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THE NORTHERN DISTRICT SCHOOL OF NURSING



L I S T E R H O U S E
R O W A N S T R E E T
B E N D I G O

Annual Report
FOR THE TWELVE MONTHS PERIOD 1st JULY, 1959 - 30th JUNE 1960

of The Committee of Management

tenth

OFFICE - BEARERS

1959-1960

CHAIRMAN P. R. SLATER, M.B., B.S.
Medical Superintendent, Bendigo Base Hospital
(July, 1959-February, 1960)

VICE-CHAIRMAN MISS R. BAKER, F.C.N.A.
Directress of Nursing, Bendigo Base Hospital

HON. TREASURER J. E. McCLELLAND, F.H.A., A.C.A. (Aust.)
Manager, Bendigo Base Hospital

SECRETARY MISS E. M. TREDINNICK

THE COMMITTEE OF MANAGEMENT

W. M. COULSON, F.A.S.A., Dip. Hosp. Admin., L.H.A., Manager, Echuca District Hospital
Miss C. S. KIRK, F.C.N.A., Nursing Executive Officer, Hospitals and Charities Commission
Miss S. MADDOCKS, Matron, Castlemaine District Hospital
A. L. NEWSON, M.B., B.S., F.R.C.S. (Eng.), F.R.A.C.S., Bendigo
Miss D. STEEL, M.A., Dip. Ed., Headmistress, Bendigo Girls' Secondary School
Mrs A. V. THOMPSON, Matron, Swan Hill District Hospital (resigned February, 1960)
S. H. WALTERS, B.A., B.Ed., A.B.P.S.S., J.P., Principal, Bendigo Teachers' Training College
Miss R. WILLSON, Matron, Mildura Base Hospital
Miss N. W. LONG, F.C.N.A. (Dean), ex-officio

Auditors Messrs HAM & JOHANSEN

TUTORIAL STAFF:

DEAN MISS N. W. LONG, F.C.N.A.
ASSISTANT DEAN, EDUCATION MISS M. A. SCOTT, F.C.N.A.
ASSISTANT DEAN, ADMINISTRATION MISS M. A. TURNER

ASSISTANT TUTORS:

MISS W. H. STOCK, F.C.N.A.
MRS. A. ENDERLIN
MISS N. M. SHAW
MRS. J. J. REID (commenced duty March, 1960)
MRS. J. V. ROSEWARNE (Resigned January, 1960)
MISS P. F. THACKER (Resigned December, 1959)

CLERICAL STAFF:

MRS. N. G. THORNELLY
MISS R. E. GRANT
MISS P. R. WELLINGTON
MISS B. BARRY-COTTER

LECTURERS TO THE SCHOOL OF NURSING



R. A. ANDERSON, P.Ch., M.P.S.	Elementary Pharmacology
M. CLARKE, M.B., B.S.	Medicine
I. A. CONN, Gen. Cert., Inf. Welfare, Reg. Dietitian	Dietetics Nutrition
G. L. HARDMAN, M.R.C.S., D.M.R.D.	Radiology
N. N. HARRINGTON, M.B., B.S., D.L.O.	Ear, Nose and Throat
P. KIRBY, M.B., B.S.	Gynaecology
A. L. NEWSON, M.B., B.S., F.R.C.S. (Eng.), F.R.A.C.S.	Surgery
H. M. PANNIFEX, M.B., B.S., D.G.O.	Gynaecology
H. E. ROBINSON, M.B., B.S.	Ophthalmology
W. ROSENTHAL, M.B., B.S.	Medicine Radium Therapy
W. T. C. STREADE, M.B., B.S.	Bacteriology Dermatology Materia Medica
A. J. WALTERS, M.B., B.S.	Paediatrics



Views of the New Kitchen-Dining Block



TENTH ANNUAL REPORT
OF
COMMITTEE OF MANAGEMENT
OF
**The Northern District School
of Nursing**

The Committee has pleasure in presenting the Annual Report of the affairs of the School for the year ended 30th June, 1960.

