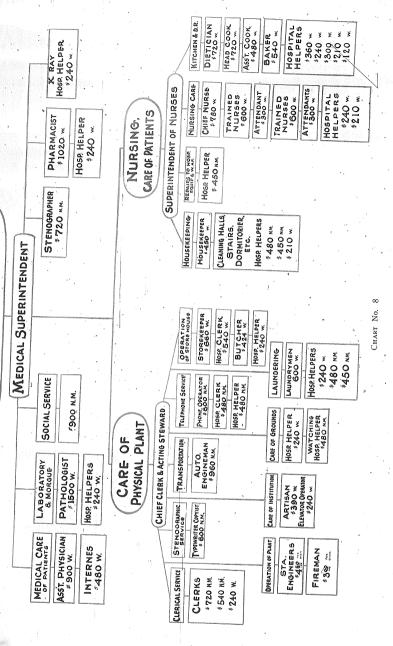
HOSPITAL GREENPOINT



ACTIVITIES HOSPITAL DISPENSARY Diagnosis & Treatment of Illness and Injury Teaching at operations and at rounds Operating room technic Anesthesia Teaching and drill of Assistants Ward management PROFESSIONAL STAFF Histories, Indexes Teaching Nurses Laboratories Publications Inspection X-ray-photography Public Clinics Reports on work of Department a of each Staff member Follow-up
"Social Service" Research Written standard practice instructions covering each of the above

CHART No. 7



SUPERVISOR OF NURSES

GENERAL RESPONSIBILITY FOR NURSING IN THE INSTITUTION

General plan of organiz— ation of Nursing Staff Petail plan of organization for each department in conference with individ-ual. Head Nurse and Committee (See other chart)

Set of rules and regulations Nomination and appoint-ment of Head Nurses & OR Nurse Selection of pupil nurses, notices, lists etc.

All the above subject to approval of Superintendent reprenting Board of Trustees

Written or printed nursing technic & practice in general In conference with Committee from Staff

Lists of graduates for specials in private rooms, approval of names proposed by Staff ASSIGNMENT OF HEAD NURSES TO SERVICES

Assignment of pupil nurses to wards

Instruction plan Recitations Lectures Curriculm Clinics Planned in Conference with Staff (Committee

Reports on work of school and individuals to Super-intendent and Trustees

Inspections of Wards and Teaching

CHART No. 9

PLAN OF ORGANIZATION, SUBJECT TO APPROVAL SUPERVISOR AND VISITING: STANDARD WRITTEN PRACTICE INSTRUCTIONS, SUBJECT AS ABOVE

FUNCTIONS OF MATERNITY HEAD NURSE

Listing and care of stores. linen bedding dressings drugs instruments

Requisitions for new supplies & Repairs (Visiting

INSTRUCTION Lists, books, models, charts Sandard written practice instructions Waiting women: post partum: at delivery: Babies

Hours fixed: 7 to 7 by day and operative deliveries at night

Time off: vacation

EQUIPMENT

OPERATION OF PLANT Halls?
Toilets?
Wards
Nursing car
Cleaning

Delivery room
Nursing care
Sterilization
Instruction
Cleaning
Desk office

Assignment of nurses to regular and special work Assignment at night. Control of maids orderlies Diets INSPECTION

Supplies Wards Delivery Room REPORTS to Supervisor Daily; annual

NURSING CARE OF PATIENTS

Supervision of wards

Supervision of Delivery Room: nursing and technic and sterilization

Records, histories, temper ature and other books

Rounds with Visiting & House Staff

Hours flexible; to be determined by Head Nurse at her own dis-cretion; at all deliveries but simple multiparous

Salary

Chart No. 10