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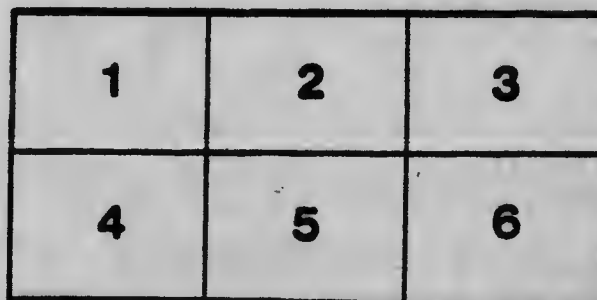
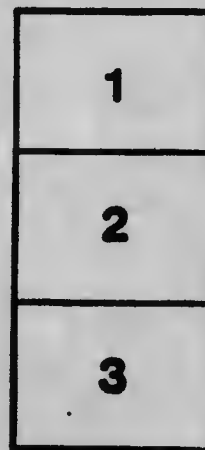
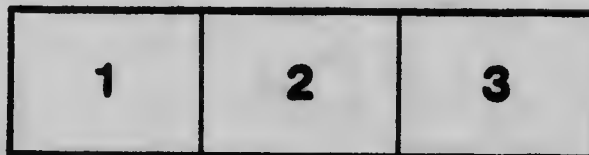
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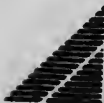
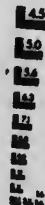
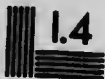
