THE OUTLINE OF THE PROJECT OF KARATSU GENERAL HOSPITAL.

1. Name of Hospital: Karatsu General Hospital.

2. Site: 2568, Chiyoda-cho, Karatsu City.

3. Buildings: former metal plant, Buildings reconstructed and renovated as per plan attached.

4. Capital: 20,000,000 yen.

5. Activities:

   a) General consultations, treatment and facilities for hospitalization.

   b) Pathological tests.

   c) T.B. treatment.

   d) Research institute open to local medical practioners.

   e) Education of "Interns" and that of hospital nurses.

6. Number of beds: 120

7. Personnel.

Medical doctors	16 (Superintendent 1, Department Chiefs 6 and Assistants 9)
Pharmacists	5 (Chief 1 and Assistants 4)
Nurses	30 (Matron 1 and others 29)
Clerks	8
Dietician	1
Other employes	8

8. Departments:

Surgery	(Chief and 3 Assistants)
Internal & Pediatrics	(Chief and 1 Assistant)
Dermatology & Urinology	(Chief and 1 Assistant)
Obstetrics & Gynecology	(Chief and 2 Assistants)
Opthalmology	(Chief and 1 Assistnat)

Ear, Nose & Throat (Chief and 1 Assistant)

9. Special facilities and apparatus:

a) Deep x-ray treatment apparatus

b) Facilities for bacteological and pathological tests.

c) Facilitus for T.B. surgery.

LOCATION OF THE NATIONAL HOSPITAL

NAME OF THE HOSPITAL	ADDRESS
KOKURA	Kitakata-machi, Kokura City, Fukuoka-ken.
OMUKU..MI	Oaza Notame-machi, Fukuoka City.
KURUME	Kuniwake-machi, Kurume-shi.
FUKUOKA	4 Daimyo- machi, Fukuoka-shi.
TACHIARAI	Kuruhara Tateishi-mura, Asakura-gun.
SAGA	Takagise-mura, Saga-ken.
URESHINO	Shimoahuku, Ureshino-machi, Fujitsu-gun, Saga-ken.
IKI	Bushō-Majumachi, Iki-gun, Nagasaki-ken.
KECHI	Kechi-machi, Shimokata-gun, Nagasaki-ken.
NAGASAKI	Matsunami-machi, Omura-shi, Nagasaki-ken.
OMURA	Kuharago, Omura-shi, Nagasaki-ken.
KAWATANA	Kawatana-machi, Higashisonogi-gun, Nagasaki-ken.
KUMAMOTO	Ninomaru-cho, Kumamoto-shi, Kumamoto-ken.
KIKUCHI	Yoshitomi Shisuimura, Kikuchi-gun, Kumamoto-ken.
BEPPU	Tanoyuku, Beppu-shi, Oita-ken.
OITA	440 Daido-machi, Oita-shi, Oita- ken.
KAMEGAWA	Uchikamado Beppu-shi, Oita-ken.
MIYAKONOJO	Kawahigashi-machi, miyakonojo-shi, Miyazaki-ken.
KAGOSHIMA	Ishiki-mura, Kagoshima, Kagoshima-ken.

LOCATION OF THE NATIONAL LEPROSONIUM

NAME OF THE HOSPITAL	ADDRESS
KEIAIEN	Nishimata Kaya-shi, Kagoshima-ken.
EHOEN	Sakae Goshi-mura, Kiku chi-gun, Kumamoto-ken.

LOCATION OF THE NATIONAL INSANITY

NAME OF THE HOSPITAL	ADDRESS
HIZEN	Higashi sefuri-mura, Kanzaki-gun, Saga-ken.

LOCATION OF THE NATIONAL SANATORIUM

NAME OF THE HOSPITAL	ADDRESS
FUKUOKA	Koga-machi, Kasuya-gun, Fukuoka-ken.
SAGA	Nakahara-mura, Miyoki-gun, Saga-ken.
HAKUSUISO	Tomioka Takeomachi, Kishima-gun, Saga-ken.
MIYAZAKI	Hirata Kawanami-mura, Koyu-gun, Miyazaki-ken.
NICHINAN	Yutsu-machi, Minaminaka-gun, Miyazaki-ken.
KAGOSHIMA	Shishuku-machi, Shushuku-gun, Kagoshima-ken.
SAISHUNSO	Nishigoshi-mura, Kikuchi-gun, Kumamoto-ken.
OBAMA	Obama-machi, Minamitakaki-gun, Nagasaki-ken.
BEPPU	Minamitateishi-mura, Beppu-shi, Oita-ken.
KIRISHIMA	Kirishima-mura, Aira-gun, Kagoshima-ken.
SEIKOEN	Koga-machi, Kasuya-gun, Fukuoka-ken.
CHOSA	Chosa-mura, Aira-gun, Kagoshima-ken.
AKUNE	Akune -machi, Shimizu-gun, Kagoshima-ken.
FUKUJUEN	Koga-machi, Kasuya-gun, Fukuoka-ken.
YAKATABARU	Yakatabaru, Fukuoka-shi.
KOSEIEN	Yakatabaru, Fukuoka-shi.
GINSUIEN	Oaza Tachibana, Omuta-shi, Fukuoka-ken.
AKAEAKA	Hainzuka-machi, Yame-gun, Fukuoka-ken.
TOYOFUKUEN	Toyofuku-mura, Shimomashiki-gun, Kumamoto-ken.
TABASE	Tabase-mura, Udo-gun, Kumamoto-ken.
NIHOSO	Osamura, Kitaamabe-gun, Oita-ken.
BEPPUSO	Oaza Hamawaki, Beppu-shi, Oita-ken.
HIKARINOSONO	4218 Tsurumi, Beppu-shi, Oita-ken.
KAZIKI	Kaziki-machi, Aira-gum Kagoshima-ken.

