

D. Hoard

C I R C U L A R .

CONFEDERATE STATES OF AMERICA,
SURGEON GENERAL'S OFFICE,
Richmond, Va., July 6, 1863.

I. Medical Directors of hospitals are instructed to keep the number of medical officers on duty at each hospital always apportioned to its capacity. In this apportionment only one medical officer will be allowed to every seventy patients.

II. Surgeons in charge of hospitals will make the deductions for clothing issued by the quartermaster's department to soldiers whilst in hospital, upon the hospital muster roll, instead of forwarding them for this purpose to the field, where they frequently fail to arrive.

III. In all hospitals convalescent wards will be established, and a special ward appropriated for contagious diseases. A change of the position of the patient from one part of the ward to another, will often be found promotive of his comfort and relief.

IV. Surgeons in charge of hospitals will also give due attention to the frequent whitewashing of the wards, and renewal of the contents of the bed sacks: the former, under ordinary circumstances, twice or thrice yearly—the latter, at least once in each month.

All bedding will be frequently aired. Three sheets for each bed will be the allowance to be kept on hand; two of which will always be kept upon each bed.

V. Upon the door of each ward shall be distinctly noted its number, its capacity in cubic feet, and also the number of beds contained therein. In all cases, at least 800 cubic feet should be allowed to each bed, which will be numbered with a movable card, and not placed nearer than six inches to the wall.

VI. In each ward a proper receptacle will be provided for the medicines prescribed, each of which will be labeled with the dose, periods for administration, and name of the patient for whom it is intended. Upon the outer surface of the door of this receptacle will be pasted the Diet

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Table of the hospital (see Form No. 1), and for the convenience of the attendants, the Time Table for the administration of remedies. (See Form No. 3.)

VII. In each ward a few muslin or paper covered frames will be distributed as movable screens, for the comfort and accommodation of the patients. These will not be sufficiently numerous to obstruct ventilation.

VIII. The floors of the hospital will be cleansed by dry scrubbing with sand. Water will not be employed for this purpose but by the special direction of the surgeon in charge.

IX. The General House Rules will be posted conspicuously at the entrance, and in all the several departments of the hospital, for the information of visitors, residents, and all others concerned. Cards, specifying the duties of the stewards, assistants, wardmasters, acting dispenser of medicines, matrons, attendants, cooks, etc., accompanied by rules for their guidance, will be hung up in the respective places where such duties are to be performed.

X. Suitable hours for retiring in winter and in summer, will be fixed by the surgeons in charge; after which no conversation in the wards will be permitted.

XI. Surgeons in charge of hospitals will require hospital stewards to furnish them weekly inventories of all hospital property under their charge; and each matron, acting druggist and wardmaster (especially if in charge of baggage), and each cook, will be required to keep at all times, ready for inspection, a neat record of all property committed to their care.

XII. Tickets will be given to the patients by the wardmaster in charge of the baggage; upon which will be entered from his books a list of and receipt for all clothing or other property delivered to him.

XIII. After the morning visit of the surgeon, there will be placed in the hands of the matron of each ward a Diet Roll (see Form No. 2) of the patients of the ward, to whom she will see that the proper kind, quality, and the full quantum of food and stimulus allowed, are delivered. This Diet Roll will be hung up by the matron in a conspicuous place in the ward, and be subject to the inspection of each patient of the ward.

XIV. The surgeon in charge of every hospital of or above the capacity of 140 patients, will daily assign to duty one of the surgeons or assistant surgeons under his charge, as officer of the day, who will at the same time act as sanitary officer.

XV. It shall be the duty of this officer to inspect the hospital and premises during both day and night, and to report in writing the results of his inspection to the senior officer in charge. It shall also be his duty to see that proper order and discipline are maintained, and that the directions of the officer in charge and of the prescribing surgeon have been obeyed. He will report any omission or defect in the attendance or condition of the wards, and any delay or failure in the administration of remedies or serving of diet. He will visit the kitchen, and note its condition as regards the sufficiency of utensils, &c., cleanliness, &c.; will be present at meal times, to be able to judge of the proper preparation and distribution of food. He will examine thoroughly the condition of the hospital as to drainage, removal of offal, water closets, latrines, supply of water, light, fuel, dry scrubbing of floors, sweeping of premises, ventilating arrangements, cleanliness of the patients, bedding, and of the hospital in general. He will organize the attendants into relief parties, in order that they may be allowed both the necessary sleep and exercise; and will see particularly that such convalescents as can sit up, and are pronounced capable of performing such duty, separate their bedding, and air it every day for two hours in fine weather; and that they render any assistance to their sick comrades which their attending medical officer may think fit. He will see if the sentries guarding the hospital are at their posts, and that they allow no liquor to be introduced into the hospital, and no visitors admitted to the wards, except in accordance with the written rules of the hospital.