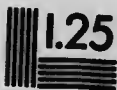
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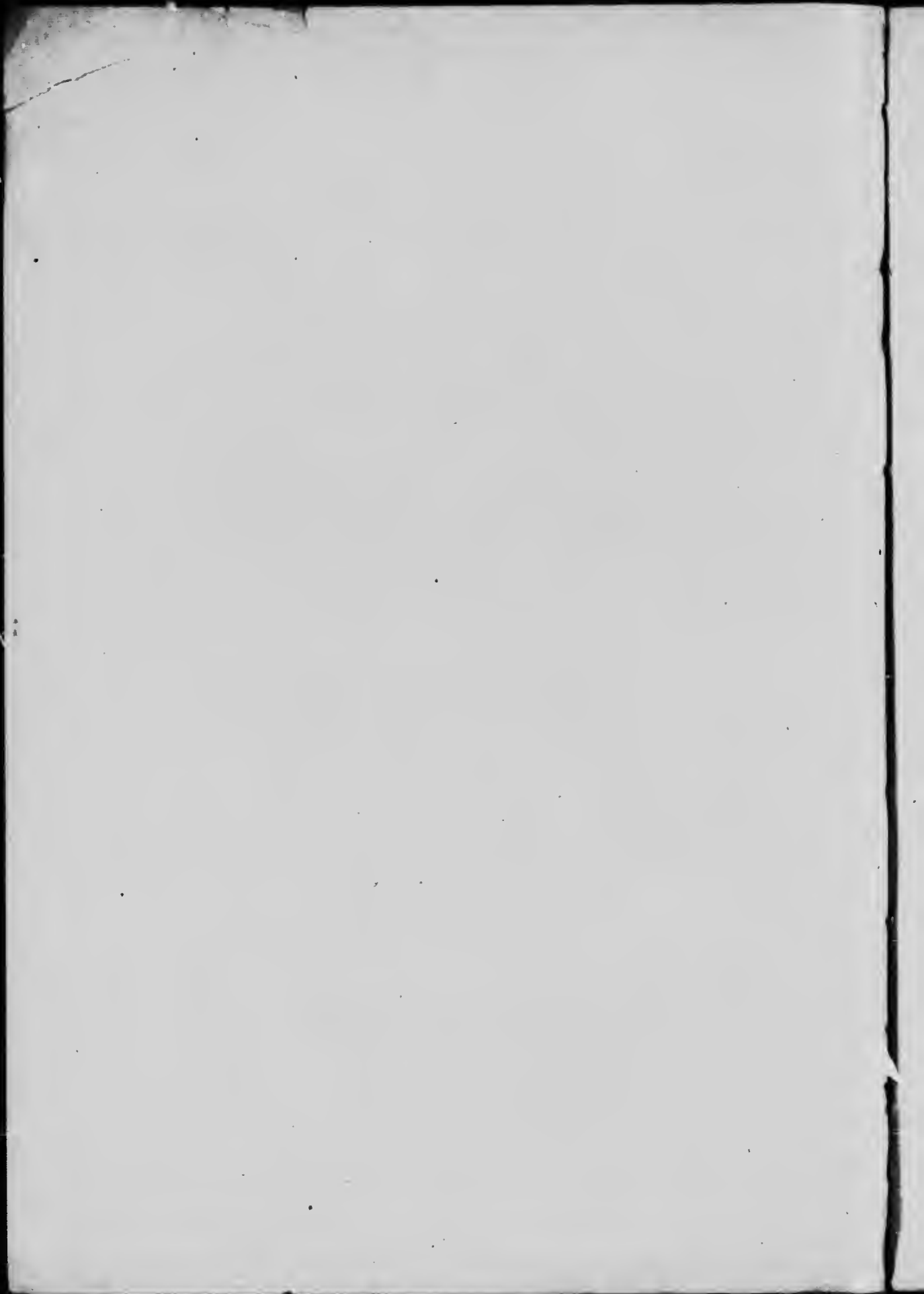
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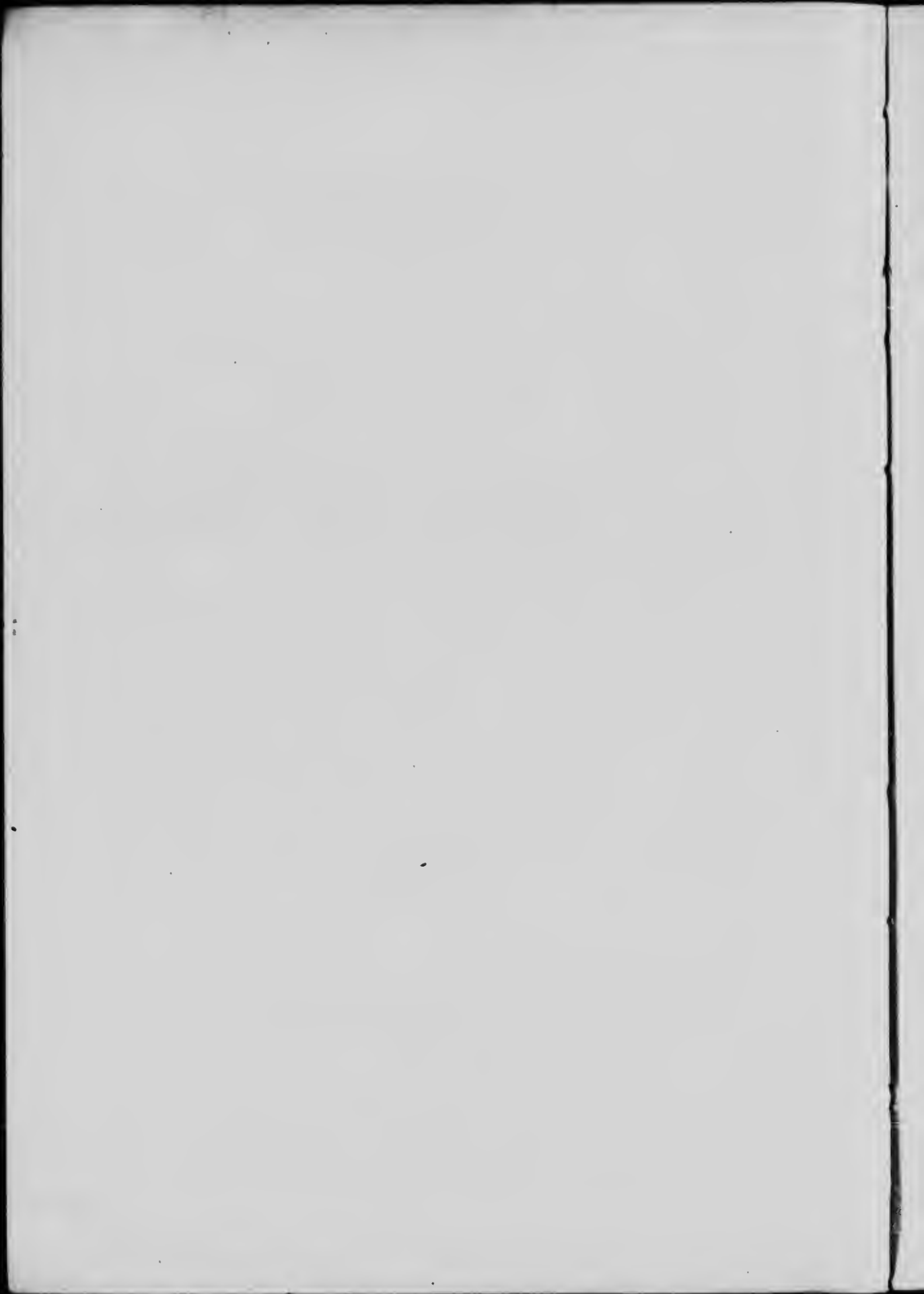
ANNOUNCEMENT
OF THE
RIVERDALE
ISOLATION HOSPITAL
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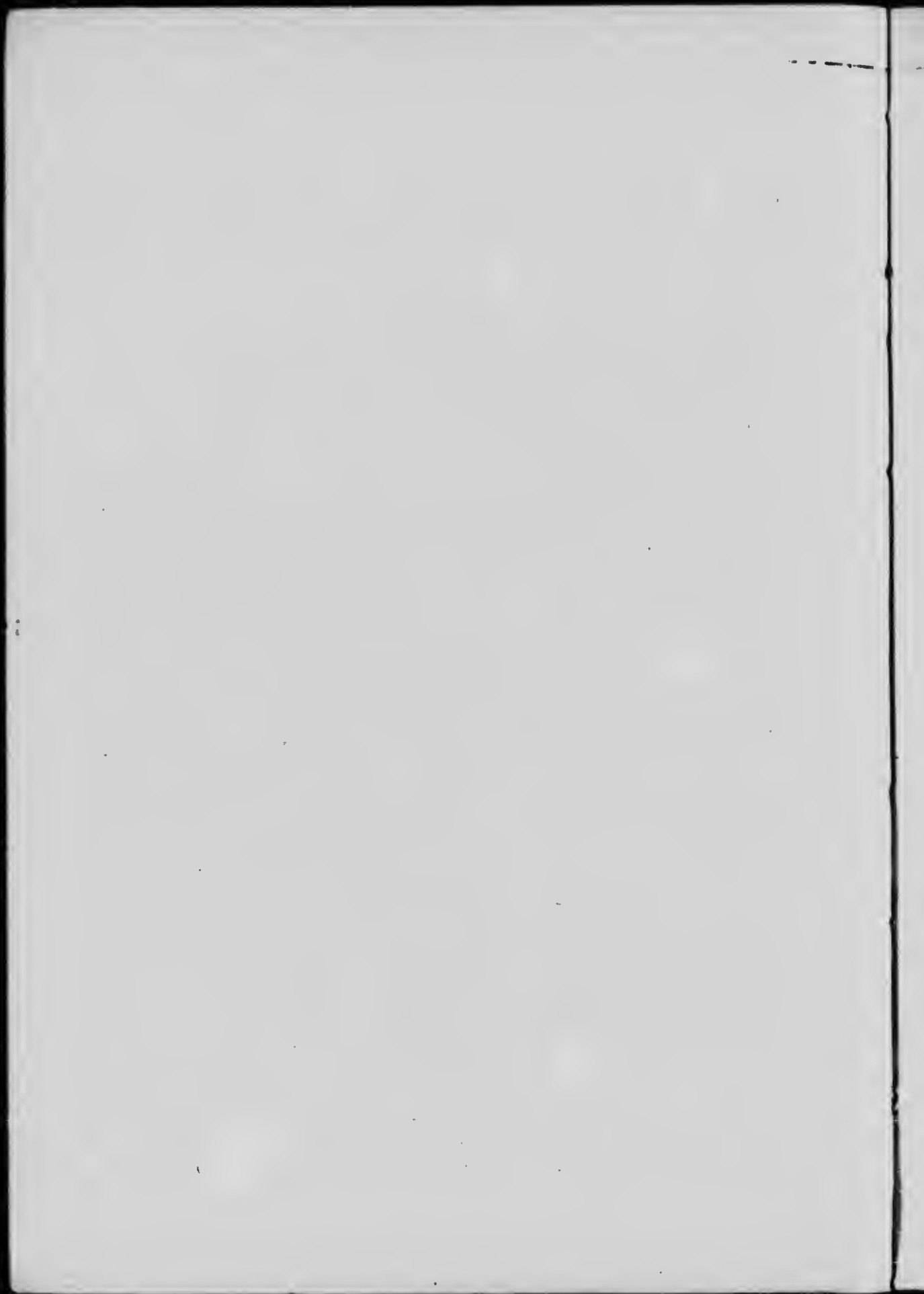