A Message To Hospital Directors, Doctors and Nurses
From Public Health Section, Kyushu Civil Affairs Region

Generally speaking most hospitals in Japan are sub-standard in comparison to those in other countries. One reason for this is faulty management of its personnel.

Modern hospital care can be described as including:

a. Medical care by doctors who rigidly observe aseptic technique.

b. Total nursing care given entirely by nurses who are sometimes assisted by nursing aides.

c. Food prepared and served by the hospital.

d. Heavy cleaning and other housekeeping duties by regular housekeeping personnel.

These four items are the ones that are prominently lacking in most Japanese hospitals and can be traced to faulty administration.

The book entitled "Hospital Head Nursing" has been translated into Japanese for nurses, hospital doctors and directors as a guide in helping to establish better administration in hospitals. To list the contents of some of the chapters in this book of 450 pages, are the following:

a. "Various original rules that are the foundation of hospital administration."

b. "Professional persons in charge of nursing and their duties."

c. "Aid Nurses and other non-professional employees."

d. "Importance of cleanliness, order and sanitation."

e. "Basic hospital appliances and equipment."

These are only six of the total of 28 chapters that are equally as interesting and helpful.

Literature is a vehicle of education and this book is a convenient means of our assistence to hospital personnel for general improvement in hospitals. This book can be purchased for 380 yen from Medical Friend
40 Momozono-cho
Nakano-ku, Tokyo-to

It is recommended by Public Health Section, Kyushu Civil Affairs Region that every hospital should have a copy of this book as a worth-while reference.

Extra copies 17

病院長、医師及び看護婦各位（のメッセージ

九州民事部公衆衛生課

一般に日本に於ける大部分の病院は外国の病院に比べると標準が低い状態にあります。此の理由は病院の欠点の多い運営に依ります。

近代的な病院の運営には次の点を具備してゐなければなりません。

イ、厳重な無苦的技術を遵守する医師に依る医学的運営

ロ、或る時には補助看護婦に助力され、且つ看護婦によって充分に行はれる總括的な看護業務

ハ、病院で準備され提供される食飼

ニ、病院の常雇の家政婦に依る規則的な清掃及びその他の家政的任務

右の四件は日本の大部分の病院に著しく欠如している事で原因は欠点の多い運営にあります。

茲に「病院婦長学」と題する本は、病院長、医師及び看護婦各位に対して その病院のより良き運営を確立する為に役立つ指導書として邦訳されました。今、[illegible]に及ぶ本書の各章の内容を挙げれば次の如きものです。

イ、病院経営の根底となる諸種の原則

ロ、専門的な看護担当者とその任務

ハ、補助看護婦及びその他の非専門的職員

ニ、清掃、整頓、及び衛生の重要性

ホ、基礎的な病院の器具及び施設

右は等しく興味あり且つ有益な全二十八章・中の五項目に過ぎません。

文献は教育の機関であります。本書は病院の一般的改善の為に病院当局者に対して便利な助力者であります。

尚、本書は東京都中野区桃園町四〇番地メディカル・フレンド社で一部三八〇円で購められます。

各病院に於かれましては、本書一部を有益な参考書と考へる事を九州民事部公衆衛生課より推薦め致します。

病院長、医師及び看護婦各位（のメッセージ

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A Message to the Doctors and Nurses In Health Centers

Are the attendances at your health center clinics low? Possibly so if they are not smooth-running clinics. Confusion is one thing that patients observe when they come to a clinic. Is there confusion in your clinic?

The word confusion frequently implies lack of efficiency. It is possible that the clinic patient may formulate his opinions of your knowledge of skill as a doctor or nurse according to the efficiency or lack of efficiency he observes in the clinics he attends. Are your clinic attendances low because patients do not have faith in your ability?

Your professional standing is at stake so you should have a personal interest in helping to make your clinics efficiently run. There is a valuable guide for the efficient operation of health center clinics called, "Guide To Public Health Nurses In Health Centers". This book can be purchased for 230 Yen from Medical Friend Company, 40 Momozono-Cho, Nakano-Kux, Tokyo. It contains detailed explanations of how to keep clinics running smoothly by pointing out methods of operation. The detailed explanation of setting up trays for very definite uses in clinics will help you to have the necessary tools always at hand while the clinic is in operation. The various procedures and techniques outlined have a very definite value in attaining efficiency, not only for saving time but also for efficiency in good aseptic technique.

The equipment listed for the various clinic trays are a minimum. Perhaps your center is small and at present does not even have that minimum, but at comparatively small expense most trays could be set up as the guide suggests.

Another way to attract patients to clinics is to have your clinic facilities spotlessly clean. Remember that sanitation and cleanliness have very similar meanings and visable cleanliness is a means of visual education.

Politeness and consideration of patients comfort is another means of attracting patients. Let's improve our health centers!

Public Health Section
Kyushu Civil Affairs Region

March 1950

保健所の医師と保健婦へのお知らせ

九州民事部公衆衛生課

貴保健所の外来は患者が少くはありませんか。若し少ければ外来が円滑に運営されていたのいのではなかいでせうか。患者が外来に来た時、先づ目につくのは外来が整然をしてゐるか混雑してゐるかといふ事ですが、貴保健所は混雑してはいなかいでせうか、混雑してゐることは又能率も良くないといふ事を意味しますす。

保健所に来る患者は保健所の医師や保健婦のそ腕をその保健所が能率的であるか非能率的であるかといふ事によって判断するかと分りません。保健所の外来患者の少いのは即ち貴方方の手腕に対して患者が信用を持たないからではないでせうか。保健所を能率的に運営する爲に各自が努力しなければ皆様の地位を全うすることは出来ません。

