

Introduction

LHB5 Royal Edinburgh Hospital for Sick Children

- 1 Minute Books, 1859 – 1956
- 2 Annual Reports, 1859 – 1947
- 3 Letter Books, 1859 – 1946
- 4 Admissions Registers, 1916 – 1992
- 5 Registers of In-Patients, 1860 – 1952
- 6 Registers of Out-Patients, 1865 – 1983
- 7 Registers of Surgical Out-Patients, 1921 – 1950
- 8 Operation Books, 1920 – 1986
- 9 Index of Cases, Surgical Wards, 1898 – 1931
- 10 Ward Registers, 1898 – 1994
- 11 Disease Registers, 1889 – 1900
- 12 Bound Case Notes, 1900 – 1917
- 13 Cash Books, 1859 – 1948
- 14 Subscriptions, Donations and Bequests, Ledgers, 1859 – 1948
- 15 Accounts and Investment Ledgers, 1860 – 1950
- 16 Convalescent Home Registers, 1920 – 1954
- 17 Nurses' Salaries Ledgers, 1920 – 1948
- 18 Miscellaneous Ledgers, 1895 – 1948
- 19 Constitution and Rules, 1859 – 1917
- 20 RHSC Printed Appeals, Histories, etc, 1859 – 1966
- 21 Printed Material: Other Hospitals and Organisations, 1891 – 1969
- 22 General Administration, 1873 – 1961
- 23 Correspondence about Annual and Monthly Reports, 1876 – 1946

LHB5 ROYAL EDINBURGH HOSPITAL FOR SICK CHILDREN

- 24 Committee Reports: Excerpts from Minutes. 1859 – 1948
- 25 Correspondence: Board and Committee Meetings and Members, 1876 – 1946
- 26 Finance, 1876 – 1948
- 27 Letters to Treasurer, 1941 – 1946
- 28 Trust Settlements, 1874 – 1956
- 29 Donations and Collections, 1859 – 1948
- 30 Property, 1861 – 1958
- 31 Building, 1864 – 1948
- 32 Household Supplies and Stationery, 1899 – 1944
- 33 Muirfield Convalescent Home I, 1897 – 1933
- 34 Muirfield Convalescent Home II, 1932 – 1952
- 35 Staff: Administration, 1933 – 1947
- 36 Staff: Individuals, 1876 – 1946
- 37 Patients: Administration, 1876 – 1945
- 38 Patients: Individuals, 1876 – 1947
- 39 Miscellaneous
- 40 Registers of Probationers and Student Nurses, 1912 – 1967
- 41 Register of Sisters and Staff Nurses, 1887 – 1984
- 42 Pathology Records
- 43 Legacy Books, 1898-1970
- 44 Trust Estate Tax Book, 1928-1959
- 45 Inventory, 1960-1970
- 46 Records of the Ear, Nose and Throat Department, 1926-1987
- 47 Unit Registers, 1950-1983
- 48 Urology Department Case Register, 1949-1967

LHB5**ROYAL EDINBURGH HOSPITAL FOR SICK CHILDREN**

- 49 Road Traffic Accident Register, 1961-1966
- 50 Suggestion and Complaints Book, 1975-1987
- 51 Register of the Ophthalmic Department, 1901-1943

LHB5 ROYAL EDINBURGH HOSPITAL FOR SICK CHILDREN

LHB5A Royal Edinburgh Hospital for Sick Children Appeal 1991-1992

- 1 Administration and Funding, 1989 – 1992
- 2 Training materials used in connection with Appeal, 1991
- 3 Correspondence, 1990 – 1992
- 4 Records of donations and expenditure, 1992
- 5 Publications, 1990 – 1992
- 6 Material relating to fundraising events, 1991 – 1992
- 7 Material relating to press campaign, 1991 – 1992
- 8 Publicity materials and merchandise, n.d.
- 9 Photographs, c1991
- 10 Video and audio cassettes relating to advertising, 1990 – 1992
- 11 Newspapers and press cuttings, 1990 – 1992
- 12 Miscellaneous

Introduction

The Edinburgh Hospital for Sick Children first opened in 1860 at no 7 Lauriston Lane. It had twenty beds and a dispensary. In 1863 Queen Victoria bestowed upon it her Royal Patronage. In the same year the hospital moved to larger premises in Meadowside House, at the foot of Lauriston Lane. The move doubled its capacity. In 1870 the addition of a new wing increased the number of beds to 72.

In 1890 an outbreak of typhoid fever in the hospital affected several members of staff and caused the death of a nurse. This and other factors made the Directors decide to move the hospital to other premises while Meadowside House was thoroughly examined. They managed to secure the lease of Morningside College at Plewlands.

A thorough inspection revealed that Meadowside House did not have all the necessary facilities for the work of a hospital. The building was demolished and the site sold to the Royal Infirmary. The Directors then purchased the Trades Maiden Hospital at Rillbank, and demolished that building. On the site thus cleared a new children's hospital was built to the designs of G Washington Browne. This, the present Royal Hospital for Sick Children, was formally opened by Princess Beatrice on 31 Oct 1895.

In 1906 the Hospital received the bequest of the estate and house of Muirfield. The existing house was initially used as a Convalescent Home, but it proved to be too small, and so it was demolished and a new Home, built to RS Lorimer's designs, was formally opened on 17 July 1909. It could accommodate 24 patients.

Muirfield Convalescent Home could take children over the age of two. There was a need for a Home for very young children, and this need was met in 1934, thanks to the generosity of Lord Forteviot and the Dewar family. The Directors were able to purchase the house at no 16 Hope Terrace. It was opened on 23 January 1936 by Lord Forteviot and had cots for patients. In 1948 the adjacent house was purchased and the Home extended.

In 1948 the Hospital became part of the Central Hospitals Group under the South East Regional Hospital Board (LHB 29). From 1974–1984 it came under the South Lothian District of Lothian Health Board.

Background reading

Douglas Guthrie: *The Royal Edinburgh Hospital for Sick Children, 1860–1960*, E & S Livingstone Ltd, Edinburgh and London, 1960.

LHB5 ROYAL EDINBURGH HOSPITAL FOR SICK CHILDREN

1 Minute Books, 1859-1956

1	1859–1885	
2	1886–1896	
3	1896–1902	
4	1902–1910	
5	1910–1914	
6	1915–1920	Indexed
7	1920–1926	Indexed
8	1926–1932	Indexed
9	1932–1937	Indexed
10	1937–1943	Indexed
11	1943–1946	
12	1947–1948	Indexed
13	1934–1940	Draft Minute Book
14	1940–1944	Draft Minute Book
15	1943–1946	Index to Minute Book no 11 above
16	<u>Medical Staff Committee Minutes, 1953-1956</u>	
1	1953 – 1956	Wrongly labelled December 1945-December 1950. Acc 04/26.

2 Annual Reports, 1859-1947

1	1859	
2	1860	
3	1861	
4	1862	4 th Annual Report
5	1863	5 th Annual Report
6	1864	6 th Annual Report
7	1865	7 th Annual Report
8	1866	8 th Annual Report
9	1867	9 th Annual Report
10	1868	10 th Annual Report
11	1869	11 th Annual Report
12	1870	12 th Annual Report
13	1871	13 th Annual Report
14	1872	14 th Annual Report
15	1873	15 th Annual Report
16	wanting	
17	1875	17 th Annual Report
18–21	wanting	
22	1880	22 nd Annual Report
23–33	wanting	
34	1892	34 th Annual Report
35	1893	35 th Annual Report
36	1894	36 th Annual Report
37	1895	37 th Annual Report

2 Annual Reports, 1859-1947

38	1896	38 th Annual Report
39	1897	39 th Annual Report
40	wanting	
41	1899	41 st Annual Report
42	1900	42 nd Annual Report
43	1901	43 rd Annual Report
44	wanting	
45	1903	45 th Annual Report
46	wanting	
47	1905	47 th Annual Report
48	wanting	
49	1907	49 th Annual Report
50	1908	50 th Annual Report
51	1909	51 st Annual Report
52	1910	52 nd Annual Report
53	1911	53 rd Annual Report
54	1912	54 th Annual Report
55	1913	55 th Annual Report
56	1914	56 th Annual Report
57	1915	57 th Annual Report
58	1916	58 th Annual Report
59	1917	59 th Annual Report
60	1918	60 th Annual Report
61	1919	61 st Annual Report

2 Annual Reports, 1859-1947

62	1920	62 nd Annual Report
63	1921	63 rd Annual Report
64	wanting	
65	wanting	
66	1924	66 th Annual Report
67	1925	67 th Annual Report
68	1926	68 th Annual Report
69	1927	69 th Annual Report
70	1928	70 th Annual Report
71	1929	71 st Annual Report
72	1930	72 nd Annual Report
73	1931	73 rd Annual Report
74	wanting	
75	1933	75 th Annual Report
76	1934	76 th Annual Report
77	1935	77 th Annual Report
78	1936	78 th Annual Report
79	1937	79 th Annual Report
80	1938	80 th Annual Report
81	1939	81 st Annual Report
82	1940	82 nd Annual Report
83	1941	83 rd Annual Report
84	1942	84 th Annual Report
85	1943	85 th Annual Report

2 Annual Reports, 1859-1947

86	1944	86 th Annual Report
87	1945	87 th Annual Report
88	1946	88 th Annual Report
89	1947	89 th Annual Report

3 Letter Books, 1859-1946

Letter books of Messrs Henry and Scott, Honorary Secretaries to the Hospital.
Indexed.

1 1859–1866

2 1866–1871

3 1871–1876

4–9 wanting

10 1895–1896

11–29 wanting

30 1915–1917

31–39 wanting

40 1929–1930

41 1930–1931

42 1931–1932

43 1932–1933

44 1933–1934

45 1934–1935

46 1935–1936

47 1936–1937

48 1937

49 1937–1938

50 1938–1939

51 1939

52 1939–1940

53 1940–1941

54 1941–1942

3 Letter Books, 1859-1946

55 1942-1943

56 1943-1944

57 1944-1945

58 1945-1946

LHB5 ROYAL EDINBURGH HOSPITAL FOR SICK CHILDREN

4 Admissions Registers, 1916-1992

1 Admissions Registers, 1916-1927

Volumes give name, age, sex, address, ward, date of admission and date of discharge.

1 1916 – 1918

2 1918 – 1919

3 1926 – 1927

2 Forteviot House Admissions Register, 1936-1954

This volume gives the hospital number, name, age, sex, address, occupation of father, date of admission to Hospital, ward, date of admission (to Forteviot), date of discharge and disease. From Acc 04/26.

1 1936 – 1954

3 Douglas House, 1949-1954

Volume gives name, ward, date of admission, date of discharge, length of stay in Hospital (in days). From 1951, includes diagnosis.

1 1949–1954 Was LHB5/4/4.

4 12 Dec 1950 – 12 Nov 1974 Gives hospital number, unit (out-patient or ward number), name, address, age, diagnosis, date of admission, date of discharge, name of own doctor. First pages badly torn. Acc 04/26.

5 12 May 1953 – 5 Dec 1953 Gives hospital number, name, address, age, diagnosis, date of admission and treatment. Entries do not overlap with LHB5/4/4 and may be emergencies only. Acc 04/26.

6 Jul 1991 – Jan 1992 Admissions Book. Gives date of admission, date of discharge, ward, name, consultants' initials, date of birth, diagnosis, theatre or treatment and whether elective or emergency. Acc 04/26.

5 Registers of In-Patients, 1860-1952

1 1860 – 1873

2 1890 – 1899

3 1913 – 1918

4 1926 – 1931

5 1931 – 1934

6 1934 – 1937

7 1937 – 1940

8 1940 – 1942

9 1942 – 1944

10 1945 – 1946

11 1946 – 1948

Gives number, name, age, sex, residence, disease, date of admission, ward number, date of dismissal, occupation of parent, result and days in residence. Acc 04/26.

12 1948 – 1950

Gives number, name, age, sex, residence, disease, date of admission, ward number, date of dismissal, occupation of parent, result and days in residence. Acc 04/26.

13 1951 – 1952

Gives number, name, age, sex, residence, disease, date of admission, ward number, date of dismissal, occupation of parent, physician/surgeon and days in residence. Acc 04/26.

6 Registers of Out-Patients, 1865-1983

LHB5/6/1-8 give the patient's number, name, age, sex, residence, disease and any remarks on the case. From LHB5/6/11 the volumes are untitled, are in a notebook format and give the date of admission, number, name, unit number, diagnosis, doctor, ward, arrival time, time seen and departure time. From LHB5/6/24 the volumes are called firstly OPD Registers then Casualty Registers and give date, name, unit number, diagnosis, doctor, operations, ward, arrival time, time seen, departure time and by whom referred. LHB/6/7-51 are from Acc 04/26.

1	1865 – 1873	Outside Cases.
2	1914 – 1920	Register of Out Patients 1913.
3	1920 – 1926	Register of Out Patients A.
4	1927 – 1935	Register of Out Patients C.
5	1935 – 1940	Register of Out Patients C.
6	1940 – 1944	Register of Out Patients C.
7	1944 – 1949	Register of Out Patients. Includes instructions for 'daily writing' ie record keeping and areas of Edinburgh covered by the Department attached to inside covers.
8	1949 – 1950	Register of Out Patients. Includes instructions for the new medical records system to commence on 1/4/1950 and introducing the patient unit number.
9	Apr 1950 – May 1953	Casualty Register. Volume is the start of the new unit number system. Gives unit number, patient's name and admission date.
10	1953 – 1964	Wanting.
11	Dec 1964 – Apr 1965	
12	May 1965 – Jul 1965	
13	Aug 1965 – Nov 1965	
14	Dec 1965 – Apr 1966	
15	May 1966 – Jul 1966	
16	Jul 1966 – Sep 1966	
17	Oct 1966 – Jan 1967	

6 Registers of Out-Patients, 1865-1983

18	Feb 1967 – May 1967	
19	May 1967 – Aug 1967	
20	Aug 1967 – Nov 1967	
21	Nov 1967 – Mar 1968	
22	Mar 1968 – Jun 1968	
23	Jun 1968	
24	Jul 1968 – Jun 1969	OPD [Out-patient Department] Register.
25	Jul 1969 – Dec 1969	OPD [Out-patient Department] Register.
26	Jan 1970 – Dec 1970	OPD [Out-patient Department] Register.
27	Jan 1971 – Jul 1971	OPD [Out-patient Department] Register.
28	Aug 1971 – Sep 1971	Casualty Register.
29	Oct 1971 – Dec 1971	Casualty Register.
30	Jan 1972 – Jul 1972	OPD [Out-patient Department] Register.
31	Jul 1972 – Feb 1973	OPD [Out-patient Department] Register.
32	Feb 1973 – Aug 1973	OPD [Out-patient Department] Register.
33	Aug 1973 – Mar 1974	OPD [Out-patient Department] Register.
34	Mar 1974 – Aug 1974	OPD [Out-patient Department] Register.
35	Aug 1974 – Apr 1975	Casualty Register.
36	Apr 1975 – Oct 1975	Casualty Register.
37	Oct 1975 – May 1976	Casualty Register.
38	May 1976 – Nov 1976	Casualty Register.
39	Nov 1976 – Jul 1977	Casualty Register.
40	Jul 1977 – Feb 1978	Casualty Register.
41	Feb 1978 – Sep 1978	Casualty Register.

6 Registers of Out-Patients, 1865-1983

42	Sep 1979 – May 1979	Casualty Register.
43	May 1979 – Nov 1979	Casualty Register.
44	Nov 1979 – Jun 1980	Casualty Register.
45	Jul 1980 – Feb 1981	Casualty Register.
46	Feb 1981 – Aug 1981	Casualty Register.
47	Aug 1981 – Oct 1981	
48	Oct 1981 – Nov 1981	
49	Dec 1981 – Jun 1982	Casualty Register.
50	Jul 1982 – Feb 1983	Casualty Register.
51	Feb 1983 – Aug 1983	Casualty Register.

7 Registers of Surgical Out-Patients, 1921-1950

1 1921–1923

2 1923–1924

3 1924–1926

4 1926–1927

5 1927–1929

6 1929–1930

7 1930–1932

8 1932–1933

9 1933–1934

10 1934–1936

11 1936–1937

12 1937–1938

13 1938–1939

14 1939–1940

15 1940–1941

16 1941–1942

17 1942–1943

18 1943–1944

19 1944

20 1944–1945

21 1945–1946

22 1946

23 1946–1947

24 Jul 1947 – Apr 1948

Acc 04/26.

LHB5

ROYAL EDINBURGH HOSPITAL FOR SICK CHILDREN

7 Registers of Surgical Out-Patients, 1921-1950

25 Apr 1948 – Dec 1948 Acc 04/26.

26 Dec 1948 – Sep 1949 Acc 04/26.

27 Sep 1949 – Mar 1950 Acc 04/26.

LHB5 ROYAL EDINBURGH HOSPITAL FOR SICK CHILDREN

8 Operation Books, 1920-1986

There are Operation Books for the Ear, Nose and Throat Department at LHB5/46.

1 Surgical Out-Patients Department, Operation Books, 1920-1974

These volumes give the date of the operation, operation number, name of the patient, disease, surgeon, operation and anaesthetist. From LHB5/8/1/19 they also include the unit number and are in a different format.

1	1920–1921	
2	1921-1923	
3	1923–1924	
4	1924–1926	
5	1926–1928	
6	1928–1930	
7	1930–1932	
8	1932–1934	
9	1934–1935	
10	1935–1937	
11	1937–1940	
12	1940–1943	
13	1943–1944	
14	1944–1945	
15	Jan 1946 – Jul 1948	Acc 04/26.
16	Jul 1948 – Feb 1951	Acc 04/26.
17	Mar 1951 – Oct 1953	Acc 04/26.
18	1953 – 1968	Wanting.
19	Jul 1968 – Aug 1970	Acc 04/26
20	Aug 1970 – Apr 1974	Acc 04/26

8 Operation Books, 1920-1986

2 Operation Consent Registers, 1935-1973

These volumes give the relationship to the patient, name and signature of the parent or guardian. Acc 04/26.

