

Auxiliary Plans Annual Meeting

The Barnes Hospital Auxiliary will hold its annual meeting on Thursday, April 18 at the Shaw's Garden Museum at 2315 Tower Grove Avenue.

The meeting will open at 11 a.m.

Luncheon will be served at noon in the Floral Display House at Shaw's Garden.

The luncheon speaker will be Mr. Ranlet Lincoln, assistant to the director of the Missouri Botanical Garden.

At the business meeting, officers for 1963 and 1964 will be elected. Mrs. William Neukomm, chairman of the Volunteer Services Committee, will be present to present awards for the past year.

Charge for the luncheon is \$3 per person and the auxiliary asks that reservations be made as early as possible.

PARKING GARAGE MANNED 24 HOURS

The Wayco Parking Garage at 4910 Audubon Avenue now has an attendant on duty on a 24-hour basis.

Mr. F. W. Kleeburg, vice president of the Wayco Petroleum Company which operates the facility at Barnes, informed Director Harry E. Panhorst that the new staffing policy was put into effect March 21st.

"The interests of all concerned—Washington University, the hospitals and Wayco—can best be served by putting the garage on a 24-hour attendant basis," Mr. Kleeburg wrote.

Lodging Needed

Families of patients who come to the Medical Center from distant points have difficulty locating living facilities close to the hospital.

Any employe knowing of such facilities should contact the Volunteer Office. Your help will be appreciated.



The \$6 million, 17-story Tower Building on the site of the present Private Pavilion is expected to attract patients from all over the nation when it is completed sometime in 1965.

Plans For Tower Building Set Greco, Claywell To Coordinate

Announcement was made this month of final agreement on plans for the new 17-story Tower Building to be constructed on the site of the present Private Pavilion.

The new ambulatory care center, which will provide a broad range of patient services, will contain ample garage space, doctor's offices, patient care rooms, accommodations for families of patients and a restaurant.

Associate Director Joseph Greco and Maintenance Engineer James Claywell have been detached from their regular duties at the hospital to devote full time to the planning and coordination of the construction operation.

Taking over many of the duties formerly performed by Mr. Claywell is Mr. Carl E. Pfeifer. Mr. Pfeifer is a 1927 Washington University graduate and has a BS degree in chemical engineering. He is a native of St. Louis.

The \$6 million structure, designed by the architectural firm of Murphy and Mackey, will represent a major step in the planned modernization of the hospital. It will incorporate advanced facilities for patient care not now available within the Medical Center.

The Private Pavilion will be demolished this summer to make way for the new building. The Tower Building is expected to be completed by the summer of 1965. Pavilion patients will be transferred to other parts of the Medical Center during the demolition and construction operations.

The facilities will be operated by the Barnes Board of Trustees. The space devoted to doctor's offices will be leased to Washington University School of Medicine, which will sub-lease them to the physicians and surgeons eligible to have offices in the building.

The doctors shall be both full-time and part-time members of the Medical School faculty who have appointments to the Barnes staff. All Barnes staff doctors are members of the Medical School faculty.

Services will cover the complete range of internal medicine, surgery and other specialties and sub-specialties so that the space will be occupied by the various types necessary to give patients a complete medical work-up.

The entrance to the building will be on the south side, protected by a covered promenade which will extend around the building.

Our First Birthday! Reorganization Plan One Year Old Apr. 1

On April 1st, Barnes Hospital will reach the one-year mark in its far-reaching program of reorganization.

The program has brought many changes to the hospital's operation with more yet to come.

The process has been difficult and at times painful, but there is emerging an organization which in the years ahead will be second to none in the hospital field.

Actually, the reorganization process is older than one year. It began at the administrative level. The administrative staff was reorganized for more effective supervision of the hospital's daily operations. Programs and procedures in each area of operation were carefully scrutinized with an eye to efficiency and productivity. Accounting and finance procedures were modernized.

To supplement the initial move of the administration, the management consulting firm of Alexander Proudfoot Company of New York was retained to add impetus to the organization through a program of scheduling.

The firm of Haskins and Sells, certified public accountants, was retained to assist in the reorganization, install a system of budgetary control, revise the payroll procedures and implement a system of cost finding.