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RIVERDALE HOSPITAL



ANNOUNCEMENT
OF THE
Riverdale Isolation Hospital
TRAINING SCHOOL

The Riverdale Isolation Hospital Training School for Nurses was established by Dr. Charles Sheard, Medical Health Officer, of Toronto, in 1895. Its organization was due to the necessity for having trained and skilled nurses in the Riverdale Isolation Hospital, and for the purpose of affording those desirous of becoming professional nurses a systematic course of instruction, both in theoretical and practical work pertaining to the nursing of contagious diseases, practical disinfection, and other details incidental thereto. Such experience could not be obtained in other Hospitals, owing to the fact that patients contracting contagious diseases were immediately removed therefrom.

Many additions and improvements have been made to the Hospital, and also to the course of instruction since the School started. A new building, separate from the others, was erected, mainly for the care and treatment of Scarlet Fever cases. It is capable of accommodating seventy-five patients, while the third storey is exclusively used as a Nurses' Home, in which are sitting-room, dining-room and bedrooms, all carefully and neatly furnished, and so arranged that separate sleeping apartments are provided for each nurse in training. A diet kitchen has also been equipped, where a course in dietetics is given, and a special period of practical work is required, by which nurses are thoroughly taught the all-important work of preparing food and delicacies for the sick room, with due regard to the requirements of cases, and the physiological principles involved in the feeding, care, and nourishment of the sick. The entire subject is taken up so far as possible in connection with hospital work, and this branch is in charge of a special dietician.