- | | | |
|---|---------------------|---|
| 1 | Dec 1935 – Mar 1953 | Titled ‘Out-Patients’. |
| 2 | Mar 1953 – Jan 1973 | Titled ‘SOPD [Surgical Out-Patients Department]’. |

3 Operation Registers, 1936-1986

These give the date, number, patient’s name and age, ward, case, surgeon, anaesthetist and anaesthesia used. From LHB5/3/12 they also include theatre staff, swab count, specimen and batch number of sutures. The colour of ink used denoted the type of operation (see front of LHB5/8/3/14 for key). From LHB5/8/3/14 they include whether the operation was routine or emergency and the type (coded). From LHB5/8/3/23 they are titled ‘Theatre Registers’. Include monthly statistics. LHB5/8/3/8-30 are from Acc 04/26.

- | | | |
|----|---------------------|-----------------------|
| 1 | Jan 1936 – Aug 1937 | Previously LHB5/9/6. |
| 2 | Aug 1937 – May 1939 | Previously LHB5/9/7. |
| 3 | May 1939 – Jul 1941 | Previously LHB5/9/8. |
| 4 | Aug 1941 – Mar 1943 | Previously LHB5/9/9. |
| 5 | Apr 1943 – Sep 1944 | Previously LHB5/9/10. |
| 6 | Sep 1944 – Feb 1946 | Previously LHB5/9/11. |
| 7 | Feb 1946 – May 1947 | Previously LHB5/9/12. |
| 8 | Jan 1947 – Aug 1948 | |
| 9 | Sep 1948 – Oct 1949 | |
| 10 | Oct 1949 – Jan 1951 | |
| 11 | Jan 1951 – Jan 1953 | |
| 12 | Feb 1953 – Nov 1954 | Wanting. |
| 13 | Dec 1954 – Jun 1956 | |
| 14 | Jun 1956 – Dec 1957 | |

LHB5 ROYAL EDINBURGH HOSPITAL FOR SICK CHILDREN

8 Operation Books, 1920-1986

3 Operation Books, 1936-1986

15 Jan 1958 – May 1959

16 May 1959 – Dec 1960

17 Dec 1960 – Mar 1963

18 Mar 1963 – Dec 1964

19 Jan 1965 – Dec 1965

20 Jan 1966 – Dec 1966

21 Jan 1967 – Dec 1968

22 1968 – 1975 Wanting.

23 Jan 1976 – Sep 1977

24 Sep 1977 – Jun 1979

25 Jun 1979 – Dec 1980

26 Jan 1981 – Aug 1982

27 Sep 1982 – Mar 1984

28 Apr 1984 – Sep 1985

29 Sep 1985 – Nov 1986

30 Dec 1962 – Dec 1964 Duplicates entries in LHB5/8/3/10-11.

9 Index of Cases, Surgical Wards, 1898-1931

1	1898–1907	Index of Cases: Surgical Wards
2	1907–1913	Index of Cases: Surgical Wards
3	1913–1919	Index of Cases: Surgical Wards
4	1919–1924	Index of Cases: Surgical Wards
5	1924–1931	Index of Cases: Surgical Wards

10 Ward Registers, 1898-1994**1 Bathgate Ward, 1898-1970**

These volumes give the case number, date of admission, patient's name, age, residence, disease, date of discharge or death and result. Each page is headed with the name of the resident physician. The name on the volume was presumably the consultant.

1	Nov 1898 – Dec 1907	Dr Melville Dunlop – Index.
2	Jan 1908 – Oct 1915	Dr Melville Dunlop – Index.
3	Oct 1915 – Oct 1930	Index Book – Bathgate Ward – Dr Charles McNeil. Acc 04/26.
4	Oct 1930 – Sep 1946	Index Book – Bathgate Ward – Dr Charles McNeil. Acc 04/26.
5	Oct 1946 – Sep 1957	Index Book – Bathgate Ward – Dr R W B Ellis. Acc 04/26.
6	Oct 1957 – Jun 1970	4/1970-6/1970 annotated as transferred to the next register which is wanting. Acc 04/26.

2 Beatrice Ward (Ward 3), 1947-1988

These volumes give the case number, patient's name, age, date of admission, date of operation, date of discharge, address, by whom recommended, disease and treatment. Each page is headed with the name of the resident surgeon. LHB5/10/2/5-8 overlap with the first volumes but were for a different consultant. Acc 04/26 – AS 1/2011.

1	May 1947 – Aug 1952	Index Book – Beatrice Ward – Mr A B Wallace.
2	Sep 1952 – May 1957	Index Book – Beatrice Ward – Mr A B Wallace.
3	1957 – 1961	Wanting.
4	Jan 1962 – Jul 1966	Index Book – Beatrice Ward – Mr A B Wallace.
5	Jun 1951 – Aug 1955	Index Book – Beatrice Ward – Mr J J Mason Brown.
6	Sep 1955 – Dec 1958	Index Book – Beatrice Ward – Mr J J Mason Brown. On spine title is 'Ward III – General'.
7	Jan 1959 – Dec 1962	Index Book – Beatrice Ward – Mr J J Mason Brown.
8	1963 – 1980	Wanting.

10 Ward Registers, 1898-1994**2 Beatrice Ward (Ward 3), 1947-1988**

9	Jan 1981 – Jun 1983	Ward 3.
10	Jul 1983 – Dec 1985	Ward 3.
11	Jan 1986 – Jul 1988	Ward 3.

3 Charteris Ward (Ward 4), 1906-1964

These volumes give the case number, date of admission, patient's name, age, residence, disease, date of discharge or death, result and case book number. Each page is headed with the name of the resident physician. From LHB5/10/3/4 they also include date of operation and the resident surgeon.

1	Oct 1906 – Apr 1913	RHSC – Charteris Ward. On title 'Clinical Cases'.
2	Apr 1913 – Sep 1916	Charteris - Dr Fowler.
3	1916 – 1926	Wanting.
4	Jan 1927 – Dec 1929	Ward 4 – Admissions and Discharges. Gives date of admission, name, age, address, disease, remarks, date of discharge and religion. Not in the same format as the rest of the series.
5	1930 – 1931	Wanting.
6	Jun 1931 – Jul 1934	Index Book – Charteris Ward - Miss Herzfeld.
7	Jul 1934 – May 1937	Index Book – Charteris Ward - Miss Herzfeld.
8	May 1937 – Apr 1940	Index Book – Charteris Ward - Miss Herzfeld.
9	Apr 1940 – Apr 1943	Index Book – Charteris Ward - Miss Herzfeld.
10	Apr 1943 – May 1946	Index Book – Charteris Ward - Miss Herzfeld.
11	Apr 1948 – Dec 1949	Index Book – Charteris Ward – Mr J J Mason Brown. Acc 04/26.
12	Aug 1951 – Jul 1953	Index Book – Charteris Ward – Mr J J Mason Brown. Acc 04/26.
13	Aug 1953 – May 1955	Index Book – Charteris Ward – Mr J J Mason Brown. Acc 04/26.

10 Ward Registers, 1898-19943 Charteris Ward (Ward 4), 1906-1964

- | | | |
|----|---------------------|--|
| 14 | Jan 1957 – Aug 1958 | Index Book – Charteris Ward – Mr J J Mason Brown. Acc 04/26. |
| 15 | Sep 1958 – May 1960 | Index Book – Ward IV – Mr Mason Brown. Acc 04/26. |
| 16 | Sep 1962 – Jun 1964 | Index Book – Charteris Ward – Mr J J Mason Brown. Acc 04/26. |

4 Dundas Ward, 1900-1920

These volumes give the case number, date of admission, patient's name, age, residence, disease, date of discharge or death and result. Each page is headed with the name of the resident physician.

- | | | |
|---|---------------------|--------------------------------|
| 1 | Apr 1900 – Oct 1913 | Dundas Ward – Dr John Thomson. |
| 2 | 1913–1920 | Dundas Ward – Index. |

5 Ward 1, 1970-1989

These volumes give the case number, date of admission, patient's name, age, residence, diseases and complications, date of discharge or death, result, casebook number (unit number). Each page is headed with the name of the resident physician. Acc 04/26 – AS 1/2011.

- | | | |
|---|---------------------|---------|
| 1 | Apr 1970 – May 1982 | Ward 1. |
| 2 | May 1982 – Feb 1989 | Ward 1. |

6 Ward 2, 1916-1987

These volumes give the date of admission, patient's name, age, residence, diseases and complications, date of discharge or death, result and case book number. Each page is headed with the name of the resident physician. Acc 04/26 – AS 1/2011.

- | | | |
|---|---------------------|---|
| 1 | Oct 1916 – Dec 1945 | Ward II - Index Book – Dr Lewis Thackery (?).
Acc 04/26. |
| 2 | Jan 1946 – Mar 1956 | Acc 04/26. |
| 3 | Apr 1956 – Nov 1956 | RHSC – Ward [2] – Index [Book]. Acc 04/26. |

LHB5 ROYAL EDINBURGH HOSPITAL FOR SICK CHILDREN**10 Ward Registers, 1898-1994**6 Ward 2, 1916-1987

- | | | |
|---|---------------------|--|
| 4 | 1956 – 1966 | Wanting. |
| 5 | Nov 1966 – May 1975 | RHSC – Ward 2 – Index Book. Acc 04/26. |
| 6 | May 1975 – Jan 1984 | Ward 2. Acc 04/26. |
| 7 | Jan 1984 – Jul 1987 | Ward 2. Acc 04/26. |

- | | | |
|---|---------------------|--|
| 7 | Jul 1970 – Sep 1987 | Ward 5. Gives date of admission, patient's name, age, residence, diseases and complications, date of discharge or death, result and number of case book (unit number).Acc 04/26. |
|---|---------------------|--|

8 Ward 6, 1961-1994

LHB5/10/8/1-2 give date of admission, name, address, date of birth, religion, previous infectious diseases, diagnosis and date of discharge. LHB5/10/8/4-9 give patients by bed number with name, age, consultant, diagnosis and plans and separate list of admissions for each day. There is a ward register for the ENT ward at LHB5/46/4. Acc 04/26 – AS 1/2011.

- | | | |
|---|---------------------|--------------------------|
| 1 | Oct 1961 – Mar 1964 | Ward Register – Ward VI. |
| 2 | Mar 1964 – Sep 1965 | Ward VI – Ward Register. |
| 3 | 1965 – 1991 | Wanting. |
| 4 | Jul 1991 – Mar 1992 | Ward 6. |
| 5 | Mar 1992 – Nov 1992 | Ward 6 – Admissions. |
| 6 | Nov 1992 – May 1993 | Admissions – Ward 6. |
| 7 | May 1993 – Sep 1993 | Ward 6 – Admissions. |
| 8 | Sep 1993 – Jan 1994 | Ward 6 – Admissions. |
| 9 | Jan 1994 – Jun 1994 | Ward 6 – Admissions. |

- | | | |
|---|---------------------|--|
| 9 | Jun 1971 – Nov 1973 | Admission Book – Ward 7. Gives admission date, name, address, date of birth, age, religion, father's name and occupation and condition of head. Acc 04/26. |
|---|---------------------|--|

10 Ward Registers, 1898-1994

10 Jan 1926 – Oct 1929

RHSC – Dr Guthrie’s Cases. Gives date of admission, patient’s name, age, residence, diseases and complications, date of discharge or death, result and case book number. Each page is headed with the name of the resident physician. It stops in 1929 possibly because of the opening of the Meikelham ward (see LHB5/46).

11 Disease Registers: Bound Case Notes, 1889-1900

1	1889–1891	General Diseases	No 2
2	1891–1893	General Diseases	No 2A
3	1893–1895	General Diseases	No 2B
4	1895–1897	General Diseases	No 2C
5	1898–1900	General Diseases	No A
6	1889–1900	Circulatory System	No 3
7	1898	Circulatory System	No 3A
8	1889–1890	Respiratory System	No 4
9	1890–1891	Respiratory System	No 4A
10	1891–1892	Respiratory System	No 4B
11	1892–1894	Respiratory System	No 4C
12	1894–1895	Respiratory System	No 4D
13	1897–1898	Respiratory System	No 4G
14	1889–1893	Alimentary and Urinary System	No 5
15	1890–1892	Alimentary and Urinary System	No 5A
16	1894–1895	Alimentary and Urinary System	No 5C
17	1898–1900	Alimentary System	No A
18	1889–1891	Nervous System	No 6
19	1892–1894	Nervous System	No 6A
20	1894–1898	Nervous System	No 6Book
21	1889–1895	Skin Diseases	No 7
22	1889–1900	Haemopoietic and Integumentary Systems	No A
23	1898–1899	Malformation	No M

12 Bound Case Notes, 1900-1917

1	1900–1904	Broncho Pneumonia	Bathgate Ward (Dr Melville Dunlop)
2	1900–1908	Marasmus	Bathgate Ward (Dr Melville Dunlop)
3	1900–1908	Skin Infections	Dundas Ward
4	1900–1913	Skin, Eyes, Nose and Throat Diseases	Dundas Ward
5	1904–1908	Tubercular and Non-Tubercular Meningitis	Dundas Ward
6	1904–1909	Pulmonary, Abdominal & Meningitis	Dundas Ward
7	1906–1908	Dyspepsia, Gastric Catarrh and Vomiting	Dundas Ward
8	1906–1909	Dyspepsia, Diarrhoea and Vomiting	Dundas Ward
9	1909–1911	Dyspepsia, Diarrhoea and Vomiting	Dundas Ward
10	1907–1909	Marasmus, Debility and Bronchitis	Dundas Ward
11	1909–1911	Marasmus, Debility and Bronchitis	Dundas Ward
12	1909–1913	Marasmus, Debility, Infectious Diseases and Unexplained Pyrexia	Dundas Ward
13	1913–1916	Marasmus, Bronchitis and Unexplained Pyrexia	Dundas Ward
14	1907–1910	Rheumatism, Chorea and Heart Diseases	Dundas Ward
15	1908–1917	Poliomyelitis	Dundas Ward
16	1914–1917	Lobar Pneumonia and Broncho Pneumonia	Dundas Ward

13 Cash Books, 1859-1948

1	1859–1874	
2	1919–1922	
3	1935-1939	
4	1939-1944	
5	1944-1948	
6	1935–1942	
7	1943–1948	
8	1934–1944	Muirfield Convalescent Home
9	1944–1948	Muirfield Convalescent Home
10	1935–1948	Forteviot Convalescent Home
11	1937–1948	Lady Caroline Charteris Endowment Fund
12	1 Jan 1939 – 31 Dec 1939	Treasurers' Abstract Cash Book No 5. This book details receipts and expenditure of aspects of the running of the Hospital on a monthly basis. Acc 04/33.

14 Subscriptions, Donations and Bequests, Ledgers, 1859-1948

1	1859–1863	Subscriptions and Donations for Founding and Endowing Hospital.
2	1859–1863	Subscriptions
3	1896–1936	Donations given at Hospital
4	1932–1936	Subscriptions and Donations
5	1936–1938	Subscriptions and Donations
6	1939–1942	Subscriptions and Donations
7	1942–1944	Subscriptions and Donations
8	1945–1948	Subscriptions and Donations
9	1934–1942	Subscriptions and Donations
10	1942–1948	Subscriptions and Donations
11	1939–1948	Bequests

15 Accounts and Investments Ledgers, 1860-1950

1	1860–1865	General Expenditure	Indexed
2	1929–1944	Investments	Indexed
3	1944–1948	Investments	Indexed
4	1947-1950	Bill of Fayre Book	

16 Convalescent House Registers, 1920-1954

These registers are for Muirfield House. They give the number in the hospital register, sex, age, name of patient, address, occupation of parent, date of admission, ward number, disease or operation required, date of removal to Muirfield, date of discharge and number of days at Muirfield.

1 1920–1940

2 Jan 1940 – Mar 1954

Some entries at the end of the previous volume are repeated in this one. Acc 04/26.

17 Nurses' Salaries Ledgers, 1920-1948

Ledgers giving quarterly records of the salary of each nurse with the signature of the recipient of the money.

- | | | |
|---|--------------------|-------------------------------------|
| 1 | Sep 1920–Sep 1925 | |
| 2 | Nov 1925–Mar 1933 | |
| 3 | Oct 1925–Jun 1933 | |
| 4 | Jul 1933–Sep 1940 | |
| 5 | Jul 1933–Dec 1940 | (2 entries in July, next entry Oct) |
| 6 | Jan 1941- Mar 1944 | |
| 7 | Apr 1941–Dec 1943 | |
| 8 | Nov 1947–Mar 1949 | |
| 9 | Apr 1938–Dec 1948 | Domestic Wages Book |

18 Miscellaneous Ledgers, 1895-1948

- 1 Visiting Directors' Book, March 1902–Nov 1936
Bound volume giving the signatures of visiting directors with the dates on which they inspected the hospital and remarks on what they found.
- 2 Visitors' Book, Nov 1895–May 1928
Bound volume of signatures of people who visited the hospital and dates of visits.
- 3 Register of Students' Tickets, Oct 1920–Jul 1948
Bound volume giving ticket number, date issued and name and address of student.

19 Constitution and Rules, 1859-19171 Constitution and Rules, printed, 1859–1904

- 1 “Fundamental Rules for the Constitution of An Hospital for Sick Children in Edinburgh, 1859”
- 2 “Constitution and Rules of the Edinburgh Hospital for Sick Children, 1859”, bound volume interleaved with blank pages. Numerous pencil notes, some at least being alterations to be made for the 1869 edition.
- 3 “Regulations for the Internal Management of the Edinburgh Hospital for Sick Children...”, Feb 1860.
- 4 “Constitution and Rules of the Royal Edinburgh Hospital for Sick Children...”, 12 Feb 1892.
- 5 “Constitution and Rules of the Royal Edinburgh Hospital for Sick Children...”, 9 Mar 1904.
- 6 “Regulations for the Internal Management of the Royal Edinburgh Hospital for Sick Children”, n.d.