Through the resulting increased efficiency on the part of both the administrators and the employes, it was possible to install the 40-hour week at the same rate of pay. In many areas, wages were increased to add both incentive and stability to the operation. Minimum wages are now \$1.10 per hour.

Plans are being formulated for future pay increases, better equipment and increased employe benefits to be financed through the savings derived from a more efficient and economical operation.

Purchasing felt very direct effects from the new organization, as more executive attention and emphasis was given this function.

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First Annual Awards Dinner Honors 16



Miss Emma E. Math, Wohl Clinic Pharmacy clerk, receiving a gold watch from Board of Trustees Chairman Mr. Edgar M. Queeny at the Awards Dinner.

Sixteen veteran employees of Barnes Hospital were honored March 18th at the first annual awards dinner to be presented by the hospital group.

Mr. Edgar M. Queeny, chairman of the Barnes Hospital Board of Trustees, presented awards after remarks by Director Emeritus Dr. Frank R. Bradley and Trustee Mr. J. W. McAfee. Hospital Director Mr. Harry E. Panhorst was master of ceremonies.

The dinner and presentation of service pins were held in the Arabian Room of the Barnes Employees Cafeteria in Barnes Hospital.

Miss Emma E. Math, a clerk in the Wohl Clinic pharmacy, headed the list of award recipients with 42 years of service.

She received an engraved watch.

Miss Math began work in the Record Room of the old Clinic Building at Washington University in 1921 and was transferred to the pharmacy where she served as cashier-clerk.

Miss Math has been working part-time for the past two years in the new Wohl Clinic Building, packaging drugs and prescriptions.

Honored for 35 to 40 years service were: Mrs. Ophelia Jackson, Housekeeping; Mrs. Cornelia S. Knowles, Patient Relations; Miss Mary Laster, Laundry; Miss Bernice Scott, Cashier's Office, and Mr. L. A. Wright, Laundry.

Receiving pins for 25 to 35 years of service were: Mr. Leo A. Adrian, Housekeeping; Mr. William Asbeck, Maintenance; Mrs. Bertha E. Beckwith, Nursing; Miss Vesta E. Hamrick,

Nursing; Mrs. Madeline James, Nursing; Mrs. Opal Kemper, Nursing; Mrs. Rebecca Mosby, Laundry; Mrs. Florence Mueller, Pharmacy; Mrs. Helen N. Petty, Nursing; and Miss Rose Tullman, Switchboard.

Chaplain George A. Bowles, who gave the invocation, also presented service awards by the Board of Hospitals and Homes of the Methodist Church to Miss Math, Mrs. Jackson, Mr. Adrian, Mr. Asbeck, Mrs. James, Miss Mosby, and Mrs. Mueller.

Also honored at the awards dinner were 10 previous award recipients. They included: Mr. Murray Adams, Maintenance; Dr. Bradley; Miss Mary L. Chamberlain, Admitting; Mrs. Jane Esson, Purchasing; Mr. Howard Hehner, Storeroom;



Following the dinner, Mr. Queeny stopped to extend his good wishes to the 35 to 40 year veterans. L. to R. Miss Bernice Scott, Cashier's Office; Miss Math, Mrs. Cornelia S. Knowles, Patient Relations; Mr. Queeny; Mrs. Ophelia Jackson, Housekeeping and Mr. L. A. Wright, Laundry. Miss Mary Laster, Laundry, also received an award but was not present when the picture was taken.

Volunteers Render Impressive Service

Inclement weather and the flu reduced the number of hours the Volunteer Service donated to the Medical Center last month, but the ladies nevertheless managed to give 2,174 hours of service to the sick.

The heaviest workload occurred in Barnes Dispatch where 24 volunteers turned in 329 hours. Fifteen ladies worked 228 hours in taking the courtesy cart and magazines to the patients. Seven volunteers contributed 165 hours to hospitality.

At Maternity Hospital, four volunteers were busy arranging for photographs of the newborns, spending a total of 153 hours at the task.

One volunteer, in the Tribute Fund office, turned in a total of 64 hours.

In all, 151 volunteers gave their time to help the hospital last month.

Volunteers at the Medical Center do a remarkable job and are noted for their enthusiasm and vigor throughout the state.