In March of this year the School celebrated its tenth birthday and completed the first decade of its activities.

The first group of students entered the Preliminary Training School on 22nd March, 1950, although the School itself was not officially opened until 21st April, 1950.

The then Minister of Health, the Honorable C. P. Gartside, M.L.C., performed the opening ceremony and in his address stated—

"I am proud that Victoria has led the Commonwealth by being the first State to take such a big step towards improving the Nursing Profession. This School is a just tribute to the very old and honored profession, and the Hospitals and Charities Commission is to be commended for carrying out this great work by which it hopes to make a great contribution to better the profession in this State."

Therefore, the Northern District School of Nursing was the first "independent" nursing school to be established in this country, and irrespective of its future place in the profession, has already contributed to the nursing history of the Commonwealth.

Much of the success of this pioneering effort is due to the work of the foundation members of the Committee of Management and the original members of the teaching staff.

The Committee would like to take this opportunity of paying special tribute to Doctor Peter Slater, whose death early this year robbed the School of one of its greatest friends.

Doctor Slater was associated with the School from its inception, having been a member of the Provisional Committee formed in October, 1949, for the purpose of establishing the Northern District School of Nursing. At that time he was in private practice in Bendigo and a member of the Hospital Board of Management.

His pioneering efforts on behalf of the School cannot be measured, but it is certain that without his help and assistance the School would not have been able to accept the first group of students in March 1950.

His unfailing interest and loyal support were largely instrumental in establishing the firm foundations of the School.

Doctor Slater was the first Chairman of the Committee of Management and served in this capacity from March, 1950, to April, 1951. Subsequently he acted as Vice-Chairman from April, 1951, until June, 1958, when he was again elected Chairman, which office he held on the occasion of his untimely death in February, 1960.

In addition to acting as an office-bearer he served almost continuously on the Executive and Education sub-committees, where his knowledge and wide experience were of inestimable value to the Dean and teaching staff.

He also acted as "Lecturer" and from the time of his appointment as Medical Superintendent of the Bendigo Base Hospital in 1956, accepted the position of Medical Advisor to the School of Nursing.

His friendly advice and co-operation will be sorely missed by all members of the Committee, Staff and Students of the School. It may be recorded that he was in all truth a "founder" of the Northern District School of Nursing.

Sincerest sympathy is extended to Mrs Slater in her sad bereavement.

Within the next few weeks a painting will be hung in the Committee room as a permanent tribute to the services of Doctor Slater to the School.

ADMINISTRATION

The Committee of Management is responsible to the Hospitals and Charities Commission for the general maintenance and administration of the School.

Some members travel considerable distances, often at inconvenience to themselves, to attend the monthly meetings of the Committee. Without their continued support the Committee would be severely hampered in the fulfilment of its duties.

The Committee is far from being a static body, for staff changes in the region, mean changes in the personnel of the Committee.

This year Mrs A. V. Thompson, Matron of the Swan Hill District Hospital, tendered her resignation. Mrs Thompson served on both the General and the Education sub-committees for a period of four years. Her regular attendance and advice in nursing affairs was sincerely appreciated by all concerned. Our good wishes go with her.

Much of the routine work of administration is delegated to the Executive and Education sub-committees, and through them to the staff of the School.

The Committee wishes to express its thanks to all members of the secretarial, teaching and domestic staffs, whose efforts, collectively and individually, have kept the School a "going concern." It would not be possible to "function" without their faithful service.

With the idea of assisting the staff in the control of the catering services, an approach was made to the Committee of Management of the Bendigo Base Hospital for the services of Mr Richard Woods, in an advisory capacity. Mr Woods kindly consented to supervise the kitchen and dining-room service, and with the co-operation of the Bendigo Hospital Committee, has now taken charge of this unit. Mr Woods expert advice has already helped the School to improve the efficiency of its food service and we are indebted to him for his help in this field. His efforts have relieved the staff of much extra work and worry.