2 Miscellaneous Rules and Regulations, 1887–1917

- 1 “Regulations for the Admission of Patients to the Royal Hospital for Sick Children”, by order of the Directors, Mar 1887, ms.
- 2 “Rules as to Visitors to Patients”, n.d., poster, printed.
- 3 General rules for ward duties, n.d., printed sheet.
- 4 Night Superintendent’s Duties, n.d., printed sheet.
- 5 Rules for Nurses and Probationers, n.d., printed sheet.
- 6 Rules for Night Nurses, n.d., printed sheet.
- 7 Bye-laws dealing with the burial of Patients and the carrying out of Post Mortem examinations, n.d., printed leaflet.
- 8 Bye-laws for the management of the laboratory in the Out Patient Department, n.d., printed leaflet.
- 9 Draft regulations with a view to preventing spread of infectious disease, 1917, duplicated copy.
- 10 Rules for the management of the Forteviot Home, n.d., printed sheet.
- 11 Porter’s duties, Jul 1899, printed sheet.

19 Constitution and Rules, 1859-19172 Miscellaneous Rules and Regulations, 1887–1917

- 12 Rules 1, 2, regarding Resident Medical Officers, n.d., printed; cut out larger list of rules, no indication of hospital involved.
- 13 Rules 13–15 regarding Resident Medical Officers, n.d., printed, format as above.
- 14 Rules regarding appointment of Ordinary Physicians, n.d., printed, format as above.
- 15 Appointment and duties of Ophthalmic Surgeon, printed page glued for insertion into book; n.d., no indication of hospital.
- 16 Rule 7 regarding administration of Sleeping Draughts and Hypodermic Injections by Nurses, printed slip, n.d., glued as above.
- 17 Regulations under which Probationer Nurses are received, with application form attached, n.d., printed leaflet.
- 18 Special Regulations for Pupil Nurses, n.d., printed sheet, found with no 17 above.
- 19 Regulations under which Probationers are received and trained, and special Regulations for Pupil Nurses, n.d., printed sheet.
- 20 Rules for Nurses, n.d., printed poster.
- 21 Notice to Students regarding Hospital Tickets, n.d., printed poster.
- 22 Similar Notice to Students, small duplicated sheet with draft attached, n.d.
- 23 Regulations for Edinburgh Southern Cemetery, n.d., printed sheet.
- 24 Procedure for election of Directors, typescript, n.d.

Note: see LHB 5/33/12 for rules of Muirfield

20 RHSC Printed Appeals, Histories, etc, 1859-19661 Foundation of the Hospital, 1859

- 1 Charles Wilson: 'On the Expediency of Founding Hospital for the Diseases of Children in Edinburgh...', Edinburgh, 1859, photocopy of title page.
- 2 'The Edinburgh Hospital for Sick Children', reprinted from *The Witness* of 18 May 1859, Edinburgh 1859.

2 New Buildings and Equipment, 1900–1966

- 1 FTR Deas: 'Report Showing Alterations and Additions to the Buildings and Machinery, etc, from 1 January 1900 to 31st May 1901 inclusive'.
- 2 Opening of the New Laboratory Block, 1 June 1966.

3 Appeals and Collections, 1864–1946

- 1 Appeal in behalf of hospital building fund, 1864.
- 2 Appeal for £10,000, 1895.
- 3 Appeal for £20,000 to provide a Convalescent Home, n.d.
- 4 Juvenile Collecting Card, n.d.
- 5 Collecting Card for schools for Coronation Collection, 1902.
- 6 Calendar (Christmas Appeal) 1934
- 7 Calendar (Christmas Appeal) 1945
- 8 Calendar (Christmas Appeal) 1946
- 9 Proof page for calendar or poster, n.d.
- 10–12 Subscription and contribution forms, n.d.
- 13 Address by Professor Learmonth to the Annual Meeting of Contributors on 4 July 1945.

20 RHSC Printed Appeals, Histories, etc, 1859-19664 Patient Cards, etc, n.d.

- 1 Out Patient Clinics, medical and surgical, with the times they are held each week, n.d., poster.
- 2 Out Patient card: Dr John Thomson
- 3 Out Patient card: Dr Melville Dunlop
- 4 Out Patient card: Dr RM Johnston
- 5 Envelope for out patient card.
- 6 Form for patient's case notes, Dr Johnston's clinic.

5 Miscellaneous, 1906–1917

- 1 List of committees, 1916–1917, printed card.
- 2 'Pharmacopoeia of the Royal Edinburgh Hospital for Sick Children', Edinburgh 1906.
- 3 Invitation to Centenary Reception, 15 Feb 1960.
- 4 Card thanking donor for gift to patients.

6 Hospital Histories and Stories, n.d.

- 1–2 Flora Masson: 'The Story of the Hospital', Edinburgh n.d. 2 copies
- 3 Flora Masson: 'The Tale of the Five Houses', n.d.
- 4 'History and Description of the Decorations by Mrs Traquair in the Mortuary of the Royal Hospital for Sick Children, Edinburgh', n.d.
- 5 WS Craig: 'The Royal Hospital for Sick Children, 1895–1970, a Current Appreciation'.
- 6 RHSC Training School for Nurses, proof prospectus, illustrated pamphlet, n.d.
- 7 RHSC School of Nursing, illustrated pamphlet, n.d.
- 8 Visitor's Cards, one red, one blue, printed, n.d.

21 Printed Material: Other Hospitals and Organisations, 1891-19691 Hospital Bye-Laws, 1891–1900: bound volume containing:

- 1 Laws, Regulations and Bye-Laws of the Birmingham and Midland Free Hospital for Sick Children, 1894
- 2 Annual Report of the Belfast Hospital for Sick Children, 1899
- 3 Rules and Regulations for the Government of the Bristol General Hospital, 1897
- 4 Rules and Regulations of the Royal Infirmary of Edinburgh, 1897
- 5 Regulations for the Internal Management of the Royal Edinburgh Hospital for Sick Children, n.d.
- 6 Rules and Regulations for the Evelina Hospital for Sick Children, London, 1891
- 7 Constitution and Rules of the Royal Hospital for Sick Children, Glasgow, 1900
- 8 Memorandum and Articles of Association of the Western Infirmary of Glasgow and Lady Hozier Convalescent Home, 1893
- 9 Rules for the Management of the Liverpool Royal Infirmary, 1892
- 10 General Laws and Bye-Laws for the Government of the Liverpool Infirmary for Children, 1892
- 11 Rules and Regulations, Longmore Hospital for Incurables, 1900
- 12a The Hospital for Sick Children, Great Ormond Street, Rules etc, 1898
- 12b The Hospital for Sick Children, Great Ormond Street, Rules for the Medical Department, 1898
- 12c The Hospital for Sick Children, Great Ormond Street, Rules for the Nursing Department, 1898
- 13 Annual Report of the North–Eastern Hospital for Children, London, 1900
- 14 Annual Report of the Paddington Green Children’s Hospital, London, 1899
- 15 General Rules for the Government of St Thomas’s Hospital, London, 1900
- 16 Bye-Laws for the Management of the Manchester Royal Infirmary and Dispensary, and the Convalescent Hospital, 1899
- 17 Annual Report of the Fleming Memorial Hospital for Sick Children, Newcastle–upon–Tyne, 1899

LHB5 ROYAL EDINBURGH HOSPITAL FOR SICK CHILDREN

21 Printed Material: Other Hospitals and Organisations, 1891-1969

2 Scottish Children's Hospitals, 1945-1947

1 Annual Report, Royal Hospital for Sick Children, Glasgow, 1945

2 Annual Report, Royal Aberdeen Hospital for Sick Children, 1947

3 Children's Hospital, Great Ormond Street, London, 1933-1947

1 "The Appeal for Reconstruction of the Hospital...", 1933

2 "A Short History of the Hospital...", 1941

3 "A Short History of the Hospital...", revised edition, 1947

4 Annual Report for 1947

4 Other Children's Hospitals, London, 1946-1947

1 Annual Report, Evelina Hospital for Sick Children, 1946

2 Annual Report, Victoria Hospital for Children, 1946

3 Annual Report, Victoria Hospital for Children, 1947

5 Children's Hospitals, England, outwith London, 1944-1947

1 Annual Report, the Children's Hospital, Birmingham, 1947

2 Annual Report, Bristol Royal Hospital for Sick Children and Women, 1944

3 Annual Report, Royal Liverpool Children's Hospital, 1947

4 Annual Report, St Mary's Hospital, Manchester, 1947

5 Annual Report, Royal Manchester Children's Hospital, 1945

6 Annual Report, Hospital for Sick Children, Newcastle-upon-Tyne, 1947

7 Nursing Certificate, Royal Manchester Children's Hospital, n.d.

LHB5 ROYAL EDINBURGH HOSPITAL FOR SICK CHILDREN

21 Printed Material: Other Hospitals and Organisations, 1891-1969

6 'The Hospitals Year Book, 1948', BHA, London, 1948

7 Children's Hospitals outwith Britain, 1949-1969

1 Annual Report, Children's Hospital, Melbourne, 1949-1950

2 Report by Professor JO Forfar on a visit made to the Royal Melbourne Children's Hospital, Feb 1969

8 Other Edinburgh Organisations, 1938-1949

1 Constitution and Rules of the Edinburgh Blood Transfusion Service, 1938

2 Annual Report, Edinburgh Children's Holiday Fund, 1949

3 Annual Report, Edinburgh Council of Social Service, 1948

4 Annual Report, Edinburgh Council of Social Service, 1949

9 Other Scottish Organisations outwith Edinburgh, n.d.

1 'Scottish Emergency Hospital Service', Department of Health for Scotland, n.d.

2 Constitution, Rules and Regulations of the Dumfries and Galloway Hospitals Contributors' Association [1939]

10 Miscellaneous, c1939

1 "The Hospital Library and Charities Bureau: its aims and object", n.d.

2 Plan for the Minimum Equipment of a Hospital Library, n.d.

3 Robert Barclay: Address given to a meeting of the Association of Sick Children's Nurses in Glasgow, 18 Feb 1939.

11 National Recruitment Drives - Voluntary Services, n.d.

1-4 National Hospital Service Reserve

5 Special Constabulary

6 Voluntary Service: various organisations.

22 General Administration, 1873-1961

Correspondence and documents dealing with the administration of the hospital. Topics included are the teaching of medical students in the hospital, the problem of infectious disease cases, development of new departments, provision against air raid attacks, and the provision of Christmas trees and entertainments for the patients. Administrative matters directly concerned with patients (tonsil cases, etc) and staff (salaries) are found in LHB 5/35 and 37. Only the more interesting topics are mentioned in the following lists.

Nearly all the letters are addressed to Messrs Henry Scott, Honorary Secretaries to the hospital.

1	1873–1875		Agents' fees, Nurses' accommodation, right of burial in Grange Cemetery.
2	1876		Criticism of practice of giving free medicine to those who can pay. Criticism of various hospital departments. Need for new building for fever patients.
3	1877	A-R	Queries from other hospitals. Requests for copies of Rules. Report on state of hospital.
4	1877	S-end	Requests for copies of Rules. Matters arising from accounts. Revision of donor board lists.
5	1878	A-Latta	Supply of Christmas evergreens. Proposed new convalescent ward. Proposed bazaar in aid of funds.
6	1878	Linton-end	Proposed bazaar. Question of need for Convalescent Home.
7	1879	A Anderson- H Anderson (Jan–Aug)	Dismissal of Miss Mackay. Linen inventories. Matron's behaviour.
8	1879	H Anderson (Sep–Dec) -Andrew	Complaints by nurses of their treatment. Matron's position.
9	1879	Barclay- Birmingham	Matron's behaviour and possible resignation. Sales promotion of 'Leguminose'. Birmingham Children's Hospital administration.
10	1879	Boyd-F	Lack of ward visits by Physicians. Letters from other hospitals. Proposed retiral of Matron. Patients' diets.
11	1879	H-K	Consumption of wine. Dismissal of nurse. State of Hospital.

22 General Administration, 1873-1961

12	1879	L	Consumption of wine. Nurses' wages. Problem of Matron.
13	1879	Mac-R	Matron's resignation. Need for improvement in hospital's management. Consumption of wine. Report on sanitation and kitchen arrangements.
14	1879	S	Sanitary arrangements. Letters from Matron.
15	1879	T-end	Matron's resignation. State of surgical instruments. Sanitary condition of hospital. Sick room cookery. Hospital management.
16	1880		Conduct of Directors' meetings.
17	1881	A-D	Lady Breadalbane's patronage. Complaint about funeral arrangements.
18	1881	F-M	Bed Numbers. Proposed recognition of lectures by the University. Washing of fever patients' clothes.
19	1881	Peter (Jan-Apr)	Letters from new Matron on various aspects of running the hospital.
20	1881	Peter (May-Dec)	Letters from new Matron on various aspects of running the hospital.
21	1881	R-S	Infectious cases. Royal patronage. Attendance of students at hospital does not qualify them for licence of RCPE or RCSE.
22	1881	U-end	Linoleum for wards. Lord Aberdeen's proposed visit.
23	1884	A-E	Clinical teaching. Condition of Lauriston Lane.
24	1884	F-L	Dismissal of probationer nurse. Henry Hall's request for information. Visits from parents to children with infectious diseases.
25	1884	Mac-O	Clinical teaching. Breaking of windows by Watson's pupils. Dismissal of nurse.
26	1884	Peter	Matron's letters.

22 General Administration, 1873-1961

- | | | | |
|----|-----------|--------------|--|
| 27 | 1884 | Playfair-end | Duration of office of Resident Physicians. Condition of Lauriston Lane. Report on cooking apparatus. Clinical teaching. Proposed mortuary. |
| 28 | 1885–1889 | | Right of burial in Morningside cemetery. Fever wards. Dispensary patients. Scottish Association for Medical Education of Women. |
| 29 | 1895–1901 | | Letters to F Deas about the laundry, hospital visitors. Royal Patronage. Engineer's Department. Picture of 'Christ Teaching Humility'. |
| 30 | 1904–1911 | | Rating of infirmaries and hospitals for educational purposes. Statistics of hospital Royal Patronage. |
| 31 | 1910 | | Milk kitchen |
| 32 | 1911–1914 | | TT milk |
| 33 | 1914–1928 | | Millbank Cottage, Aboyne. Functions of Ladies' Committee. Women medical students and immorality. |
| 34 | 1931–1932 | | Edward Clark Chair of Child Life and Health |
| 35 | 1932 | | Term of appointment: Honorary Dental Surgeon, Ordinary Physicians. |
| 36 | 1933 | A-M | Lord High Commissioner's visit. Petition against Edinburgh Corporation Order. |
| 37 | 1933 | N-end | Edinburgh Council's draft order re house to house collections. Proposed lectureship in the Pathology of Diseases of Children. Milk. |
| 38 | 1934 | A-D | Milk consumption. Scottish Milk Marketing Scheme's price to hospitals. Lord High Commissioner's visit. |
| 39 | 1934 | E-L | Unsatisfactory collecting agencies. Advertising in Castle's guide book. Open golf championship. Lord High Commissioner's visit. |
| 40 | 1934 | Mac-end | Alcohol used in Pathological Department. Employees' pension schemes. Charity Ball at Palais. Punch and Judy Show. |

22 General Administration, 1873-1961

41	1935	A-Euradays	Bryden Dickson cot plate. BBC Hospitals Appeal. Visit of Duke of Kent. Fire drill.
42	1935	Ewing-M	Christmas treat work party. Christmas trees. Pension schemes. Fire drill. Memorial tablet for cot.
43	1935	N-end	Radiograms for hospital. Hospitals Consultative Council. Duke of Kent's visit. Equipment for Bio – chemical Department. Attendance of students.
44	1936	A-F	Coronation souvenirs. Christmas party for out patients. Christmas trees.
45	1936	G-N	Lord High Commissioner's visit. Proposal for Blood Transfusion Service in Edinburgh.
46	1936	P-end	Royal Patronage. Christmas entertainments. Report on nurses' training. Presence of plain – clothes policeman in hospital.
47	1937	A-Edinburgh	International Hospital Assn. Query about Pathological Dept. BBC appeal. Punch and Judy show. Royal visit to Edinburgh. Air raid precaution instruction.
48	1937	Elder-H	Bio – chemical Department. Christmas trees. Lord High Commissioner's visit.
49	1937	L-Saint	Lord High Commissioner's visit. Royal visit. Address to King. Speech clinic. Royal patronage.
50	1937	Scottish-end	Staff excursion to Trossachs. Report on work of Biochemical Laboratory. Prescriptions dispensed. Stuart Hall lectureship.
51	1938	A-Edgar	Emergency hospital services. National government survey of hospital facilities.
52	1938	Edinburgh-Lancet	Care of Cripples. Christmas trees. Visiting of hospital patients. Lord High Commissioner's visit.
53	1938	Lees-end	Lord High Commissioners visit. Requests for Pathological reports. Student attendances. Air raid precautions. Overcrowding of lecture theatre, and attendance at post graduate lectures.

