

15th November 1933.

Dear Mrs. Carter,

I am sorry that we did not give you all the information you wanted when we sent back the draft prospectus for 1934-35.

The new text for the Lectures in Training School administration is as appended. I have given it in full and it entirely supercedes that paragraph which is called XIV, 2, on page 25 of this year's prospectus.

Professor Stebbing is replacing Miss Edgell as Lecturer for IX, page 23 of the Prospectus, "Ethical Principles and Practical Problems". Her designation is as follows:

Miss L.S. Stebbing, D.Lit., Lond., Professor of Philosophy in the University of London.

Mr. Mace will be responsible for VII, 1, "General Psychology", page 22. His designation is:

C.A. Mace, M.A. Cantab., University Reader in Psychology.

Miss Jenkin will take VII, 2, "Psychology of Infancy and Adolecence", designation:

Miss A.M. Jenkin, M.A., Ph.D., Lond.

We have a new photograph of the College which we used for circulation in the Extension Fund report, and I am sending this to you under separate cover. Please let me have this back as soon as you have done with it.

I hope this is all the information you want. If not, please do not hesitate to write again.

Yours sincerely,

Secretary.

XIV

2. Hospital Training School Administration (18 lectures and
5 demonstrations)
13 lectures by Miss G.M. Bowes, A.R.R.C., Matron of General
Hospital, Birmingham
5 lectures by other specialists.

The lectures and demonstrations deal with the following subjects: types of Training Schools, administration of hospitals to which Training Schools may be attached; duties and responsibilities of the administrative officers and other members of the hospital staff; the student nurse; the nursing school; the preliminary training school; the ward sister; ward management; the nurses' home; hospital housekeeping department; management of linen store and sewing room; the hospital laundry; the domestic staff; paying patients and other special departments; private nursing; matron's duties and office routine; committee procedure; legislation and professional organisation; general professional problems; social service.

The above lectures are supplemented by demonstrations in various Hospitals.