

third Probationer to divide her time equally between both, unless especially wanted for one. To avoid confusion, she will, for the future, be called the second Probationer in A. Wards C and D will have a similar staff of Nurses, but having fewer beds can manage without a third Probationer.

Those on day duty will be called at six a.m. to be ready for prayers at 6.30. Breakfast will follow immediately, and they must be in the Wards at seven. From seven to nine will be given to making beds, sweeping and dusting the Wards, and settling the patients for the day. The Day Nurses will be assisted by the Night Nurses till eight a.m., at which time the latter will be off duty. During these two hours the division of work will be as follows:—

In Ward A the Nurse and one Probationer will make beds, and the extra Probationer will tidy the bath-room (or small kitchen), scrub the table and bath top, rub the metal work, such as taps, door handles, &c., and clean the milk warmers or small saucepans. The beds being finished, the two Probationers will sweep and dust the Ward, using well-washed tea-leaves under each bed, the Nurse meanwhile washing those patients who cannot wash themselves, and attending to the food of those not on first diet.

In Ward B the Night Nurse and Nurse will make the beds, the Probationer doing the work of the second Probationer in A. The sweeping will be done by the Night Nurse and Probationer, till eight, when the former goes off duty; the duties of the Nurse will be the same as those of the Nurse in Ward A. The Head Nurse for the two Wards will meanwhile go to and fro giving medicines, doing any small dressing required, and helping the Nurses to do the beds of bad cases.

The division of work in Wards C and D will be the same as in Ward B. After nine, the Probationers will begin preparations for the patients' lunch, which they will give at 9.30. The Nurses will prepare dressings for the Doctors and will accompany them and the Head Nurse round their respective Wards.

Nurses and Probationers should manage to get some lunch for themselves about ten. After the Doctors leave, the Probationers will wash up the lunch and any other things, while the Nurses remain in the Wards; when they return the Nurses go to dress, for which from twenty to thirty minutes is allowed, according to how much time can be spared. The Probationers will dust or wash out lockers and medicine cupboards, attend to the feeds, fires, &c.

When the Nurses return, the Probationers will prepare for dinner, to be served at 12.30, the

Nurses carving and the Probationers supplying the patients. When the Nurses have finished carving, and serving pudding, it will be one o'clock, and they and the Head Nurses will go to their dinners.

In fifteen or twenty minutes they return to the Wards, and should find dinner finished and the Probationers ready to go down to theirs.

The meat-plates from the Ward will be washed in the kitchen, the Probationers wash the pudding plates, knives, and forks, some before their dinners, the rest afterwards. Washing up, filling kettles, &c., must be done by two o'clock, when the Probationers will go to dress, unless they have found time to dress before dinner.

During the afternoon, when there are no Doctors coming in, the Nurses will get as much rest as the patients will allow them. At twenty minutes to four the Probationers will begin preparing for tea, which will be given at four. The Nurses and Head Nurses go to their tea at 4.30, the Probationers following on their return a quarter of an hour later. The patients' tea and subsequent washing-up should be finished by the time the Probationers go down to theirs.

From five to six the Nurses will attend to the patients, perhaps play a few hymns, and go round with the Doctors should any be calling at that time. At six o'clock they will begin to clear the Wards, remove plants, fold day quilts, and put on night quilts, dust, and cover up the tables, piano, &c., and bath some of the patients, the Probationers washing those who use the bath-room, and the Nurses giving blanket-baths, or doing up dressings after the Doctors.

Those patients who have been up during the day go back to bed at six. Supper will be given at 7.15, and should be finished at 7.30, when the Nurses and Probationers will wash up, bring in things necessary for the night, tidy the fireplaces, and be ready for prayers to be read by the Head Nurses at ten minutes to eight. At eight o'clock the gas will be lowered, the Night Nurses come on duty and the Day Nurses go to supper, which should be finished at 8.30. From that time Nurses will be free to do as they please till 9.45, at which time prayers will be read by the Matron.

There will be three Night Nurses, one to act as Head, the other two each having charge of two Wards. The Head Night Nurse will help with poulticing and lifting bad cases, and should there be a special case will stay with that, if the Nurse in charge is called to the second Ward for any length of time.

Should a case be brought in during the night, it will be the Head Nurse's duty to report it at once to the Matron as well as House Surgeon.

[previous page](#)

[next page](#)