22 General Administration, 1873-1961

54	1938		Arrangements for cars to evacuate the hospital if necessary - war.
55	1939	A-Dempster	Hospital and air-raid wardens. American medical students. Arrangements for evacuation of hospital.
56	1939	Dept of Health	War time measures - storage of beds. Emergency Hospital Scheme.
57	1939	Dott-H	Possible evacuation of patients. Air raid precautions. Christmas trees. Student tickets.
58	1939	L-N	Evacuation of patients. Unit for Clinical Research in Surgery.
59	1939	P-end	Student tickets. Air raid precautions and safety of students. Overcrowding in lecture theatre.
60	1939		Cars for possible evacuation of patients.
61	1940	A-Dempster	Incubation inscriptions. Utilisation of Emergency Medical Scheme hospitals.
62	1940	Dept of Health	Emergency Hospital Scheme – interim payments to Voluntary Hospitals. Emergency Medical Scheme. Economy of milk and fuel.
63	1940	Div-L	Blood transfusions. Christmas trees. ARP expenditure. Lady Colquhoun's visit.
64	1940	M-end	Student tickets. Conference on Infant Mortality.
65	1941	A-H	Training of Polish students. Stretcher bearers and exemption from fire-watching. Air raid precautions. Student tickets.
66	1941-1942	I-end	Polish medical students. Registration of hospital in register of protected establishments under the National Health Service acts. Agreements about use of church halls in emergency. ENT treatment.
67	1943	A-L	Nursing reconstruction - the Taylor Report. Preliminary Training Schools. Doses of radiation received by X-ray workers. Provision of Orthopaedic scheme. Christmas trees.

LHB5 ROYAL EDINBURGH HOSPITAL FOR SICK CHILDREN**22 General Administration, 1873-1961**

68	1943	Mac-end	Nurses' salaries. Student tickets.
69	1944	A-I	Memorandum on the future of the hospital. BBC appeal. Provision of educational facilities in hospital. Teaching of Biochemical Technique.
70	1944	J-end	Future development of hospital and its Urological Department.
71	1945	A-L	Emergency Hospital Scheme. Orthopaedic Scheme for SE Scotland. Child Life and health in Edinburgh.
72	1945	Mac-end	Post graduate refresher course. Lord High Commissioner's visit.
73	1945		Endowment of cot - replies from other hospitals.
74	1946 undated		King and Queen's visit. Use of penicillin. Lord High Commissioner's visit.
75	1941-1945		War Damage Act papers.
76	n.d.		Biochemical Department equipment.
77	1935-1946		Loose leaf folder containing: 1 Central Bureau of Hospital Information: memoranda and reports, 1935-1942, printed. 2 British Hospitals Association: minutes of meetings, printed pamphlets, 1937-1946.
78	1961		Department of Health for Scotland: 'Administrative and Clerical Staff Inspection, Royal Hospital for Sick Children, Edinburgh'.

23 Correspondence about Annual and Monthly Reports, 1876-1946

Correspondence includes monthly figures sent in by staff for inclusion in annual and monthly reports. There are requests for copies of the annual reports and correspondence about the Ladies' Work Guild Reports.

Most of the letters are addressed to Messrs Henry and Scott, Honorary Secretaries to the hospital.

- 1 1876
- 2 1877
- 3 1878
- 4 1879
- 5 1881
- 6 1884
- 7 1933–1934
- 8 1935
- 9 1936
- 10 1937–1938
- 11 1939–1941
- 12 1943–1946

24 Committee Reports: Excerpts from Minutes, 1859-1948

Reports by committees on all aspects of hospital administration and maintenance, from inspection of drains to clinical instruction for women students.

1	1859–1871	Reports	Building and staffing of hospital.
2	1876–1878	Reports	Establishment of Convalescent Home.
3	1878–1883	Reports	Sanitary inspections. Local Authority grants, etc.
4	1884–1887	Reports	Clinical teaching. Fever cases. Surgical ward.
5	1888–1890	Reports	Drains. Women students, etc.
6	1891–1896	Reports	Move to new site.
7	1901–1928	Reports	Enlargement of Out Patient department. Crippled children.
8	1908–1948	Excerpts from Minutes	Election of trustees, lectures, etc.

25 Correspondence: Board and Committee Meetings and Members, 1876-1946

Correspondence includes apologies for non-attendance at meetings, letters regarding appointments to, and membership of, Board and Committees; resolutions to be put forward; and presence of reporters at annual general meetings.

1	1876	A-L
2	1876	M-end
3	1877	A-L
4	1877	M-end
5	1877	Correspondence re Dr Duncan's testimonial
6	1878	A-S
7	1878	T-end
8	1879	A-K
9	1879	L-end
10	1881 – 1883	complete
11	1884	complete
12	1933	A-K
13	1933	L-P
14	1933	R-end
15	1934	A-L
16	1934	M-end
17	1935	A-Mac
18	1935	M-end
19	1936	A-Findlay
20	1936	Fleming-L
21	1936	M-end
22	1937	A-Forteviot

25 Correspondence: Board and Committee Meetings and Members, 1876-1946

23	1937	Fraser-L
24	1937	M-end
25	1938	A-F
26	1938	G-end
27	1939	A-G
28	1939	L-end
29	1940	complete
30	1941	A-G
31	1941	H-end
32	1943	A-E
33	1943	F-M
34	1943	R-end
35	1944	A-Forteviot
36	1944	Fraser-R
37	1944	S-end
38	1945	A-M
39	1945 1946	O-end complete

26 Finance, 1876–1948

Includes statements of income and expenditure; letters about investments and accounts; and documents relating to trustees for stocks, share certificates, bonds and other investments made by the hospital.

Most of the letters are addressed to Messrs Henry and Scott, Honorary Secretaries to the hospital.

1	1877–1898	Statements of income and expenditure, comparisons.	
2	1920	Statements of income and expenditure, comparisons.	
3	1938–1939	Statements of income and expenditure, comparisons.	
4	1940–1942	Statements of income and expenditure, comparisons.	
5	1943	Statements of income and expenditure, comparisons.	
6	1944	Statements of income and expenditure, comparisons.	
7	1945	Statements of income and expenditure, comparisons.	
8	1876	complete`	Papers and letters re finance.
9	1877	A-Scottish	Papers and letters re finance.
10	1877	Snowdon-end	Papers and letters re finance.
11	1878	A-R	Papers and letters re finance.
12	1878	S-end	Papers and letters re finance.
13	1879	A-L	Papers and letters re finance.
14	1879	Mac–U	Papers and letters re finance.
15	1879	W-end	Papers and letters re finance.
16	1881	A-H	Papers and letters re finance.
17	1881	P-end	Papers and letters re finance.
18	1883	complete	Papers and letters re finance.
19	1884	A-Hastie	Papers and letters re finance.
20	1884	Home Cook	Papers and letters re finance.

26 Finance, 1876-1948

21	1884	I-end	Papers and letters re finance.
22	1889–1903	complete	Papers and letters re finance.
23	1908–1922	complete	Papers and letters re finance.
24	1933	A–Commonwealth	Papers and letters re finance.
25	1933	Cook–Fielding	Papers and letters re finance.
26	1933	Fielding (May–Dec)	Papers and letters re finance.
27	1933	G–Home Cook (Jan–Feb)	Papers and letters re finance.
28	1933	Home Cook (Mar–Jun)	Papers and letters re finance.
29	1933	Home Cook (Jul–Dec)	Papers and letters re finance.
30	1933	Lindsay-Mac	Papers and letters re finance.
31	1933	M-end	Papers and letters re finance.
32	1934	A–Churchill	Papers and letters re finance.
33	1934	Collie–Cowper	Papers and letters re finance.
34	1934	D–Fielding (Jan–Jul)	Papers and letters re finance.
35	1934	Fielding (Aug–Dec)	Papers and letters re finance.
36	1934	Fleming–Home Cook (Jan–Mar)	Papers and letters re finance.
37	1934	Home Cook (Apr–Aug)	Papers and letters re finance.
38	1934	Home Cook (Sep–Dec)	Papers and letters re finance.
39	1934	L–MacAndrew	Papers and letters re finance.
40	1934	MacKenzie–N	Papers and letters re finance.
41	1934	P- Tods	Papers and letters re finance.

26 Finance, 1876-1948

42	1934	Tomory–end	Papers and letters re finance.
43	1935	A-B	Papers and letters re finance.
44	1935	C	Papers and letters re finance.
45	1935	D–Fielding	Papers and letters re finance.
46	1935	Fraser–Home Cook (Jan–May)	Papers and letters re finance.
47	1935	Home Cook (Jun–Oct)	Papers and letters re finance.
48	1935	Home Cook (Nov–Dec)	Papers and letters re finance.
49	1935	L-Mac	Papers and letters re finance.
50	1935	M-P	Papers and letters re finance.
51	1935	R-end	Papers and letters re finance.
52	1936	A–Central	Papers and letters re finance.
53	1936	Commonwealth–F	Papers and letters re finance.
54	1936	Home Cook (Jan–Aug)	Papers and letters re finance.
55	1936	Home Cook (Sep–Dec)	Papers and letters re finance.
56	1936	Howard–Leadbetter	Papers and letters re finance.
57	1936	Lindsay	Papers and letters re finance.
58	1936	London–M	Papers and letters re finance.
59	1936	N–Pember (Jan–Jun)	Papers and letters re finance.
60	1936	Pember (Jul–Nov)	Papers and letters re finance.
61	1936	Pember (Dec)-R	Papers and letters re finance.
62	1936	S-end	Papers and letters re finance.
63	1937	A–Hastie	Papers and letters re finance.
64	1937	Home Cook (Jan-May)	Papers and letters re finance.

26 Finance, 1876-1948

65	1937	Home Cook (Jun–Oct)	Papers and letters re finance.
66	1937	Home Cook (Nov–Dec)	Papers and letters re finance.
67	1937	I–Pearson	Papers and letters re finance.
68	1937	Pember	Papers and letters re finance.
69	1937	Pember cont'd	Papers and letters re finance.
70	1937	Prud–end	Papers and letters re finance.
71	1938	A–Home Cook (Jan–Apr)	Papers and letters re finance.
72	1938	Home Cook (May–Oct)	Papers and letters re finance.
73	1938	Home Cook (Nov–Dec)	Papers and letters re finance.
74	1938	L–N	Papers and letters re finance.
75	1938	Pember (Jan–Apr)	Papers and letters re finance.
76	1938	Pember (May–Dec)	Papers and letters re finance.
77	1938	R–end	Papers and letters re finance.
78	1939	A–Henry	Papers and letters re finance.
79	1939	Home Cook (Jan–Jul)	Papers and letters re finance.
80	1939	Home Cook (Aug–Dec)	Papers and letters re finance.
81	1939	Howden–L	Papers and letters re finance.
82	1939	Mac–Pember	Papers and letters re finance.
83	1939	Provincial–end	Papers and letters re finance.
84	1940	A–G	Papers and letters re finance.
85	1940	Home Cook (Jan–Apr)	Papers and letters re finance.
86	1940	Home Cook (May–Dec)	Papers and letters re finance.
87	1940	Howden–N	Papers and letters re finance.
88	1940	Pember (Jan–Jul)	Papers and letters re finance.

26 Finance, 1876-1948

89	1940	Pember (Aug–Dec)	Papers and letters re finance.
90	1940	R-end	Papers and letters re finance.
91	1941	A-G	Papers and letters re finance.
92	1941	Home Cook (Jan–Apr)	Papers and letters re finance.
93	1941	Home Cook (May–Aug)	Papers and letters re finance.
94	1941	Home Cook (Sep–Dec)	Papers and letters re finance.
95	1941	L	Papers and letters re finance.
96	1941	Mac–P	Papers and letters re finance.
97	1941	R-end	Papers and letters re finance.
98	1942	Complete	Papers and letters re finance.
99	1943	A-G	Papers and letters re finance.
100	1943	Home Cook (Jan–Jul)	Papers and letters re finance.
101	1943	Home Cook ((Aug–Dec)	Papers and letters re finance.
102	1943	Lawrie (Jan–Nov)	Papers and letters re finance.
103	1943	Lawrie (Nov–Dec)	Papers and letters re finance.
104	1943	London–R	Papers and letters re finance.
105	1943	S-end	Papers and letters re finance.
106	1944	A–Central	Papers and letters re finance.
107	1944	Commonwealth-Dow	Papers and letters re finance.
108	1944	Dundee-G	Papers and letters re finance.
109	1944	Home Cook (Jan–Jun)	Papers and letters re finance.
110	1944	Home Cook (Jul–Dec) -Lanark	Papers and letters re finance.
111	1944	Lawrie (Jan–May)	Papers and letters re finance.
112	1944	Lawrie (Jun–Sep)	Papers and letters re finance.

26 Finance, 1876-1948

113	1944	Lawrie (Oct–Dec)	Papers and letters re finance.
114	1944	London–M	Papers and letters re finance.
115	1944	N-end	Papers and letters re finance.
116	1945	A–Haldane	Papers and letters re finance.
117	1945	Home Cook (Jan–Apr)	Papers and letters re finance.
118	1945	Home Cook (May–Dec)	Papers and letters re finance.
119	1945	Lawrie (Jan–Apr)	Papers and letters re finance.
120	1945	Lawrie (May–Aug)	Papers and letters re finance.
121	1945	Lawrie (Sep–Dec)	Papers and letters re finance.
122	1945	Mac-end	Papers and letters re finance.
123	1946 – 1948	Complete	Papers and letters re finance.
124	Bonds and Loans, 1909-942		
	1–5	Papers relating to loan to Colonel Blackburn over Killearn Estate, 1908.	
	6–7	Papers relating to loan to Earl of Aberdeen over Cromar Estate, 1909.	
	8–9	Papers relating to Bonds of Annuity by Lord Forteviot, 1934,1942.	
125	Shares Certificates, Stock Receipts, etc, 1899-1944		
	1	New Colonial Co Ltd, 1899.	
	2	Exchequer Bonds, 1921, purchased 1916.	
	3–4	Bank of England 4% Funding Loan, 1919.	
	5	Edinburgh Corporation Mortgage, 1920.	
	6	Naparima Oilfields of Trinidad Lts, 1920.	
	7–14	New South Wales Stock, 1932.	
	15	Consolidated Stock, 1932.	

LHB5 ROYAL EDINBURGH HOSPITAL FOR SICK CHILDREN

26 Finance, 1876-1948

- 125 Shares Certificates, Stock Receipts, etc, 1899-1944
- 16-18 Bank of England Stock, 1937-1944.
- 126 War Stock and War Loans, 1915-1932
- 1-4 War Stock, 1915-1924.
- 5-10 Continuance of War Loan, 1932.
- 127 Acknowledgements by Trustees re Stock Holdings, 1898-1913
- 1-17 Documents signed by Trustees or Treasurer of hospital that stocks held in their names are held on behalf of the hospital.
- 128 Acknowledgements by Trustees re Stock Holdings, 1914-1938
- 1-8 Documents as in no 127 above.
- 129 Documents Relating to Executors and Trustees, 1928-1944
- 1-2 Draft deeds of Assumption and Conveyance by Victor Paton, 1928.
- 3-6 Confirmation certificates from Probate Court regarding executors, 1939-1944.
- 7 Bank of England: Requirements for proving death of stockholder, eg showing of death certificate, n.d.
- 8 Estate Duty Office claim for additional legacy duty: options of Counsel, 1942-1943.
- 130 Death Certificates of Trustees, 1898-1943
- 1-18 Certificates stamped on the back by different banks, and companies of which the deceased was a stockholder [as trustee for the hospital].
- 131 Lists of Investments, 1898-1947
- 1 Investments of the AC Williamson Fund, 1898.
- 2 Notes on Examination of Securites, 1936.
- 3 List of Hospital Properties, with Rental and Feu Duty, 1938, amended up to 1945.
- 4-5 List of investments, 1943, with proposed rearrangement of same.

26 Finance, 1876-1948

131 Lists of Investments, 1898–1947

- 6 List of holdings in Government Stocks, 1944.
- 7 Details of Endowments, 1947.
- 8 List of stocks in name of one surviving trustee, Mr WH Fraser, n.d.
- 9 List of bonds deposited in bank, n.d.

27 Letters to Treasurer, 1941-1946

Letters addressed to William Home Cook and Co, Treasurers to the hospital about various money matters, including payment of accounts, trust funds, collections and donations.

1	1941	Jul-Sep	Letters from Hospital Secretary
2	1941	Oct-Nov	Letters from Hospital Secretary
3	1941	Dec	Letters from Hospital Secretary
4	1942	Jan-Feb	Letters from Hospital Secretary
5	1942	Mar-Jul	Letters from Hospital Secretary
6	1943	Feb-May	Letters from Hospital Secretary
7	1943	Jun-Sep	Letters from Hospital Secretary
8	1943	Oct-Dec	Letters from Hospital Secretary
9	1944	Jan-Mar	Letters from Hospital Secretary
10	1944	Apr-May	Letters from Hospital Secretary
11	1944	Jun-Oct	Letters from Hospital Secretary
12	1944	Nov-Dec	Letters from Hospital Secretary
13	1945	Jan-Feb	Letters from Hospital Secretary
14	1945	Mar-Apr	Letters from Hospital Secretary
15	1945	May-Jul	Letters from Hospital Secretary
16	1945	Aug-Oct	Letters from Hospital Secretary
17	1945	Nov-Dec	Letters from Hospital Secretary
18	1946	Jan-May	Letters from Hospital Secretary
19	1946	Jun-Oct	Letters from Hospital Secretary
20	1946	Nov-Dec	Letters from Hospital Secretary
21	1941	complete	Trusts and Executries
22	1942	complete	Trusts and Executries

27 Letters to Treasurer, 1941-1946

23	1943	A-I	Trusts and Executries
24	1943	K-end	Trusts and Executries
25	1944	A-G	Trusts and Executries
26	1944	H-end	Trusts and Executries
27	1945	A-L	Trusts and Executries
28	1945	M-end	Trusts and Executries
29	1946	A-E	Trusts and Executries
30	1946	F-M	Trusts and Executries
31	1946	N-end	Trusts and Executries
32	1941	A-B	Donations and collections
33	1941	C-F	Donations and collections
34	1941	G-K	Donations and collections
35	1941	L-M	Donations and collections
36	1941	N-P	Donations and collections
37	1941	R-Simpson	Donations and collections
38	1941	Somerville-end	Donations and collections
39	1942	A-MacLeod	Donations and collections
40	1942	MacNaughton-end	Donations and collections
41	1943	A-B	Donations and collections
42	1943	C-D	Donations and collections
43	1943	E-H	Donations and collections
44	1943	J-Mac	Donations and collections
45	1943	M-R	Donations and collections
46	1943	S-end	Donations and collections

27 Letters to Treasurer, 1941-1946

47	1944	A-B	Donations and collections
48	1944	C-E	Donations and collections
49	1944	F-H	Donations and collections
50	1944	I-Mac	Donations and collections
51	1944	M-O	Donations and collections
52	1944	P-Service	Donations and collections
53	1944	Shafto-T	Donations and collections
54	1944	U-end	Donations and collections
55	1945	A-C	Donations and collections
56	1945	D-G	Donations and collections
57	1945	H-K	Donations and collections
58	1945	L-Milligan	Donations and collections
59	1945	Mitchell-R	Donations and collections
60	1945	S-V	Donations and collections
61	1945	W-end	Donations and collections
62	1946	A-D	Donations and collections
63	1946	E-L	Donations and collections
64	1946	M-R	Donations and collections
65	1946	S-end	Donations and collections
66	1941		Administration, accounts
67	1941		Staff salaries and superannuation
68	1942		Administration, accounts, staff matters
69	1943		Administration, accounts, staff matters
70	1944		Administration of hospital

27 Letters to Treasurer, 1941-1946

71	1944	A-J	Accounts for work done, etc
72	1944	K-end	Accounts for work done, etc
73	1944		Staff: salaries, superannuation
74	1945		Administration
75	1945		Accounts
76	1945		Staff salaries, etc.
77	1946	A-G	Administration
78	1946	H-end	Administration
79	1946	A-J	Accounts
80	1946	K-end	Accounts
81	1946	A-I	Staff salaries, etc.
82	1946	J-Robinson	Staff salaries, etc
83	1946	Royal-end	Staff salaries, etc

28 Trust Settlements, 1874-1956

Documents and correspondence relating to executries and trusts, where legacies and donations have been made to the hospital. All the pre – 1933 material is arranged alphabetically by name of trust or of deceased who left legacy, rather than by date of document. From 1933 onwards documents for each year in turn are arranged alphabetically.