The Missouri Hospital Association reports, through its Committee on Auxiliaries, that there are 81 hospital auxiliaries throughout the state, with a total of 26,533 members.

Of that number, 8,985 gave a total of 623,605 hours of volunteer service last year and also contributed \$641,675 in money or equipment to their respective hospitals.

Mrs. Benetia H. Jehle, Social Service; Mrs. Augusta Jordan, Housekeeping; Miss Bertha Kuhlman, Pharmacy; Mr. Charles Lambert, Print Shop and Miss Everil McDavitt, Nursing.

First Transfer Under New Policy

Mrs. Julie McDougall, administrative secretary to Assistant Director Robert E. Frank, was the first person to transfer jobs under the new transfer and promotion policy instituted by Barnes Hospital.

Mrs. McDougall was formerly a secretary in the dietary office. She started with Barnes in February of 1962 and on February of this year, obtained her transfer and promotion through merit and the recommendation of Mrs. Doris Cook, head of the Dietary Department.

"I was interested in getting ahead and saw the position open," Mrs. McDougall said. "It was the sort of thing I wanted when I started work here—full secretarial work."

Mrs. McDougall formerly worked as an administrative secretary at Jewish Hospital in the office of Dr. David Littauer, director.

Please Return Films

The Mallinckrodt Institute of Radiology is making a concerted effort to trace X-ray films taken from the film library so that members of the medical staff may obtain them without delay when necessary.

All X-ray films must be signed out to the person requesting them.

This will permit medical staff members to know immediately where a particular film is at any given time.

The Institute is asking all doctors to please return promptly any films they might have in their possession.

Telephone Courtesy

Here are a few hints on good telephone etiquette:

Answer promptly.
Identify your department and yourself immediately.
Inform the caller promptly if the call must be transferred.
Be cheerful, courteous and brief.

THREE JOIN STAFF

The Medical Center last month welcomed three dietetic interns—one from Puerto Rico, one from the Philippines and one from Wisconsin.

Carmen S. Alcaraz of Santurce, Puerto Rico, comes from the University of Puerto Rico at Rip Piedras.

Milagros G. Arganosa of Manila studied at the Philippine Women's University at Manila.

Marcia Ann Johnson, who comes from Sheboygan, Wisconsin, studied at Iowa State University at Ames.

Chaplain's Corner

By George A. Bowles

Some people look upon progress as an enterprise that is related to big business, the victory of an army, the amassing of wealth, or the conquest of space.

These are some of the ways in which we see evidences of progress, but that concept alone is not enough to give a true understanding of all that is involved.

Progress can be a mark of character, either on the part of an individual or a group of individuals.

This is not something that is brought about by people who are willing to shift with the crowd, or follow the policy of letting come what may. It does not exist within a group of individuals who follow the line of least resistance, believing that all will work out for the best in the end.

There must be an undergirding foundation that can hold the weight of responsibility and effort, and for want of a better word it is not out of place to say that this is certainly a part of character.

Progress, like any other human element that moves people toward a goal, must be evaluated in the light of the purpose in view.

A guided tour through the Federal Bureau of Investigation reveals that many highly intelligent people have made real progress in the field of crime, because of the nurturing of unworthy purposes.

It is far more true that progress of the right kind is carried on the shoulders of people who go the second mile to serve humanity.

Mallinckrodt Names Manager

The appointment of William R. Brown as business manager for the Mallinckrodt Institute of Radiology was announced this month by Dr. Hugh Wilson, director of the institute.

Mr. Brown is a Certified Public Accountant and for the past 12 years served as executive vice president of M. C. Slater, Inc. of St. Louis, a trucking firm.

He will assume many of the administrative duties of the Institute, so that Dr. Wilson may devote more time to teaching and professional services.

Mr. Brown is married, has two children, and lives in Chesterfield, Mo. He is a graduate of Washington University School of Business and Public Administration, Class of 1944.

Know Your Hospital

PERSONNEL HEALTH KEEPS EMPLOYEES FIT; EMPLOYEE-PATIENTS AVERAGE 200 PER WEEK



Mrs. Dorothy Proost, coordinator of Personnel Health, checks the scales for Miss Barbel Purvis of the Heart Station.

