

same to the patient on leaving the Hospital, or in case of death, to any person whom the Committee of Management shall authorize to receive the same. Provided that if the clothes of any patient be in such a state as to render it necessary that they should be burned, it shall be done, if sanctioned by the attending Medical Officer.

8. He shall keep in a book for the purpose, an account of the servants' time and wages, and pay the same when ordered by the Committee of Management.

9. It shall be his duty to take care that every part of the premises, without the Hospital, be kept in proper order.

10. He shall keep the keys of the outer doors and gates, and lock them at ten o'clock, P. M., and open them at 6, A. M., from the first of May to the first of November, and lock them at 8, P. M., and open them at 7, A. M., during the rest of the year; unless ordered otherwise by the Committee of Management, or in case of emergency, for the service of the patients.

11. He shall report, to the Committee of Management, any misconduct or irregularity that may come under his notice.

12. He shall write the minutes, &c., of the Committee of Management when required.

13. He shall hang up in the Hall of the Hospital the names of the weekly visiting Governors and shall on the Saturday preceding their week of attendance, give them notice thereof by letter.

14. He shall lay his book of accounts on the table in the Committee Room at all meetings of the Governors.

15. As soon as the body of a patient, dying in the Hospital, is laid out in the dead house, it shall be the duty of the Steward to see that the body be safely kept there, until delivered for interment or to such authorized party as the Law may direct, and he shall be responsible for the faithful execution of his duty.

16. He shall give reasonable security to the Governors for his fidelity.

17. He shall not absent himself from the Hospital, except on duty, without the knowledge of the House Surgeon.

18. When any patient shall wish it, the Steward shall send immediately, in writing, for such Clergyman as the patient may desire.

Of the Matron.

1. The Matron shall visit the wards of the Hospital every morning at eight, every afternoon at one, and every evening at eight o'clock, and oftener if necessary; at these visits she shall see that the wards are properly attended by the nurses, and that all the patients are in their respective wards, and report to the House-Surgeon the names of such patients as are absent without leave from their respective wards.

2. She shall oversee the conduct of the patients and servants and take care that the wards, apartments, beds, clothes, linen, &c., are kept clean and in good order.

3. She shall have charge of all the furniture, beds, bedding, and dresses belonging to the Hospital, as far as regards her department.

4. She shall report any misconduct of the patients or servants or any other irregularity occurring in the house, to the House Surgeon, and to the Committee of Management.

5. She shall prevent anything being taken into the wards except that which is ordered.

She shall not admit any person or persons to see any patient or patients, except at the hours appointed by the Medical Board of the Hospital.

7. She shall superintend the preparing of the diet of the patients, and be particular that the same diet, in the quantity, and at the time prescribed, be given and nothing else; she shall also keep a diet list, with the number of patients on such diet.

8. She shall not absent herself from the Hospital without the knowledge of the House Surgeon.

Of the Nurses.

1. When a patient is admitted into the Hospital, it shall be the duty of the nurse to whose ward such patient may be ordered to see that he or she receives a thorough bath, unless a special order to the contrary be given in writing, by the admitting Medical Officer. She shall give him or her an Hospital shirt and night cap, and shall deliver without delay, his or her clothes, after an inventory of them has been taken, to the person ordered by the Steward to receive them.

2. The Nurse shall, at the next visit, state to the attending Physician or Surgeon such circumstance or circumstances as may tend to throw light on the case, and shall be ready to do the same if required, at each succeeding visit.

3. In the event of any patient being seized with violent or alarming symptoms she shall give immediate notice thereof to the House Surgeon or Apothecary.

4. The Nurses when ordered by the Matron, shall change the patients' linen, bed linen, and bedding.

5. She shall receive no medicines sent from the Apothecary's shops to the wards unless labelled and directed.

6. When a death occurs, the Nurse of the ward shall immediately give information to the Steward.

7. They shall be in their respective wards at 6½ o'clock, A. M., each morning, and have them clean, and in proper order by 9 A.M.

8. The Nurses shall be diligent in complying with the orders of the Medical Officers, Surgeon and Matron, and they shall behave with tenderness to the patients.

