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**APPENDIX.**

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**ADMISSION OF PATIENTS.**

In order to be benefitted by Hospital treatment, Patients should be placed under care at an early stage of their disease. The Hospital being already filled, admissions are necessarily restricted to cases of recent occurrence, which by law have a preferential claim.

The first step towards the reception of a patient into Hospital, is to ascertain whether there be a vacancy, by enquiring at the office of the Department of Works, or of the Medical Superintendent. *No Patient should be sent until this enquiry has been made. It will often save disappointment and expense.*

A full statement of each case, in answer to questions hereto appended, should be forwarded with the application.

If the patient can be received, the insanity must be certified by two Medical men, separately, according to a printed form. *Attention is requested to a foot note on the Blank Certificate.*

Two good suits of clothing, at the least, should be sent with every patient. A third suit for occasional use is very desirable.

Those about to be committed to Hospital should *invariably* be informed of it *before leaving home*. Everything like deception must be scrupulously avoided. No promise as to the precise time of their return should ever be made. A twelve-month's residence in every case should be provided for.

If the friends can afford the cost of maintenance, they are required to pay the first quarter's board, fifty dollars, \$50.00 at the Office of the Works Department, and *an order from that office is required before admission*. If unable to pay the customary rate, the friends can petition for a reduction.

Those who have no means of payment, are chargeable to their respective Counties, and for this class an order signed by two Justices of the Peace, is required.

The Medical Certificates furnish the evidence on which the Justices grant their order. No depositions of witnesses are required, nor is a public investigation called for in any case.

Should any farther information be required respecting admission, it will be promptly afforded by the Medical Superintendent.

**DISCHARGE OF PATIENTS.**

When a patient recovers, the friends are notified, and upon their application with the Medical Superintendent's certificate, the order for discharge is granted by the Department of Works.

If the removal be desired before the patient is restored, and contrary to the advice of the Superintendent, the friends are required, before the order for discharge is granted, to enter into bonds for the safekeeping and proper care of the patient.

In cases of doubtful recovery, it is now customary to grant leave of absence "on trial" for a period varying from one to six months; if a relapse occur during this probationary period, the patient is at once re-admitted without any new formalities.