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BELLEVUE HOSPITAL



Bellevue School
of
Nursing

Announcement
1937-1938

CITY OF NEW YORK
DEPARTMENT OF HOSPITALS

BELLEVUE HOSPITAL

Bellevue School
of
Nursing



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BELLEVUE HOUSE

440 EAST 26TH STREET

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MARY E. EDGAR, M.S., R.N.

Assistant Director of Instruction

(Acting Director Spring and Fall Semesters 1937)

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Assistant Instructor in Chemistry and Bacteriology

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Instructor in Nutrition and Diet Therapy

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AND CLINICAL INSTRUCTION

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Assistant to the Director of Supervision and Ward Teaching

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Instructor and Assistant Supervisor in Medical Nursing

JOSEPHINE SHULL, R.N.

Instructor and Supervisor in Surgical Nursing

ROSE HORVATH, R.N.

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and Supervisor of Emergency and Admitting Departments*

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Assistant Instructor of Operating Room Nursing

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Instructor and Supervisor of Gynaecological Nursing

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Instructor and Supervisor of Ophthalmological Nursing

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Instructor and Supervisor of Obstetrical Nursing

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JEWELL LEITZMAN, Ph.B., R.N.

Instructor and Assistant Supervisor of Pediatric Nursing

MARY CHESKA, R.N.

Instructor and Assistant Supervisor of Pediatric Nursing

HELEN CABOT LATHAM, R.N.

Instructor in Nursery School Methods

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*Instructor in Public Health Nursing
and Supervisor of Out Patient Nursing*

REBECCA CROWELL, R.N.

*Charge Nurse of Physio Therapy Department
and Instructor in Principles and Practice of Massage*

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Assistant Supervisor of Tuberculosis Nursing

ELIZABETH L. JAMESON

Instructor in Occupational Therapy

RUTH McVEAN, R.N.

Instructor in Principles and Practice of Social Case Work

IRENE WALSH, B.A., R.N.

Instructor in Psychiatric Nursing

EDNA WITHAM, R.N.

Instructor in Communicable Disease Nursing

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HERMINA FROMM, R.N.

Pavilion F and G

RUTH MINGUS, R.N.

Pavilion I and K

LEAH VANDERVOORT, R.N.

Pavilion L and M

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Chief Supervisor

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HARRIET CARL, R.N.

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MABEL FURMAN, R.N.

Special Services

MARGARET GODFREY, R.N.

Special Services

MARGARET McMINN, R.N.

Surgical Wards

JANE CALLAVAIE, R.N.

Psychiatric Wards

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- Carl G. Burdick, M.D., F.A.C.S., Director and Visiting Surgeon Fourth Surgical Division; Clinical Professor of Surgery New York University and Bellevue Hospital Medical College.
- Guilford Dudley, M.D., Director and Visiting Surgeon, Second Surgical Division; Assistant Professor of Clinical Surgery Cornell University Medical College.
- John Winston Fowlkes, M.D., Visiting Surgeon in charge Department of Laryngology and Otolaryngology; Professor of Otolaryngology, New York University and Bellevue Hospital Medical College.
- Howard Fox, M.D., Visiting Dermatologist and Syphilologist Professor of Dermatology and Syphilology, New York University and Bellevue Hospital, Medical College.
- Lewis J. Friedman, M.D., Chief Roentgenologist, Bellevue Hospital.
- Ira I. Kaplan, M.D., Director of Division of Cancer, Department of Hospitals; Clinical Professor of Surgery, New York University and Bellevue Hospital Medical College; Director and Visiting Radiation Therapist, Bellevue Hospital.
- Foster Kennedy, M.D., F.R.S.E., Visiting Physician in charge Neurological Service; Professor of Neurology, Cornell University Medical School.
- Arthur Krida, M.D., F.A.C.S., Visiting Surgeon in charge Orthopedic Service; Professor of Orthopedics, New York University and Bellevue Hospital Medical College.
- John A. McCreery, M.D., F.A.C.S., Director and Visiting Surgeon, First Surgical Division; Associate in Surgery, College of Physicians and Surgeons, Columbia University.
- James Alexander Miller, M.D., Visiting Physician in charge Tuberculosis Service; Professor of Clinical Medicine, College of Physicians and Surgeons, Columbia University.
- Charles H. Nammack, M.D., Director and Visiting Physician, Fourth Medical Division.

* Arranged alphabetically.

Charles Hendee Smith, M.D., Visiting Physician in charge of Pediatric Service; Professor of Pediatrics, New York University and Bellevue Hospital Medical College.

Henry James Spencer, M.D., Director and Visiting Physician, Second Medical Division.

William E. Studdiford, M.D., Visiting Surgeon in charge of Department of Obstetrics and Gynecology; Professor of Obstetrics and Gynecology, New York University and Bellevue Hospital Medical College.

Douglas Symmers, M.D., Director of Division of Laboratories, Department of Hospitals; Professor of Pathology, New York University and Bellevue Hospital Medical College.

Lebb W. Weeks, M.D., Visiting Surgeon in charge of Ophthalmological Service; Professor of Ophthalmology, New York University and Bellevue Hospital Medical College.

Leo Winter, M.D., D.D.S., Visiting Dental Surgeon in charge of Dental Department; Professor of Oral Surgery, New York University, College of Dentistry.