Personnel health, designed to keep the health of Barnes Hospital employes at a high level, does a consistent and vital job in its unobtrusive location in the basement of the Pavilion.

From 8 a.m. to 5 p.m. Monday through Friday and until noon on Saturdays, an average of 200 employes a week avail themselves of the free health service provided by the hospital.

Eleven doctors and two coordinators handle the needs of the employes, giving blood tests and other diagnostic procedures in three examining rooms.

If further treatment is indicated, the employes are referred to the necessary clinics throughout the hospital center.

The winter months, according to Coordinator Mrs. Dorothy Proost and Assistant Coordinator Mrs. Mary Johnson, are the busiest with a high incidence of upper respiratory ailments, mainly flu and pneumonia. This year 25 cases of pneumonia were found among Barnes employes.

The bulk of the employe-patients visit the facilities during the week. On Saturdays, Mrs. Proost says, only about one person shows up during the summer and about four in the winter.

Where the winter ailments run generally to flu and chest ailments, the summer "trade" complains most of hay fever, colds due to air-conditioning, plus sunburn and poison ivy.

In the field of preventative medicine, the Personnel Health Center offered flu shots last fall and Sabin oral vaccine early this year. The department was also

instrumental in making it mandatory for all employes to get chest X-rays each year, usually around the time of their anniversary of employment.

The business of giving employes hypodermic injections has been made a much easier and pleasanter task through the adoption, by the hospital, of disposable hypodermic syringes.

The response, by the doctors and nurses giving the "shots" and those on the receiving end, has been uniformly good. The syringes, used only once and discarded, not only prevent the

spread of disease, but also provide a virtually painless injection. The reason? The patient is the first and only person to use the syringe, therefore it is newly-sharp and absolutely sterile.

Use of the syringes has been instituted throughout the medical center.

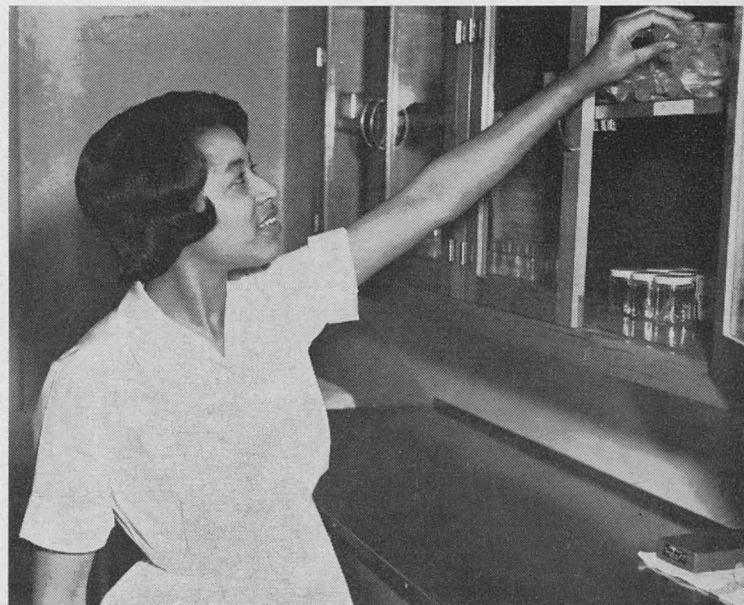
There is always an exception, however. Maintenance Engineer James Claywell, who dropped by for a shot, casually picked up a telephone while Mrs. Johnson was preparing his arm for the injection, and called Associate Director Donald Horsh.

When the injection was made, the needle bent and Claywell's resulting roar into the phone left Mr. Horsh with a ringing in his ear that was not caused by the telephone bell.

The medical staff working in the center includes: Dr. Harold J. Joseph, Medical Supervisor; Drs. Richard Bradley, Ralph Copp, Lawrence Maze, Fleming Harper, Jack Barrow, James Walsh, Lynn Krause, Marvin Camel, Robert Malatich, Ernst Friedrich and Allen Klippel.

The doctors recall one employe who was told, after X-rays, that there appeared to be a mass in his chest and it would have to be removed. The man asked what it was and the doctors told him they were not certain but would know when the mass was examined.

The employe replied: "Look, I have plenty of time. You just go ahead and look it up in the book now."



