

**By-laws under the Canberra Community Hospital  
Board Ordinance 1935-1938.**

**P**URSUANT to the powers conferred upon it by the *Canberra Community Hospital Board Ordinance 1935-1938*, the Canberra Community Hospital Board hereby makes the following By-laws.

Dated this fourteenth day of February, 1938.

The Common Seal of the Canberra Community Hospital Board  
was hereto fixed in the presence of—

(SEAL)

JOHN S. CRAPP, Chairman.

F. C. GREEN, Member.

S. ANDERSON, Secretary.

**AMENDMENTS OF THE CANBERRA COMMUNITY  
HOSPITAL BY-LAWS.**

1. Part XI. of the Canberra Community Hospital By-laws is amended—

(a) by inserting, after by-law 5, the following by-law:—

“5a. Where any married person is, in pursuance of sub-section (1.) of section seventeen of the Ordinance, entitled to treatment without charge, or where any dependant, as defined in sub-section (7.) of that section, of any such person is entitled to treatment, that person or dependant, as the case may be, may, on admission as an in-patient to a General Ward of the Hospital, elect to be treated without charge by the Medical Superintendent, provided that the Board is satisfied that the total income of the family of the person so electing to be treated does not—

(a) where the family consists of husband and wife, exceed four pounds and ten shillings per week; or

(b) where the family consists of husband and wife and one or more dependent children, exceed four pounds and ten shillings per week plus five shillings for each dependent child:

Provided that nothing in this by-law shall apply in the case of any person or dependant entitled to medical and/or surgical benefits from any friendly society or insurance company, or to treatment without charge otherwise than in pursuance of sub-section (1.) of section seventeen of the Ordinance.

The application for treatment under this by-law shall be in accordance with the following form:—

**CANBERRA COMMUNITY HOSPITAL BOARD.**

**APPLICATION FOR TREATMENT BY THE MEDICAL SUPERINTENDENT.**

Address to:

The Secretary,  
Canberra Community Hospital Board,  
Canberra.

Name.

Address.

Occupation.

(a) Are you a member of a Friendly Society or Lodge providing Medical benefits?

(b) Are you a member of a Friendly Society or Lodge providing Surgical benefits?

(c) Are you entitled to Medical or Surgical benefits from any other scheme apart from the Canberra Community Hospital Ordinance?

If so, state details.

Are you entitled to payment under Workmen's Compensation Ordinance?

Weekly income from occupation.

Regular or intermittent employment.

Name of employer.

If intermittent how much work during the last six months?

Whether married or single.

Number of children or dependants.

Ages of children.

Ages of children (youngest and eldest).

Have you or dependants any income available other than from regular or intermittent employment? Give particulars.

What is the aggregate weekly income from all sources of your family?

Are there any other details of your financial position you desire to state; if so, what are they?

**Maternity Cases.**—Have you consulted any Medical practitioner concerning your present condition?

I, \_\_\_\_\_, state that the above information is, to the best of my belief, true in every particular, and I hereby make application for treatment by the Medical Superintendent.

Signed:

NOTE.—The By-laws provide that—

“Any person who makes or furnishes any statement required by these By-laws which is false in any material particulars shall be guilty of an offence. Penalty FIVE POUNDS.

In my opinion the patient is entitled to treatment by the Medical Superintendent.

Secretary.

Any person who makes or furnishes any statement required by this by-law which is false in any material particular shall be guilty of an offence. Penalty, Five pounds.”;

(b) by inserting in by-law 6, after the word "shall" (first occurring) the words " , subject to the last preceding by-law,"; and

(c) by adding after by-law 10 the following new by-laws:—

(11) All patients on admission shall give to the Matron or her representative any money, papers, clothing or other articles of property in their possession for safe keeping during their stay in Hospital.

(12) The Matron or her representative shall make an inventory of such property, in duplicate, in a book provided for the purpose, which the patient shall sign, if he is able, receiving a copy of the inventory.

(13) All the property thus held in charge for a patient shall be restored to him before his discharge, or, in the case of death, handed to his executor or administrator or person legally entitled to receive it.