扨此所に保健所外来の運営をうまく遂行するのに有益な指導書即ち保健婦指導教本があります。この本は東京都中野区桃園町四〇番地メディカルフレンド社発行（二百三十円）で購入することが出来ます。之に依れば、保健所外来の円滑な運営の方法について詳しく知る事が出来ます。又外来患者の診療に當っては必要な特殊の目的の為の器具が何時でも手許にある様にトレーを準備する方法についても詳述してありますし、又種々の技術、方法を知る事は時間を節約する他に理想的な無菌的操作を行ふ上にきっと役立つと思ひます。各種の外来用トレイの表は最低限度の必要品を掲げてあります。少さな保健所では此の最低限度の準備のない所もあるかも知れませんが、此の指導書に書いてあるだけなら比較的安價に揃へる事が出来ると思ひます。更に患者の心を惹くもう一つの方法として種々な器具を綺麗に汚点一つないやうにしておく事です。清潔といふことは衛生的であるといふことゝ、殆ど同じ意味で、又清潔にしておく事は患者に対しての視覚的な衛生教育にもなる事を忘れてはなりません。患者に対して鄭重で思ひやりをしてやる事も又患者を惹きつけることになります。皆さん、皆で一緒に私共の保健所を立派なものに致しませう。

昭和二十[illegible]年[illegible]月

Extra 25 copies

Message to Health Centre Doctors Nurses

PB 22L
#3.

GENERAL HEADQUARTERS
SUPREME COMMANDER FOR THE ALLIED POWERS
Civil Affairs Section
APO 500

1438

230.14 (JAN 27 1950)CAS-PH

JAN 27 1950

SUBJECT: Recruitment of Nursing Students

TO: Chief, Hokkaido Civil Affairs Region, APO 7
Chief, Tohoku Civil Affairs Region, APO 309
Chief, Kanto Civil Affairs Region, APO 500
Chief, Tokai-Hokuriku Civil Affairs Region, APO 710
Chief, Kinki Civil Affairs Region, APO 25
Chief, Chugoku Civil Affairs Region, APO 248
Chief, Shikoku Civil Affairs Region, APO 1050
Chief, Kyushu Civil Affairs Region, APO 245

1. It is desired that recruitment of nursing students be given impetus by Civil Affairs, especially through information agencies, the prefectural Public Health Departments and through the prefectural Nursing Associations. Students are now being accepted for classes to begin in April 1950 in both "A" and "B" nursing schools.

2. To stimulate recruitment, a pamphlet entitled "Nursing Which is Radiant with Love and Intelligence" has been jointly prepared by the Ministry of Welfare and the Ministry of Education. Ten thousand copies are being distributed to teachers in all senior high schools with girl students. Each prefecture Nursing Association will also receive a copy.

3. Two copies of the pamphlet and a translation are inclosed herewith. This pamphlet is primarily intended for "A" school applicants. A similar pamphlet directed to potential "B" school applicants is now being prepared and is scheduled for distribution about mid-February.

FOR THE CHIEF, CIVIL AFFAIRS SECTION:

J. A. O'BRIEN
CWO, AGD
Adm Off

2 Incls
as indicated

Nichijo Hatsu No. 39 26 January 1950

TO : Miss Stone, Nursing Affairs Division, SCAP

FROM : Japanese Midwives, Clinical Nurses and Public Health Nurses Association Midwives' Section Chairman, Ohtani Sho

SUBJECT : Report of Midwives' Section Program of Events

We report to you the following schedule:

From January to March 1949 fiscal year (This comes from this 1949 budget)

1. January Refresher Course for Midwives in Kanto Region (from 20 to 29 January 1949 fiscal year) which is now being held

2. Request to the Association for special distribution of uniforms.

3. Preparation for the general meeting.

   (1) Collecting the subject of study report to be given by the section and selection of people.

The draft of program of events for 1950 year: (After April 1950)

1. Chairman's Meeting to be held twice a year (April and October) in Tokyo for the purpose of tightening the relation between the central and regional offices.

2. Nightingale Commemoration Service in May (We want to hold it every year)

   (1) Free medical examination, consultation and health guidance for the expectant mother, the infant and the pre-school child in all of Japan.

3. In August a Summer Course to be given under the auspices of the Section. This course to be about 10 days duration.

   (1) 2 or 3 leaders in each prefecture will be requested t o attend the course.

4. Examination for official commendation of physically-perfect children in October.

5. Those with undecided dates.

   (1) To keep in close contact with government offices concerned with Maternal & Child Hygiene programs and cooperate with their policies.

   (2) To give assistance and guidance in the refresher course to be held under the auspices of the regional branch association.

Ryusho

INFORMATION COPY
ATTN: PH OFFICER

a. Dispatch of lectures

b. Recommendation of Text books and reference books.

(3) Recruitsont of members in the Association

(4) Recruitment of students for new system midwifery school.

Other plans will be submitted to the general meeting of midwives' section in order to be carried out along the line of the purpose and program of the Association.

KYUSHU CIVIL AFFAIRS REGION
GHQ SCAP
Fukuoka, Kyushu, Japan

PH/RFB/ho

APO 24 Unit 5
23 May 1950

Dr. Shintaro Endo
Miyazaki Prefectural Dept. Health
Miyazaki Kencho Building
Miyazaki Ken

Dear Dr. Endo:

When Mr. McNeeley from Economics Section Kyushu Civil Affairs Region, was in Nobeoka sometime ago he received and relayed to us a request from Mr. Christie Yaci, liaison representative of the Nobeoka Municipal Office regarding a request by some doctors in that vicinity for some printed material, suggestions, diagrams etc. for a 300 bed general hospital of modern type.

We have been advised that the Medical Affairs Bureau, Welfare Ministry has such material available and we would like to request that you relay this information to the interested parties in Nobeoka.

