

770662

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

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JOB NO.	AC1 52 77 8
DATE RECEIVED	17 AUG 1977
NOTIFICATION TO AGENCY	
In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.	
1-4-78 Date	James B. Rhoads Archivist of the United States

TO: GENERAL SERVICES ADMINISTRATION,
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408

1. FROM (AGENCY OR ESTABLISHMENT)
Department of the Navy

2. MAJOR SUBDIVISION Assistant Vice Chief of Naval Operations
Director of Naval Administration

3. MINOR SUBDIVISION
Naval Records Management Division

4. NAME OF PERSON WITH WHOM TO CONFER
Jerry L. Wallace (NPRC/MPR)

5. TEL. EXT.
278-7248

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records; that the records proposed for disposal in this Request of 1 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

- A Request for immediate disposal.
- B Request for disposal after a specified period of time or request for permanent retention.

C. DATE JUL 26 1977	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>Paul M. White</i>	E. TITLE P. M. White, ET, USA Admin. Asst. to Dir., Naval Records Mgmt & Admin. Services Div.
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7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1.	<p>RECORDS OF THE BUREAU OF MEDICINE AND SURGERY (RG 52)</p> <p>Located at the National Personnel Records Center (Military), St. Louis, Missouri, is a collection of miscellaneous Bureau of Medicine and Surgery records created at various Naval medical activities. These records, which date from early in the last century to early in this century, relate to medical matters concerning individual seamen and officers and to the administration of the activities' medical program. A series-by-series description of the records is attached to this request. Samples have also been provided in some instances. They are recommended for the following disposition:</p> <p>a. Items 2 - 4, 6, 8, and 11 - 12. DISPOSITION: <u>Permanent. Offer to the National Archives and Records Service.</u></p> <p>b. Items 1, 5, 7, 9, and 10. DISPOSITION: <u>Destroy Immediately.</u></p>	NL3-52-78-1	

115-107
Sent to agency, NCRM, NNB, XNM
NCPM - 1/5/78

12 items

Identification of Records:

Record Group 52, Records of the Bureau of Medicine and Surgery, consisting of the following:

1. Medical Officer of the Day Logs. 1890-1943. *Destroy Immediately.*

Arranged chronologically.
Volume: 9 cubic feet

These logbooks consist of daily entries, in journal form, of medical cases treated and inspections conducted by members of the medical staff at the USNH in Brooklyn, New York. (See Attachments 1 and 2)

2. Copies of Letters - Sent. 1865-1870 and 1880-1884. **PERMANENT**

Arranged chronologically.
Volume: 4 volumes

Copies of correspondence, in journal form, prepared by the medical inspector and various members of the medical staff at the USNH Navy Yard Portsmouth, New Hampshire, and addressed to the Chief of the Bureau of Medicine and Surgery and commanding officers of various Naval bases and installations. Included are certificates of physical examination; certification of physical fitness or unfitness for duty; reports of medical surveys; listings of hospital patients; bills paid; etc. (See Attachments 3-8)

3. Letters Received. 1865-1892. **PERMANENT**

Arranged chronologically in bound volumes.
Volume: 8 volumes (1 cubic foot)

Letters received by the medical director, medical inspector, and members of the medical staff at the USNH Navy Yard Portsmouth, New Hampshire, from the Navy Department, Commandant U. S. Navy Yard Portsmouth, New Hampshire; Chief of the Bureau of Medicine and Surgery and commanding officers of various Naval installations and bases. Included are acknowledgments of the receipt of medical reports submitted; instructions for the inspection of vessels; authorization for the purchase of supplies, etc. (See Attachments 9-16)

4. Copies of Letters Sent. 1884-1885. **PERMANENT**

Arranged chronologically in bound volume.
Volume: 1 volume

Letters prepared by the medical inspector at the USNH Navy Yard Portsmouth, New Hampshire and addressed to the Surgeon

General; Commanding Officer of the Navy Yard in Portsmouth, New Hampshire; Chief of the Bureau of Medicine and Surgery; and Naval authorities at various Naval facilities and installations. Included are requisitions for supplies; documentation of the admission and discharge of patients; requests for leaves of absence; etc. (See Attachments 17-20)

5. Medical Officer of the Day Logs. 1891-1906. *Destroy Immediately.*

Arranged chronologically.
Volume: 6 volumes

These logbooks consist of daily entries, in journal form, of medical cases treated, inspections conducted, and provisions received by members of the medical staff at the USNH Navy Yard Portsmouth, New Hampshire. (See Attachments 21-23)

6. Copies of Letters Sent. 1864-1865 and 1868-1896.

PERMANENT

Arranged chronologically.
Volume: 3 cubic feet

Letters prepared by the Medical Director, Surgeon in charge and medical inspector at the USNH (Asylum) in Philadelphia and addressed to the Chief of the Bureau of Medicine and Surgery; Commander U. S. Naval Station League Island, Pennsylvania; Governor U. S. Naval Home in Philadelphia; Naval authorities at various Naval facilities; and private individuals. Included are certificates of disability; documentation of the admission of patients; requisitions for supplies (medical and non-medical); requests for permission to undertake repairs of hospital facilities; sanitation reports; listings of patients and their illnesses; etc. (See Attachments 24-35)

7. Record of Bills Paid. 1887-1890. *Destroy Immediately.*

Arranged chronologically.
Volume: 1 volume

This bound volume documents, in ledger form, purchases made by the USNH in Philadelphia and the amount paid for various items. (See Attachment 36)

8. Record of Post-Mortems. 1909-1913.

PERMANENT

Arranged chronologically.
Volume: 1 volume

This bound volume documents, in journal form, the findings of autopsies conducted at the USNH in Philadelphia. Infor-

mation includes the following: name of the deceased; date and time of death; medical findings. (See Attachment 37)

9. Reports of Laboratory Tests Results. 1932-1938. *Destroy Immediately.*

Arranged chronologically.
Volume: 1 volume

Contains in journal form, results of laboratory tests conducted at the USNH in Philadelphia. Information includes the patient's name; and the date and result of test. (See Attachment 38)

10. Results of Special Physical Examinations. 1930-1931. *Destroy Immediately.*

Arranged chronologically.
Volume: 1 volume

Individual carbon copy reports bound in book form consisting of special physical examinations conducted at the USNH in Philadelphia. Contains the patient's name; type and result of examination. (See Attachments 39-40)

11. Copies of Letters - Sent. 1863-1868.

PERMANENT

Arranged chronologically.
Volume: 1 volume

Copies of correspondence, in journal form, prepared by members of the medical staff at the Naval Asylum (Hospital) in Philadelphia and addressed to the Chief of the Bureau of Medicine and Surgery, and Naval authorities at various Naval installations and facilities. Included are requests for supplies; certification of disability and certificates of death. (See Attachment 41)

12. Death Registers. 1831-1894 and 1918-1921.

PERMANENT

Arranged chronologically.
Volume: 2 volumes

Bound volumes which document, in journal form, deaths which occurred at the USNH in Brooklyn, New York. The information contained in volume 1 (1831-1894) includes the name of the deceased; age; rate; date of death; place of death; and a remarks column. (See Attachment 42). Volume 2 (1918-1921) lists the time and date of death; name and rate of deceased; indication as to whether next of kin was notified; disposition made of remains and effects; the bill of lading number assigned to the body when it was removed from the hospital and the date body was shipped. In addition, there are several

columns containing information for which column headings
no longer exist. (See Attachment 43)