(14) Patients shall strictly observe the Rules of the Institution, and shall follow the directions of the Medical Superintendent, the Matron and the Sisters-in-Charge of the wards.

(15) They shall not leave the Institution before they are finally discharged, except by permission of the Medical Superintendent. Should they insist upon leaving the Hospital against the advice of the Medical Superintendent or of the Honorary Medical Officer in charge of the case, they shall be required to sign a declaration that they leave at their own risk and against advice.

(16) They shall, on admission, take a warm bath, unless exempted by the Medical Superintendent, and shall be clothed in clean garments before going to the ward to which they shall be assigned.

(17) They shall not enter the kitchen, nor any ward or room of the Hospital, except the ward in which the bed assigned to him stands, except by direction or permission of the Medical Superintendent or Matron.

(18) They must abstain from quarrelling, loud talking, swearing, and making use of indecent or improper language.

(19) They shall not engage in any gambling or amusement which will disturb other patients.

(20) They shall treat the Hospital staff with courtesy and refrain from any familiarity with the nursing or domestic staff.

(21) They shall not be allowed to smoke or chew tobacco within the Hospital unless permitted by the Medical Superintendent.

(22) Any patient deemed able by the Medical staff, and willing to do so, may assist in cleaning or in other necessary work of the institution under the direction of the Matron.

(23) They shall not throw rubbish of any kind into the water closets or sinks. No papers, cardboard, matches, &c., shall be left about or thrown on to the verandahs or near the wards. Rubbish bins are provided for the reception of all these articles.

(24) They shall not bring or cause to be brought into the Hospital, or receive any liquor or article of a consumable nature without permission of the Medical Superintendent. Any liquor or consumable article brought in or received by any patient by permission of the Medical Superintendent shall be placed in the care of the Sister-in-Charge of the ward.

(25) Any complaint regarding diet, attendance, want of comfort, conduct of patients or servants shall be made to the Matron or Medical Superintendent.

(26) Patients shall, on admission, give the Matron all the information required of them to keep the official record of admission and discharge.

(27) They shall not be retained in the Hospital beyond the date on which the Medical Superintendent considers they may be safely discharged.

(28) Any patient wilfully infringing any of these rules shall be liable to be expelled from the Hospital.

(29) A copy of these rules, printed and framed, shall be hung in each ward of the Hospital.

(30) The admission of every patient shall be as directed by the Medical Superintendent.

2. After Part XII. of the Canberra Community Hospital By-laws the following Part is added:—

“ XIII.—VISITORS.

1. No person shall be admitted to visit the patients except on such days and at such hours and under such conditions as the Board may determine, unless by special permission of the Medical Superintendent or the Matron.

2. No person shall be admitted to visit nurses or other employees, except at the hours when they are off duty, unless by special permission of the Medical Superintendent or the Matron.

3. Ministers of Religion in their attendance on the spiritual needs of patients shall at all reasonable times have access to the wards, except to the Infectious Diseases Block as provided in by-law 9.

4. The Medical Superintendent or Matron may refuse admission to any visitor for specific reasons which shall be recorded in writing.

5. Relatives of patients in danger may be admitted at any hour of the day or night, subject to any definite instructions given by the attending Medical Officer.

6. Visitors shall not bring alcoholic stimulants into the Hospital, and any food or medicine intended for a patient shall be handed to the Sister-in-Charge who, in giving such food or medicine, or withholding it from a patient for whom it is intended, must act wholly under the instructions of the Medical Officer in charge of the patient.

7. Visitors must not smoke in the wards.

8. In the event of emergency the Sister-in-Charge of a ward may request all visitors to leave the ward.

9. No visitor shall be allowed to visit or approach the Infectious Diseases Block without written permission by the Medical Superintendent or the Matron.

10. No vehicle, other than the Motor Ambulance, shall approach the Infectious Diseases Block.

11. Parcels and messages for patients in the Infectious Diseases Block shall be left at the Matron's office.

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