Ogden Woodruff, M.D., Director and Visiting Physician, First Medical Division; Professor of Clinical Medicine, College of Physicians and Surgeons, Columbia University.

Arthur Wright, M.D., F.A.C.S., Director and Visiting Surgeon, Third Surgical Division; George David Stuart Professor of Surgery, New York University and Bellevue Hospital Medical College.

Sam Wyckoff, M.D., Director and Visiting Physician, Third Medical Division; Dean, New York University and Bellevue Hospital Medical College.

LECTURERS

Morris Block, M.D., Assistant Visiting Physician, Third Medical Division, Bellevue Hospital; Instructor in Medicine, New York University and Bellevue Hospital Medical College; Lecturer in Medical Diseases, Bellevue School of Nursing.

Frances Bogatko, M.D., Medical Director of Lord and Taylor's Medical Department; Lecturer in Occupational Diseases, Bellevue School of Nursing.

George A. Cashman, M.D., F.A.C.S., Assistant Visiting Surgeon, Genito-Urinary Service, Bellevue Hospital; Lecturer in Urology, Bellevue School of Nursing.

- Frederick C. Freed, M.D., F.A.C.S., Associate Visiting Obstetrician and Gynecologist; Clinical Professor of Obstetrics and Gynecology, New York University and Bellevue Hospital Medical College; Lecturer in Obstetrics, Bellevue School of Nursing.
- Milton Helpern, M.D., Assistant Medical Examiner, Borough of Manhattan; Lecturer in Pathology, Bellevue School of Nursing.
- Sophia J. Kleegman, M.D., Assistant Clinical Professor of Gynecology, New York University and Bellevue Hospital Medical College; Assistant Visiting Obstetrician and Gynecologist; Lecturer in Obstetrics, Bellevue School of Nursing.
- Ernest W. Lampe, M.D., Assistant Visiting Surgeon, Second Surgical Division, Bellevue Hospital; Lecturer in Surgery, Bellevue School of Nursing.
- Rosa Lee Nemir, M.D., Clinical Assistant Visiting Physician, Children's Medical Service; Instructor in Pediatrics, New York University and Bellevue Hospital Medical College; Research Fellow in Pneumonia, Department of Pediatrics, New York University and Bellevue Hospital Medical College. Lecturer in Pediatrics, Bellevue School of Nursing.

GENERAL STATEMENT

The Bellevue School of Nursing offers a comprehensive basic course in nursing designed to prepare qualified young women for general practice in the major fields open to graduate nurses. The School is registered under the Board of Regents of the University of the State of New York, and graduates of the School are eligible to take the examination for license to practice as Registered Nurses in the State of New York.

It is the aim of the School to offer a program of education that will give the student an appreciation of the function and obligations of the nurse in society, an opportunity to understand and develop her own personal and professional potentialities, and a sound basis for the selection of appropriate fields in which she may practice as a graduate nurse.

The Department of Nursing Education of Teachers' College, Columbia University, gives advanced standing amounting to mo

han one year's college credit to acceptable applicants who have completed the nursing course in the Bellevue School of Nursing. Liberal credit is also given by some other colleges. Graduates of this School thus have an excellent opportunity to pursue professional studies and to work toward the degree of Bachelor of Science.

BRIEF HISTORY OF THE SCHOOL

The Bellevue School of Nursing was founded in 1873 by a group of women who saw "nursing as a social value" and who realized that a sound educational program in its fullest implications is essential to the preparation of nurses for satisfactory community service.

The founders of the Bellevue School of Nursing, desirous of incorporating into their policies and program the philosophy and methods of Miss Florence Nightingale, sent an emissary, Doctor Will Wylie, to London to see her in the summer of 1872. The plan submitted in a letter by Miss Nightingale (who was ill at the time of Doctor Wylie's visit) modified to meet American conditions, formed the basis of the "Bellevue system," thus admitting the Bellevue School to the distinction of being the first School of Nursing in the United States to be founded on the "Nightingale plan."

From its inception the School has had for its laboratory the wards of Bellevue Hospital, beginning with five wards and gradually extending to include all services.

During the years of its existence, the School has demonstrated the value to the community of a nursing service rendered by an educated, disciplined professional group. The Managers have kept steadily to their first objectives which were "first to improve the condition of the hospital sick, and second, to utilize the hospital as a clinical school for instruction in the art of nursing the sick among rich and poor alike."

The history of modern nursing is replete with evidences of the eminence and achievements of the graduates of this School.

The program of instruction and practice has been modified to meet changing conditions, utilizing scientific information and methods as rapidly as these have developed. Present day students are assured a well-balanced course based on a comprehensive curriculum and a well-organized practice field.

Identification with Bellevue Hospital offers unusual opportunity for a broad educational and clinical experience. Bellevue is a Municipal General hospital where 2,500 beds are open to patients suffering from all forms of acute illness. The Out Patient Department treats approximately 2,000 patients daily. Through the wards and clinics a wealth of clinical material is made available to students of nursing, giving them a broader concept of sickness and health, and offering abundant opportunity to enrich their scientific knowledge and develop nursing skill.

PLAN OF INSTRUCTION

The curriculum covers a period of three years of which twelve weeks are assigned to vacation. The course is divided into the pre clinical and clinical periods, the former being that time which is devoted almost entirely to the study of the fundamental sciences and to the understanding of elementary nursing principles. The time is spent chiefly in the classroom and laboratories of the School of Nursing with ward practice in the Hospital sufficient to establish the functioning of the science instruction and the skill acquired through supervised practice in the classroom.