BUILDING AND MAINTENANCE:

New Kitchen-Dining Block—The long awaited kitchen-dining block was completed at the end of the last financial year at a final cost of £22,182.

The modern equipment has proved a boon to the staff and has greatly facilitated the preparation and serving of meals.

New dining tables and chairs, plus pleasant furnishings, now make this room an attractive unit, suitable for both dining and social occasions.

Demonstration Room—In January, the Hospitals and Charities Commission granted approval for the old dining-room in Lister House to be converted to another demonstration class-room.

Cupboards, benches, sinks, and blackboard have now been installed and are constantly in use.

The provision of this second demonstration room has eased the "bottleneck" in practical classes—but as both demonstration rooms are somewhat small for their purpose, congestion still occurs when several groups are in residence.

Heating and Lighting—Tenders from Baker and Woods, and the Gas and Fuel Corporation for the installation of new lighting and heating were accepted.

Fluorescent lighting has been placed in all the class room areas and in some offices. All other lighting has been improved. Gas heating has proved efficacious in dispelling the winter chills from the classrooms and offices.

Kerbing and Driveways—The entrances to Lister House have been improved by the re-sealing of the road and footpath with the provision of concrete channel and kerbing.

The Council has planted new trees in the nature strip and within a few months it is hoped to make a garden area in front of the main entrance.

A new concrete driveway has also been made at the Short Street service entrance, also a new footbridge at the 99 Wattle Street hostel.

Telephones—During the year all telephones were converted to automatic lines. (Lister House numbers 3-0508 and 3-0509.

For the benefit of students, multi coin attachments have been placed in the hostels.

In an effort to control "unauthorised callers" hostel numbers have not been listed in the telephone directory, and enquiries are now referred through 3-0508.

99 Wattle Street Hostel—The rooms in this hostel have been painted and reconditioned and at the present time the building is in good order.

A new stack and hot water storage tank have been installed, and the oil burning unit is proving satisfactory for all normal demands.

The garages, retaining walls and driveway are in urgent need of repair, and continue to deteriorate with time. Despite representations to the Commission, funds are not yet available for this work.

The increasing cost of repair and the deterioration of the assets causes the Committee some concern.

Mayfort Hostel: Wattle Street—Paint and effort have been expended to make this hostel bright and liveable. New roofing, and repairs to the verandah and the hot water unit have been carried out. The problem of replacement of the retaining wall and outbuildings is still with us.

In view of the structural condition of the house itself and the prohibitive cost of replacing the retaining walls, the Committee is of the opinion that this property should be replaced by a new structure erected elsewhere.

Eurella Hostel: 247 View Street—With the exception of new roofing over the upstairs flat, only minor repair work has been executed.

The dampness (which in previous years caused constant annoyance) appears to have been controlled by the "Silasec" wall dressing applied last year.

Short Street Hostel—Like all old buildings constant minor repairs are needed to keep it in good order and condition, but the students have found this a comfortable residence.

Lister House—Working conditions have been considerably improved with the acquisition of the second demonstration room and with the installation of the gas heating and fluorescent lighting.

However, office space is still at a premium and a new administrative block is urgently required.

NURSING EDUCATION—

Staff Nurse Training Course—The tenth year of the School's life has been highlighted by the introduction of a post graduate Staff Nurse Training Course. (The terms and conditions of the course were printed in the ninth Annual Report).

The School Committee trusts that this training course will act as an incentive to keep the best of our graduates within the region, by offering them training facilities comparable with those operating anywhere in the State.

At the same time, it is hoped that the hospitals themselves will derive considerable benefit from the more informed Staff Nurse.

The whole course is designed to bring forth the practical work of the nurse within the Hospital team and is not an exercise in theoretical learning.

The Committee extends congratulations and good wishes to the graduates who undertook the first training course from March 7th-April 3rd, 1960, and who have now completed the necessary practical work in the wards and departments of the associated Hospitals.

