lady Superintendent |
| 7 | 1934-1942 | Bank Book Miss E D Smaill, for Scottish Nurses' Benevolent Fund |
| 8 | 1944-1951 | Bank Book Scottish Nurses' Benevolent Fund |
| 9 | 1951-1961 | Bank Book Scottish Nurses' Benevolent Fund |
| 10 | 1961-1963 | Bank Book Scottish Nurses' Benevolent Fund |
| 11 | 1933-1946 | Accounts Scottish Nurses' Benevolent Fund. Notebook |
| 12 | 1947-1959 | Accounts Scottish Nurses' Benevolent Fund. Notebook |
| 13 | 1942-1949 | Accounts Pay Day Collections, etc. Notebook |
| 14 | 1949-1951 | Accounts Patients' Comforts per Lady Superintendent of Nurses. Notebook |

111 Nursing: Biographical, I: Florence Nightingale, 1847–1970**A ORIGINAL LETTERS**

- 1* Florence Nightingale, Claydon House, Bucks to John Colam, secretary, SPCA complaining about farmers and gardeners trapping and netting small birds, 23 Oct 1891. Letter presented by Miss Macgregor, RRC, 16 Jun 1942.
- 2* Letters to Mr Rawlinson, 1858-1873 presented by Joseph Mills:
- 1 From Great Malvern, hoping that Mr Rawlinson will read over some articles on the need for improvements in hospital buildings, which she hopes the 'Builder' will accept for publication, 17 Aug 1858. Typescript copy.
 - 2 From Park Lane, arranging for Mr Rawlinson to meet Col Haig who did the Irrigation Schemes in Bengal, 9 Nov 1873, pencil original.
 - 3 Envelope regarding above.
- 3* Original Letters, 1847-1905:
- Bound volume presented to the Infirmary in 1951. It contains original letters and photos stuck in, with printed descriptions opposite.
- (a) The first part contains letters addressed by Florence Nightingale to the Lady Superintendent and nurses, RIE, given by Miss Pringle, with two photos, 1873-1905. (18 documents)
 - (b) The second part contains letters from Florence Nightingale, mainly to members of her family, presented to the Infirmary by Mrs Alexander Maitland, 1847-1885. (14 letters)
- 4 Typescript copies of 3a above. (16 items)
- 5 Typescript copies of 3b above. (16 items)
- 5a Ring binder containing typescript copies of 4/5. (Another set of copies in LHSA office filing cabinet).
- 6
 - 1 Letter to Miss Louisa Stevenson, 1897: written from Park Lane to Miss Stevenson at the RIE agreeing to receive her to advise her on matters regarding hospital arrangements at the RIE, 22 Jan 1897. Photocopy gifted by NLS, 2 Jun 1975. (3 items)
 - 2 Letter to Miss Phillips, 7 Feb 1874: written from London regarding her application to be admitted to St Thomas's Training School for Nurses. Photocopy received from RIE School of Nursing, see accompanying card. (2 items)

* MICROFILM COPIES ARE AVAILABLE

111 Nursing: Biographical, I: Florence Nightingale, 1847–1970**A ORIGINAL LETTERS**

- 7 Letter to the Nurses and Probationers at St Thomas's Hospital, 6 May 1881
- 1 Facsimile, sewn pages (2 copies)
 - 2 Typescript copy
 - 3 Envelope for facsimile
- 8 Extracts from Letters to Miss Pringle, 1873-1902
Bound notebook of extracts made by Miss Pringle. Some of the originals have been destroyed.
- 8a Correspondence with Angelique Lucille Pringle, Oct 1872-Aug 1909
(microfilm copy from British Library).
- 8b Correspondence with Elizabeth Anne Barclay, Jul 1871-Aug 1877
(microfilm copy from British Library).
- 8c Correspondence with Frances Elizabeth Spencer, Jun 1873-May 1900
(microfilm copy from British Library).
- 8d Correspondence with Jessie Lennox, Nov 1869-Sep 1889
(microfilm copy from British Library)
- 8e Correspondence with cousin Henry Bonham-Carter, Sep 1871-Feb 1873, regarding
Nightingale Fund and the foundation of the RIE Nurse Training School
(microfilm copy from British Library)
- B ORIGINAL PRINTED**
- 9 Florence Nightingale 'Notes on Nursing: What it is, and What it is not'
- 10 Florence Nightingale 'Notes on Nursing for the Labouring Classes' Harrison and
Sons, London, 1885
- 11 Florence Nightingale 'To the Probationer-Nurses of the Nightingale Fund School at St
Thomas's Hospital, New Year's Day 1886'. Printed by Blades, East and Blades,
London. Pamphlet.