The Riverdale Isolation Hospital has secured affiliation with the Woman's Hospital, Detroit, with which Institution arrangements have been made for securing a practical training in Obstetrics, Gynæcology, and Surgery, nurses being sent there in rotation after completing their two years' training and passing their examinations in connection with Riverdale. Special arrangements have also been made with the New York Polyclinic for the admission there of such as desire an extended experience in Surgical Nursing.



ACUTE DIPHThERIA WARD

MANAGEMENT.

The Riverdale Isolation Hospital is under the control of the Local Board of Health of the City of Toronto, which Board is appointed by the Municipal Council, and consists of six ratepayers and the Mayor. Each member holds office for three years, two members retiring annually. A Diploma of efficiency is granted by this Board to such nurses as successfully complete their period of pupilage and pass the examinations. This Diploma is issued under the corporate seal of the City of Toronto, and is attested by the Mayor, City Treasurer, Chairman of the Local Board of Health, City Health Officer, and Examiners, and is therefore a guarantee of fitness and qualification, besides being a testimonial of no ordinary character.

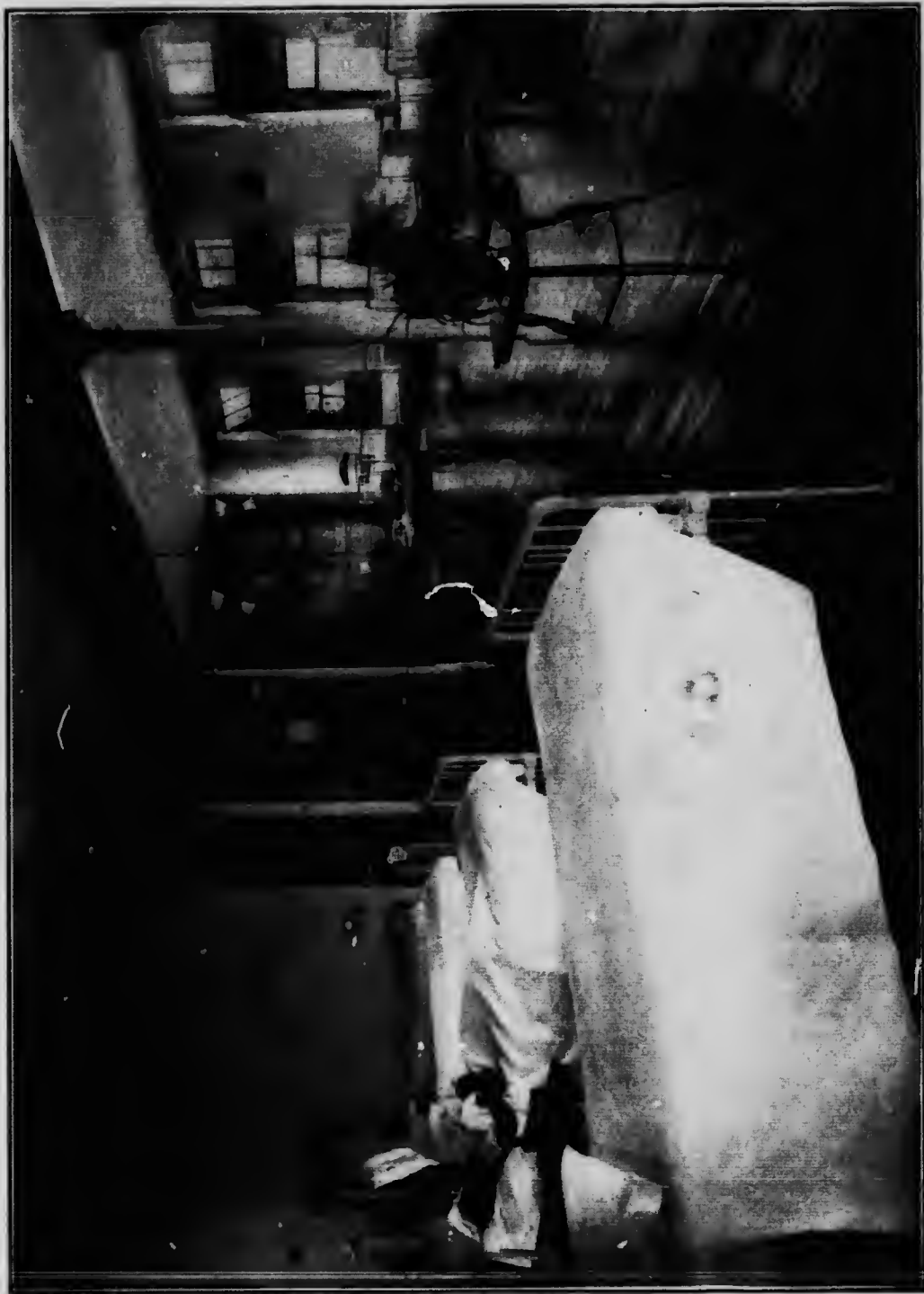
TIME AND TRAINING.