During the clinical period, the students are assigned to nursing practice in wards devoted to the treatment of the following type of illness: medical, surgical, gynaecological, obstetrical, pediatric tuberculosis, orthopedic, neurological and psychiatric. Nursing practice is obtained also on the wards on which are treated disease of the eye, the ear, nose and throat, and in other special service such as the operating rooms, diet kitchens, out patient department and social service department. The instruction during the clinical period is conducted by graduate nurses who are assigned to the wards or services as clinical instructors.

A twelve-weeks course in communicable disease nursing is given in affiliation with Willard Parker Hospital.

Students are admitted and are advanced in the course according to the following plan:

Dates of Admission

Classes are admitted twice a year, namely September first and February first.

The Orientation Period

Candidates for admission who are acceptable to the Committee on Admissions are given the opportunity of entering the School for an Orientation Period before the final selection of students for the Freshman class is made.

The Orientation Period is of approximately three weeks duration at the beginning of each school term. The program carried on during this time is designed to aid in the more careful selection of students and to assist students to make a successful adjustment to the nursing school situation.

Admission to Pre-clinical Period

At the termination of the Orientation Period, the candidates who have given evidence of possessing those qualities essential to success in nursing are notified of their acceptance into the Freshman class and are given the necessary instructions concerning the purchase of uniforms and equipment.

Admission to Clinical Period

Upon successful completion of the first eight months of the course, which is in effect a preparatory term, students are accepted for the clinical period and are vested with the complete uniform of the School.

The specific arrangement as to time is as follows:

Hours of Duty

The hours of duty, that is, nursing practice hours in the hospital during the clinical period, are on the basis of forty-eight hours weekly, day or night, with a full day or night off duty each week.

Vacations

Twelve weeks are allowed during the course for vacations, on the basis of four weeks each year.

Absences

Absences other than the regular vacation periods are not granted except in case of illness or for other extraordinary cause. Time lost for any reason must be made up.

Withdrawal

The Faculty reserves the right to recommend the withdrawal at any time of any student whose health, conduct or work makes it seem inadvisable for her to remain in the Bellevue School of Nursing.

RESIDENCES

Bellevue House is located on the East River at the foot of East 26th Street, opposite Bellevue Hospital. It is a modern, fire-proof, six-story building.

The house provides living accommodations for five hundred student nurses and members of the faculty. Other graduate nurses employed in the hospital reside in near-by buildings. Bellevue House is the center of educational and recreational activities.

The ground floor is devoted to classrooms, reference library, offices of the instructors, the Director of Health Service, Librarian, and the Director of the Residences. The entire first floor is occupied by living rooms, a dining room, a lecture hall, a fiction library, and offices of the Dean of Women and Director of Physical Instruction. In addition to bedrooms on the second floor there is a Recreation Suite consisting of a lounge room and kitchenette and a game room is located on the third floor. Laundryettes are available for the use of the students on the second floor. A well-equipped infirmary for sick nurses is located on the sixth floor.

The dietary department for nurses is located in Bellevue House and is under expert supervision.

LIBRARY FACILITIES

The Carrie J. Brink Memorial Library is located in Bellevue House. The collection contains 4,000 standard scientific books and 2,500 pamphlets. Seventy-five nursing, medical and cultural magazines are received currently. All these have been carefully selected to meet the needs of instructors and students, and to implement and supplement the nursing school curriculum. Books for recreational and cultural reading are provided also.

The Library is classified and cataloged in accordance with the scheme recommended by the National League of Nursing Education. It is open from 7:30 A.M. to 10:00 P.M. Monday to Friday;

7:30 A.M. to 6:00 P.M. Saturday; closed all day Sunday. The library is under the supervision of a trained librarian and one full-time assistant.

The Library has institutional membership in the Medical Library Association and in the Special Libraries Association. The collection is further supplemented by the interlibrary loan privileges extended by New York's many special, medical, and general libraries.

LABORATORIES

Adequately equipped laboratories for Anatomy and Physiology, Chemistry and Bacteriology are provided, as well as a nursing practice laboratory.

The unusual facilities of the pathological laboratories of the hospital are utilized in teaching students of this School.

REQUIREMENTS FOR ADMISSION

Education

Applicants seeking admission to professional schools in New York State must obtain from the State Education Department qualifying certificate.

To obtain a nurse student qualifying certificate for admission to a registered school of nursing the applicant must present evidence of graduation from a four year, sixteen unit, general academic course in an approved or accredited secondary school, or its equivalent. The course should include:

	<i>Units</i>
8½ units	<i>English</i> , four years 4
	<i>Science</i> , two years (including biology or general science and a <i>second science</i> , preferably chemistry or applied chemistry) 2
	<i>Mathematics</i> , one year (algebra, general mathematics or commercial arithmetic) 1
	<i>History</i> , one year 1
	<i>Civics</i> , one-half year ½
7½ units	Six sufficient electives to make up the full four year course, aggregating 16 units, but not more than five units to be chosen from any one field 7½
Total	16

In lieu of this specific subject requirement the State Department of Education will accept a Regents high school diploma or college

entrance diploma as meeting in full the requirement for a nurse student qualifying certificate.

