

St. Anthony's Hospital

Conducted by Sisters of Charity of the Incarnate Word



Amarillo, Texas

July 1, 1966

Dr. K. B. Absolon 4A
Dr. E. G. Naslund 4B
Dr. J. J. Alpar 5A and SICU
Dr. R. D. Brittain 1B and 3A

Dr. H. H. Latson 3B and MICU
Dr. M. E. Dyer 2B and Nursery
Dr. R. E. Cotton 2A

Dear Doctor:

In an effort to reduce the number of meetings necessary to get the Utilization Committee working smoothly, I am resorting to use of the mails. The following memo is important at this time:

Beginning now, members of Unit B are expected to visit the chart station to which they have been assigned at least twice a week. At each visit the following reports should be made:

- I. The number of Medicare patients on the floor should be recorded.
- II. A work sheet should be filled out for each of the cases falling in the following categories:
 1. All Medicare patients (medical or surgical) in residence over 14 days.
 2. All medical cases in residence over 14 days, except coronaries and psychiatric cases.
 3. All coronary and psychiatry cases in residence over 20 days.
 4. All surgical cases in residence over 14 days, except orthopedic, neurological and urological cases.
 5. All orthopedic, urological and neurological cases in residence over 20 days.
 6. All O.B. cases and full-term babies in residence over 7 days.
 7. All premature babies who have attained a weight of 5 lbs. or over.

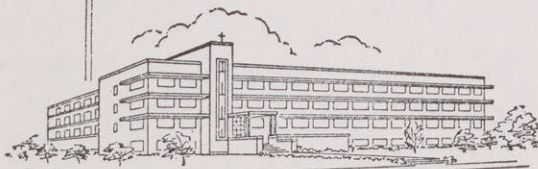
Please note that in completing the work sheets you are to keep in mind the customary and accepted good methods of practice in this community. Work sheets and other reports should be put in an envelope and left for me at the telephone operator's desk.

Thanking you for your cooperation, I am

Sincerely,

A large, handwritten signature in blue ink that reads "George M. Waddill, Jr." with a flourish at the end.

George M. Waddill, Jr., M. D.
Chairman, Utilization Committee



GMW:er

St. Anthony's Hospital School of Nursing