111 Nursing: Biographical, I: Florence Nightingale, 1847–1970

12 Christmas Letters supposedly by Florence Nightingale

- 1 Letter dated 1880, published by Haughton & Co, London
- 2 Letter, undated, same publisher
- 3 Letter, undated, no publisher given
- 4 Contemporary envelope

The above were gifted by Miss A Drysdale, who trained at the RIE, 1 Oct 1879.

- 13 Florence Nightingale ‘Notes on Hospitals: being two papers...with evidence given to the Royal Commissioners on the State of the Army in 1857’, John W Parker & Sons, London, 1859. Inscribed by the author.

C CORRESPONDENCE ABOUT NIGHTINGALE ITEMS, ETC
[SECONDARY MATERIAL]

- 14 1912-1936 Correspondence with Miss Pringle and Miss Smaill regarding a picture which belonged to Miss Nightingale, etc. (6 items)
- 15 1939 Correspondence with Miss Smaill about having the Nightingale letters bound, and about getting a facsimile of one of the letters. (5 items)
- 16 1941-1951 Correspondence between Miss Marshall and Mrs Maitland and Miss Ross Stevenson, etc, about various Nightingale letters and other items. (19 items)
- 17 1946-1953 Correspondence between the Lady Superintendent and the National Florence Nightingale Memorial Committee of Great Britain regarding Nightingale items at the RIE for inclusion in bibliography. Also letters from the Florence Nightingale International Foundation on the same subject. (10 items)
- 18 1961 Correspondence between the Lady Superintendent and the Wellcome Library’s Florence Nightingale Bibliography staff regarding items at the RIE, etc. (9 items)
- 19 1966 Correspondence between Miss Cordiner and Miss Drysdale regarding the latter’s gift to the Infirmary of embroidered mats that once belonged to Miss Nightingale. (5 items)
- 20 1970 Papers regarding the celebrations at the RIE of the 150th anniversary of the birth of Florence Nightingale. (15 items)

111 Nursing: Biographical, I: Florence Nightingale, 1847–197021 Miscellaneous

- 1 'The Writings of Florence Nightingale: an oration delivered by Mrs Lucy Seymer...before the Ninth Congress of the International Council of Nurses, Atlantic City, USA, 1947'. Printed pamphlet.
- 2 Plan for layout of cover, etc, of facsimile letter from Miss Nightingale to the nurses of the RIE, n.d.
- 3 'The Christian Freeman', volume XVI no 5, May 1872. Contains an article on William Smith who married Mary Shore, sister to Mr Nightingale – ie Florence Nightingale's uncle by marriage. The magazine was posted to Mr Oct H Smith, Morvern, Argyll.
- 4 Order of service: Florence Nightingale Commemoration Day, Westminster Abbey, 9 May 1968, printed.
- 5 Excerpt from Centenary booklet of Nightingale Training School, St Thomas's Hospital, London, n.d.
- 6 Florence Nightingale Pledge for Nurses; with decorative border, originally printed in 'Nursing Mirror', 7 May 1954.
- 7 *A Treatise on the Continued Fevers of Great Britain* by Charles Murchison MD, inscribed by Florence Nightingale to the nurses and probationers of the RIE, Mar 1875.
- 8 *A Manual of Practical Hygiene* by Edmund A. Parkes, inscribed by Florence Nightingale to the nurses and probationers of the RIE, Mar 1875

112 Nursing: Biographical, II: Lady Superintendents, RIE, 1872–1966

For other material on Lady Superintendents see relevant collections in GD1.