9. They shall pay particular attention to the patients, and as often as necessary supply them with the drink prescribed, and assist them, and assist them when they are unable to assist themselves, and when they are able shall place the vessel or vessels containing their drink, commodiously within their reach, and take care that they never remain empty.

10. They shall see that the patients take their medicines as prescribed.

11. They shall never, on any account, allow anything to be brought into the wards, or given to the patients except that which is ordered.

12. They shall give immediate notice to the attending Physician or Surgeon, or in his absence to the House Surgeon, or to the Matron, when any patient or patients shall have violated any of the By-laws of the Hospital.

13. They shall always keep themselves clean and decently clothed.

14. They shall not leave their wards during the day unless when necessarily called away, or when requested to do so by the Medical Officer or Matron.

. 15. Any neglect or omission of these rules will render the Nurse who may do so, liable to dismissal.

Of the Patients.

1. No patient shall smoke in the house or the galleries, make use of obscene or profane language, nor leave the ward in which he or she shall have been placed, without permission from the attending Physician or House Surgeon, or unless required by him to give assistance.

2. The patients shall not play at cards or dice; or any other game.

3. They shall conduct themselves with due respect to the Matron, Nurses and servants of the Hospital.

4. No male patient, under any pretence whatsoever, shall enter the apartments or wards for females, unless required by the Physician to give assistance, nor shall a female patient enter the apartments or wards for males.

5. No patients shall allow their friends to bring them, nor shall they use, anything whatsoever, except the diet prescribed, without permission from the attending Physician or Surgeon.

6. Every patient shall retire to bed at nine P. M. from the first of May to the first of November; at eight P. M. from the first of November to the first May; and those that are able shall rise at seven A. M. during summer, and eight A. M. during winter.

7. Such patients as shall be considered able, shall assist the nurses and other servants of the Hospital, in nursing the patients, making the beds, cleaning the wards, and doing such other work as the attending Physician or Surgeon may direct. Any patient or patients not conforming to the By-laws of the Corporation, shall incur the penalty of expulsion.

8. When any patient is discharged from the Hospital for irregular conduct, the Steward shall give notice thereof by letter, in the form and manner following, to the person who shall have recommended such patient:

MONTREAL GENERAL HOSPITAL,

day of _____ 18

SIR,—I am directed to inform you that A. B., recommended by you, has this day been discharged from the Hospital, for irregular conduct, by Dr. _____, attending.

_____ Steward.

9. Any patients having a complaint to make shall lodge it with the Matron, who if necessary shall refer it for adjustment to the attending Medical Officer or House Surgeon, and the Committee of Management.

10. The body of any patient dying in the Hospital, shall not be removed for interment until twenty-four hours in summer, and thirty-six in winter, shall have elapsed after the death of the patient, without a written permission from either the attending Medical Officer or House Surgeon.

Of the Out-Door Patients.

1. They shall attend in the place at the hour appointed by the Medical Board for giving Advice and Medicines to the poor gratis; and if any of them neglect to attend twice in succession without leave from the attending Physician or Surgeon, he or she shall not be entitled to any further advice or medicine.

2. The names of the Out-Patients shall be entered in a book kept for the purpose, with their age, complaint, religious persuasion, the time of admission, and the termination of the disease as far as it can be ascertained.

3. Medicines and Advice will be given to the poor, at every visit of the attending Physician or Surgeon. All Out-Patients shall provide their own phials.

4. No Out-Patient shall loiter about the Hospital gate, or premises adjoining; they shall come directly to the place appointed to receive them, and as soon as they have received the advice and medicines, which may be considered necessary for them, they shall immediately leave the Hospital.

5. Any Out-Patient or Patients who shall violate any of the rules or regulations of the Hospital shall incur the penalty of dismissal.

Admission.

Visitors will be admitted to see the patients from the first of May to the first of November from 2 P. M. to 3 P. M., and from first November to first May, from 2 P. M. to 4 P. M. On Sundays from 3 to 4 P. M. during the year.