Yours truly,

RICHARD F. BROWN, M.D.
Chief, Public Health Section

1 Incl:
Translation of above ltr.

Dr. Brown,

Message through Mr. McNeeley, Economics Section

Mr. Christie Yaoi, liaison representative of the Municipal Offices, Nobeoka City, Miyazaki Ken inquired of Mr. McNeeley (while he was in that ken) if it would be possible to get some printed material, suggestions, plans etc. for a 300 bed general hospital of modern type for some private doctors who are contemplating such a building.

Mr. McNeeley referred to the matter to as - Can you help them?

E. V. Osterdahl

Hospital Section

KAN #52 (April 11, 1950)

Functions of Nursing Section/Division of Prefectural Health Department

1. To carry out administrative business concerning public health nurses, midwives and clinical nurses.
   a. Guidance and supervision over the duties and activities of public health nurses, midwives and clinical nurses.
   b. Business concerning application papers for authorization of schools.
   c. Business concerning licensure and registration of nurses, public health nurses and midwives.
   d. Business concerning prefectural examinations.
2. To give guidance and supervision over the education of public health nurses, midwives and clinical nurses.
   a. Guidance to, supervision over and execution of the training education of public health nurses, midwives and clinical nurses.
   b. Guidance to, supervision over and execution of the reeducation of public health nurses, midwives and clinical nurses.
3. To make budget required for administrative business and education concerning public health nurses, midwives and clinical nurses.
4. To prepare statistical studies and reports regarding the educational facilities, activities and working conditions of public health nurses, midwives and clinical nurses.
5. To prepare written reports concerning the activities of nursing section/division, and submit them to the chief of the responsible section or bureau (department).
6. To prepare data and reports as requested by the Nursing Section of the Ministry of Welfare.
7. To contact and cooperate with the various bureaus (departments), sections and divisions of the same local government, other prefectures and the National Government.
8. To assist and cooperate with the Prefectural Branch of Japanese Midwives, Clinical Nurses and Public Health Nurses' Association and other agencies and organizations concerned.
9. To give assistance as directed by the Nursing Section, Ministry of Welfare to the National Examination Committee in the accreditation of nursing, public health nursing and midwifery schools.
10. To give assistance based on the policy of the Welfare Ministry regarding enforcement of public health nurses, midwives and clinical nurses national examinations.

Functions of Clinical Nursing Division

1. To coordinate all clinical nursing activities in the prefecture.
2. To interpret clinical nursing functions to other Sections of the Prefectural government and other related Ministries and agencies.
3. To give supervision and guidance to directors of nursing schools, directors of nursing service and directors of nursing education by:
   a. Making regular visits to all schools of nursing
   b. Calling regular meetings
   c. Reviewing reports of clinical nursing activities
   d. Advising in setting up curriculums, establishing school records and other nursing records
   e. Advising in establishing school and dormitory facilities
   f. Making recommendations regarding instructors
   g. Advising in establishing nursing service
   h. Advising in integration of nursing education and nursing service.
4. To give assistance and guidance to clinical nursing education programs by:
   a. Planning prefectural reeducation programs
   b. Advise in planning in-service reeducation programs
   c. Selection of students for national and local courses.
5. Personnel affairs:
   a. To advise clinical nurses regarding places of employment (employment register)
   b. To keep clinical nurses informed regarding standards of salaries, vacations, sick leave, insurance, hours of work, uniforms, etc.
6. To keep records regarding:
   a. Register of clinical nurses as required by law.
   b. Number and distribution of schools of nursing in prefecture
   c. Number and distribution of clinical nurses in prefecture
   d. Salaries and working conditions
   e. Clinical nursing activities
7. To make necessary written and oral reports to chief of nursing section/ division.
8. To coordinate activities and cooperate with prefectural branch of the Japanese Midwives, Clinical Nurses and Public Health Nurses Association and clinical nursing section.
   a. Reeducation programs
   b. Recruitment programs
   c. Other plans and programs
9. To Assist National Examination Committees, as directed by Chief in their inspection of schools of nursing in the prefecture.
10. To assist, as directed by Chief, with planning and preparation for National and prefectural examinations.

Functions of Public Health Nursing Division

1. To interpret public health nursing functions to other sections of the prefectural government and to all related public and private agencies.

2. To keep public health nurses concerned well-informed of all plans and policies originating in the Welfare Ministry and other related ministries and agencies.

3. To give supervision and guidance to chief nurses of health centers by making regular visits to all health centers, by calling regular meetings, and by reviewing reports of public health nurses activities.

4. To coordinate the health center nursing service with that of related agencies:

   a. National Health Insurance organizations
   b. City, towns and villages
   c. Agricultural Cooperative Association (Reclamation Districts)
   d. School health programs
   e. Industrial health programs
   f. Hospitals and sanatoria
   g. All other related medical and social agencies

5. Personnel affairs (Jinji)

   a. Assist in formulating standards and requirements for employment of public health nurses.
   b. To evaluate and make recommendations to chief of nursing section/ division regarding applications for employment of all public health nurses and diamissal, transfer, or promotion of public health nurses employed in health centers.
   c. To write and explain descriptions of duties, responsibilities, chain of authority, and personnel policies for public health nurses (Jinji-Hoshin)
   d. To keep public health nurses informed regarding salary, vacations, sick leave, medical treatment, insurance, hours of work, uniforms etc.
   e. Promote adequate employment and proper distribution of public health nurses.

6. To procure supplies and equipment necessary in the performance of public health nurse's duties. e.g. books, nursing bags, equipment for schools, etc.

7. To keep up to date records regarding:

a. Number and distribution of public health nurses in prefecture.
b. Salaries and working conditions.
c. Register of public health nurses as required by law.
d. Number and location of public health nursing schools in prefecture.
e. Public health nursing activities, conferences, meeting, etc.

