

## The Brooklyn Associated Alumnae and the Organisation of its Registry.\*

BY ISABEL MERRITT.

(Continued from page 379.)

On the first day of February, 1897, eight months from the time the Associated Alumnae was started, and four months from the time of starting the Central Registry we find there are 145 Association members and 115 members of the Central Registry, the latter having received seventy calls for nurses.

The Registry has secured two furnished rooms on one of the principal thoroughfares of the city, a capable superintendent, who is a graduate nurse, and an intelligent young woman, who relieves the superintendent for meals and hours. A long distance telephone and messenger service complete the outfit.

The expense of running such a registry amounts to about eleven hundred per year. This includes everything, and would have been easily met had the School Alumnae kept their contract and joined the Associated Alumnae in a body. This, however, most of them failed to do, and in consequence our financial condition is not what it would have been. The Registry, however, is rapidly growing, both in the number of its members and in favour with the public. And notwithstanding the above-mentioned difficulties, the success of this venture seems assured, and we feel that time and the many splendid women who represent the graduate nurses of Brooklyn will soon place the Associated Alumnae Registry for Nurses among the helpful and permanent institutions of the city.

### RULES FOR REGISTRY COMMITTEE.

1. The Registry Committee shall have the entire charge of the Associated Alumnae Registry for Nurses, subject to the approval of the Associated Alumnae Council. All matters pertaining to the registry must be brought before them and reported by the Committee to the Council.

2. The Registry Committee shall meet at the registry office the first Monday of each month at such time as the chairman directs. Special meetings may be called by the Alumnae whenever necessary. Three members constitute a quorum.

3. The Associated Alumnae Registry for Nurses shall be located as near the business centre of Brooklyn as possible, but not in a house occupied as a nurses' home or club.

4. The superintendent of registry must be a graduate nurse of good standing and a member

of the Associated Alumnae. She shall have charge of the Registry, subject to the supervision of the committee. She shall be engaged by the year at a salary agreed on by the Committee and Council. If, at any time, it is thought best by the committee and approved by the council to change the superintendent, one month's notice or one month's salary will be considered sufficient to terminate the contract.

5. The Registry superintendent is responsible at all times for the work of the Registry. She must never leave the office without a competent person in charge, and written directions. She shall keep a complete set of books, and make a full written statement to the committee for their regular meetings. She shall collect, and receipt for, moneys due to the registry, the same to be cared for by the treasurer of the Association. The Registry books are to be open for inspection at the regular committee meetings if desired.

### RULES FOR MEMBERS.

1. Any member of the Associated Alumnae may join the registry by making application to the superintendent and paying in advance the registry fee. Subsequent annual fees are to be paid in advance within one month after notice.

2. Nurses, on reporting for duty, are placed at the bottom of the list for general calls. They are not considered "on call" until they make a formal report to the registry superintendent, either in person, in writing, or by telephone. After reporting, they must not be out of reach for longer than two hours at any one time.

3. In case of private calls nurses must report at once, and give full address. Refusal of any case except those specified as "not taken" will place name at the bottom of the list. Illness and absence will be acted on the same.

4. Nurses on registering are requested to inform the superintendent of any class of cases to which they object; also their schedule of prices. If they are willing to take an occasional charity or under-paid case, she should be notified also. Those who wish to do special time work must make application to the Registry Committee, as only a limited number will be registered for such work.

5. Nurses are at liberty to make their own terms with doctors and patients, but cases of unjustified over-charging will be considered misdemeanours, and as such will be acted on by the Registry Committee.

6. All complaints coming to the Registry superintendent will be acted upon by the committee. Three successive written complaints will be considered sufficient to place before the advisory board, both sides to be heard before action is decided on.

\* Paper read at Superintendents' Convention, Baltimore, February 10th, 1897.

[previous page](#)

[next page](#)