A MISS PRINGLE

- 1 Miss Pringle's Diary, 17-23 Nov 1872, bound volume
Account of her first visit to the RIE. In the front is a press cutting of her obituary.
The first pages of the diary have been cut out. Presumably these were not connected with her visit to Edinburgh. Pages from the back of the book have also been cut out.
F15 has an inventory of blankets.
- 2 Typescript copy of Miss Pringle's Diary
- 3 Contemporary Letters
 - 1 Miss Pringle to Mr Fasson about getting Nightingale nurses; fever cases and a death among the nurses, etc, 15 Dec 1873.
 - 2 Louise, Grand Duchess of ?Baden, Princess of Prussia, to Lucile Pringle, Lady Superintendent, RIE, thanking her for the kindness she showed to Mlle de Hornburg, 30 Oct 1881.
 - 3 Part of a letter written to B E F in France at a Casualty Clearing Station. It talks about Miss Pringle. 18 Jun 1916.
 - 4 Angelique Lucille Pringle, Musselburgh to Dr Darling sending a message of sympathy regarding his bereavement, 8 Apr 1917.
 - 5 Envelope addressed to Miss Pringle, 1887.
- 4 1944 Correspondence regarding the gift to the RIE by Lady Polson of Miss Pringle's diary. (4 items)
- 5 Biographical Material
 - 1 Details of Miss Pringle's training and career copied from the register of the Nightingale Training School of St Thomas's, London.
 - 2 References to Miss Pringle's appointment as Lady Superintendent of Nurses, her salary, and her resignation, from the Minute Books of the Managers of the RIE.
 - 3 Extracts concerning Miss Pringle from the RIE Annual Reports and Secretary & Treasurer's Letter Books.
 - 4 Photocopy of Managers' Minutes regarding Miss Pringle's resignation, 13 Jun 1887.

112 Nursing: Biographical, II: Lady Superintendents, RIE, 1872–1966**A MISS PRINGLE****5 Biographical Material**

5 Notes on information regarding Miss Pringle available in records kept at New Register House: Extracts regarding births, deaths, etc.

6 Note of death of Miss Pringle.

B MISS SMAILL

6 Parchment and documents regarding Miss Smaill's Honorary Degree of Doctor of Laws, given in Jul 1947.

6A *Tribute to Miss Smaill from the nurses in training at the RIE*
'Illuminated' manuscript signed by all the nurses and presented to Miss Smaill on her retirement, Oct 1944.

7 Miscellaneous

1 Laureation of Miss Smaill by Professor Fisher, McEwan Hall, 4 Jul 1947.
(When she received an honorary degree of LID).

2 Newspaper cuttings: death notice and obituary, Jun 1966.

3 *A Study in Nursing* by Miss A.L. Pringle, 1905, belonging to Elizabeth D. Small, including a handwritten "excerpt from address by Miss Effie Taylor 10th May 1840"

C MISS NICOL

8 Excerpt from Minutes of meeting of Managers of RIE regarding the death of Miss Nicol, Senior Assistant Lady Superintendent, 1 Feb 1937.

D EARLY NURSES

9 Biographical notes on 'Nurses not trained under the new system here, on duty Sep 1887.

E MISS BLADON

10 1938 Papers concerning publication of obituaries for Miss Bladon in nursing periodicals. (5 items)

112a Papers of Senior Infection Control Nurse, c1980-2001

These papers were kept by Senior Infection Control Nurse, Gillian Stevenson, and as such span her working life rather than that of any of the administrative structures under which the Royal Infirmary sat. The first part of each entry is the file title as given on the original file. Acc RIE/23 – AS 5/2010.

1 Minutes, 1987 – 2001

- 1 6 Dec 1988 – 25 Sep 1995 Area Infection Control. Minutes and papers of the Area Control of Infection Committee of Lothian Health Board. Includes committee remit, guidelines for control of infection, area disinfectant policy, dental disinfection policy, policy on MRSA (methicillin resistant staphylococcus aureus), and policy on AZT (zidovudine) for accidental exposure to HIV. Originally in a box file. 5 folders.
- 2 15 Sep 1987 – 24 Jan 1995 Core Group – RIE. Minutes and papers of the Control of Infection Sub-Group of the Royal Infirmary of Edinburgh and Associated Hospitals Unit. During 1991, this sub-group overlaps with the Control of Infection Committee and it is not clear in what way they differed. 5 folders.
- 3 12 Jun 1990 – 27 May 1996 RIE Users Group. Minutes and papers of the Royal Infirmary of Edinburgh Medical/Surgical Users Group. Includes proposal to form the group which was to consider provision of medical supplies; and minutes from the Board's Lothian Supply Centre User Group. Originally in ring binder. 3 folders.
- 4 22 Oct 1996 – 18 Jun 2001 Minutes of the Infection Control Surveillance Programme Oct-Nov 1996; Lothian University Hospital NHS Trust Health and Safety Committee 2001. Includes other papers dated 1983-1999 which may have been discussed at these meetings on immunisation, rabies, prevention of infectious disease, and AIDS.