Scholarship Standing

The selection of applicants for the Bellevue School is made from those whose records indicate that they have maintained a high standard of scholarship during their previous educational experience. Preference is given to applicants with college preparation.

Applicants with a degree from a college approved by the New York State Education Department may obtain a nurse student qualifying certificate on that basis which entitles them to a time credit allowance of nine (9) months. They should, however, confer with the principal of the school concerning the advisability of planning their course on that basis, since it necessitates a curtailment of certain clinical services, and some states do not issue licenses based on a nursing course of less than three years.

It is not the policy to omit any of the subjects contained in the three year course. Therefore the School reserves the right to re-determine the time credit allowance if the student is unable to complete the prescribed work in the twenty-seven months period.

Age

Applicants should be between the ages of eighteen and thirty.

Health

Applicants must be in good health, free from handicapping physical defects or tendency to illness, and must present certificates from doctor and dentist attesting the fact, as well as a statement from a doctor certifying that they have been successfully vaccinated against smallpox within two years prior to the filing of their applications.

All health certificates are tentative pending the reports of the physical examination given upon admission by the attending physician of the school.

Applicants who have diseased tonsils or who have a history of repeated attacks of tonsilitis should consult their doctors concerning the advisability of having tonsils removed before beginning the course.

Personal Fitness

The credentials of the applicant must give satisfactory evidence of thoughtful planning in the choice of professional nursing as a career and of the ability to make successful adjustment in situations where emotional stability and good breeding are essentials.

Aptitude Tests

All applicants are required to take a psychometric examination before their applications will be considered by the Committee on Admissions. This examination includes a series of tests designed to aid in determination of the candidate's intellectual and personal fitness for nursing. Directions for arranging for the examination are furnished to each candidate. The examination fee is Five Dollars (\$5.00).

SCHOLARSHIP REQUIREMENTS

The marking system of the Bellevue School of Nursing is as follows: A = 94 — 100 inclusive; B = 87 — 93 inclusive; C = 80 — 86 inclusive; D = 75 — 79 inclusive; E = Failure.

A point credit system which makes possible the evaluation of the quality of Scholarship as well as the hour credit value of a course has been adopted. To continue in the course a student must not only acquire the requisite number of hour credits but the quality of her work must represent a certain excellence. The standard of quality value is set by the point credit system.

Each hour of credit is valued in points as follows: Grade A—three points per hour credit; Grade B, two points per hour credit; Grade C, one point per hour credit; Grade D, no points per hour credit. Grade E, failure, negative one (—1) point.

The Grade D is an unsatisfactory mark. While it gives credits it gives no points, which are equally required for graduation.

GRADUATION

The diploma of the Bellevue School of Nursing is conferred upon those students who have satisfied all the requirements of the course.

SCHOLARSHIPS AND AWARDS

Two scholarships, established by the Board of Managers, of Five Hundred Dollars each, for general excellence are awarded

annually to Bellevue graduates to be used for special preparation in the professional nursing field.

The Lavinia L. Dock annual Scholarship Prize is awarded annually to the student in the graduating class who has made the highest scholarship record. The prize consists of Twenty-five Dollars.

Four prizes are awarded annually for proficiency in bedside nursing: two prizes of Twenty-five Dollars each, made possible by the will of Mrs. William Preston Griffin, to Junior students; and two prizes of Twenty-five Dollars each, established by Mr. Henry Lambert, to Senior students.

FEEES, EXPENSES AND ALLOWANCES

Each candidate is required to deposit One Hundred and Thirty (\$130.00) Dollars on the day of entrance, i.e., September first or February first. Seventy (\$70.00) Dollars of this amount covers the cost of the first uniforms (including shoes), physical education equipment, textbooks and other school supplies. Ten (\$10.00) Dollars is required for laboratory fees. The remaining Fifty (\$50.00) Dollars is paid in two installments into the School's Educational and Recreational Fund and covers the costs of matriculation and fees for extra curricular activities for the entire course. Students who at the end of the Orientation Period, do not remain will be charged a proportionate amount based on necessary expenditures incident to carrying out the program of selection and orientation (about \$5.00 per week). The balance of the deposit over and above such expenditures will be refunded to the student.

Students selected at the end of the Orientation Period to remain in the School will immediately transfer from their individual accounts to the School Fund the Ten (\$10.00) Dollars laboratory fee and the first installment of Twenty-five (\$25.00) Dollars of the matriculation fee. The second payment of Twenty-five (\$25.00) Dollars is due at the end of the fifth month. Matriculation fees are not refundable.

In addition to the required deposit of One Hundred and Thirty (\$130.00) Dollars, it will be necessary for each candidate to have

a small amount of money for incidental personal expenses, such as carfare, postage, etc., sufficient for eight months. The amount will depend upon individual needs and tastes.

Candidates should at all times be provided with sufficient money to cover return travel expenses should they not remain in the School.

A monetary allowance, at the rate of Twenty (\$20.00) Dollars a month, is made to each student beginning the fifth month of her stay in the School.

Beginning with the first payment of the allowance and including the fourth payment, the student is required to deposit the entire amount, Eighty (\$80.00) Dollars to her account in the Student Equipment Fund. This provides a sufficient balance to take care of necessary school expenses of the latter period of the preliminary course, the purchase of additional uniforms, the uniform cape, and other necessary equipment.