SAM'L PRESTON MOORE,

Surgeon General.

Diet Table for Military Hospitals.—Articles composing the different Diets for a Day—Averdupois Weight.

Tea Diet.	Spoon Diet.	Beef Tea Diet.	Milk Diet.	Light Meat Diet.	Chicken Diet.	Half Diet.	Fish Diet.	Roast Half Diet.	Full Diet.
Bread, 8 oz. Tea, ½ " Sugar, 2½ " Milk, 6 " The proportion for each meal may be varied at the discretion of the medical officer.	Bread, 8 oz. Tea, ½ " Sugar, 1½ " Milk, 6 " Also, either of the following: Arrow root, 2 oz. Rice flour, 2 " Maizena, 2 " With milk, 1 pt. Corn meal for gruel, 2 oz. With butter, ½ " Sugar, 1 "	Bread, 12 oz. Tea, ½ " Sugar, 1½ " Milk, 6 " Beef, 8 " Salt, ½ "	Bread, 14 oz. Rice, 2 " Or, corn meal for mush. Milk, 3 pts. Sugar, 1 oz.	Meat, 6 oz. Eggs, 2 Bread, 14 oz. Salt, ½ " Tea, ½ " Sugar, 1½ " Milk, 8 " Butter, 1 " Rice, 2 oz. Milk, ½ pt. Sugar, ½ oz. Egg, 1 For pudding, flavored with cinnamon or lemon.	Powl, 8 oz. Bread, 18 " Salt, ½ " Tea, ½ " Sugar, 1½ " Milk, 8 " Butter, 1 "	Meat, 8 oz. Bread, 16 " Potatoes, 8 " Barley, 1½ " Or, rice, 1½ " Okra, — Tea, ½ " Sgar, 1½ " Milk, 6 " Vegetables, 4 " Butter, 2 " Flour, ½ "	Fish, broiled or fried, 6 oz. Eggs, 2 Bread, 18 oz. Potatoes, 3 " Rice, 3 " Salt, ½ " Tea, ½ " Sugar, 1½ " Milk, 6 " Butter, 2 "	Roast meat, Chop or Steak. Meat, 8 oz. Bread, 18 " Potatoes, 8 " Or, fried mush, 8 " Salt, ½ " Tea, ½ " Sugar, 1½ " Milk, 6 " Butter, 1 " Vegetables, 4 " Or, butter, ½ " Molasses, 3 "	Meat (fresh), 15 oz. Or, bacon, 8 " Bread, 16 " Potatoes, 16 " Or, potatoes, } 7 " Beans, } 9 " Barley, 1½ " Or, rice, 1½ " Okra, — Salt, ½ " Tea, ½ " Sugar, 1½ " Milk, 6 " Vegetables, 4 " Butter, 1 " Or, butter, ½ " Molasses, 3 " Flour, — When in lieu of soup, meat is baked, roasted or stewed, 2 oz. extra of bread are allowed in lieu of barley and rice. To be marked "varied" on Roll.
BREAKFAST.									
Tea, 1 pt. Bread, 2 oz.	Tea, 1 pt. Bread, 4 oz.	Tea, 1 pt. Bread, 4 oz.	Milk, 1 pt. Bread, 6 oz.	Tea, 1 pt. Bread, 5 oz. Butter, ½ " Eggs, 2	Tea, 1 pt. Toast, dry or with milk, 6 oz. Butter, ½ oz.	Tea, 1 pt. Bread, 6 oz. Butter, ½ "	Tea, 1 pt. Bread, 6 oz. Butter, ½ "	Tea, 1 pt. Bread, 6 oz. Butter, ½ "	Tea, 1 pt. Bread, 6 oz. Butter, ½ "
DINNER.									
Tea, 1 pt. Bread, 4 oz.	Arrow root. Rice flour. Maizena. Gruel.	Beef tea, 10 oz. Bread, 4 oz.	Rice milk, 1 pt. Bread, 4 oz. Sugar, 1 oz. Or, mush and milk.	Beef tea, 15 oz. Bread, 4 oz. Also, Rice pudding.	Fowl, 8 oz. Roast or made into chicken tea. Bread, 6 oz.	Soup, 15 oz. with okra, rice or barley. Meat, 8 oz. Bread, 4 " Potatoes, 8 "	Fish, 6 oz. Eggs, 2 Potatoes, 5 " Rice, 3 " Butter, 1 "	Roast meat, Chop or Steak. Meat, 8 oz. Bread, 6 " Potatoes, or fried mush, 8 oz. Vegetables, 4 "	Okra or bean soup, 1 pt. Meat, 12 or 8 oz. Bread, 4 " Potatoes, 16 or 8 " Vegetables, 4 "
SUPPER.									
Tea, 1 pt. Bread, 4 oz.	Tea, 1 pt. Bread, 4 oz.	Tea, 1 pt. Bread, 4 oz.	Milk, 1 pt. Bread, 4 oz.	Tea, 1 pt. Bread, 5 oz. Butter, ½ "	Tea, 1 pt. Bread, 6 oz. Butter, ½ "	Tea, 1 pt. Bread, 6 oz. Butter, ½ "	Tea, 1 pt. Bread, 6 oz. Butter, ½ "	Tea, 1 pt. Bread, 6 oz. Butter, ½ " Or, molasses, 3 "	Tea, 1 pt. Bread, 6 oz. Butter, ½ " Or, molasses, 4 "