8. To make necessary written and oral reports to chief of nursing section/division.

9. To give assistance and guidance to public health nurses educational programs.

a. Public health nursing schools
b. Refresher courses
c. In-service (staff) education.
d. Selection of students for national and local courses.

10. To coordinate programs and activities with the prefectural branch of the Japanese Midwives, Clinical Nurses and Public Health Nurses Association.

11. To assist the National Examination Committee, as directed by the Chief of Nursing Section/Division, in their inspection of public health nursing schools in the prefecture.

12. To assist, as directed by the Chief of the Nursing Section/Division, with planning and preparation for the national and prefectural examinations.

Functions of Midwifery Division

1. To interpret functions of midwifery to all sections of the prefectural government and to all related public and private agencies.

2. To keep the midwives informed on all plans and policies originating in the Welfare Ministry and all other ministries.

3. To act as a liaison between all agencies dealing with maternal and child health problems and to keep the Chief of the Nursing Section/ Division informed on these matters.

4. To integrate the midwifery program of the health center with that of related health agencies.

5. To give guidance to the midwives of health centers by making regular visits to all health centers and to maintain a continuous review of the program by analysing written reports and field information.

6. Personnel affairs

   a. Assist in formulating standards and requirements for employment of midwives.
   b. To explain job description and job classification for governmental positions in midwifery.
   c. To keep the midwives informed as to salary scales, vacations, sick leave, insurance, hours of work and other related personnel policies.
   d. To promote adequate distribution of midwives so that all areas are covered for safety of all expectant mothers.
   e. To evaluate all applications for midwifery positions at health centers and to make suggestion to the chief of the nursing service for employment, transfer or promitions.

7. To procure or requisition adequate supplies and equipment necessary in the performance of the midwives duties.

8. To give guidance to the existing (old type) midwifery schools and to improve the course of study for the students.

9. To cooperate and maintain effective coordination with the private duty midwives by giving guidance and supervision over midwifery practice.

10. To keep records regarding:

    a. Number and distribution of midwives in prefecture.
    b. Salaries and working conditions.
    c. Midwifery activities - conferences, meeting, etc.
    d. Number and location of midwifery schools.

11. To make necessary written and oral reports to the Chief of the Nursing Section/Division.

12. To give assistance and guidance regarding midwifery educational programs:

    a. Midwifery schools
    b. Refresher courses
    c. In-service education
    d. Selection of students for national and local courses

13. To work closely with the Branch Midwifery Section of the Japanese Midwives, Clinical Nurses and Public Health Nurses Association and to help in every way possible to integrate this program with the other sections of the prefectural Association.

14. To assist National Examination Committee, as directed by the Chief of the Nursing Section/Division in their inspection of midwifery schools of the prefecture.

15. To assist, as directed by the Nursing Section/Division Chief, with preparation for carrying out the National Examination.

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A CORPORATION JURIDICAL PERSON JAPAN MEDICAL ASSOCIATION ARTICLES

Organized 1st November 1947
(Date of Official Approved)

Chapter I Name and Office

Article 1. This Association is named "Japan Medical Association" and the Office is placed at 2-5, Surugadai, Kanda, Chiyodaku, Tokyo.

Chapter II Composition

Article 2. This Association has the boundary of entire country and is composed of members belonging to a corporation juridical person, To, Do, Fu and Prefectural Medical Associations.

Chapter III Object and Undertakings

Article 3. The objects of this Association are to uplift Ethics of medical practice, to develop and propagate science and art of medicine, and to device the betterment of Public Health to increase social welfare, and carry out following undertakings:

A - Matters relative to rousement and promotion of Medical Ethics.
B - Matters relative to education and guidance of Public Health.
C - Matters concerning propagation and guidance of Medical care.
D - Matters concerning development of medical science.
E - Matters relative to good organization of medical education.
F - Matters relative to supplementary education for Physicians.
G - Matters relative to research and survey of medical and sanitary affairs.
H - Matters concerning improvement of medical practice management.
I - Matters concerning improvement of medical care materials.
J - Matters relative to mutual aid of members.
K - Matters concerning liaison and survey for mutual Medical Associations.
L - Matters concerning decision of hospital standard.
M - Matters concerning classification and approval of hospitals for internship.
N - Other matters considered to be necessary to accomplish objects.

Chapter IV Members

Article 4. A - Members of this Association must be a member of To, Do, Fu, and Prefectural Medical Associations.
B - One who desires to join the Association must apply through To, Do, Fu, or Prefectural Medical Association one is belonging to.
C - One desires to secede is same.

Article 5. The Association members must respect Physician's Ethics so as to gain reliance and esteem of society.

Article 6. A - Members of the Association may report and publish their research or survey relative to objects of the Association through the Association. They can also express their opinions in regard to undertakings of the Association.

B - Above report and publication should be done according to regulations decided.

Article 7. A - Members have obligation to pay fixed membership fee and an amount to be borne to the Association.

B - The membership fee, amount to be borne and method of payment are decided by Delegates Conference.

Article 8. When a member has lost his membership of To, Do, Fu, and Prefectural Medical Association to which he belongs to he is to be disqualified to be a member of this Association also.

Article 9. A - A member who falls under one of followings would be a subject to warning or expulsion from the Association.

a. When a member invites defamation to this Association as well as himself in contradiction to Medical Ethics.
b. When a member contradicts the Association Article, or causes disorder for the Association.

B - When a warning has been given to a member, or when a member is excluded from the Association according to above article his name and outline of the circumstance would be reported to pertaining authorities and to the Medical Association of To, Do, Fu, and Prefecture to which the member belongs to.

Chapter V Officers, and Other Systems

Article 10. A - The Association will have following officers:

a.	President	1
b.	Vice-Presidents	2
c.	Directors	15 (7 of them to be Standing Directors)
d.	Superintendent	3
e.	Delegates	several

B - President and Vice-Presidents should be one of the Directors.