Certificates have been awarded as follows—

No. 1—Miss Elaine Frances CAPUANO	Bendigo Base Hospital
No. 2—Miss Rosalie Margaret DOUGLAS	Bendigo Base Hospital
No. 3—Miss Mavis Jessie GRAHAM	Bendigo Base Hospital
No. 4—Miss Valerie May OSBORNE	Bendigo Base Hospital
No. 5—Miss Elsie Olive SKINNER	Bendigo Base Hospital
No. 6—Miss Barbara Joanne CLEMENTI	Castlemaine District Hospital
No. 7—Miss Beverley Florence FARNSWORTH	Castlemaine District Hospital
No. 8—Miss Anne Catherine SHANAHAN (Will complete course 6/10/60)	Bendigo Base Hospital

STUDY BLOCK PLAN—

In July, 1959, the Matrons of the associated Hospitals conferred with the School Staff regarding the possibility of reducing the number of senior nurses extracted from ward duty at any one time. It was suggested that smaller and more frequent study blocks might help overcome this problem.

The School staff pointed out that a certain number of nurses were required to complete a definite amount of instruction in any one year, and that the TOTAL extraction would be the same, but that a more even distribution might be achieved.

After much discussion (and with the subsequent approval of the School Committee), it was agreed that study blocks be arranged as follows—

4 Preliminary Schools per year—February, April, August, October.

(Owing to the need for Cookery instruction, these must be arranged to fit in with School terms and Education Department gazetted holidays).

4 First Year Study Blocks—

immediately prior to the four First Professional Examinations in March, June, September and December of each year—so that the State Examination could be taken whilst at the School and also to overcome the problem of nurses being extracted from ward duty for the two days of the examination. An additional advantage will be that all nurses are examined under the same conditions.

4 Second Year Study Blocks.

3 Third Year Study Blocks—

for nurses preparing for the three Final State Examinations.

3 Final State Blocks—

immediately prior to the three Final State Examinations in March, July and November. The examination to be taken at the School in the last week of the block.

In addition to the foregoing, two holiday breaks in January and July—to cover School staff holidays, and also to permit Hospitals to catch up on students annual leave.

For the School, the problems associated with this plan are those of increased staff, costs and classroom accommodation, and a greater demand on the available pool of lecturers.

The advantages are those of smaller classes, together with better opportunities for planned teaching.

The tutorial staff are pleased with these arrangements but the medical staff find it difficult to meet their commitments, despite the fact that more Doctors are undertaking lectures.

Owing to staffing difficulties, the Hospitals still find it hard to reconcile the needs of nursing education and nursing service. Whilst Hospitals must rely on students for "staff"—extraction of nurses for study block attendance will always prove a painful procedure.

The new study block roster gives a more even distribution of staff (provided the intake into Preliminary Schools is maintained at a regular and even figure) but cannot affect the total extraction in any one year.

Students are required to present for State Examinations at set periods of training and at certain times of the year. Therefore first and final blocks are circumscribed by the dates of the Nursing Council's First Professional and Final State Examinations. Second and Third year study blocks must be arranged between these times. With only fifty-two weeks in the year, some overlapping of blocks cannot be avoided.

Under this revised plan, the individual student receives a more balanced study block programme—but with 14 blocks per year instead of the previous 9, it means more frequent roster changes within the hospitals. This, together with the students exchange and holiday rosters, increases the work of the administrative staffs of the hospitals in maintaining their ward duty rosters.

The employment of Staff Nurses and Qualified Nurse Aides relieves the strain—but at the present time insufficient of these nurses appear to be available to meet staffing requirements.

In planning study block rosters, the School staff have endeavoured to "split" groups and arrange for an even extraction of students, but the best laid plans go awry in the face of uneven recruitment and intake into Preliminary schools, wastage, sickness and general lack of "staff."

The School is aware of, and very mindful of these "headaches" and is sincerely appreciative of the co-operation shown by the hospitals in the presence of such persistent problems.