Thereafter students are required to make monthly deposits of Five (\$5.00) Dollars or more so that a balance sufficient to cover current expenditures is maintained. At the termination of a student's connection with the School the balance remaining in her account in the Student Equipment Fund is refunded to her.

The allowance is intended to cover expenses incident to the course and is in no sense a wage or a salary.

The School provides maintenance (board, room and laundry), throughout the period of the student's residence in the School.

HEALTH SERVICE

Because good health is essential to nursing, the School maintains an organized Health Service.

The Health Service personnel includes the School Physician, an Assistant Physician, a Graduate Nurse Director of the Health Service, a Graduate Nurse Assistant Director, and the Graduate Nurse Staff in the Infirmary.

The aim of the Health Service is to conserve and to promote the health of the students in the School. This it does through the maintenance of a comprehensive program as follows:

1. Complete physical examinations are given during the orientation period to determine the candidate's physical fitness for admission to the School, since good health, that is, freedom from any handicapping defect or any predisposition to disease, is required. Complete physical examinations are given annually and are repeated as often as indicated for all students during the period of the course.
2. Special facilities for the correction of minor defects are placed at the disposal of the student who is expected to cooperate in the corrective work.
3. Students are urged to have a dental examination at their own expense at least every six months during the period of the course.
4. There is a plan of disease prevention whereby all students upon admission, and as often as indicated, are immunized against those diseases for which immunizing agents exist. Students presenting evidence of successful vaccination against small-pox are not required to be vaccinated.
5. Special attention is directed to the maintenance of normal weight. Weights are recorded monthly and any deviation from the normal is given the necessary attention.
6. A continuous service is provided for the early treatment of illness and injury.

In the event of illness, other than surgical, requiring bed care, the students are entered in the Infirmary which is under the direction and care of graduate nurses, with resident and visiting physicians in attendance.

Illness requiring surgical care, or special measures are treated in the Hospital, where special attention is provided for students.

7. All registered students are required to carry a Health and Accident insurance. The premium for this protection is paid from the Student's Equipment Fund.
8. There is a cooperative program between the Health Service and the Physical Education Department for the prevention and correction of postural or other physical defects.

PHYSICAL EDUCATION

Required courses are given in body mechanics, swimming, and tennis. By the end of her second year each student must pass a beginner's test in swimming and tennis, unless she is prohibited on the basis of her physical examination.

Elective courses are offered in games, folk, modern, and tap dancing, swimming, and tennis.

Credit is given for approved activities not included in the curriculum.

The "500" is an organization of those who have won the BSN in physical education. In order to win this monogram, the student must have no deficiencies in class work, must have passed the required tests, and must have won five hundred points in various athletic activities.

Students are asked to bring with them to the school the following articles:

- 2 washable play suits, *or* one pair of dark cotton shorts and two white blouses.
- 2 pairs of cotton socks.
- 1 pair of sneakers (not heavy crepe soles).

THE STUDENT ASSOCIATION

The Student Association of the Bellevue School of Nursing was organized in 1929, for the purpose of promoting school activities and interests. It is not a "student government" organization.

The Association is governed by an Executive Committee of students under the direction of the Dean of Women.

The membership of the Association is of two types, namely, active and associate. All Bellevue students are active members. Affiliating and Postgraduate students are associate members.

The Student Association sponsors the extra-curricular activities of the Schools. The officers and standing committees, under the direction of the Dean of Women, plan and carry out the program.

Participation in extra-curricular activities is required, and is credited on the basis of points.

The program of extra-curricular activities provides a variety of cultural opportunities through tourist, bridge, literary, music, social usage, current events, art, and dramatic clubs. In addition to the club program there is a social program. Each year several formal and informal dances are given as well as a number of parties. "Special Days" are commemorated in an appropriate way. Once a week during the summer months, there is a bus trip to the beach. Other activities are planned in accordance with student interests.

In addition to the organized activities, there are available the following facilities for leisure time enjoyment: a tea room, fiction rental library, tennis court, play court and outdoor fireplace, sun roof, radio and pianos.

THE ALUMNAE ASSOCIATION

The Alumnae Association of the Bellevue School of Nursing was organized in 1889, and is the oldest organization of graduate nurses in the United States.

The primary object of the Association, as stated by its founders, is "to keep the graduates in touch with one another, and with the School, and to give the young graduates an opportunity of being fittingly introduced into their professional life as nurses and members of the nursing profession."

Osborn Hall, the Alumnae club house, located at 426 East 26th Street, was built and equipped by Mr. and Mrs. William Church Osborn as a memorial to Mrs. William Henry Osborn, the first chairman of the "Training School Committee" of the Bellevue School. In addition to social and professional accommodations, the club provides an attractive and convenient residence for graduates of the School.

The Alumnae Association maintains a registry, a sick benefit, and a pension fund for its members. Its activities include the publication of a quarterly bulletin and a yearly report.

The Alumnae Association is affiliated with the American Nurses' Association.