Article 11. A - President represents the Association, and presides over the association affairs.

B - Vice-Presidents assist the President, Deputize the President's Office in case of President's incidence, and execute President's Office when there is no President.

C - The Directors manage the Association Affairs.

D - The Director, according to order fixed by the President, deputize President or Vice-President in case of their incidents, and deputize their functions when they are wanting.

E - Superintendent inspects Association business.

F - Delegates organize Delegate's Conference and deliberate on matters fixed by Articles.

Article 12. A - Official terms are for 2 years.
B - Officers must carry out their duties until they have their successors even after the expiration of terms.

Article 13. President, Vice-President, Director, and Superintendent are to be elected by Regulation in Delegate's Conference from members of the Association.

Article 14. A - The Delegates of this Association are to be elected according to Regulation in Delegates Conference of To, Do, Fu, and Prefectural Medical Associations.
B - Delegates can not have other additional post nor to be a Decision Committee of the Association.
C - According to Regulation, it is permissible to have Preliminary Delegates.
D - Preliminary Delegate takes place of Delegate in case of incidence.

Article 15. A - When there is vacancy among officers by-election is to be held.
B - Term of an officer filling out vacancy would be the remaining term of his predecessor.

Article 16. A - The Association may have Consultants.
B - Consultant is appointed by President with consent of Delegates Conference.
C - Term of Consultant is same as President's term.

Chapter VI Meetings

Article 17. There are three different meetings, General Meeting, Delegates Meeting and Directors Meeting.

Article 18. A - Regular General Meeting will be held once in a year convened by the President, and Extra General Meeting should be held when President deems necessary. The President should be the Chairman of Meeting.
B - When President is requested by over $\frac{1}{4}$ of the members, or by Delegates Conference Decision, to have Extra General Meeting presenting Matters to be discussed, he must convene the meeting as soon as possible.
C - Calling General Meeting must be announced by fixed Regulation 15 days prior to the date of Meeting indicating Time, Date, Place, and Problems to be placed under discussion.

Article 19. A - Following Items must be decided in the General Meeting or approved by the General Meeting.
a. Incoming and outgoing Closing Accounts.
b. Changing Articles of the Association.
B - Following matters must be reported to General Meeting:
a. General Affairs and Treasury Report.
b. Activity Reports.
c. Matters decided in Delegates Meeting.

Article 20. Decision and Approval of General Meeting are to be made by majority of presented members and the President shall decide in case of Tie. However, the changing Article requires support of over 2/3 of Presentees.

Article 21. A - Regular Delegates Meeting shall be held once a year. Extra-Delegates Meeting shall be called by the President when deems necessary.

B - When over 1/3 of Delegates request Extra-Delegates Meeting presenting reasons for and Items to be discussed, the President must call the Meeting as soon as possible.

C - Convening Delegates should be based on Article 18, Item C.

Article 22. President, Vice-President, Director and Superintendent can express his opinion by attending Delegates Meeting.

Article 23. A - Following matters must be decided or approved in the Delegates Meeting, but not necessarily so in case of urgency.

a. Incoming and outgoing Accounts.
b. Incoming and outgoing Budget.
c. Undertaking Plans.
d. Matters relative to imposing and collection of expenditures.
e. Loans (Excepting those to be paid out within the year).
f. Alteration of Article.
g. Matters relative to Foundation Fund.

B - The President must report followings to Delegates Meeting:

a. General Affairs and Treasury Report.
b. Activity Report.

C - In Item A, Provisory case, must be approved by next Delegates Conference.

Article 24. A - The Delegates Conference can not hold its session unless over half the number of Delegates present.

B - Article 20 should be applied for Meeting's decision.

Article 25. A - Delegates Conference should elect Chairman and Vice-Chairman.

B - Term of chairman and Vice-chairman is same as the term of Delegates who elected him.

Article 26. When the Chairman of Delegates Conference has an incident or lost Vice-chairman takes his place.

Article 27. Chairman and Vice-chairman of Delegates Conference can express their opinions in Director's Meeting.

Article 28. As to Proceedings, Regulations are to be decided by the Conference of Delegates.

Article 29. A - The Board of Directors is composed of Directors and the chief Director becomes the Chairman of the Meeting which is called by him.

B - When the Board of Directors Meeting is requested by more than half of the Board members, or by all Superintendents, the Chairman must convene the meeting at the eagliest possible time.

Article 30. A - Following matters must be approved by the Board Meeting:
a. Calling General Meeting and matters to be presented.
b. Calling Delegates Meeting and problems to be presented.
c. Matters relative to management of Board Affairs.
d. Other important affairs of the Association.

Article 31. Superintendent can express his opinion in the Board of Director's Meeting.

Article 32. The Chairman can organize Committee Body when deems necessary.

Chapter VII Scientific Meeting

Article 33. A - Medical Science Department shall be formed in this Association.
B - Medical Science Department shall carry out matters relative to Medical Science and study of Technical aspect.

Article 34. Medical Science Department is divided into different branches according to special medical fields.

Article 35. A - a. Medical Science Department should have a Chairman, 2 Vice-chairman, several secretaries, and several Consultants.
b. Each Branch should have one Delegate, and other necessary officers.

Article 36. Chairman and Vice-chairman of the Medical Science Department can express their opinions in the Board of Director's Meeting.

Article 37. A - Any member of the Association could be a member of the Medical Science Department.
B - Those who are not members of the Association could also be members of Medical Science Department. In this case, those who are physicians would be considered to be members of the Association regardless Article 2 and 4. Those who are not physicians would become Patron-members.

Article 28. Matters necessary for Medical Science Department, besides those mentioned above articles, should be decided in Delegates Meeting.