Most of the letters are addressed to Messrs Henry and Scott, Honorary Secretaries to the hospital.

1	Alexander	1912–1914
2	Anderson, Charlotte	1910–1911
3	Anderson, William - Anon	1892–1916
4	Baillie – Ballantyne	1912–1922
5	Bathgate – Bevan	1884–1895
6	Beveridge – Brown	1916–1929
7	Bruce – Buckle	1892–1903
8	Callahan – Cormack	1896–1930
9	Croall	1912–1916
10	Darling – Dick	1901–1931
11	Duncan	1912–1915
12	Dundas – Dunsmure	1896–1923
13	Edgar – Esbie	1902–1930
14	Falconhall – Forrest	1890–1930
15	Gavin – Giles	1907–1921
16	Glass	1907–1921
17	Gordon – Huntly	1892– 908
18	Johnston – Lamb	1896-1899
19	McCall	1916–1925
20	McCallum	1921–1922

28 Trust Settlements, 1874-1956

21	McCosh – McGlashan	1882–1925
22	MacKenzie, Elizabeth	1911–1913
23	MacKenzie, Helen	1917–1930
24	MacKenzie, Mary – McWiggan	1917–1927
25	Maitland – Moir	1893–1943
26	Muir	1902–1915
27	Mullay – Murray	1905–1931
28	Napier – Oldham	1874–1923
29	Oliver – Raeburn	1907–1939
30	Robertson	1897–1921
31	Ross	1877
32	St Cuthbert’s Heritors	1894
33	Sanderson, Jean	1918–1939
34	Sanderson, Maggie – Sanderson,	1909
35	Schreier – Scott	1890–1904
36	Shiel	1905–1912
37	Smith – Steele	1907–1919
38	Stewart	1917–1920
39	Sutherland – Thain	1914–1926
40	Thomson	1898
41	Vert	1921–1922
42	Weir – Whitelaw	1907–1915
43	Williamson – Wood	1898 – 1931
44	1933	A - E

28 Trust Settlements, 1874-1956

45	1933	F - G
46	1933	H
47	1933	K - Mac
48	1933	M
49	1933	P - Smith
50	1933	Steinkopf – W
51	1934	A - C
52	1934	D - G
53	1934	H
54	1934	J - Mac
55	1934	M - P
56	1934	R - end (miscellaneous)
57	1935	A - C
58	1935	D - G
59	1935	H
60	1935	K - Mac
61	1935	Maitland – Munro
62	1935	Murphy – R
63	1935	S - end (miscellaneous)
64	1936	A - C
65	1936	D - F
66	1936	G - Handyside
67	1936	Holloway – K
68	1936	L - Martin

28 Trust Settlements, 1874-1956

69	1936	Mason – R
70	1936	Sanderson
71	1936	Seaforth – V
72	1936	Williams
73	1936	Wilson – end (miscellaneous)
74	1937	A - C
75	1937	D - G
76	1937	H - L
77	1937	Mac – Paterson
78	1937	Pearson – Pendreigh
79	1937	Purvis – Smith
80	1937	Sutherland – Wilson
81	1937	Wilson, M - end (miscellaneous)
82	1938	A - Charteris
83	1938	Comrie
84	1938	Craig – Dalrymple
85	1938	Davidson – F
86	1938	G - Mac
87	1938	M - P
88	1938	R - V
89	1938	W - end
90	1939	A – Bryden (Jan – Sep)
91	1939	Bryden (Oct – Dec)
92	1939	C

28 Trust Settlements, 1874-1956

93	1939	D - F
94	1939	G
95	1939	H - L
96	1939	Mac – M
97	1939	N - P
98	1939	S - Wilson
99	1939	Wood – end (miscellaneous)
100	1940	A - B
101	1940	C
102	1940	D - G
103	1940	H - Lindsay
104	1940	Lyall - O
105	1940	P – Strathclyde
106	1940	Sutherland
107	1940	T - end (miscellaneous)
108	1941	A – Chalmers
109	1941	Chapman – H
110	1941	L - N
111	1941	O
112	1941	P - S
113	1941	T – Watson
114	1941	White – end (miscellaneous)
115	1942	complete
116	1943	A - D

28 Trust Settlements, 1874-1956

117	1943	G - K
118	1943	L - M
119	1943	O - R
120	1943	S - White
121	1943	Wilson – Wood
122	1943	miscellaneous
123	1944	A - B
124	1944	C - Geekie
125	1944	Gilroy – Handyside
126	1944	Henderson – Kelly
127	1944	Kennedy – Morrison
128	1944	Murray – P
129	1944	R – Thomson
130	1944	Tweeddale – end (miscellaneous)
131	1945	A - F
132	1945	G – Mac
133	1945	M – Spence
134	1945	Stewart – end (miscellaneous)
135	1946	A - D
136	1946	F - H
137	1946	Imlach
138	1946	K - L
139	1946	Mac – S
140	1946	V - end

28 Trust Settlements, 1874-1956

141	1947	A – Bremner
142	1947	Brown – D
143	1947	E – Gahrer
144	1947	Gillies – H
145	1947	K - L
146	1947	Mac – Martin
147	1947	Matthew – Spence
148	1947	Sym – Wanless
149	1947	Watson – Weir
150	1947	Whannell - end
151	1948	A - B
152	1948	C - F
153	1948	G - I
154	1948	K - MacIntyre
155	1948	Mackie - Martin
156	1948	Methven - R
157	1948	S - T
158	1948	W - end
159	1949–1956 and undated	complete

29 Donations and Collections, 1859-1948

Subjects include house to house collections and donations to the hospital in cash and in kind. Items donated include toys, pictures and food.

Most of the letters are addressed to Messrs Henry and Scott, Honorary Secretaries to the Hospital.

1	1876	complete	correspondence
2	1877	A - L	correspondence
3	1877	Mac – W	correspondence
4	1878	A - H	correspondence
5	1878	J - end	correspondence
6	1879	complete	correspondence
7	1881	A - H	correspondence
8	1881	K - end	correspondence
9	1884	complete	correspondence
10	1883	Note of subscriptions and donations received.	
11	1896	Employment of Mr Stavert as organiser of collections.	
12	1929 – 1935	Christmas Appeal figures.	
13	1933	Street collections for Christmas Appeal.	
14	1933	A - H	correspondence
15	1933	K - end	correspondence
16	1934	A - Harper	correspondence
17	1934	Home Cook	correspondence
18	1934	L - end	correspondence
19	1935	A - F	correspondence
20	1935	Home Cook	correspondence
21	1935	K - end	correspondence

29 Donations and Collections, 1859-1948

22	1936	A – Home Cook (Jan – Aug)	correspondence
23	1936	Home Cook (Sep – Dec) - end	correspondence
24	1937	A – Home Cook (Jan – Jun)	correspondence
25	1937	Home Cook (Jul – Dec) - end	correspondence
26	1938	A - Home Cook (Jan – Jul)	correspondence
27	1938	Home Cook (Aug – Dec)	correspondence
28	1939	A – Home Cook (Jan – Apr)	correspondence
29	1939	Home Cook (May – Dec) - end	correspondence
30	1936 – 1937	Street lists for Christmas Appeal	
31	1930 – 1937	Christmas Appeal figures	
32	1939	List of streets in connection with distribution of Christmas Calendars. List of individual names and addresses is attached.	
33	1940	A - Home Cook (Jan – Jun)	correspondence
34	1940	Home Cook (Jul – Dec) - end	correspondence
35	1941	complete	correspondence
36	1943	A – Home Cook (Jan – Nov)	correspondence
37	1943	Home Cook (Dec) – end	correspondence
38	1944	A - F	correspondence
39	1944	Home Cook	correspondence
40	1944	Home Guard - end	correspondence
41	1945	A – Home Cook (Jan – Jun)	correspondence
42	1945	Home Cook (Jul – Dec) - end	correspondence
43	1946	A - C	Letters and Carbons
44	1946	D - L	Letters and Carbons

29 Donations and Collections, 1859-1948

45	1946	Mac – M	Letters and Carbons
46	1946	N - S	Letters and Carbons
47	1946	South African Cot	Letters and Carbons
48	1946	T - end	Letters and Carbons
49	1947–1948	complete, in loose leaf folder	Letters and Carbons
50	1940–1945	House collections: abstract of accounts	
51	1938–1939	Acts of Parliament in respect of charitable collections.	
52	1859–1925	Legacies and donations of £100 and upwards as recorded on the hospital's donor boards.	

30 Property, 1861-1953

The hospital first opened in 1860 at no 7 Lauriston Lane. In 1863 it moved to Meadowside House at the foot of Lauriston Lane. In December 1890, following a typhoid outbreak, the hospital moved again, this time to Morningside College, Plewlands. Meadowside House was demolished. In 1895 the present hospital at Sciennes Road was opened.

In subsequent years the hospital purchased houses in Rillbank Crescent and Rillbank Terrace. Some were adapted for use by the hospital as consulting rooms and as a nurses' home. Others were leased out to tenants. In 1934 no 16 Hope Park Terrace was purchased and converted into the Forteviot Home for very young children. The hospital also acquired houses in Colinton, Loanhead, etc, which were leased out.

The following documents and correspondence deal with the purchase and maintenance of all the above buildings, except for the maintenance of the main hospital building (see LHB 5/31).

Most of the letters are addressed to Messrs Henry Scott.

- 1 1861–1873 Acquisition of Meadowside House.
- 2 1890–1892 Demolition of Meadowside. Lease of Morningside College.
- 3 1894–1895 Opening of new hospital, Sciennes Road.
- 4 1896 Inventory of title deeds of no 1 Sylvan Place.
- 5 1899 Court case involving laundry chimney.
- 6 1900 Court case involving laundry chimney.
- 7 1900–1912 Dean of Guild Court warrants for building and alterations.
- 8 1900–1902 10 Rillbank Terrace: estimates and memoranda re alterations.
- 9 1908–1916 Rillbank Terrace and Bonaly Road: leases.
- 10 1913–1915 Various properties: land value duties.
- 11 1929–1930 Valuations of nos 3, 13 Rillbank Terrace.
- 12 1933 Arthur Street, Loanhead, Portland Terrace.
- 13 1933 Nos 1 Rillbank Crescent and 2/4 Rillbank Terrace.
- 14 1933 Nos 8, 9, Rillbank Terrace.
- 15 1933 No 9 Rillbank Terrace cont'd: Equipping of rooms for Dr Charles McNeil.

30 Property, 1861-1953

16	1934	Bonaly Road, Bridge Street, Causewayside, Inveravon Terrace, Loanhead, Millerfield Place, Myers Castle, Portland Terrace.
17	1934	Nos 2, 8, 9, Rillbank Terrace.
18	1934	No 9 Rillbank Terrace.
19	1934	Nos 12, 17 Rillbank Terrace.
20	1934	No 17 Rillbank Terrace cont'd: repairs, etc.
21	1934	No 18 Rillbank Terrace: purchase by the hospital.
22	1935	7 Hope Terrace, 16 Hope Terrace (Forteviot Home).
23	1935	16 Hope Terrace cont'd (Sep-Oct).
24	1935	16 Hope Terrace cont'd (Nov-Dec).
25	1935	Inveravon Terrace, Loanhead, Myres, 'Norwood', Portland Terrace, nos 1, 2, Rillbank Crescent, nos 3, 4, Rillbank Terrace.
26	1935	Nos 8, 9. Rillbank Terrace.
27	1935	Nos 10, 12, 17, Rillbank Terrace, Hospital lodge, etc.
28	1936	Arthur Street, Causewayside, no 16 Hope Terrace.
29	1936	No 16 Hope Terrace (Apr-Dec).
30	1936	Inveravon Terrace, Loanhead, Portland Terrace, Rillbank Crescent.
31	1936	Nos 4, 13, 17, 18, Rillbank Terrace.
32	1936	Hospital lodge, miscellaneous.
33	1937	Bonaly Road, Hope Terrace.
34	1937	Loanhead, Portland Terrace, Rillbank Crescent.
35	1937	No 13 Rillbank Terrace: purchase by hospital.
36	1937	No 16 Rillbank Terrace: hospital's offer to purchase.
37	1937	No 17 Rillbank Terrace: applications from prospective tenants etc.
38	1937	No 18 Rillbank Terrace, miscellaneous.

30 Property, 1861-1953

39	1938	Hope Terrace.
40	1938	Bonaly Road, Loanhead, Millerfield Place.
41	1938	No 1 Rillbank Crescent, repairs, tenant's complaints, etc.
42	1938	Nos 2, 4, Rillbank Crescent: purchase of No 4 by hospital.
43	1938	Rillbank Crescent/Terrace, Nos 9, 13, Rillbank Terrace.
44	1938	No 15 Rillbank Terrace: purchase by hospital.
45	1938	No 15 Rillbank Terrace: purchase by hospital.
46	1938	No 16 Rillbank Terrace: purchase by hospital.
47	1938	Nos 17, 18 Rillbank Terrace, Porter's lodge.
48	1939	Bonaly, Causewayside.
49	1939	Hope Terrace.
50	1939	Loanhead, Portland Terrace.
51	1939	Nos 1, 2, 4, Rillbank Crescent.
52	1939	No 2 Rillbank Terrace: purchase by hospital.
53	1939	Nos 14, 15/16, Rillbank Terrace.
54	1939	No 16 Rillbank Terrace, miscellaneous.
55	1940	Hope Terrace.
56	1940	Inveravon Terrace, Loanhead, Millerfield Place, Portland Terrace, nos 2, 4, Rillbank Crescent.
57	1940	Nos 2, 14, 15/16 Rillbank Terrace.
58	1940	No 17 Rillbank Terrace, miscellaneous.
59	1941	Bonaly, Hope Terrace, Loanhead.
60	1941	Murrayfield House, North Church, Rillbank Crescent, Rillbank Terrace, miscellaneous.
61	1943	Hope Terrace.

30 Property, 1861-1953

- | | | |
|----|-----------|--|
| 62 | 1943 | All other properties. |
| 63 | 1944 | Bonaly, Hope Terrace, Inveravon Terrace, Loanhead. |
| 64 | 1944 | Portland Terrace, Rillbank Crescent, Rillbank Terrace, 'Walkerfield', miscellaneous. |
| 65 | 1945 | Comely Bank, Hope Terrace, Loanhead, 3 Rillbank Crescent. |
| 66 | 1945 | No 17 Rillbank Terrace. |
| 67 | 1946-1947 | |
| 68 | 1951-1958 | |

31 Building, 1864-1948

This section deals with the general maintenance of the hospital and its plant. Included are estimates for plumbing, painting, etc; installation of machines and equipment and maintenance of same. Also measures taken during the war as safety precautions against air raids.

Most of the letters are addressed to Messrs Henry and Scott, Honorary Secretaries to the hospital.

1	1864–1876	Plumbing, painting, etc.	
2	1877	Equipment for drying room, etc.	
3	1878	Inspection of drains, fitting up of drying apparatus.	
4	1881	New laundry and nurses' dormitory, fire fighting equipment, etc.	
5	1882	Provision of new laundry and nurses' dormitories.	
6	1882–1883	Appeal for funds for above building project.	
7	1888–1890	Proposed alterations to dispensary, waiting room and consulting room - estimates, etc.	
8	1892	Schedules and tenders for proposed new building at Rillbank.	
9	1892	Schedules and tenders for proposed new building at Rillbank.	
10	1893–1895	Estimates, schedules, etc.	
11	1895–1896	Letters from Messrs Benham & Sons Ltd about hospital's heating apparatus.	
12	1896–1898	Hospital's heating and lighting systems.	
13	1896–1898	Proposed new lodge and new extension to out patient department.	
14	1898-1899	Laundry arrangements.	
15	1899	A – Cowan	Outside WC, horizontal steam engine.
16	1899	Crabbe - L	Estimates and alterations.
17	1899	M - end	Gas cooking range, steam engine.
18	1900	A – B	Laundry equipment, estimates.
19	1900	C - G	Alterations to various rooms, estimates for fittings.

