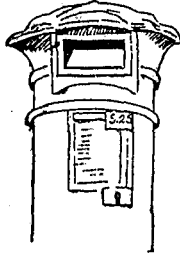


**Letters to the Editor.**

**NOTES, QUERIES. &c.**



*Whilst cordially inviting communications upon all subjects for these columns, we wish it to be distinctly understood that we do not in ANY WAY hold ourselves responsible for the opinions expressed by our correspondents.*

**A MORNING TIME TABLE FOR NURSES.**

*To the Editor of the "Nursing Record."*

DEAR MADAM,—You ask for suggestions as to a morning time table of work for day and night nurses. I will begin, not with the early work of the night nurses, but at six o'clock, when the breakfasts should be round, and the gas turned up at the stroke of the hour, but *not before*. This is a point on which the night superintendent should be very strict, or nurses who are anxious to "get forward" are apt to light up the ward sooner and get the breakfasts over, but most Matrons will, I think, agree with me that six o'clock is quite early enough to wake up patients for their morning meal, all too early indeed, but the exigencies of work demand it. We will consider the division of labour in a ward of 30 beds, the staff comprising a Sister, a Staff Nurse, an Assistant Nurse, and two probationers, and a ward maid on day duty, and a Staff Nurse and probationer on night duty. No Sister should, in my opinion, have more than 30 beds under her care, or details which should be personally performed by her are necessarily deputed to subordinates. In a ward of this size the work from six to ten a.m. might be divided as follows, but of course much depends upon the hour at which the wards have to be ready for the staff.

**NIGHT NURSES.**

- 6 a.m.—Gas turned up. Breakfasts round. Helpless patients fed, two-hourly feeds given. Beds of convalescent patients stripped. Four-hour temperatures taken.
- 6.15.—Breakfast things cleared out. Four-hour medicines given, fomentations, poultices, ice bags renewed, nutrient enemata given. Red-pans given round.
- 6.30—7.30.—Morning temperatures taken and entered in book.  
Basins given round to patients able to wash themselves.  
Beds made by both nurses of all patients except those still unwashed.  
Convalescents go out to the lavatory to wash.
- 7.30.—Each night nurse washes one patient and makes bed.
- 7.50.—Staff nurse gives night report to Sister. Probationer clears up lavatory.
- 8 o'clock.—Give two-hourly feeds.  
Off duty.

**DAY NURSES.**

- 7.30.—On duty.
- 7.30—8.30.—Wash helpless patients and make their

- beds. Beds being made by nurse and prob. together.
- 8.30.—Two probationers sweep ward.
- 8.45.—Dust ward. Attend to test table and stand. Carry in plants.
- 8.45.—Probationer counts out soiled linen for laundry.
- 9.0.—Luncheons.
- 9.15.—Clear out luncheons. Give round bedpans.
- 9.30.—Straighten beds. Set dressing wagon. Carry in flowers.
- 9.40.—Prayers.
- 9.45.—Nurses change aprons and caps.

**SISTER'S DUTIES.**

- 7.30.—Breakfast. Take night report.
- 8.0.—On duty.
- 8.0—8.45.—Give medicines. Visit each patient. Chart temperatures. General supervision.
- 8.45.—Send soiled linen to laundry. Inspect daily stores, and note down defective supplies or inferior quality.
- 9.0.—Visit Matron's office.
- 9.15.—Give out stores, clean towels, cloths, etc. Attend to flowers.
- 9.40.—Prayers.

**WARD MAID'S DUTIES.**

- 6 a.m.—On duty. Attend to ward fireplaces and kitchen stove.
- 6.30.—Wash up breakfast things, clean kitchen, wash floor, scrub tables and shelves, clean sink, set everything in order.
- 7.30.—Take in sister's breakfast.
- 7.45.—Fetch up daily stores.
- 8.0.—Polish ward tables, clean brasses and ink-stands.
- 8.30.—Attend to sister's room and wash up her breakfast things.
- 9.0.—Wash lavatory floor, sinks, and bath.
- 9.20.—Wash tops of lockers in ward.
- 9.45.—Fill jugs on ward table with hot water.  
I expect that exception will be taken to two points.  
1. The sister taking the night report while she has her breakfast; but, as a matter of fact, most sisters prefer to do this to getting up earlier.  
2. It will be said by some that the night nurses should make all the beds, including those of the patients who have to be washed when the day nurses come on duty.

To this, however, there are to my mind, several objections.

It is surely bad nursing to disturb a patient who is seriously ill between 6.30 and 7.30 to make his bed, and again between 7.30 and 8.30 to wash him. Both things should be done at the same time.

A bed so made is inevitably disarranged, and has, to some extent at least, to be remade when the patient is washed.

Thirty beds are a large number to be made by nurses who have already been on duty all night.

The question as to the best arrangement is a difficult one. Perhaps some other Matron will give us the benefit of her experience on this point.

I am afraid I have trespassed somewhat largely on your space, but the subject is a large one to deal with in the limits of a letter,

I am, dear Madam, Yours faithfully,

"MATRON."

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