The length of the course is two years and six months, and is divided into Probational, Junior, and Senior Periods. Classes are formed during the spring and fall of each year.

REQUIREMENTS FOR ADMISSION AND RULES GOVERNING CANDIDATES.

Applications should be made to the Superintendent of the Training School, personally, whenever possible, and by the Form of Application appended hereto. Candidates must be women between 21 and 35 years of age. They must be of average height and weight, good physique, and in a healthy condition. They must submit satisfactory evidence of possessing a good English education, and ability to undertake the course of study. Preference in selection will be given to those who have had the advantages of a High School course, or its equivalent. Candidates are requested to write the answers to questions in the "Form of Application," and to return said form to the Superintendent, with a letter of reference from a physician of good standing, certifying to their mental and physical capacity for the work, and one from a clergyman, testifying as to moral character. Candidates who are approved will be admitted on probation for two months, at the expiration of which, upon fulfilling the requirements, they will be finally enrolled as Junior Nurses, and receive the uniform of the School. They will then be required to sign an agreement to submit to and carry out the rules and discipline of the School and Hospital for the full period of two years and six months from the date of entrance, or as long as they may remain nurses in the institution.

The Medical Health Officer, upon the report of the officer or officers of the Riverdale Isolation Hospital, may at any time suspend or dismiss a nurse for misconduct, inefficiency, neglect of duty, or any other cause that may be deemed by him sufficient. Any nurse tendering



ACUTE SCARLET FEVER WARD

her resignation during her course of training must tender the same in writing to the Superintendent of the Training School, and the Medical Health Officer will in each case determine whether the reason offered is sufficient to justify its acceptance.

UNIFORM.

Every nurse when on duty will be required to wear the uniform of the Riverdale Hospital, but will not be permitted to wear it in public places, upon the street, or beyond the precincts of the Hospital. Material for two uniforms, with caps as required, and six aprons, will be provided each year, but nurses are required to pay for the making up of their own uniforms. Each nurse will receive \$12 per month during her first year, and \$16 per month during the remaining period. In case of illness, nurses will be cared for gratuitously, while in the Hospital, but in the event of their being off duty, or leaving the Hospital on account of illness for any period over one month, the time so lost must be made up at the end of the term. Nurses will be required and are expected to meet emergencies from time to time incidental to their work, and will be required to perform such duties as may be assigned to them by the Superintendent, and to implicitly obey her orders.

THE COURSE OF STUDY AND TRAINING.

This course will consist of three distinct and separate divisions of study:

- (1) Ward practice and practical training.
- (2) Special courses of lectures and instruction by special lecturers.
- (3) Dietetics and Hospital Economics.

Ward instruction, during the first two months, consists of the care and cleanliness of the sick room; care of bathrooms; practical ventilation; carbolizing of beds; use and care of Hospital appliances; care, preparation, and arrangement of ward linen, and supplies; the making and preparation of beds; bathing of patients; setting of trays; serving of food and beverages, and preparation of same; taking and recording of temperatures, hospital charts, etc.

Subsequent ward training will include practical care and tending of patients; observation and recording of important symptoms, changes, and developments; the use of special appliances; throat spraying; inhalations; handling and care of inhalers; steaming and steam inhalation;



CONVALESCENT SCARLET FEVER WARD

anointing and inunction; medicated baths; nursing in intubation cases; care and cleansing of intubation and tracheotomy apparatus, and all details pertaining to the nursing of Scarlet Fever cases.

DIDACTIC COURSE.

Lectures will be delivered for the most part in the evenings, three times a week, during the session. They will comprise instruction in Contagious Diseases, including Diphtheria, Scarlet Fever, Small Pox, Chicken Pox, Septicæmia, Pyæmia, etc., with a special course on Medical and Obstetrical Nursing, care of the new-born babe, infant feeding, and diseases of children. These branches will be under the direction of the Medical Health Officer, Charles Sheard, M.D., C.M., M.R.C.S.

A short course on Bacteriology, with especial reference to Pathogenesis, will be given by Prof. E. B. Shuttleworth, Phar. D., F.C.S., City Bacteriologist, who will also take up the subjects of modes of Infection and Disinfection, and Serum Therapy. He will also introduce the subjects of Materia Medica and Pharmacology, which will be further elaborated in the classes under the Lady Superintendent.

The lectures on Anatomy and Physiology will be delivered by Charles B. Shuttleworth, M.D., C.M., F.R.C.S., Associate Professor in Anatomy of the University of Toronto. This course will include lectures on the structural elements of the body, the skeleton, joints and articulations, the tissues, the vascular system, viscera, etc., and will also embrace the physiology of circulation, digestion, assimilation, secretion, excretion, etc.