31 Building, 1864-1948

20	1900	H – Lowdon (Jan–Feb)	Estimates for electrical installations.
21	1900	Lowdon (Mar–Dec)	Electrical installations.
22	1900	M - R	Electrical installations, heating pipes, miscellaneous.
23	1900	S - end	Laundry equipment, repairs to lift.
24	1900		Notes, reports and specifications drawn up by the hospital.
25	1901	A - M	Drying horses, surgical theatre workroom.
26	1901	P - end	Drying horses, alterations to steam supply pipe.
27	1902–1903		Drying horses, alterations to laundry pipes.
28	1904		Plumbing and heating of laundry heating of out patient department.
29	1908 – 1924		Miscellaneous.
30	undated		Miscellaneous sketches, notes, advertisements, etc.
31	1933	A – Cranston	Equipment for X – ray department, plumbing accounts.
32	1933	Currie – G	Proposed garage, filtrator unit, ambulance.
33	1933	H – Mac	Rewiring of dormitories, accounts for work done on X – ray department, etc.
34	1933	M - T	Rewiring nurses' home. X – ray tube required by Urological Department. Estimate for garage.
35	1933	V - end	Foul linen washing machine. Insurance of plant.
36	1934	A - F	Heating apparatus. Bed pan washers. Refrigeration plant.
37	1934	G - L	Equipment for Biochemical Department. Maintenance of plant.

31 Building, 1864-1948

38	1934	Mac	Estimate for sterilising of building. Estimates for new Biochemical Department.
39	1934	M – Shiach	Removal of scrap. Proposed rewiring work.
40	1934	Slater – V	Fitting up of Biochemical lab. Reports on various items of plant.
41	1934	W – end	Proposed new laboratory and disinfectant house. Reports on items of plant.
42	1935	A - B	Equipment for X-ray Department.
43	1935	C - J	Apparatus for Sunlight Department. Report on installing a hospital radio – gramophone. Miscellaneous equipment.
44	1935	L - P	Report on roofs and walls. Insurance policies. Pathological Department equipment.
45	1935	S – Victor	Painting of wards, etc. Equipment for laundry and for X-ray Department.
46	1935	Vulcan – end	Reports on plant and equipment. Insurance of plant.
47	1936	A – Barimar	Reorganisation of Sunlight Department. Repairs to heating plant.
48	1936	Barton – Brit	Post mortem theatre. Milk kitchen. Estimates for instrument cupboard. Proposed refrigerator.
49	1936	C - G	Fire escapes. Surgical equipment.
50	1936	H - L	New operating table. Installation of Aga.
51	1936	Mac	Proposed alterations to operating theatre.
52	1936	M - P	Milk bottle steriliser. Proposed new cookers.
53	1936	R - S	Surgical Diathermy. Washing machines. Cookers.

31 Building, 1864-1948

54	1936	T	Alterations to operating theatre. Laundry equipment.
55	1936	V	Maintenance and insurance of plant.
56	1936	W - end	Equipment for surgical Theatre,, Sunlight Department, kitchen and sterilising room.
57	1937	A - B	Equipment for Sunlight Department. Milk steriliser.
58	1937	C - H	Miscellaneous estimates.
59	1937	L - M	Microscope for Pathological Department. Bottle sterilisers.
60	1937	P - T	Bottle steriliser. Estimates and accounts.
61	1937	V	Maintenance and insurance of plant.
62	1937	W - end	New sink. Safety guards.
63	1938	A – Barton	Miscellaneous estimates.
64	1938	Bell – D	Installation of telephones. Electricity supplies.
65	1938	F – MacAndrew	Proposed installation of automatic telephones. Estimate for heating cabinet. Repairs.
66	1938	MacGregor - MacNeil	Purchase of autoclave and electric centrifuge.
67	1938	M	Supply of ultra-violet light apparatus. Electric centrifuge. X-ray equipment. Telephones.
68	1938	N - T	Estimates for repairs. Purchases of plant. Supply of iron lung.
69	1938	V	Maintenance and insurance of plant.
70	1938	W - end	Proposed new lecture theatre. Estimates for repairs.
71	1939	A - Barton	Apparatus in X-ray Department. Replacement of old radiators.

31 Building, 1864-1948

72	1939	Bastow – Dean	Preparations re war. Repairs.
73	1939	Department of Health	Structural precautions against air raids.
74	1939	F - H	Air raid precautions.
75	1939	Mac – N	Equipment for Pathological and X-ray Departments. Filling of sandbags.
76	1939	P - R	Dish–washing machine. Mechanical respirator. Emergency generator.
77	1939	S - V	Purchase and maintenance of equipment and plant.
78	1939	W - end	Repairs to lifts.
79	1940	A – Dennis	Preparations for air raids. Repairs.
80	1940	Department – H	Air raid precautions. Obtaining of supplies and chemicals.
81	1940	Mac – National	Building of shelter for oxygen containers. Supplies for Pathological Department. Repairs.
82	1940	Northern - T	Fire fighting equipment. Accounts.
83	1940	V - W	Repairs, insurance and maintenance of plant.
84	1941	A - D	Maintenance of plant. Equipment for decontamination centre.
85	1941	E - Mac	War–time precautions.
86	1941	N - W	War–time precautions.
87	1942	complete	Proposed work to be done on building.
88	1943	A - C	X-ray Department. Repairs. Insurance of plant.
89	1943	D - N	Repairs to hospital fabric.
90	1943	P - W	War–time arrangements. Repairs to stonework.

31 Building, 1864-1948

91	1944	A - Department	New X-ray Department equipment. New refrigerator for Pathological Department. Repairs.
92	1944	Dott – Mac	Decontamination arrangements. Need for new anaesthetic equipment. Payment of accounts.
93	1944	M - W	Repairs to building. Purchase of anaesthetic equipment. Payment of accounts.
94	1945	A - C	Estimates for repairs and installations.
95	1945	D - N	New anaesthetic equipment. New refrigerator. End of war-time protective brickwork.
96	1945	P - T	Repairs and renewals. Removal of decontamination hut.
97	1945	V - W	Reports on lifts. Authorisation to purchase steel.
98	1946		Repairs and renewals. Maintenance licence.
99	1948		Cancelled insurance policies for plant, etc.

32 Household Supplies and Stationery, 1899-1944

Correspondence, invoices, etc regarding the supply of provisions, coal, clothing, etc.; the printing of pamphlets, Christmas appeals, etc; and the supply of stationery.

Most of the letters are addressed to Messrs Henry and Scott, Honorary Secretaries to the hospital.

- | | | |
|---|-----------|--|
| 1 | 1903 | Statement showing consumption of household stores. Printed form for estimates from firms for supplying the hospital. |
| 2 | 1933–1939 | Correspondence about supplies of slippers, meat, drugs, coal, etc. |
| 3 | 1940–1941 | Correspondence about supplies of slippers, meat, drugs, coal, etc. |
| 4 | 1899 | Estimates, accounts etc for printing and stationery. |
| 5 | 1933–1935 | Estimates, accounts etc for printing and stationery. |
| 6 | 1936–1937 | Estimates, accounts etc for printing and stationery. |
| 7 | 1938–1944 | Estimates, accounts etc for printing and stationery. |

33 Muirfield Convalescent Home I, 1897-1933

The estate of Muirfield was bequeathed to the Royal Hospital for Sick Children by Miss Mary Jane Meikleham. The existing house opened in May 1906 as a Convalescent Home for ten patients. Accommodation, however, was needed for 16 children with the possibility of extending to take 24. Mr Lorimer, the architect, was consulted and asked to prepare plans. There were two alternatives: to extend the existing building, or to replace it with a new one. The latter course was decided on. The new Home opened on 17 July 1909.

The Muirfield Convalescent Home, situated as it was beside the golf course, was able to benefit from the sale of programmes for the Open Golf Championships held there.

Most of the letters are addressed to Messrs Henry and Scott, Honorary Secretaries to the hospital.

1	1906	Jan–Mar	Bequest of Muirfield estate. Possibility of establishing a Convalescent Home there.
2	1906	Apr	Bequest of Muirfield estate. Possibility of establishing a Convalescent Home there.
3	1906	May–Aug	Bequest of Muirfield estate. Possibility of establishing a Convalescent Home there.
4	1906	Sep–Dec	Memorial tablet to Miss Meikleham. The estate.
5	1906–1907		Answers from other hospitals to questionnaire about their convalescent homes.
6	1907	Jan–Apr	Reports on proposed convalescent home.
7	1907	May–Dec	Reports by various committees.
8	1908–1909		Memoranda on Convalescent Home Schemes.
9	1906–1909		Folder of documents on above Scheme. Indexed.
10	1906–1908	and undated	Rough notes by M Henry.
11	1909		Printed appeal. Ticket for opening ceremony.
12	1906–1933		Rules of Muirfield Convalescent Home.
13	1903–1905		Rules of other convalescent homes.

33 Muirfield Convalescent Home I, 1897-1933

14	1909–1915	Leases and lets of parks and ground.
15	1910–1914	Musical afternoon. General maintenance. Lease of Muirfield Garden.
16–18	1914	Application for post of gardener.
19	1915–1922	Army requisitioning of land.
20	1920–1926	Miscellaneous.
21	1897–1910	Muirfield plans.
22	[1930s]	Muirfield plans.
23	n.d.	Photographs.
24	1903–1906	Illustrations of buildings designed by Edward Maidman.
25	1903–1906	Miscellaneous advertisements. Bye-Laws.

34 Muirfield Convalescent Home II, 1932-1952

The following correspondence deals with the day to day running, repairs and maintenance of the Home. It also deals with the tenancy of Muirfield Cottage. Topics include the use of the field belonging to the Home by various local groups, and its requisition by the army during World War II. A separate section deals with the Open Golf Championships held at Muirfield Golf Course.

Most of the letters are addressed to Messrs Henry and Scott, Honorary Secretaries to the hospital.

1	1933	A - G
2	1933	H - M
3	1933	N - end
4	1934	complete
5	1935	A - B
6	1935	C - E
7	1935	F - L
8	1935	M - end
9	1936	A - G
10	1936	H - L
11	1936	M - Tod
12	1936	Tullis – end
13	1937	A - E
14	1937	F - K
15	1937	L
16	1937	M - end
17	1938	A - B
18	1938	C – Hamilton
19	1938	Home Cook – P
20	1938	R - end

34 Muirfield Convalescent Home II, 1932-1952

21	1939	A - H
22	1939	L - end
23	1940	A - E
24	1940	F - end
25	1940	Army requisition of land.
26	1941	A - E
27	1941	F - end
28	1943	complete
29	1944	A - E
30	1944	F - end
31	1945	A - D
32	1945	E - end
33	1946–1952	complete
34	1932	Amateur Golf Championship, Muirfield: loose leaf folder of correspondence about the programmes – advertisers, etc.
35	1935	Open Golf Championship, Muirfield: loose leaf folder as above.
36	1933–1936	Golf Championships, Muirfield: miscellaneous letters.
37	1931	Life Association for Scotland: photographs of illustrations for golfing calendar.

35 Staff: Administration, 1933-1947

This section contains correspondence and documents dealing directly with administrative matters pertaining to the hospital staff, eg salaries, creation of new posts, etc.

For more general administration which may include references to staff see LHB 5/22.

Most of the letters are addressed to Messrs Henry and Scott, Honorary Secretaries to the hospital.

- | | | |
|----|-----------|--|
| 1 | 1933 | Miss MacGregor's appointment as lecturer in Pathology of Diseases of Children. Decline in applications for Resident Posts. |
| 2 | 1934 | Retiral age of Honorary Consultants. Training of nurses. Lectures by John Dow. Residents' appointment and pay in other hospitals. |
| 3 | 1935 | Dispensary staff salaries in other hospitals. Insurance of staff. Pathological Department salaries in other hospitals. Training of nurses. Nurses' examination passes. |
| 4 | 1935 | Federated superannuation scheme for nurses. |
| 5 | 1936 | Federated superannuation scheme for nurses. |
| 6 | 1937 | Department of Health enquiry into nurses' training. Nurses' pensions. |
| 7 | 1937-1938 | Mr WC Wilson's appointment by the Medical Research Council as director of Clinical Research in Surgery. |
| 8 | 1938 | Mr Wilson's appointment as above, and the implications as far as the hospital's Surgery Department is concerned. Nurses' pensions and duty hours. |
| 9 | 1938 | Matrons' salaries in other hospitals - answers to RHSC questionnaire. |
| 10 | 1939 | Billeting of extra medical staff. Conditions of service in hospital nursing. Staff participation in 'gas' course run by Home Office Air Raid Precautions Department. London examination for Diploma of Child Health. |
| 11 | 1940 | Membership of Civil Nursing Reserve` Identity of hospital personnel. Billeting of doctors. Medical Defence Union. Scottish Central Medical War Committee and conscription of doctors. Nurses at Abbotsview Hospital. |

35 Staff: Administration, 1933-1947

- | | | |
|----|---------------|--|
| 12 | 1941 | Need to appoint hospital Almoner. Appointment of Residents. |
| 13 | 1941 | Salaries in Pathological Departments of other hospitals.
Laboratory assistants' petition for pay rise. |
| 14 | 1942 | Duties of Almoners. Insurance of employees. |
| 15 | 1943 | Nurses' salaries and pension scheme. Insurance of employees.
Rota of Anaesthetists. Hospital almoners. |
| 16 | 1943 | Position and salary of Matron: answers to RHSCl questionnaire. |
| 17 | 1943 | Wages of stokers, porters and gardeners. |
| 18 | 1944 | Physiotherapy Department salaries. War pensions. Nurses' salaries. Fees for lectures given to nurses. Civil Nursing Reserve. |
| 19 | 1944 | Laboratory technicians' salaries. |
| 20 | 1945-1947 | Message staff salaries. Fees for lectures to nurses. Nurses' salaries. Firemen's wages. |
| 21 | After 1945 | Notes about Income Tax. |
| 22 | 1944, undated | Pensions and annuities payable. |

36 Staff: Individuals, 1876-1946

This section consists of correspondence and documents relating to individual members of staff. It includes applications for, and appointments to, posts of Resident Physician, Resident Surgeon, assistant to Extra Physicians, etc. Also included are applications for non-medical posts such as lodge keeper. Salaries and holiday leave of individuals are also in this section. In the 1930s there is much correspondence about compensation to be paid to staff who have had accidents at work.

Most of the letters are addressed to Messrs Henry and Scott, Honorary Secretaries to the hospital.

1	1876	A – E
2	1876	F – Mac
3	1876	M – S
4	1876	U – end
5	1877	A – Curror
6	1877	Cuthill – Gibson
7	1877	Grant – N
8	1877	O – end
9	1878	A – H
10	1878	L – end
11	1879	A – Cumming
12	1879	Cunynghame – K
13	1879	L – M
14	1879	P – end
15	1881	A – Hodson
16	1881	Home – N
17	1881	P – end
18	1884	A – H
19	1884	J – Peter

36 Staff: Individuals, 1876-1946

20	1884	Playfair – end
21	1887	complete
22	1888	Applicants for Matron's post
23	1896	complete
24	1900–1928	complete
25	1933	A – D
26	1933	E – H
27	1933	I – S
28	1933	T – end
29	1934	A – D
30	1934	E – I
31	1934	L – N
32	1934	R – end
33	1935	A – D
34	1935	E – Mac
35	1935	M – S
36	1935	T – end
37	1936	A – E
38	1936	F – Mac
39	1936	M – T
40	1936	W – end
41	1937	A – D
42	1937	E – L
43	1937	Mac – N

36 Staff: Individuals, 1876-1946

44	1937	R – end
45	1938	A – G
46	1938	H – L
47	1938	Mac – M
48	1938	N – end
49	1939	A – Dott
50	1939	Dummer – H
51	1939	Mac – M
52	1939	N – T
53	1939	W – end
54	1940	A – H
55	1940	K – Nightingale
56	1940	Northern – R
57	1940	S – end
58	1941	A – Donaldson
59	1941	Dott – Henry
60	1941	Herzfeld – N
61	1941	R – end
62	1943	A – F
63	1943	G – L
64	1943	Mac – R
65	1943	S – end
66	1944	A – D
67	1944	E – MacDonald

36 Staff: Individuals, 1876-1946

68	1944	MacGregor – N
69	1944	R – end
70	1945	A – Herzfeld
71	1945	Home – Mackay
72	1945	McNeil – N
73	1945	P – end
74	1946	correspondence
75	1946	Letters of Application and testimonials: Physicians and Surgeons.
76	1946	Letters of Application and testimonials: Resident Anaesthetist.
77	1946	Letters of Application and testimonials: Assistant in Pathology Dept.

37 Patients: Administration, 1876-1945

Correspondence and statistics relating to the care of patients in the hospital. Topics include fever cases, admissions, public health schemes such as removal of tonsils, and war-time measures.

More general administrative topics are dealt with in LHB 5/22.

Most of the letters are addressed to Messrs Henry and Scott, Honorary Secretaries to the hospital.

STATISTICS

1 Lists and Statistics, 1883–1897

- 1 Analysis of numbers of out-patients and new cases, 1883–1885.
- 2 Analysis of different types of medical and surgical cases, Nov 1886–Jun 1888.
- 3 List of boy patients with details of admission and disease, 1886–1887.
- 4 List of girl patients with details of admission and disease, 1886–1887.
- 5 Note of accounts paid to Messrs Duncan Flockhart & Co, and number of patients treated, 1883–1888.
- 7 Numbers of cases treated at dispensary and at home, 1880–1888.
- 8 Numbers of cases treated at dispensary and at home, 1880–1888.
- 9 Various patient statistics compared with those of other hospitals, 1897.