2 Unregistered Files, 1985-1997

A series of files of a similar format with handwritten titles, kept by Gillian Stevenson.

- 1 31 Oct 1995 Policy for Extra-Laboratory Blood Glucose Analyses.

112a Papers of Senior Infection Control Nurse, c1980-2001**2 Unregistered Files, 1985-1997**

- | | | |
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| 2 | 4 Nov 1987 – 14 Oct 1991 | ICU [Intensive Care Units]. Includes documentation for the European Prevalence of Infection in Intensive Care study. |
| 3 | Jan 1985 – Jun 1991 | Pathology. Letters concerning the Ward 7/8 Recovery Room and the control of infection Pathology Department visit. |
| 4 | Sep 1988 – Oct 1990 | Influenza. Scottish Home and Health Department circulars on influenza and notification of infectious diseases. |
| 5 | Feb 1991 – May 1997 | Infection Control Manual. Includes papers relating to the care of mattresses and a copy of the manual with amendments. |
| 6 | Dec 1991 – Dec 1993 | Link Nurses. Concerns training for infection control nurses. |
| 7 | Aug 1989 – Jul 1992 | Renal Unit. Concerns gowning policy; minutes of a renal services meeting; and plans for upgrades to ward 3 and ward 43. |
| 8 | Oct 1990 – Feb 1993 | Liver Transplants. Includes protocol for post-operative care and mycology protocol for fungal infections. |
| 9 | Nov 1988 – Nov 1993 | Endoscopes. Includes cleaning policy. |
| 10 | Jul 1989 | Mattresses. |
| 11 | Oct 1990 | Mupirocin/Staphylococcus Aureus. Concerns nasal carriage of staphylococci infection. |
| 12 | Sep 1992 | Botulism. Concerns disposal of clostridium botulinum toxin. |
| 13 | Oct 1991 – Jun 1995 | Decontamination 'Scopes'. Concerns the cleaning of laparoscopes, arthroscopes and endoscopes. |
| 14 | Mar 1988 – Nov 1991 | Nutrition Group. Includes minutes of the Royal Infirmary of Edinburgh Nutrition Group, with some background papers such as the guide to nutritional support and data from a total parenteral nutrition study. 3 folders. |

112a Papers of Senior Infection Control Nurse, c1980-2001**2 Unregistered Files, 1985-1997**

15 Dec 1994 Estates. Concerns Decontamination Policy.

3 Papers, Correspondence and Reports, 1984-2001

Amongst Stevenson's papers were two bundles of miscellaneous papers in plastic sleeves which may have come from lever arch files. The contents of each sleeve has been catalogued separately unless the subject matter was clearly related.

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| 1 | Mar 1996 | List of holders of Department of Medical Microbiology's health and safety document and details of the medical contact card all staff were required to carry. |
| 2 | c1996 | List of members of the Trust Control of Infection Committee. |
| 3 | c1996 | Newsline – Infection Control Surveillance Programme. Staff newsletter publicising the programme. |
| 4 | Aug 1996 | Infection Surveillance RIE NHS Trust – Draft Proposals. Procedure for conducting surveillance programme. |
| 5 | Oct 1996 | Background paper for the Infection Control Surveillance Project Pilot Study – the Royal Infirmary of Edinburgh NHS Trust. |
| 6 | 1996 | [Overhead projector sheets on the Infection Control Surveillance Project Pilot Study and recommendations]. |
| 7 | 6 Jan 1999 | [Summary of ongoing Infection Control Surveillance Programmes]. |
| 8 | Sep 1998 | Infection Control Nurse Formulary. |
| 9 | 1992 – 1999 | Papers relating to Methicillin Resistant Staphylococcus Aureus (MRSA). Includes procedures for dealing with patients; screening; minutes of MRSA group; transfer of MRSA patients. |

112a Papers of Senior Infection Control Nurse, c1980-2001**3 Papers, Correspondence and Reports, 1984-2001**