CAUSES OF WASTAGE—

Failed First Professional Examination on two occasions	6
Failed First Professional Examination did not wish to re-sit	1
Failed Final State Examination did not wish to re sit	1
Terminated Training—to be married	5
Unsuitable Trainees	6
Disliked Nursing	7
Resigned—personal reasons	4
Resigned—health reasons	2
Resigned—to join Army	1
Resigned—after disciplinary action	1
TOTAL	34

CONFERENCES AND ASSOCIATED ACTIVITIES—

During the year meetings of the British Medical Association, the Regional Council and the Royal Victorian College of Nursing were held at Lister House.

From 2nd-4th March inclusive, the Sister Tutors section of the Royal Victorian College of Nursing conducted its 10th Annual Conference at the School of Nursing, the first occasion on which a tutors conference had been arranged outside the Metropolitan region.

An average of 45 tutors from all parts of the State attended each session, and many were of the opinion that the residential nature of the conference contributed greatly to its success.

There were opportunities for informal gatherings and discussions, as well as a varied and interesting programme of lectures and visits.

The programme included:—

“Opening Address and Welcome to Bendigo”—Mrs A. S. Craig.

“The Northern District School of Nursing, its History and Problems,” by the Dean, Miss N. Long, F.C.N.A., Sis. Tut. Cert. (Lond.)

“Some Problems in Management of Country Hospitals,” Mr J. McClelland, Manager, Bendigo and Northern District Base Hospital.

Visit to Teachers’ Training College and Address by the Principal, Mr S. H. Walters, B.A., B.Ed., A.B.P.S.S., J.P.

New Ideas in Nursing Education—Miss F. Finnie, F.C.N.A., Sis. Tut. Dip. (Aust.)

“Observations Abroad”—Miss J. G. Murray, Dip. Nurs. (R.V.C.N.), Primary Teachers’ Cert. (Dept. Educ. Melb.)

Report on International Nursing Research Seminar, held at Delhi, February, 1960, by Miss J. G. Murray.

Choice of Visits to:

- Bendigo and Northern District Base Hospital
- Active Remedial Unit, Benevolent Home, Bendigo
- Community Hospital, Castlemaine
- Tour of City of Bendigo

The Committee of Management was very pleased to offer hospitality to the tutors’ section and trusts that at some future date the venture may be repeated.

STAFF CHANGES—

In January of this year Mrs J. V. Rosewarne resigned from the teaching staff to take up a position at the Mordialloc Hospital. Mrs Rosewarne gave valuable service both prior to and following her marriage. Her very willing and cheerful co-operation in all teaching duties helped the staff over many a difficult spot in the four and a half years she was with the School.

Miss Pamela Thacker, after twelve months' service as Assistant Tutor, left in December, 1959, to undertake her Midwifery training in Sydney. Miss Thacker took charge of several Preliminary Schools and most ably discharged her duties.

After seven years service, Mrs N. E. Lunt (nee Squires) resigned in August, 1959. Mrs Lunt first commenced duty as junior clerical assistant and later took over the job of Secretary to the Dean. Her very able and conscientious management of office affairs relieved the Administrative staff of much responsibility and worry. She will be sorely missed.

Miss Rhonda Scott, assistant to Miss Tredinnick, and Miss Marlene Bannister of the general office staff, also resigned early in the year. Both girls gave very helpful support to the senior office personnel.

Mrs F. Day, who was senior cook for seven years, resigned in May, to spend a long holiday with her family in Ocean Island. For most of her time at the School Mrs Day worked in the old kitchen and did yeoman service in providing good meals under very trying conditions. Her efforts in this direction were most sincerely appreciated.

After long and faithful service Mrs I. Swatton and Miss M. Kingsley of the hostel staff, also Mr C. Combe, of the maintenance staff, retired during the year. Their high standard of work ensured that the hostels were always kept in spic and span order.