Chapter VIII Decision Committee

Article 39. A - There will be Decision Committee formed in the Association.
B - Decision Committee is composed of 11 members.

Article 40. A - Decision Committee members are to be elected in the Delegates Meeting among the members of the Association.

B - Term of Decision Committee is 2 years.
C - Decision Committee can not be an Officer or Committee of this Association nor a Chairman nor Decision Committee of any other Medical Association.

Article 41. Decision Committee may do investigation of social status and business state of a member of the Association, arbitration of controversy and mediation of disputes of different Medical Associations. However, in investigation the opinion of To, Do, Fu and Prefectural Medical Association and City, County and Ku Medical Association to which a member belongs to must be respected.

Article 42. Necessary matters regarding managements of Decision Committee should be decided by Regulations so formed.

Chapter IX Party Contract and Proposal

Article 43. This Association may conclude Party Agreement regarding Social Insurance and important medical cares and health guidance for Public Health matters.

Article 44. This Association may make proposal to the competent Minister regarding matters of Medical Cares, and improvement of Health Guidance.

Chapter X Finance

Article 45. The expense of this Association shall be met with membership fee, donations, and others.

Article 46. The Fiscal year of this Association commences on 1st April, each year, ending on 31st March, next year.

Article 47. The amount of expenditure of each fiscal of the same fiscal year.

Article 48. A - This Association may have a temporary loan when necessary.
B - A temporary loan should be paid by the income of the same fiscal year.

Article 49. Total Budget for each fiscal year is compiled by the President and must be approved by Delegates Conference. It is same when addition or alteration of the budget is to be made. When total budget is placed under discussion in Delegates Conference the inventory must be presented.

Article 50. A - To meet over-budget or outside-budget expenses reserve fund could be prepared.
B - The reserve fund can not accommodate for an item of expenditure disapproved in the Delegates Conference.

Article 51. Yearly balance in hand, if any, should be transferred for next year income.

Article 52. When there is a total budget fixed for an Association undertaking to be completed in coming few years the yearly expenditure can be met by transferring to next year until completion of the undertaking.

Miscellaneous:

Article 53. Matters necessary concerning office system, appointment and dismissal, salary, limitation and office works, etc are to be fixed by the President.

Article 54. When the Association is to be dissolved it must be approved by over ½ the number of members. In this case, mail-reply would be sufficient.

Appendix:

1 - This revised Articles are effective from the date of official approval for the Association.

2 - Those who were in offices as President, Vice-president, Director, Superintendent, Councillors, Advisors, Decision Committee, etc. up to the day prior to execution of this revised Articles are considered their office-terms to have been expired regardless Article XII, Item 1. However, Article XII Item 2 could be applied.

(June 15, 1950
Translated by Nakano
PH, CAS.)

6147

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RB

Hoseth

MEMORANDUM

SUBJECT: Midwifery Course Sponsored by the Midwifery Section of the National Nurses Association

1. On 25 July 1950 Miss Sho Ohtani, Chairman of the Midwifery Section of the Japanese Midwives, Clinical Nurses and Public Health Nurses Association announced that a ten day course for midwives will be held from 19 through the 28 August 1950.

2. The course will be held at the Midwifery Building, Tokyo. One midwife from each of the forty-six prefectures shall attend. The midwife will be selected by the prefecture midwifery section of the Association and her expenses will be paid by the National Association, Midwifery Section.

3. The attached is the draft curriculum plan for this summer course.

* * * *

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JUL 31 1950

COPY

Curriculum for Summer Course

Draft

Date		A. M. 10 - 11	11 - 12	P. M. 1 - 2	2-3	3 - 4
August 19	Sat	Opening	Educational Principle	"	Obstetrics	"
20	Sun	Teaching Methods	Teaching Methods	Obstetrics	"	"
21	Mon.	Delivery in the States	"	Health Education	"	Home Delivery
22	Tue.	Nutrition for Pregnant Women	"	Nutrition for Pregnant Women Round Table Discussion	"	Hospital Delivery
23	Wed	Infant Care	"	Care for the Newborn	Obstetrical Nursing	"
24	Thur	Nutrition for Children	"	Social Security System & Midwives		
25	Fri	Methods of Case Study	Case Study	Observation	Observation	Observation
26	Sat	Laws & Regulations	Laws & Regulations	Educational Psychology	Educational Psychology	Educational Psychology
27	Sun	Teaching Methods	Teaching Methods	Educational Psychology	Education Psychology	Educational Psychology
28	Mon	Round table Discussion		Conference		

6924

GENERAL HEADQUARTERS
SUPREME COMMANDER FOR THE ALLIED POWERS
Civil Affairs Section
APO 500

240 (18 Aug 1950)CAS-PH 22 AUG 1950

SUBJECT: Allowances for Nursing Accreditation Committee

9917

TO: Chief
Kyushu Civil Affairs Region
APO 24-5

1. Complaints concerning reimbursements originating with some members of the nursing school accreditation committee and relayed by your headquarters to this office have been investigated. It would appear that any misunderstanding has been unintentional and that reasonable effort has been made by the Ministry of Welfare to explain requirements and monetary allowances prior to the undertaking of nursing school accreditation inspections.

2. In regard to the currently scheduled inspection, lodging and subsistence allowances have been advanced to the committee members who have accepted the official invitation to participate. Some members officially requested to participate have not as yet replied. Schedules are arranged by the committee, and it is reasonably expected that one school and inspection report thereof should be accomplished in one day. Reports turned in by the committee to the nursing section of the last prefecture visited would transfer the requirement for forwarding such reports from the committee members to the prefecture. No advance orientation conference is being held prior to the second inspection which differs from the initial inspection.