OUTLINE OF CURRICULUM

Freshman Term

(Twenty-two weeks including Orientation Period)

Sophomore Term

(Thirty-two weeks including four weeks vacation)

Subject	Theory Hours	Practice Assignment in Hospital	Credits	Subject	Theory Hours	Practice Assignment in Hospital	Credits
How to Study	5		0	Principles and Practice of Nursing (Advanced) ..	32		2
Anatomy and Physiology	112		5	Elementary Medical Nursing	48	8 weeks	4
Chemistry	64		3	Elementary Surgical Nursing	48	8 weeks	4
Bacteriology	48		2	Materia Medica	32		2
Nutrition and Cookery	48		2	Psychology	16		1
Principles and Practice of Nursing (Elementary)	144	120 hours	7	Dietotherapy	16	4 weeks	2
Personal Hygiene	16		1	Occupational Therapy	8		1/2
Ethics	16		1	Neurological Nursing	16	4 weeks	2
History of Nursing	16		1	Tuberculosis Nursing	16	4 weeks	2
Voice and Diction*	16		1	Elementary Principles of Massage	16		1/2
Sociology I	16		1	Physical Education	64		2
Drugs and Solutions	32		2				
Physical Education	80		2				
	613		28		312	28 weeks	22

* This course is elective, and especially designed to aid students who have difficulties of speech.

OUTLINE OF CURRICULUM

Junior Term

(Fifty-two weeks including four weeks vacation)

Senior Term

(Fifty weeks including four weeks vacation
and four weeks health allowance)

Subject	Theory Hours	Practice Assignment in Hospital	Credits	Subject	Theory Hours	Practice Assignment in Hospital	Credits
Psychiatric Nursing	64	8 weeks	5	Obstetrical Nursing	64	12 weeks	6
Pathology	16		1	Private Nursing†	8	2 weeks	½
Sociology II	16		1	Professional Opportunities	16		1
Operating Room Nursing	16	8 weeks	3	Occupational Diseases	8		½
Ophthalmological Nursing	16	4 weeks	2	Out-patient Nursing‡	48	12 weeks	5
Gynecological Nursing	16	4 weeks	2	Communicable Disease			
Otolaryngological Nursing	16	4 weeks	2	Nursing§	48	12 weeks	5
Pediatric Nursing	48	12 weeks	5	Principles of Teaching	16		1
Advanced Medical Nursing		8 weeks	2	Urological Nursing	8		½
Public Health Nursing	16		1	Advanced Surgical Nursing			
Public Sanitation	16		1	Physical Education	64	6 weeks	2
Physical Education	64		2				2
	304	48 weeks	27		280	42 weeks	23

† A regular assignment of two weeks of private nursing is augmented by incidental experience during the periods of Advanced Medical and Surgical Nursing.

‡ Included in this assignment is the course in Social Case Work and four (+) weeks experience in the Social Service Department.

§ Given through affiliation with Willard Parker Hospital.

DESCRIPTION OF COURSES

How to Study Lectures: 5 hours

This course is designed to assist and encourage students to recognize and develop efficient study habits. Topics for discussion include methods of effective study, effective reading, note taking and preparation for examinations.

Special study problems of the student are discussed in individual conferences, which are supplementary to the regular course.

Miss Morrison

Anatomy and Physiology Lectures, Laboratory: 112 hours

A study of the structure and functions of the human body. Special attention is given to the correlation of the material of the course with the principles of nursing and allied sciences. The laboratory is well equipped with microscopes, dissection sets, skeletons, manikins, charts, motion-picture machine and films. Students are provided with individual animal specimens for dissection.

Miss Houston

Miss Olsen

Mr. Pac

Chemistry Lectures, Laboratory: 64 hours

This course is designed primarily to acquaint the student with the fundamental principles of inorganic and organic chemistry. Applications of these principles are presented as a basis for the study of physiology, dietetics, bacteriology, materia medica, and principles of nursing. The laboratory work supplements the lectures and affords the student an opportunity for individual experimentation and observation.

Miss Ricketts

Miss Hilton

Mr. Pac

Bacteriology Lectures, Laboratory: 48 hours

This course is intended as an introduction to general bacteriology; and a study of pathogenic microorganisms and the principles of immunity. The laboratory work is planned to supplement the lectures and to assist the student to acquire laboratory technique which will enable her to appreciate the need for surgical asepsis; and a proper regard for the public, the patient, and himself in cases of infection.

Miss Ricketts

Miss Hilton

Nutrition and Cookery Lectures, Laboratory: 48 hours
Foods are studied as to sources, classification, composition, nutritive value and principles of cookery. Normal nutrition is emphasized and practice is given in the preparation of simple foods and the calculation of food values. Miss Schwartz

Principles and Practice of Nursing (Elementary)
Lectures, Demonstrations, Practice: 144 hours
This course is intended to acquaint the student with the principles underlying the knowledge and skills of basic nursing practice. The principles and techniques of bandaging and hospital housekeeping are included in this course.
Miss Nast
Miss Warren

Personal Hygiene Lectures: 16 hours
A course designed to give the student an understanding and an appreciation of the importance of health; to teach the principles and practice of personal hygiene; and to impress upon the student his responsibilities as a teacher of health.
Miss Sullivan

History of Nursing Lectures: 16 hours
This course acquaints the student with the long and splendid history of nursing and the leaders who have established its traditions and ideals. It traces the development of nursing from its early beginnings to the present time and outlines its relation to important social and economic events.
Miss Doyle

Ethics Lectures, Discussion: 16 hours
This course emphasizes the principles underlying ethical conduct. It includes the organization of the hospital and school, and professional relationships. Case situations, both hypothetical and real, are discussed, and tentative solutions offered.
Miss Edgar

Voice and Diction Lectures, Conferences: 16 hours
This course is planned to improve the speech of the nurse in all of her activities. Methods and techniques for establishing good tone production, distinct enunciation, correct pronuncia-

tion, and an adequate vocabulary are given careful consideration. An analysis of common difficulties of speech, such as hoarseness, harshness, nasality and indistinct utterance is made for each student, followed by individual or group instruction for the correcting of the difficulty.