NOTE 1.—Drinks for patients in tea, spoon, and beef tea diets are to be made:

NOTE 2.—Half an ounce of coffee may be substituted for an ¼th oz. of tea at breakfast and supper.

NOTE 3.—Wine, sprits and malt liquors will be considered as extras, and when ordered will be marked as such on the Diet Roll, opposite the names of the patients receiving them.

{ Barley Water.—Barley, 2 oz.; sugar, 2 oz.; for every five pints.
 { Rice Water.—Rice, 2 oz.; sugar, 2 oz.; for every five pints.
 { Lemonade.—1 large lemon; sugar, 1½ oz.; to two pints.

FORM NO. 2.

Diet Roll, for the convenience of Nurses, Matrons and Wardmasters, and for the information of the Patients.

WARD, No. ——— DIVISION. ——— HOSPITAL

No. of bed.	NAME OF PATIENT:	DAY OF WEEK AND MONTH.	DIET. (State whether Tea, Milk, Half or Low Di- et, etc.)	EXTRAS. (Each article beyond what is allowed in the Special Diet of the preceding column, will be separately entered here, all kinds of alcoholic stimulants being included.)	Quantity of extras.

NOTE.—This Form, properly filled up, will be hung up by the Matron in a conspicuous place in each Ward, and will be subject to the inspection of each patient of the Ward.

FORM NO. 3.

Time Table of the Hours at which Medicines are to be given.—For the guidance of Nurses, Matrons and Wardmasters.

When ordered every four hours.	When ordered four times daily.	When ordered three times daily.	When ordered twice daily.	When ordered morning and evening.	When ordered daily.
2 o'clock, Morning.					
6 o'clock, Morning.	6 o'clock, Morning.				
10 o'clock, Forenoon.	10 o'clock, Forenoon.	10 o'clock, Forenoon.	10 o'clock, Forenoon.	10 o'clock, Forenoon.	10 o'clock, Forenoon.
2 o'clock, Afternoon.	2 o'clock, Afternoon.	2 o'clock, Afternoon.			
6 o'clock, Evening.		6 o'clock, Evening.	6 o'clock, Evening.		
10 o'clock, Night.					
	Bed time.			Bed time.	Bed time.

NOTE.—The Nurse will see that the Medicines are regularly administered, and will adhere to the above periods, unless specially ordered otherwise.