Dietetics and Hospital Economics will comprise a course of eighteen lectures and demonstrations under a teacher on the staff of the Technical School, who will take up the chemistry of foods, general principles of cooking, and the preparation of food and beverages for patients suffering from various diseases.

Classes will be regularly held throughout the session by Miss Kate Mathieson, the Lady Superintendent, who will take up special subjects, such as instruction in Practical Nursing, the ethics of nursing and conduct in the sick room, and will also review and elaborate the subjects indicated or presented by the lecturers, more particularly those relating to the details of Materia Medica.

Obstetrics, Gynæcology, and Surgery will be taught by a three months' course of instruction in the Woman's Hospital, Detroit, such time to be counted as part of the special training course in the Riverdale Hospital.



PRIVATE WARD—SCARLET FEVER WING

The Junior Examination will be held at the completion of the first year's course, and those successful in passing it may, on the completion of the course of instruction, take the Senior Examination, which if successfully passed, will entitle the candidate to the receipt of the Hospital Diploma, and Class Badge or Medal.

TEXT BOOKS.

Anatomy and Physiology—Kimber.
Principles of Nursing, First Year—Weeks.
Principles of Nursing, Second Year—Hampton.
Nursing Ethics—Hampton.
Materia Medica—Dock.
Chemistry—Roscoe.
Dietetics—Pattee.

BOOKS OF REFERENCE.

Anatomy—Kimber; Gray.
Physiology—Lewis; Kirke.
Bacteriology—Stoney; Macfarlane.
Dietetics—Roland; Pattee; Friedenwald & Ruhrah; Fothergill.
Hygiene—Abbott; Parkes; Mitchell.
Fever Nursing—Wilcox; Wilson; Paul; Woodbridge.
Gynæcology—Skene; Stewart; Albutt & Playfair.
Materia Medica—Dock; Bruce; British Pharmacopœia.
Therapeutics—Hare; Wood.
Obstetrics—Fullerton; Wright; Jewett; Cooke; DeLee.
Medicine—Osler; Albutt; Stevens; Hughes.
Children's Diseases—Holt; Ashby & Wright; Goddart & Still.
Surgery—Voswinke; Wharton; McMurthy; Fowler.
Nursing—Nightingale; Robb; Weeks; Stoney; Anderson; Watson.
Bandaging—Leonard; Wharton.

RULES FOR NURSES.

Each nurse will be allowed half a day off each week, half a day on Sunday, and an annual holiday of two weeks' duration. All such times shall be fixed at the discretion of the Superintendent, and, except by special permission, every nurse off duty must return to the Hospital and report by 10 p.m. sharp.

Nurses must not reprimand patients, but treat them with kindness and consideration, and the personal and professional affairs of the patient must be held in strict confidence.

Commands or orders from the patients must not be obeyed, but referred to the Supervising Nurse or Superintendent.

Nurses will consult as far as they can the tastes and wishes of the patients, as to the serving of meals, which should be done in an attractive manner.

Every nurse when going off duty must leave all utensils neat and orderly for the nurse coming on duty, and to see that all necessary medicines, supplies and appliances are ready for use.

Nurses will not be allowed beyond the Hospital grounds while wearing their uniforms, and any nurse wearing her uniform outside of the grounds will be liable to be discharged.

The hours for duty are:—For day nurses, from 7 a.m. to 7 p.m., and for night nurses from 7 p.m. to 7 a.m. Nurses must be punctual both in going on and coming off duty.

Nurses will be allowed two hours for meals and rest out of the twelve hours of which they are on duty.

Nurses must not leave their wards without permission from the Head Nurse or Superintendent. Nurses are not to visit from ward to ward, nor be in any ward except where on duty.

Prompt attendance at classes and lectures is required; illness or duty are the only reasons that will be accepted for non-attendance.

Strict economy must be constantly practiced in the use of hospital supplies, including drugs, dressings, food, linen, gas, and electricity, and good care must be taken of hospital appliances, furniture and all other property.

SUPERVISING NURSES.

Each Supervisor shall be a Graduate Nurse, under the direction of the Superintendent. She shall have charge of the department assigned to her, and of the patients therein. She shall be immediately responsible for all supplies and utensils, and proper management of the ward.

She shall not leave her department without notifying her Senior Nurse, who will then take charge and be responsible for the care of the patients and for the uninterrupted performance of the Supervisor's duties. Promotion to the position of Senior Nurse will be determined by competency and merit, not by seniority.

The Supervising Nurse shall make rounds with the Resident Physi-

cian and visiting physicians; give them the necessary attention and assistance; receive orders for treatment and diet of patients, and shall see that their orders are implicitly obeyed.

It shall be her duty to assist in the instruction of pupil nurses in the principles and practice of nursing.