Miss Whitmarsh

Drugs and Solutions

Lectures, Laboratory: 32 hours

This course includes the study of the metric and apothecaries' systems, common terms, symbols and abbreviations used in the giving of medications. The principles underlying computation and methods of preparation of solutions are stressed and laboratory practice with individual equipment enables the students to weigh, measure, and compare the different units used in the administration of medicines. This course is prerequisite to the further study of materia medica.

Mr. Pac

Sociology I

Lectures, Discussions: 16 hours

An introductory course considering the social relations of human beings and their entire social life with a view to promoting social welfare. The course treats of the origin and development of society, the interests promoting human action and the forces controlling man. It is designed to assist in developing in the students a social point of view.

Miss Morrison

Principles and Practice of Nursing (Advanced)

Lectures, Demonstrations, Practice: 32 hours

This course is a continuation of the elementary course. It deals with the more advanced nursing procedures and is designed to make the student more aware of the needs of individualized nursing care.

Miss Nast

Miss Warren

Elementary Medical Nursing

Lectures, Demonstrations, Clinics: 48 hours

This course presents the etiology, pathology, diagnosis and treatment of the common forms of medical disease. The doctor's lectures are supplemented by demonstrations of nursing care.

Doctor Block

Miss Greenwood

Miss Karbin

- Elementary Surgical Nursing
 Lectures, Demonstrations, Clinics: 48 hours
 Causes, symptoms, complications and treatment relating to wounds, wound infection, fractures, and other surgical emergencies. The surgeon's lectures are supplemented by demonstrations of nursing care.
 Doctor Lampe
 Miss Shull
 Miss Zetszche
- Materia Medica Lectures: 32 hours
 An intensive study of the therapeutic action of drugs with emphasis on the accurate administration of medication and the observation of effects. Toxicology, antidotes, and emergency treatment for poisoning by drugs are included.
 Miss Houston
- Dietotherapy Lectures: 16 hours
 This course treats of the relation of diet to disease and emphasizes food as a therapeutic agent.
 Miss Schwartz
- Psychology Lectures: 16 hours
 An elementary course which presents the fundamental principles underlying human behavior. It emphasizes the application of the laws of learning and the nurse's responsibility as a teacher of mental hygiene in all of her relationships.
 Miss Morrison
- Occupational Therapy Lectures, Clinics: 8 hours
 Discussion of the importance of occupation in the therapeutic treatment of patients. Emphasis is placed on the problems of handicapped patients and the work of the occupational therapy department in helping to solve these problems.
 Mrs. Jamieson
- Elementary Principles of Massage Lectures, Demonstrations, Practice: 16 hours
 Principles and practice of simple massage treatment as related to nursing care.
 Miss Crowell

Tuberculosis Nursing

Lectures, Nursing Classes, Clinics: 16 hours

A study of Tuberculosis, its etiology, prevention, medical and surgical treatment, and the nursing care of tubercular patients.

Dr. Miller and Staff

Miss Wago

Neurological Nursing

Lectures, Nursing Classes, Clinics: 16 hours

The study of neurological conditions, their treatment, and the nursing care adapted to the needs of patient with these conditions.

Dr. Kennedy and Staff

Miss Horvath

Psychiatric Nursing

Lectures, Nursing Classes, Clinics: 64 hours

The study of psychiatric conditions, their treatment and the nursing care adapted to the needs of patients suffering from these disorders. Special attention is given to the discussion of prophylactic measures and the principles of mental hygiene.

Dr. Bowman and Staff

Miss Walsh

Pathology

Lectures, Autopsies: 16 hours

This course deals with the changes which are produced in the various tissues of the body as the result of disease. Diagnostic measures most frequently in use are discussed, so that the student may understand the tests which are carried out in the diagnosis and treatment of diseases. Doctor Helpern

Operating Room Nursing

Lectures, Demonstrations, Practice: 16 hours

This course considers the underlying principles and practice of aseptic technique as applied to operating room procedures. Preparation of materials for sterilization, the use and care of instruments and other apparatus, the housekeeping problems peculiar to this service, the ordering of drugs, and the preparation of solutions are essentials in the course. Particular emphasis is directed to the nurse's responsibility to the patient immediately before and after the operation.

Miss Morrissey

Obstetrical Nursing

Lectures, Nursing Classes, Clinics: 64 hours

This course is designed to give the student an appreciation of the importance of obstetrics in relation to: the significance of heredity as a permanent social value; the preservation of mother and child; the responsibility of society for providing an environment adequate for the fullest development of the individual. The course is divided into units dealing with the main topics of biology (genetics); sociology; medical and nursing care of maternity patients from the beginning of pregnancy through puerperium; social and economic aspects of family life.

Doctor Freed
Doctor Kleegman
Miss Bookmiller
Miss Doyle
Miss Houston

Pediatric Nursing Lectures, Demonstrations, Clinics: 48 hours

The physical and mental development and the care of normal children are presented as a basis for the understanding of sick children. Consideration is given to the principal medical, surgical, and orthopedic conditions of childhood, their etiology, prevention, treatment, and nursing care. The course also includes instruction in the dietary needs and the preparation of foods for infants; the care of premature infants; nursery school techniques; and occupational therapy for children.