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| 10 | May 1997 | MRSA - Methicillin Resistant Staphylococcus Aureus – Information and Guidance for GPs and Primary Health Care Staff. Produced by Lothian Health. |
| 11 | Oct 1996 | NHS in Lothian – Surveillance and Control of MRSA - Methicillin Resistant Staphylococcus Aureus. Produced by Lothian Infection Control Advisory Committee. |
| 12 | Nov 1995 | Letter concerning a patient with MRSA. Gives patient details. |
| 13 | Jun 1993 | Decontamination – the Options. |
| 14 | 1992 – 1997 | Papers relating to Methicillin Resistant Staphylococcus Aureus (MRSA). Includes management of patients with MRSA; minutes of meeting to discuss MRSA community policy; notice for the newsletter on MRSA situation; Princess Margaret Rose and City Hospital policy on MRSA; press release. |
| 15 | Oct 1994 | Lothian Health Board Area Infection Control Committee – MRSA policy and information pack. |
| 16 | Jul 1996 | East and Midlothian NHS Trust MRSA policy. |
| 17 | 1991 | Memorandum on the processing of instruments. |
| 18 | Jun 1986 | Paper entitled ‘Disinfectants and their Use’ by senior sister at John Radcliffe Hospital, Oxford. |
| 19 | Oct 1991 | Guidelines for physiotherapists dealing with patients with MRSA. |
| 20 | Jul 1993 | Princess Margaret Rose Orthopaedic Hospital clinical waste requirements. |
| 21 | Jan 1995 | Princess Margaret Rose Orthopaedic Hospital use of overshoes in operating theatres; decontamination of equipment; and use of disposable gloves. |

112a Papers of Senior Infection Control Nurse, c1980-2001**3 Papers, Correspondence and Reports, 1984-2001**

22	Jun 1992 – Oct 1994	Princess Margaret Rose Orthopaedic Hospital papers relating to wound surveillance and infected prostheses.
23	Jun 1993 – Jun 1995	Princess Margaret Rose Orthopaedic Hospital Control of Infection Committee meeting papers 1993-1995 and Theatre Users Group meetings 1995 only.
24	Apr 1995	Infection control measures with the occupational therapy department of City Hospital.
25	1993 – 1998	Infection control audit papers.
26	2001	Lothian University Hospitals NHS Trust health and safety incidents reports.
27	5 Dec 2001	Lothian Area Nursing and Midwifery Advisory Committee.
28	Sep 1997	Memorandum relating to chlorhexidine scrub.
29	Aug 1997	List of infection control nurses and officers in Royal Infirmary of Edinburgh.
30	1994 – 1999	Papers relating to mattress survey and replacement programme.
31	1990	Correspondence relating to infection hazards associated with patient hoists.
32	Jan 1992	Lothian Health Board paper relating to the purchaser provider development – restructuring of units.
33	1990 – 1992	Infection control business plans from other authorities.
34	1984 – 1995	Publications ‘Infection Control – a policy and procedure manual’ and ‘Communicable Disease Report – the prevention of human transmission of gastrointestinal infections, infestations and bacterial intoxications’.

112a Papers of Senior Infection Control Nurse, c1980-2001**3 Papers, Correspondence and Reports, 1984-2001**

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| 35 | Jan 1993 | Report by Lothian Health Board on infection control in the light of the recent purchaser/provider split. |
| 36 | Mar 1994 | Infection Control in Provider Units and NHS Trusts – a Purchaser's Guide. Report produced by Scottish Consultants in Public Health Medicine Working Party. |
| 37 | 1 Apr 1998 | Service Unit Aggregations. Gives list of new units, the heads of service and business managers and the responsibilities of each. |
| 38 | 18 Jun 1998 | Trust Control of Infection committee meeting papers. |
| 39 | 1992 | Correspondence concerning treatment of patients with AIDS in dermatology. |
| 40 | Jun 1992 | Papers relating to the treatment of infected corneal ulcers. |
| 41 | May 1991 – Sep 1998 | Correspondence relating to infection control in the radiology department. |
| 42 | 1995 | Correspondence relating to infection control in the MRI/CT suite. |
| 43 | 1991 – 1994 | Correspondence relating to infection control in the Gastro-intestinal unit. |
| 44 | 1991 – 1997 | Correspondence relating to infection control in the physiotherapy department. |
| 45 | Sep 1995 | Correspondence relating to concern over the lack of hand basins in the upgrading of Ward 23. |
| 46 | 1995 | Correspondence relating to the cleaning of nebulisers. |
| 47 | 1994 | Correspondence relating to central line care and venous catheters. |
| 48 | Oct 1994 | Letter relating to the safe delivery of microbiological specimens. |