She shall make out all requisitions for the daily supplies from the store room and linen room, and return to the sewing room any hospital linen requiring mending.

The nurse in charge must see that the orders for the Night Nurse are written out, and that the latter thoroughly understands them. A verbal report must also be made, and shall include any changes that have transpired, and the exact condition of the ward. She must also receive every morning from the Night Nurse a report as to the condition of the patients, and orders left during the night.

NIGHT SUPERVISOR.

Her hours are from 7 p.m. to 7 a.m. She shall be allowed one evening weekly, and every Sunday evening, until 10 p.m. One entire night every month will be granted when the work of the Hospital permits.

She shall make rounds with the physicians and visit the wards at least every two hours, when possible, and shall be at all times subject to call to different departments. She shall devote special care to patients seriously ill, and give extra time to the nurse who is most in need of assistance. She shall report to the House Physician any change in the patient's condition.

She shall be responsible for the night nurses, and any misconduct or neglect must be corrected by her and reported to the Superintendent.

At 7 a.m. she shall report to the Supervisors the condition of the patients, and anything of importance that has occurred in their departments.

When patients are admitted the nurse in charge must see that the clothing is carefully listed, enumerating each article on the Hospital tag, also a duplicate list in the clothes book, with full name of patient and address, date of admission, and name of ward, and the full signature of the nurse listing it. When a patient is admitted his pulse, temperature and respiration must be immediately taken. Every patient must have a bath when admitted, unless the contrary is ordered by the



NURSES' SITTING ROOM

doctor, or the condition of the patient contraindicates the bath. Any change in the condition of the patient must be promptly reported to the Doctor.

All valuables and money belonging to the patient must be sent to the office for safe keeping. The Hospital will only be responsible for valuables so disposed of.

The patient's soiled linen must be listed, tied in a separate bundle and sent to the laundry. Upon return from the laundry each article must be compared with the duplicate list and checked off.

The nurse in charge must see that all patients when discharged have a disinfectant bath, and an entire change of clothing, and that they leave the Hospital properly dressed.

The patient's personal effects that were listed in the clothes book must be accounted for and checked off by the nurse, and all clothing in the Hospital belonging to the patient must be disinfected by the steam disinfectant, when possible, or boiled in case of linen, before being removed from the Hospital, and the friends of the patient are supposed to supply them with such change of clothing that these regulations may be carried out, and that the patient may leave the Hospital properly dressed. The nurse in charge must accompany the patient to the Office and deposit there the Chart and Card.

Upon the apparently approaching death of a patient, the attending House Physician must be notified. After death has been pronounced, a written notice of the fact, including the name, date and hour of death, must be sent to the office. The body must be carefully prepared and all jewelry removed before sending to the Morgue.

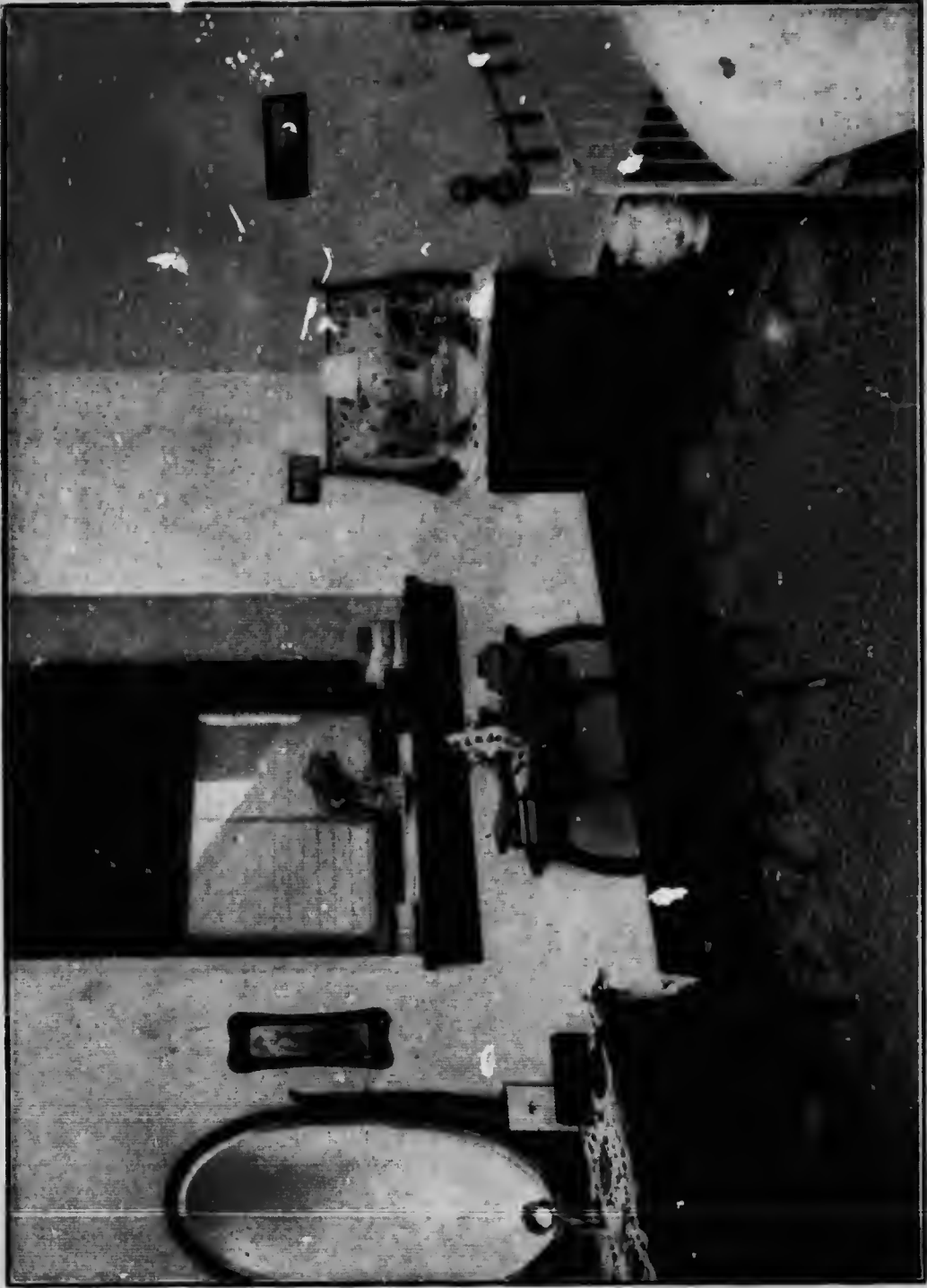
A slip with the name, date and hour of death must be pinned on the sheet covering the body.