Doctor Smith and Staff
Miss Ryan
Miss Leitzman
Miss Cheska
Miss Latham

Communicable Disease Nursing

Lectures, Demonstrations, Clinics: 48 hours

Communicable diseases, their etiology, symptoms, complications, treatment, and nursing care, with special emphasis on the importance of medical aseptic technique.

(Given in affiliation at Willard Parker Hospital.)

Medical Staff
Miss Witham

Ophthalmological Nursing

Lectures, Nursing Classes, Clinics: 16 hours

This course reviews the anatomy and physiology of the eye, the diseases affecting the eye, and the nursing care necessary for these conditions.

Doctor Weeks and Staff
Miss Holoviak

Otolaryngological Nursing

Lectures, Nursing Classes, Clinics: 16 hours

This course reviews the anatomy and physiology of the ear, nose, and throat and considers the diseases affecting them, and the nursing care necessary for these conditions.

Dr. Fowlkes and Staff
Miss Russell

Gynecological Nursing

Lectures, Nursing Classes, Clinics: 16 hours

The study of gynecological conditions, their etiology, prevention, treatment, and the nursing care of patients with these conditions.

Miss Flood

Urological Nursing

Lectures, Clinics: 8 hours

Lectures in the etiology, treatment, and nursing care of patients with urological conditions.

Dr. Cashman

Principles of Teaching

Lectures, Discussions: 16 hours

This course considers the fundamental principles and methods of teaching as they apply to nursing. The course is designed to help the student discover teaching opportunities and to adapt content and method to the health needs of individuals and groups.

Miss West

Occupational Diseases

Lectures: 8 hours

This course considers those diseases and conditions which may result from or be aggravated by certain occupations. Included in the discussion are: the principles and practice of industrial hygiene; the organization and management of first aid stations; and the special responsibilities of the industrial nurse.

Dr. Bogatko

Public Sanitation Lectures: 16 hours

This course includes a brief survey of the more fundamental factors of sanitation in relation to community health. Subjects taken up for study include food and milk control, refuse disposal, water supplies, control of communicable diseases, housing, industrial hygiene, school hygiene, mental hygiene, and vital statistics. Required readings and films supplement the lectures.

Miss Ricketts

Out-Patient Nursing Lectures, Conferences: 48 hours

This course is an introduction to out-patient nursing; it aims to acquaint the student with the medical and nursing problems of ambulatory patients and with the community resources which have been developed to prevent and control disease through early diagnosis and treatment.

Miss Doyle and
the Graduate Nurse Staff at
the Out-Patient Department

Social Case Work Discussions, Field Experiences: 16 hours

Theory and practice in meeting medico-social problems with field experience under the guidance of the Social Service and Out-Patient Departments.

Miss McVean

Sociology II Lectures, Discussions: 16 hours

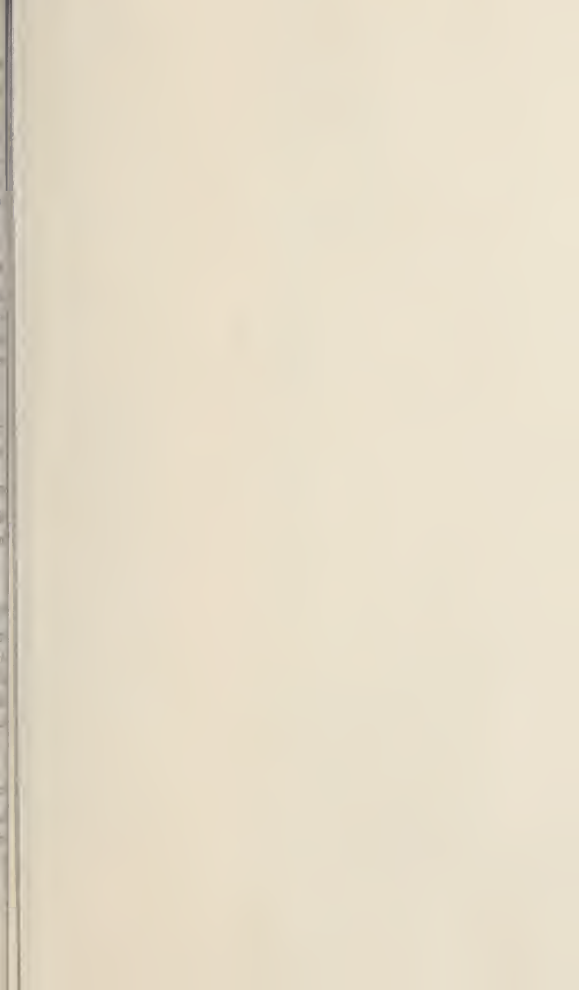
A study and discussion of social adequacy and social failure. Consideration is given to the forms and causes of social problems, public policy, and private philanthropy in relation to the elimination and control of social problems, prevention of individual and social failure and a brief resumé of American philanthropy.

Miss Morrison

Physical Education 272 hours

This course, which is required of all students and extends throughout the three-year period, includes instruction in swimming, tennis, dancing, gymnastics, and special courses offered as electives. The requirements are adapted to the needs of individual students.

Miss Smith



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