2 Statistics, 1920

- 1 Numbers of patients admitted to each ward, July 1920.
- 2 Analysis of medical out patient department patients, July 1920.
- 3 Analysis of surgical out patient department patients, July 1920.
- 4 Analysis of ENT Department patients, July 1920.

3 Monthly Returns of Patients, 1897–1937

Bound volume giving statistics of admissions, discharges and deaths for each ward.

- 4 Jan–Jun 1944 Monthly returns of patients, giving analysis of diseases and names of patients in hospital for 40 days or more.

37 Patients: Administration, 1876-1945

- | | | |
|---|--------------|---|
| 5 | Jul–Dec 1944 | Monthly returns of patients, giving analysis of diseases and names of patients in hospital for 40 days or more. |
| 6 | Jan–May 1945 | Monthly returns of patients, giving analysis of diseases and names of patients in hospital for 40 days or more. |
| 7 | Jul-Sep 1945 | Monthly returns of patients, giving analysis of diseases and names of patients in hospital for 40 days or more. |

CORRESPONDENCE

- | | | |
|----|-----------|--|
| 8 | 1876–1877 | Industrial School measles cases. Infectious diseases cases. Complaints about refusals of admission. Numbers treated in dispensary visited at home. |
| 9 | 1878–1890 | Suggested uniform for patients. Rules about admissions. Publication of reports on cases. Infectious diseases cases. |
| 10 | 1917–1918 | City of Edinburgh Child Welfare Scheme. |
| 11 | 1932 | Answers from other hospital to RHSC questionnaire on format of patient case cards. |
| 12 | 1933 | School children operated on for tonsils and adenoids. Admissions from Berwickshire. Admission of more patients than is laid down. Deaths under anaesthesia. |
| 13 | 1934 | Enlarged tonsils and adenoids. Ward overcrowding. Patients from Lanarkshire. Meningitis case. Sunlight Department. |
| 14 | 1935 | Patients from Burntisland area. Treatment of children under Road Traffic Act. Treatment in Sunlight Department. |
| 15 | 1936 | Enlarged tonsils and adenoids. Rehabilitation of persons injured in accidents. Road Traffic Act cases. |
| 16 | 1937–1938 | In-patient treatment following road accidents. Enlarged tonsils and adenoids. Charges made by hospital for legal reports on patients. Outbreaks of Scarlet Fever in Inverness Infirmary's children's ward. |
| 17 | 1939 | Evacuation of patients. Roster of anaesthetists. Proposed Child Guidance Clinic. |
| 18 | 1940 | Removal of patients to Abbotsview, Galashiels. Agreement about this evacuation. Numbers of patients treated in the different departments. Arrangements for out-patients. |

37 Patients: Administration, 1876-1945

- 19 1941 Number of radiological examinations. Admission of waiting-list patients. Admission of patients to Abbotsview. Enlarged tonsils and adenoids. Cases from Fife. Admission of children of members of Dumfries and Galloway Hospitals Contributors Association.
- 20 1943 Numbers on waiting list for treatment. 'Mental' cases in hospital. Out-patient numbers.
- 21 1944-1945 Tonsil and adenoid operations. Abbotsview patients. Orthopaedic Register. Injury to patients by X-ray or Sunlight treatment. School medical service. Claims from insurance companies. Tuberculosis beds.

38 Patients: Individual, 1876-1947

Correspondence respecting particular patients. Topics include the admission of specific children to the hospital, treatment given to individuals, etc. From the 1930s much of the correspondence relates to compensation payments for treatment of children injured in road traffic accidents.

Most of the letters are addressed to Messrs Henry and Scott, Honorary Secretaries to the hospital.

1	1876–1881	Admission of various children.
2	1922–1924	Case of one particular child.
3	1933–1934	A – G
4	1934	H – end
5	1935	A – M
6	1935	N - end
7	1936	A – D
8	1936	E – N
9	1936	O – T
10	1936 1937	W – end A – Com
11	1937	Co-op – D
12	1937	E – K
13	1937	L – M
14	1937	N – P
15	1937	R – end
16	1938	A – Co-op
17	1938	Cornhill – General
18	1938	Gordon – Lawrie
19	1938	Liverpool – O
20	1938	P – R

38 Patients: Individual, 1876-1947

21	1938	Treatment of certain emergency case. (R)
22	1938	S – end
23	1939	A – D
24	1939	E – Herzfeld
25	1939	Home – M
26	1939	N – P
27	1939	R – end
28	1940	A – Com
29	1940	Co-op – G
30	1940	H – Liverpool
31	1940	Logan – end
32	1940	R – end
33	1941	A – Claim
34	1941	Com – G
35	1941	H – end
36	1943	A – Legal
37	1943	Liverpool – end
38	1944	A – K
39	1944	L – end
40	1945	A – R
41	1945	S – end
	1946	complete
	1947	complete

LHB5 ROYAL EDINBURGH HOSPITAL FOR SICK CHILDREN

39 Miscellaneous

1 Poem (by junior doctor?) found in LHB 5/6/1A

2 Poem (by junior doctor?) found in LHB 5/6/1A

40 Registers of Probationers and Student Nurses, 1912–1967

These volumes can give name, date of entry, age and date of birth, religion, previous occupation, referees, contact address, medical condition, dates of illness and holidays, medical certificate, details of training, chart giving nursing activities and date accomplished, results of examinations, date of departure and summary of progress. Later volumes give less information. The dates given are the dates of entry. Indexed.

1	Apr 1912 – Jan 1921	Probationers Register REHSC.
2	Jan 1921 – Apr 1930	Probationers Register REHSC.
3	Apr 1930 – Aug 1938	Probationers Register REHSC.
4	1938 – 1950	Wanting.
5	Jan 1951 – Sep 1955	Student Nurses Register. Previously LHB5/40/1.
6	Jan 1957 – Apr 1962	Student Nurses Register. Previously LHB5/40/2.
7	Jun 1962 – Jul 1967	Student Nurses Register. Previously LHB5/40/3.

41 Register of Sisters and Staff Nurses, 1887–1984

Includes name, address, age, training, previous posts, referees and wards worked with dates. Personal and professional assessment given. Indexed. Acc 04/33 – MM 11/2010.

- 1 Nov 1887-Jul 1961
- 2 Feb 1962–Jan 1977
- 3 Nov 1974–Jul 1984

42 Pathology Records

Currently being catalogued – 1/2011.

43 Legacy Books, 1898-1970

These books contain the date of intimation, the name of the legator and their agent as well as the amount and date of payment. Payments were also made to Princess Margaret Rose Hospital. There was often a long period of between the date of intimation and the date of payment. Acc 04/33 – MM 11/2010.

- | | | |
|---|--------------|---|
| 1 | c1898 – 1969 | Royal Edinburgh Hospital for Sick Children, Legacy Book No1 |
| 2 | 1946 – 1970 | Royal Hospital for Sick Children Legacy Book. |

44 Trust Estate Tax Book, 1927-1959

This ledger contains the names and agents of Trust Estates from which the Royal Hospital for Sick Children was a beneficiary. It was a record of the tax on the income from the estates.

1 1927 – 1959

LHB5

ROYAL EDINBURGH HOSPITAL FOR SICK CHILDREN

45 Inventory, 1960-1970

This volume is arranged by department and lists items including furniture, office supplies and other equipment.

1 Mar 1960 – May 1970

46 Records of the Ear, Nose and Throat Department, 1926-1987

The Ear, Nose and Throat Department was established in 1913. Two cots were made available in the surgical wards for cases and they were in the charge of the first surgeon to the Ear and Throat Department, Dr WG Porter. Dr Douglas Guthrie succeeded him and in 1929 a new ward was opened, the Meikleham Ward. It was the first ward to be opened in any children's hospital in Britain exclusively for such cases.

A register for the ENT ward, prior to the opening of the dedicated ward, is at LHB5/10/10. There are also registers for Ward 6 at LHB5/10/7 although these are not exclusively for ENT cases.

1 Case Registers, 1926-1950

These volumes give the number, date, name, age, address, diagnosis and, from LHB5/46/1/2 whether O or L (no explanation given) and by whom recommended. From Acc 04/26 (except first volume) – AS 1/2011

- | | | |
|---|---------------------|---------------|
| 1 | Mar 1926 – Oct 1929 | Was LHB5/6/8. |
| 2 | Oct 1929 – Feb 1937 | |
| 3 | Feb 1937 – Mar 1944 | |
| 4 | Apr 1944 – May 1950 | |
| 5 | Jun 1950 – Jul 1950 | |

2 In-Patient Registers, 1929-1987

These volumes give the date, number, operation number, name, age, address, operation or treatment, anaesthetic, surgeon, result (used for date of discharge). Titled 'In-Patient – Operation and Treatment Register – Ear, Nose and Throat Department (Ward 6) – RHSC [Royal Hospital for Sick Children]'. Information differs slightly in LHB5/46/2/4-6. From Acc 04/26 – AS 1/2011.

- | | | |
|---|---------------------|--|
| 1 | Oct 1929 – May 1945 | |
| 2 | May 1945 – Jul 1954 | |
| 3 | Jul 1954 – Mar 1963 | |
| 4 | Jan 1963 – Nov 1970 | Overlaps with previous volume but not identical entries. Not titled. |
| 5 | Nov 1970 – Apr 1979 | Titled 'Inpatient Book – Ward 6'. |
| 6 | Apr 1979 – Oct 1987 | Titled 'Inpatient Book – Ward 6'. |

46 Records of the Ear, Nose and Throat Department, 1926-1987**3 Out-Patient Registers, 1929-1971**

These volumes include date, number, name, age, operation, surgeon, anaesthetist and anaesthetic used. From Acc 04/26 – AS 1/2011.

1	Sep 1929 – Jan 1945	Titled 'Outpatient – Operation Register –Ear, Nose and Throat Department – RHSC'.
2	1945 – 1950	Wanting.
3	Nov 1950 – Dec 1952	Titled 'Operations Register'.
4	Jan 1953 – Jul 1954	
5	Aug 1954 – Apr 1956	
6	May 1956 – Dec 1957	
7	1958 – 1961	Wanting.
8	Jun 1961 – Aug 1963	
9	Aug 1963 – Apr 1965	
10	May 1965 – Jul 1967	
11	Aug 1967 – Jul 1969	
12	Aug 1969 – Oct 1971	

47 Unit Number Registers, 1950-1983

These registers were used to record the unit number of each admission and give no additional information except the destination clinic or ward for the first three volumes and whether medical, surgical or emergency for the subsequent ones. They can be cross-referred to other registers for this Hospital which use the unit number. From Acc 04/26 – AS 1/2011.

1	Jun 1950 – Nov 1950	Unit Register 3407-8599. Gives the number, name of the patient, date (of admission) and destination (ward or department) until August and thereafter only the number and name.
2	Nov 1950 – Nov 1951	8600-17648. From December 1950 gives the clinic or ward.
3	Nov 1951 – Jan 1953	Unit Register 17649-27316.
4	Jan 1953 – Jun 1954	27317-36688.
5	Jun 1954 – Nov 1955	36689-46255.
6	Nov 1955 – Nov 1956	46256-52185.
7	Nov 1956 – Oct 1957	52186-58373.
8	Sep 1957 – Oct 1958	58382-65374.
9	Oct 1958 – Dec 1959	65375-73538
10	Jan 1960 – Apr 1961	Wanting.
11	Apr 1961 – Sep 1962	81848-90379.
12	Sep 1962 – Jan 1964	Wanting.
13	Jan 1964 – Mar 1965	99090-107513.
14	Mar 1965 – Jun 1966	107514-116038.
15	Sep 1958 – Aug 1983	[Orthopaedic Unit Numbers]. This volume gives a running number, patient's name, date (possibly of admission) and in many cases a cross reference to the RHSC unit number. At the rear is additional information on the location of case notes and x-rays for particular cases.

LHB5

ROYAL EDINBURGH HOSPITAL FOR SICK CHILDREN

48 Urology Department Case Register, 1949-1967

The register gives the name, address, age, ward, date of admission, diagnosis and name of doctor. Acc 04/26 – AS 1/2011.

- | | | |
|---|---------------------|--|
| 1 | Jan 1949 – Jan 1967 | Includes loose pages for 1965-1967 which have come from another register and overlap in date with the main volume. |
|---|---------------------|--|

49 Road Traffic Accident Register, 1961-1966

This gives the number, date of accident, name of patient, insurance company, emergency account rendered (date), treatment account paid (date), ward number, number of days (in Hospital), in-patient treatment amount (cost), account rendered (date) and account received. From Acc 04/26

1	Nov 1961 – Dec 1966	Includes graph at rear of children given emergency treatment.
---	---------------------	---

50 Suggestion and Complaints Book, 1975-1987

This volume gives name of the patient, address, age, date of admission, date of complaint/suggestion, complaint/suggestion made by, reported to (nurse's name), summary of complaint/suggestion and action taken. From Acc 04/26.

1 Jun 1975 – Oct 1987 Royal Hospital for Sick Children – Confidential –
Suggestion and Complaints Book.

LHB5 ROYAL EDINBURGH HOSPITAL FOR SICK CHILDREN

51 Register of the Ophthalmic Department, 1901-1943

This volume give the date, number, name of patient, address and diagnosis.

1 Jan 1901 – Dec 1943 Was previously LHB5/6/9.

LHB5A ROYAL EDINBURGH HOSPITAL FOR SICK CHILDREN APPEAL

1 Administration and Funding, 1989-1992

- 1 TASK Charitable Trust: Royal Hospital for Sick Children, Edinburgh – Appeal: Development of organisation structure, systems and methods.
 - 1 Executive summary, January 1989
 - 2 Final report, January 1989
 - 3 Appendices to final report, January 1989
- 2 TASK Trust Appeal Strategy, by James Tysoe, Appeal Director, Dec 1989
- 3 Photocopy of certificate of Incorporation of a private limited company for TASK Appeal Company, 25 Jan, 1990
- 4 Appeal Rationale. Typescript, 1990
- 5 TASK Appeal Company. Agenda and papers for full committee meeting, 11 Mar 1991
- 6 TASK Appeal Committee. Quarterly Report, by James Tysoe, 2 Sep, 1991 (2 copies)
- 7 Special Events. Summary of Strategy. Report on progress as at Christmas 1990
- 8 Residual Appeal Organisation. Strategy Paper, Phase 4. The on-going organisation strategy proposal, by James Tysoe, Mar 1992
- 9 TASK Appeal. Merchandise Strategy, by Alison Ross, August 1990
- 10 List of merchandise, n.d.
- 11 Index of activities and projects connected with Appeal, n.d.
- 12 RHSC new wing. Final cost limit, Feb 1991 (2 copies)
- 13 Operating expense budget.
 - 1 Marketing, Feb 1991
 - 2 Trading, Feb 1991
- 14 TASK Appeal. Transparency relating to cash forecast
- 15/

LHB5A ROYAL EDINBURGH HOSPITAL FOR SICK CHILDREN APPEAL

1 Administration and Funding, 1989-1992

- 15 Campbell and Arnott, Architects. Sketch view of Rillbank Terrace, illustrating proposed new wing, Jun 1990 (2 copies)
- 16 Tayburn Design Ltd. Float elevation drawing, 31 May 1991
- 17 Targeting of professional bodies and trade groups in connection with appeal, 1991
- 18 TASK Appeal. Final Surge campaign. Buying summary and booked schedule, 12 February 1992
- 19 TASK Appeal. Thank you campaign. Buying summary and booked schedule, 14 April 1992 (2 copies)
- 20 Panel meetings. Lists and materials used in targeting of organisations and societies, n.d.
- 21 A-Z list of fundraising ideas (2 copies)
- 22 Transparencies used by the Appeal Team during a presentation to FULCO, 9 July 1990
- 23 Project Working Papers, n.d.
- 24 Artwork and form letters, plus list of target addressees for Campaign, n.d.

LHB5A ROYAL EDINBURGH HOSPITAL FOR SICK CHILDREN APPEAL

2 Training materials used in connection with Appeal, 1991

- 1 “Key Lessons of Successful Fundraising” by James Tysoe, 5th December 1991 (2 copies)
- 2 “Media Skills for Business”, photocopy

LHB5A ROYAL EDINBURGH HOSPITAL FOR SICK CHILDREN APPEAL

3 Correspondence, 1990-1992

- 1 Memos regarding Public Relations, 1991
- 2 Memos to the “team”, 1991
- 3 Correspondence relating to fundraising and events, 1990-1992
- 4 Correspondence relating to campaign advertising, 1991
- 5 Correspondence from James Tysoe to Alison Dewar of the *Evening News* giving details about the campaign and its staff, 1992
- 6 “Cheque Presentations” form (2 copies)
- 7 Certificate of Appreciation, blank, n.d.
- 8 Special Events Challenge Thank You certificate, blank, n.d.
- 9 Sponsor Form for a sponsored slim by James Tysoe, 1991
- 10 Various blank stationery, n.d.