All the personal effects must be listed, disinfected, and tied in a package, labelled with the owner's name, and sent to the office.

RULES FOR THE NURSES' HOME.

The nurses are requested to take a personal interest and pride in the care of the Home, and their rooms. The latter must always be open for inspection, and the occupants are required to keep them in such a condition that they shall always present a neat and orderly appearance.

The hour for rising is 6 a.m. Before leaving the Home each nurse



A NURSE'S BEDROOM

must make her bed, dust and arrange her room, the washstand must be left in order, the basins emptied and dried, the pitchers placed in them, and the towels folded and hung upon the rack. The rooms must be aired daily by opening the windows on leaving the rooms.

All articles of clothing must be kept in their proper places. Soiled or clean bedding must not be stored in the nurses' closets. Closets and drawers must be kept neatly. Discarded articles of clothing must not be left in the room. On leaving the room at night, even for the shortest time, the gas must be lowered or turned off, and all lights must be put out at 10.30 p.m.

Bed linen must be changed and all soiled linen must be placed in a bag ready for the laundry every Tuesday morning.

The walls or woodwork must not be defaced with pencil marks, tacks, pins or nails, nor must matches be scratched on the walls.

Night nurses must be in their rooms before 11 a.m., and will not be permitted to go out during the day before 5 p.m., without permission from the Superintendent.

At 10 p.m. the lights in the sitting-room and hall will be put out.

Nurses are not privileged to use the telephone except by special permission of the Superintendent.

Money must be deposited in the office for expected C.O.D. parcels, otherwise they will be returned to the deliverer.

THE HOURS FOR MEALS ARE:

Breakfast, 6.30; First dinner, 12; Second dinner, 12.30; First supper, 5; Second supper, 5.30.

Night Nurses:

Breakfast, 7.30; Dinner, 6 p.m.; Night lunch, 12.

Nurses must be prompt and regular in going to meals, and must not linger in the dining-room after meals. Lunching in the nurses' room without permission is forbidden.

Upon returning to the Hospital after holidays, or absence from other cause, nurses are to report to the Superintendent before going to the Home.

Graduate nurses on special duty in the Hospital are required to observe the general rules governing the Hospital and the Home.

FORM OF APPLICATION FOR RIVERDALE ISOLATION HOSPITAL, TORONTO.

1. Name in full, and present address
2. Age last birthday, date and place of birth
3. Religion
4. Are you married, single, or a widow?.....
5. Where educated
6. Your present occupation or employment.....
7. HeightWeight
8. Are you strong and healthy, and have you always been so?.....
9. Have you any physical defects?.....
10. Have you any tendency to pulmonary complaints?.....
11. Have you any private means of your own?.....
12. Do you intend following nursing as a profession?.....
13. Have you ever nursed before, or been in a training school for nurses?
14. Have you applied elsewhere?.....
15. Are you free from domestic responsibility, so that you are not liable to be called away during your training course?
16. Give the name and address of two persons to be referred to. State how long each has known you. If previously employed one of these must be your employer.....

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