112a Papers of Senior Infection Control Nurse, c1980-2001**3 Papers, Correspondence and Reports, 1984-2001**

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| 49 | Apr 1992 | Procedure for the Bacteriological Investigation of Wound Sites. Produced by the United Hospitals Unit. |
| 50 | Jan 1995 | Advice to community midwives on cleaning breast pumps. |
| 51 | Jun 1994 | East and Midlothian NHS Trust – Infection Control Advice Sheet – Strict Isolation Precautions. |
| 52 | Dec 1994 | Procedure for infection control notification. |
| 53 | Feb 1995 | Protocol on finger rings. |
| 54 | Nov 1993 | Treatment of Pseudomembranous Colitis. |
| 55 | May 1995 | Scottish Ambulance Service – Health and Safety Instructions. Includes additional papers on the transportation of patients with infectious diseases. |
| 56 | 2000 | Management of Vascular Access Devices – Guidelines for Good Practice. |
| 57 | Jul 1998 | The Management of Communicable Disease Outbreaks in the Scottish Borders. Produced by the Borders Public Health Group. |
| 58 | May 1992 | Infection Control Guidelines for Nursing Homes and Residential Homes for the Elderly. Produced by Borders Health Board. |
| 59 | 1987 - 1990s | Guidelines on food safety in the NHS. |
| 60 | Oct 1994 | Letter relating to glutaraldehyde safety. |
| 61 | 1992 | European Community Health Service Research – Euronis – Nosocomial Infection Survey Phase B2 – Nosocomial Pneumonia in European Intensive Care Units. Pack with patient data sheets (patients not identifiable), correspondence and the survey protocol. |

112a Papers of Senior Infection Control Nurse, c1980-2001**4 Publications, c1980-1996**

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| 1 | 1980s | Set of overhead projector slides on HIV/AIDS. |
| 2 | 1990s | Set of laminated photographs for display showing medical instruments and personal items a member of staff might wear that were accidentally sent to the laundry; accompanying captions; and notices showing correct waste disposal. |
| 3 | c1990 | Stickers showing a no entry sign over a cartoon bacteria. |
| 4 | Spring 1995 | Disinfection Policy – NHS in Lothian. |
| 5 | 1993 | Department of Nutrition and Dietetics – Royal Infirmary of Edinburgh – Enteral Nutrition. |
| 6 | Sep 1995 | A Study to Review and Reassess Nursing Practice in Ward 25 RIE and Ward 7 WGH – In Preparation for the Joining of the Two Units in 1996. The wards were to form an haematology unit. |
| 7 | Jun 1994 | Lothian Health 1994-1995 Quality Specifications. Includes correspondence on infection control standards. |
| 8 | Mar 1994 | Lothian Health Contract Review – Quality Specifications. |
| 9 | 1991 | The Investigation and Control of Foodborne and Waterborne Disease in Scotland. Produced by Scottish Home and Health Department. |
| 10 | Jan 1984 | Report of an Infection Control Nurses' Association Working Party on Ward Protective Clothing. 2 folders. |
| 11 | 1989 | Association of Medical Microbiologists Facts about pamphlets on: legionnaires disease, listeria, salmonella, BSE, cryptosporidium, and campylobacter. 8 folders. |
| 12 | 1990 | The Food Safety Act 1990 and You. Pamphlet produced by HM Government. 2 folders. |

112a Papers of Senior Infection Control Nurse, c1980-20014 Publications, c1980-1996

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| 13 | 1986 | Infection Control Yearbook. Produced by the Infection Control Nurses' Association. |
| 14 | Apr 1990 | Borders Health Board – Control of Infection Policy. |
| 15 | 1983 | Special Care for Babies in Hospital by Priscilla Alderson. |
| 16 | May 1996 | Infection Control Nurses' Association – Educational Opportunities in infection Control for Qualified Nurses, Midwives and Health Visitors. Includes ICNA membership pack. |
| 17 | 1990 | The Place of Eusol in Wound Management. Produced by the University of Bristol. |
| 18 | Mar 1987 | NHS Procurement Directorate – Choice of a Bed Assembly for Health Care Premises. |
| 19 | c1980 | Infection Control in Nursing – lecture notes and slides on theatre and ward procedures. Produced by ICI. |
| 20 | 1980s | Poster 'Don't make blood a menace' – encouraging staff to use the correct procedure for sharps disposal. |