To all these people the Committee says a very sincere thank you and extends all good wishes for their future health and happiness.

GENERAL ITEMS OF INTEREST—

Staff who have given continuous service from the date of establishment of the School to the present time:—

Administrative and Teaching Staff

Miss N. W. Long, Dean
Miss M. A. Scott, Assistant Dean Education

Domestic Staff

Mrs I. Norman, Cook

Staff with more than five years service: Administrative and Teaching Staff:

Miss E. M. Tredinnick, 26/4/54
Miss M. A. Turner, 1/6/55

Domestic Staff:

Mrs C. Armstrong, 8/9/53
Mrs N. Combe, 3/3/51
Mrs M. Gray, 28/3/55
Mrs G. Harris, 11/2/53
Miss M. McKenzie, 2/1/52
Mrs H. Porlai, 24/3/55
Mr E. Power, 3/1/55
Mrs R. Sharpe, 29/11/54
Mrs G. Toma, 6/6/50
Mr L. Turner, 23/7/52
Mrs Z. Venskevic, 25/2/52

SPECIAL THANKS—

Once again the Committee takes this opportunity of saying a very special thank you to all those who during the past year, have assisted it in any way whatsoever.

To the Hospitals and Charities Commission for its sympathetic consideration of matters related to the administration and development of the School of Nursing.

To the lecturers and the tutorial staff, without whom the School could not function.

The clerical staff, domestic and maintenance staffs whose co-operation is essential for the smooth working of the institution.

The professional staffs of the associated Hospitals for their continued assistance and help.

The members of the various sub-committees for giving so freely of their time and interest.

For and on behalf of the Committee of Management.

N. W. LONG, Dean.

STATEMENT OF INCOME AND EXPENDITURE FROM 1st JULY, 1959, TO 30th JUNE, 1960

EXPENDITURE	INCOME
To:	Ordinary Income:
Ordinary Expenditure:	Government Grants £32844
Provisions £4249	Income from Investments:
Domestic 4246	Rentals 68
Salaries and Wages (including	Total Ordinary Income 32912
Official Salaries) 19302	Deficiency for Financial Period trans-
Miscellaneous and Administration 3778	ferred to the Debit of Maintenance
	Fund Account in the General Ledger 263
Service Cost 31575	
Establishment Charges	
Repairs to Buildings, &c. 1562	
Finance 38	
Grand Total 33175	Grand Total 33175

MAINTENANCE FUND ACCOUNT

To Deficiency—Financial Period £263	By Balance 1st July, 1959 £555
Balance 30th June, 1960 292	
Grand Total £555	Grand Total £555

BALANCE SHEET AS AT 30th JUNE, 1960

LIABILITIES	ASSETS
Bank Overdraft:	Cash in Hand £5 0 0
Maintenance £2674 0 9	Income Accrued 1953 11 5
Capital 109540 13 1	Prepayments 357 18 0
Maintenance Fund	Stores on Hand 630 13 8
(Accumulated Surplus) 292 10 1	Land and Buildings 79855 4 1
	Plant, Machinery, Furniture and
	Equipment 29704 16 9
£112507 3 11	£112507 3 11

SECRETARY'S DECLARATION

I solemnly and sincerely declare that the various Statements of Account in this return are true and correct and I make this solemn declaration conscientiously believing the same to be true and by virtue of the provisions of an Act of Parliament of Victoria rendering persons making a false declaration punishable for wilful and corrupt perjury.

Declared before me this 15th day of August, 1960

(Sgd) E. M. TREDINNICK, Secretary
(Sgd) N. McLAREN YOUNG, J.P.

AUDITORS' CERTIFICATE

We hereby certify that we have audited the books, vouchers and documents of the Institution and find that the postings are accurately made under their proper headings and that the Statements of Accounts, including the Balance Sheet, are correct.

(Sgd) R. G. HAM, F.C.A.,
of HAM & JOHANSON, Auditors,
Public Accountants.

Date: 16th August, 1960