3. There is inclosed herewith a summary of monies paid to the Kyushu committee members for the first inspection and a breakdown of the reasons therefore; also a statement of the monies advanced to the committee members for the current inspection. In the event there is any feeling that compensation has been inadequate, it is suggested that the individual committee member submit a written summary of the situation to the Nursing Section, Ministry of Welfare.

FOR THE CHIEF, CIVIL AFFAIRS SECTION:

J. D. O'BRIEN
CWO USA
Adm Off

1 Incl
Summary of Monies
Pd for 1st Inspec

Expenses Report of the Regional Examination Committee
First Inspection Trip

(Kyushu Region - 6 Committee Members)

Name	Period	Railroad Fare 3rd Class	Daily Allowance ¥120 per day	Hotel Fee			Total
				Amt per day	Days	Amount	
Miss Aramaki, Ichi	Jan 19 - Feb 9 (22 days)	¥2,575	¥2,640	#B ¥480	21	¥10,080	¥15,295
Dr. Sasaki, Takeo	Jan 22 - Feb 9 (19 days)	¥3,060	¥2,280	#B ¥480	18	¥ 8,640	¥13,980
Miss Sakai, Momoka	Jan 15-Jan 22 Jan 31-Feb 10 (18 days)	¥2,270	¥2,160	#A ¥600 #B ¥480	14 12	¥ 8,160	¥12,590
Miss Sugimoto, Kameno	Jan 15-Jan 22 Jan 30-Jan 31 Feb 6 - Feb 8 (13 days)	¥1,310	¥1,560	#A ¥600 #B ¥480	4 6	¥ 5,280	¥ 8,150
Miss Tsusue, Misue	Jan 15-Feb 9 (26 days)	¥2,290	¥3,120	#A ¥600 #B ¥480	4 21	¥12,480	¥17,890
Miss Wachi, Chiyo	Jan 15-Jan 30 Feb 8 - Feb 9 (18 days)	¥1,605	¥2,160	#A ¥600 #B ¥480	4 13	¥ 8,640	¥12,405

Remarks: #A & #B indicate the classified hotel rates (according to the Official Travel Expenses Regulation)for the cities where the officials stay.

Note: Advancements to Kyushu committee members for second inspection are as follows:

Dr. Sasaki	¥11,425	Check #416
Miss Tsusue	9,965	Check #415

Once!

11-1261

11/7090

GENERAL HEADQUARTERS
SUPREME COMMANDER FOR THE ALLIED POWERS
Civil Affairs Section
APO 500

240 (18 Aug 1950)CAS-PH

SUBJECT: Allowances for Nursing Accreditation Committee

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FOR THE CHIEF, CIVIL AFFAIRS SECTION:

Shikoku

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AUG 21 1950

1 Incl
Summary of Monies
Pd for 1st Inspec

J. A. O'BRIEN
CWO USA
Adm Off

less incl

8143

19 September 1950

ESSENTIAL POINTS CONCERNING THE CD REFRESHER COURSE
FOR PREFECTURAL NURSES OF KANTO REGION

1. Object: To aid in the betterment of present ward set-ups and nursing isolation techniques in contagious disease hospitals and wards.

2. Place: Tokyo Medical University Hospital, Tokyo-To.

   a. Classroom demonstrations and lectures at Tokyo Medical University Hospital.

   b. Ward participation and observation at the 361st Station Hospital.

3. Time: August 14 through August 26 - 11 days for classroom lectures. Observation in the hospital will begin August 28 for two (2) nurses for two (2) weeks at a time. Prefecture nurses will have to await their turns. Nagano Prefecture will start first.

4. Number of Persons: Two from each prefecture - making a total of twenty persons.

5. Qualifications: A clinical nurse, preferably one who has had previous experience as an instructor or assistant instructor. May be from the prefectural nursing division. (If so, after taking the course these nurses should work in a consultant capacity to hospitals in prefectures, plan courses, etc.) May also be a nurse from a hospital, preferably one which has a new system school of nursing.

   It is well to remember that in selecting these nurses, they are expected to return to their prefectures and to plan and teach courses similar to the one taken in Tokyo.

6. Expenses: Total expense to be divided among ten prefectures - an estimated 2,500 yen per prefecture plus food expense.

7. Curriculum:

   a. Communicable disease - 6 hours by Dr. Nakata, Medical Director, Ebara Hospital.

   b. Bacteriology - 6 hours by Dr. Shikata, Tokyo University Hospital.

   c. CD Nursing Theory - 20 hours by Mrs. Yamamoto, First National Hospital.

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SEP

b Demonstration & Practice - 10 hours by Mrs. Yamamoto, First National Hospital.

d. Nursing Arts Theory - 23 hours by Miss Kaneko, Tokyo-To Nursing Affairs Section.

Demonstration - 10 hours by Miss Kaneko, Tokyo-To Nursing Affairs Section.

e. Observation and participation at 361st Station Hospital. CD wards for two weeks.

8. Personal Effects to Bring: Prefectures will be notified later by Nursing Affairs Section, Health Department Tokyo-To.

9. Meeting Place and Time: Tokyo-To Medical University Hospital, Monday morning at 8 a.m., 14 August 1950.

16 September 1950. Comments: Follow-up work is being done by KaCAR nurses on their field trips to the various prefectures. KaCAR is assisting the planning and organization of classroom lectures and acting in an advisory capacity regarding the remodeling of CD wards and hospitals.

10. Illustration: At present in Tokyo-To, Ebara CD Hospital has been chosen for reconstruction into a model CD hospital. A budget has been alloted and work is to begin in the immediate future. One of the nurses from the hospital who attended the CD refresher course will soon be teaching correct isolation procedures to the nurses in her hospital. Later, this hospital and the staff will be in a position to accept affiliating students and graduate nurses for CD training and experience. It is hoped this hospital will serve as a model for other CD wards and hospitals.