LHB5A ROYAL EDINBURGH HOSPITAL FOR SICK CHILDREN APPEAL

4 Records of donations and expenditure, 1992

- 1 Record of expenditure: bound volume giving details of Job No., Title, Quantity, Cost and Invoice, n.d.
- 2 List of donation pledges, n.d.
- 3 “TASK Appeal: Selected Source Analysis Report” of donations, February 1992

LHB5A ROYAL EDINBURGH HOSPITAL FOR SICK CHILDREN APPEAL

5 Publications, 1990-1992

- 1 *Easy Cooking*, Association for Children with Heart Disorders, n.d.
- 2 *Help the Sick Kids Edinburgh: Recipes*, n.d.
- 3 *Help the Sick Kids*, n.d. (3 copies)
- 4 “Sick Kids Matters”, Issue No. 1, September 1990 (3 copies)
- 5 “The Sick Kids Update”, September 1991 (3 copies)
- 6 “The Sick Kids Update”, Jan-April 1992 (3 copies)
- 7 *Tales from the Beat* compiled by Joe Lynch and Chris Griffiths, Lochar Publishing 1991
- 8 “Help the Sick Kids” leaflets in various languages, n.d.:
 - 1 Punjabi
 - 2 Chinese
 - 3 Urdu
 - 4 Bengali
 - 5 Hindi
- 9 “The Sick Kids Appeal: Questions and Answers”, February 1991
- 10 “Making a dream real ... helping sick kids get even better ...”, n.d.
- 11 Newsletter proofs and layouts, c1991

LHB5A ROYAL EDINBURGH HOSPITAL FOR SICK CHILDREN APPEAL

6 Material relating to fundraising events, 1991-1992

- 1 Posters and leaflets for events and sales in support of appeal, 1991-1992
 - 1 "The Greatest Ceilidh Ever" at the Meadows, Friday 4th October 1991 (3 copies)
 - 2 "Help Newcastle Building Society Help the Sick Kids", offer 21st October to 15th November 1991
 - 3 Invitation to Rugby World Cup Final event at T.G.'s Bar and Restaurant, Saturday 2nd November [1991]
 - 4 Invitation to Charity Auction at the Balmoral Hotel, Wednesday 6th November 1991 (photocopy)
 - 5 Charity performance of "House Guest" at Church Hill Theatre, Thursday 21st November 1991
 - 6 "Up the Usher!", The Usher Hall, Sunday 1st December 1991, with list of artists (photocopy)
 - 7 "An evening of comedy and music in aid of the Sick Kids Appeal: Up the Usher!" [1991]
 - 8 Programme for "Up the Usher!", 1st December 1991 (4 copies)
 - 9 Two tickets to "Up the Usher!" in Usher Hall wallet, 1991
 - 10 Proofs of invitations to aftershow supper ["Up the Usher!" at the Filmhouse [1991]
 - 11 Video cassette cover inserts for "Up the Usher!" [1991] (2 copies)
 - 12 Poster advertising "Up the Usher!", Sunday 1st December 1991
 - 13 Poster advertising BAI's perfume and aftershave sale, 4th December [1991?]
 - 14 "Messiah for the Sick Kids", Usher Hall, Saturday 7th December 1991 (3 copies)
 - 15 Programme for "Messiah for the Sick Kids", Saturday 7th December 1991
 - 16 Invitation to Christmas Charity Exhibition at Kingfisher Gallery, Friday 6th December [1991] (4 copies)

LHB5A ROYAL EDINBURGH HOSPITAL FOR SICK CHILDREN APPEAL

6 Material relating to fundraising events, 1991-1992

- 1 Posters and leaflets for events and sales in support of appeal, 1991-1992
- 17 Recipe book signing by Sue Lawrence, Masterchef 1991, at Front Hall of RHSC Edinburgh, Tuesday 17th December [1991]
- 18 Programme for the Salvation Army 44th City Carol Service, The Usher Hall, Sunday 22nd December 1991
- 19 “Meadowbank New Year Sprint Charity Ball”, The Network, Tollcross, Thursday 2nd January 1992
- 20 “The Music of Scotland”, Carnegie Hall, Dunfermline, Saturday 25th January 1992 (3 copies)
- 21 Programme for “Splash ‘92” Sponsored Swim, The Royal Commonwealth Pool, 25th/26th January 1992
- 22 “Scotland’s Biggest Chinese New Year Charity Event”, Network, 3rd February 1992
- 23 Programme for “Charlie and the Chocolate Factory”, George Heriot’s School Hall, Wed. 26th February 1992
- 24 “A Night with ... Rory Bremner”, George Square Theatre, Saturday 7th March 1992 (2 copies)
- 25 Invitation and programme for series of lectures on Fine and Decorative Arts, Royal College of Physicians, Wednesday 18th March to Thursday 9th April [1992]
- 26 Photocopy invitation for above, 1992
- 27 Programme for Easter Service at Currie Community High School, Thursday 9 April 1992
- 28 “The Victor” performed by the Emmaus Choir, Bristo Baptist Church, Good Friday 17th April 1992
- 29 Lothian and Borders Police Llama Expedition Ben Nevis Ascent, Saturday 16th May 1992
- 30 Photocopy extract from *Forthlink* regarding aluminium can collection appeal, n.d.
- 31/

LHB5A ROYAL EDINBURGH HOSPITAL FOR SICK CHILDREN APPEAL

6 Material relating to fundraising events, 1991-1992

- 1 Posters and leaflets for events and sales in support of appeal, 1991-1992
 - 31 Bank of Scotland Sick Kids Appeal Prize Account (SKAPA) leaflet, n.d. (2 copies)
 - 32 Scottish Brewers Auction and Raffle leaflet, n.d.
 - 33 Chateau Anniche Bordeaux offer leaflets n.d. (3 copies each of 2 designs)
 - 34 “Edinburgh Castle” painting sale leaflet, n.d.
 - 35 “The Fifth National Painting Competition for Professional Young Artists” leaflet, n.d. (2 copies)
 - 36 “Will you make the Sick Kids better?” donation appeal leaflet, n.d.
 - 37 Melrose’s Premium Quality Tea Bags box lid with donation sticker, n.d.
 - 38 Wines of Distinction offer leaflet, n.d.
 - 39 Car competition poster (suppliers Glenvarigill Company), n.d.
- 2 Special Events Challenge, 1991-1992
 - 1 Group contribution appeal leaflet, [1991] (3 copies)
 - 2 Photocopies of presentation overheads, n.d.
 - 3 Blank events poster, portrait, n.d. (3 copies)
 - 4 Blank events poster, landscape glossy, [1991] (6 copies)
- 3 Fit ‘n’ Fun Day, 1992
 - 1 Fit ‘n’ Fun Day, The Meadows, Edinburgh, 29th March 1992 poster, 1992 (2 copies)
 - 2 Sponsor Form, [1992] (3 copies)
 - 3 Registration Form, [1992] (3 copies)
 - 4 Programme of events, [1992]
 - 5/

LHB5A ROYAL EDINBURGH HOSPITAL FOR SICK CHILDREN APPEAL

6 Material relating to fundraising events, 1991-1992

3 Fit 'n' Fun Day, 1992

5 Conga for the Sick Kids "thank you" flyer, [1992] (3 copies)

6 Fit 'n' Fun Day folders (empty), [1992] (3 copies)

4 Miscellaneous, 1991-1992

1 Sick Kids Sunday working group papers, 1991 (2 copies)

2 Certificate for Sick Kids Sunday Parachute Jump, 1991

3 Christmas and New Year compliment slip from Tayburn, [1991]

4 Certificate for Splash '92 Sponsored Swim, 1992

5 Waverley Shopping Centre Sick Kids Connection window sticker, n.d.

6 Sheet of Waverley Shopping Centre Sick Kids Connection stickers, n.d.

7 Waverley Shopping Centre Sick Kids Connection banner, n.d.

8 List of events, typewritten, [November 1991] – January [1992]

9 "Help the Sick Kids" Christmas card, n.d.

10 George Heriot's Sick Kids Christmas card, n.d.

11 Scottish Brewers "Helping the Sick Kids" artwork, n.d.

12 Envelopes showing Sick Kids Appeal postmarks, 1991 (2 items)

13 "Bear Brigade" artwork, n.d.

14 Skydive Action Parachute Courses leaflet, n.d. (3 copies)

15 *Tie-Line: the house magazine of Ethicon Limited, Edinburgh, March 1992*

16 Tayburn design sketch for Sick Kids Festival Parade Float: Robin Hood theme, May [19]91

17 Tayburn design sketch for Sick Kids Festival Parade Float: Circus theme, May [19]91

LHB5A ROYAL EDINBURGH HOSPITAL FOR SICK CHILDREN APPEAL

7 Material relating to press campaign, 1991-1992

- 1 “Help the Sick Kids” Press Pack, containing an invitation to a Press Conference at the Royal Hospital for Sick Children, 3rd September 1991, press releases regarding the appeal, a letter of support from the Queen Mother, *The Sick Kids Update* September 1991, “Help the Sick Kids” brochure, 1991
- 2 Statement by James Miller, Chairman of Sick Kids Appeal, regarding success of appeal, released for 29th April 1992 (6 copies)
- 3 Press contacts, n.d.
 - 1 Lothian Weekly Newspapers and Local Radio, n.d.
 - 2 Fife Weekly Newspapers and Local Radio, n.d.
 - 3 Tayside Weekly Newspapers and Local Radio, n.d.
 - 4 Borders Weekly Newspapers and Local Radio, n.d.
 - 5 Central Scotland Weekly Newspapers and Local Radio, n.d.
 - 6 Scottish Daily Newspapers/Scottish Sunday Newspapers, n.d.
 - 7 National Daily Newspapers and their Scottish Offices/National Sunday Newspapers, n.d.
- 4 Photocopy press cuttings, 1991-1992
- 5 Examples of appeal advertising, 1991-1992
- 6 Faults’ voucher copies for placement of advertisements in newspapers, with accompanying examples of adverts, 1991-1992
- 7 Miscellaneous items, 1991
 - 1 Memo regarding “banned words and phrases”, August 1991
 - 2 *The Sick Kids Update*, September 1991
 - 3 Sick Kids Appeal Calendar leaflet, n.d.

LHB5A ROYAL EDINBURGH HOSPITAL FOR SICK CHILDREN APPEAL

8 Publicity materials and merchandise, n.d.

- 1 Poster: "Time is running out for the Sick Kids. Here's how you address the problem"
- 2 Poster: "Help the Sick Kids here" (4 copies)
- 3 Leaflet: "Your last chance to help the Sick Kids Edinburgh" (3 copies)
- 4 Leaflet: "Yes we'll help you reach the target"
 - 1 individual
 - 2 company
 - 3 group
- 5 Leaflet: "Will you help make the Sick Kids better?" (3 copies)
- 6 Leaflet: "Child Research Unit – An Appeal Priority" (2 copies)
- 7 Proofs of posters and advertisements
- 8 Proof of bus side panel: "This bus passes by the Sick Kids. Don't do the same"
- 9 Proof of bus panel: "You don't have to be a doctor to cure the Sick Kids"
- 10 Proof of bus panel: "Your donation will give the Sick Kids room to breathe"
- 11 Sticker: "Help the Sick Kids" , rectangular (29 copies)
- 12 Sticker: "Help the Sick Kids", circular
- 13 Sicker: "Help Sick Kids celevrate4 1992 with a new wing"
- 14 Collector's authorisation card (3 copies)
- 15 Roll of stickers: "Help the Sick Kids", circular
- 16 Button badge: "Sick Kids Appeal Week 24th-29th Feb 92"
- 17 Pen: "Help the Sick Kids" (2 of)
- 18 Card collection box: "Help Sick Kids celebrate 1992 with a new wing", flattened
- 19 Card collection box: blank, flattened
- 20/

LHB5A ROYAL EDINBURGH HOSPITAL FOR SICK CHILDREN APPEAL

8 Publicity materials and merchandise, n.d.

- 20 Card collection box stand: "Help the Sick Kids"
- 21 Blue "Help the Sick Kids" woollen teddy jumper
- 22 Red "Help the Sick Kids" woollen teddy jumper
- 23 Sick Kids Calendar 1992 (3 copies)

LHB5A ROYAL EDINBURGH HOSPITAL FOR SICK CHILDREN APPEAL

9 Photographs, c1991

- 1 Envelope containing photographs of Sick Kids Sunday[?], [1991]
- 2 Craig Robertson (patient) and Susie Moore, conversion course student, 1991 (3 photos)
- 3 Azazi Mediouni Fran Edin (patient) and mother, 1991
- 4 Envelopes containing photographs and negatives of Post Office bus event[?], 1991
- 5 “Send a gift to the Sick Kids Appeal” roadside sign, n.d.
- 6 Car logos for Sick Kids Appeal, n.d. (2 photos)
- 7 Appeal staff members, n.d.
- 8 Presentation of Appeal certificate[?], n.d.
- 9 Sick Kids Appeal shop, n.d.
- 10 Two members of C Company 15th (Scottish Volunteer) Battalion Parachute Regiment presenting cheque to Charge Nurse Mallinson, Allanah Foley (patient) and Jane Watson 16.11.91
- 11 Girl with man in Highland battle dress, n.d.
- 12 David Sole with David Reid 26.11.91
- 13 Box of various photographs, contact sheets and negatives of patients and events, n.d.

LHB5A ROYAL EDINBURGH HOSPITAL FOR SICK CHILDREN APPEAL

10 Video and audio cassettes relating to advertising, 1990-1992

- 1 Video: "The Sick Kids" (12 minutes), 6 Sept 1990
- 2 Video: "Sick Kids" (12 minutes), Hawk and York 10.6.90
- 3 Video: "Sick Kids Test Mark" (40 seconds), Faulds Advertising 30th April [19]91
- 4 Video: "Sick Kids: Mark", Faulds Advertising 1 May 1991
- 5 Audio: "The Royal Hospital for Sick Kids: Radio" (50 seconds), Faulds Advertising 2 September 1991
- 6 Video: "Sick Kids" (40 seconds), Faulds Advertising 20.9.91
- 7 Video: "Sick Kids Compilation" (55 minutes), Faulds Advertising 27.9.91
- 8 Video: "Up the Usher!" [1 December 1991] (2 copies)
- 9 Video: "The Royal Hospital for Sick Kids: David Sole – Revised" (20 seconds), Faulds Advertising 18.12.91
- 10 Audio: "The Royal Hospital for Sick Children: Tom Farmer, Yvonne Murray, Joe Jordan Radio Commercials" (3 x 20 seconds), Faulds Advertising 12/91
- 11 Audio: "Sick Kids", 27/2/92
- 12 Video: "Sick Kids: Compressed Katie" (40 seconds), Faulds Advertising n.d.
- 13 Video: "Sick Kids (Magnus Magnusson)" (12 minutes), n.d.
- 14 Slides of new hospital wing, n.d.

LHB5A ROYAL EDINBURGH HOSPITAL FOR SICK CHILDREN APPEAL

11 Newspapers and press cuttings, 1990-1992

1 Edinburgh Evening News, 1991-1992

1	Tuesday, September 3 1991	Home edition
2	Thursday, September 5 1991	Mid-day edition
3	Thursday, September 5 1991	Home edition
4	Friday, September 6 1991	Home edition
5	Saturday, September 7 1991	Last edition
6	Monday, September 9 1991	Home edition
7	Tuesday, September 10 1991	Mid-day edition
8	Monday, November 25 1991	Home edition
9	Wednesday, December 18 1991	Home edition
10	Thursday, December 19 1991	pp.13-14
11	Friday, December 20 1991	Home edition
12	Monday, December 23 1991	Home edition
13	Tuesday, December 24 1991	
14	Friday, December 27 1991	Home edition
15	Monday, February 3 1992	Home edition
16	Monday, February 17 1992	Mid-day edition
17	Monday, February 17 1992	Last edition
18	Tuesday, February 18 1992	Home edition
19	Friday, March 27 1992	Mid-day edition
20	Monday, March 30 1992	Mid-day edition
21	Tuesday, March 31 1992	Mid-day edition

22/

LHB5A ROYAL EDINBURGH HOSPITAL FOR SICK CHILDREN APPEAL

11 Newspapers and press cuttings, 1990-1992

1 *Edinburgh Evening News*, 1991-1992

- 22 Monday, April 20 1992 Mid-day edition
- 23 Wednesday, April 29 1992 Mid-day edition
- 24 Wednesday, April 29 1992 Home edition

2 *Daily Record*, 1991-1992

- 1 Wednesday, September 4 1991
- 2 Wednesday, September 11 1991
- 3 Friday, September 13 1991
- 4 Thursday, April 30 1992

3 *The Scotsman*, 1990-1992

- 1 Monday 17 December 1990
- 2 Tuesday 3 September 1991
- 3 Tuesday 10 September 1991
- 4 Thursday 12 September 1991
- 5 Monday 23 December 1991 pp.9-10
- 6 Friday 27 December 1991
- 7 Wednesday 5 February 1992
- 8 Tuesday 21 April 1992

4 *Scotland on Sunday*, 1991

- 1 September 8, 1991
- 2 September 15, 1991
- 3 December 22, 1991 TV Guide

LHB5A ROYAL EDINBURGH HOSPITAL FOR SICK CHILDREN APPEAL

11 Newspapers and press cuttings, 1990-1992

5 *The Sunday Times*, 1991

1 8 September 1991

2 29 December 1991 Business section 2

6 Press cuttings September 1991

7 Press cuttings October 1991

8 Press cuttings November 1991

9 Press cuttings December 1991

10 Press cuttings January 1992

11 Press cuttings February 1992

12 Press cuttings March 1992

13 Press cuttings April 1992

14 Press cuttings May 1992

LHB5A ROYAL EDINBURGH HOSPITAL FOR SICK CHILDREN APPEAL

12 Miscellaneous

- 1 Pictures drawn by children [for exhibition/competition?], n.d.
- 2 “Staff Lotteries: A Guide for Organisers” Commercial Development Unit, Lothian Health Board, 1991
- 3 Photocopy of 1934 Royal Edinburgh Hospital for Sick Children calendar
- 4 “We helped the Sick Kids” card from St Aidan’s Sunday School
- 5 Institute of Directors Scottish Division Annual Conference publication, 1991
- 6 *Edinburgh Medicine* Issue no 67, with “Help the Sick Kids” front cover (2 copies)
- 7 *Marketing Systems Today* 6(2) Autumn 1991
- 8 Jim Greig “The Image Makers” from *CA Magazine* January 1992, with mention of the Sick Kids Appeal logo (photocopy)
- 9 Photocopy of article from *The Times* relating to Great Ormond Street Hospital Appeal, with information from Press Office of North West Regional Health Authority attached
- 10 Luke FitzHerbert and Shirley Giles *Charity and the National Health: a report on the extent and potential of charitable funds within the NHS* Directory of Social Change n.d.
- 11 “Feed the Children” publicity poster, n.d.
- 12 Balmoral Hotel place card of James Tysoe, Appeal Director