Assistant Coordinator Mrs. Mary Johnson removes one of the new disposable syringes preparatory to giving a painless hypodermic injection.

FIRST SURVIVOR OF LUNG REMOVAL DIES

Dr. James L. Gilmore, who in 1933 became the first person to survive the removal of a lung by surgery, died recently in Pittsburgh.

The operation was performed at Barnes Hospital on April 5, 1933, by Dr. Evarts A. Graham, chief surgeon at Barnes from 1919 to 1951. Dr. Graham died in 1957.

Dr. Gilmore, who was 78, served as chief obstetrician at Alleghany General Hospital in Pittsburgh from 1926 to 1955.

Tax Forms Available

We remind you that April 15 is the deadline for filing your Federal and State Income Tax reports.

The Barnes Personnel Office has a number of the various forms required to make your tax return.

Mr. William Montgomery, employment manager, can supply you with the forms you need. Ask for them by name and number.

They are:

FEDERAL

- Form 1040 (Long Form)—U. S. Individual Tax Return.
- Information on how to prepare Form 1040.
- Form 1040A (Short Form)—U. S. Individual Tax Return.
- Instructions for 1040A for Employees Who Earn Less than \$10,000.
- Form 1040, Schedule B—Supplemental Schedule for Income and Credits.
- Form 1040, Schedule C—Profit (or Loss) From Business or Profession.
- Form 1040, Schedule D—Gains and Losses from Sales or Exchanges of Property.
- Form 2120—U. S. Treasury Department Internal Revenue—Multiple Support Declaration.
- Form 2440 — Statement to Support Exclusion of Sick Pay.
- Form 2441—Statement of Expenses for Care of Children and Certain Other Dependents.

STATE OF MISSOURI

- Form 28-10—Missouri Department of Revenue Income Tax Unit.
- Affidavit Substantiating Claim as "Head of a Family."

You are urged to compare your W-2 form with your Social Security Card to insure that your Social Security number is correctly listed on the form.

Payment of your Social Security benefits when you retire is based on the Social Security Administration's record of earnings, as credited to your account by the reference number on your card.

Promotions For 26

Twenty-six Barnes Hospital employes won promotions during the month of March, the great majority of them in the Nursing Department.

Sonja Reyes was promoted from assistant head nurse to head nurse. Dixie Porter moved up from staff nurse to head nurse.

Raised from staff nurse to assistant head nurse were Carol Morrison and Patricia Irene McDonnough. Elizabeth Erben was moved up from staff nurse to senior staff nurse.

Among the nurses aides, Dolie McCree, Margaret Carter and Annie Robinson were promoted to floor technicians. They had been senior nurses aides. Norman Eugene Young rose from nurses aide to senior nurse aide.

Four persons were promoted from junior nurse aide to nurse aide. They are Eadie Culbertson, Albina Dondero, Porter Morris Smith and Laura Flagg.

The bulk of the promotions came in the step upwards from student nurse aide to junior nurse aide. They include: Mattie Bell, Doris Hinton, Virginia Mullen, Charles V. Shanks, Rebecca Barton, Chone Morris, Rosa Lee Porter, Verba Cooper, Mildred Lambert, Doretha Harris and Ophelia T. Atkins.

Lee Hawkins moved up from dishroom bus boy to relief cook. Barbara Beckman won promotion from waitress to assistant manager.

MARCH ANNIVERSARIES

Fifteen Barnes employes observed anniversaries of employment during March, two of them reaching the 35-year service mark.

Mrs. Opal Kemper of Nursing and Mrs. Bertha C. Beckwith, also of Nursing, topped the list of veteran employes.

Miss Leva McCollum observed her 20th year of nursing at Barnes.

Miss Norma Cotham of Medical Records and Mr. Henry D. Potts of the Optical Shop reached 15 years of seniority.

Three employes observed their 10th anniversary with the hospital. They are Miss Lois F. Smith of Data Processing, Miss Dorothy R. Phillips of Laboratory and Mrs. Johnetta Hopkins of Dietary.

Reaching the 5-year mark were Miss Tempie J. Jones, Mrs. Delores Florian and Mrs. Laura Bell—all of Nursing—and Mrs. Mabel M. Page of the Cashier's Office.

Also observing 5 years of service this month were Miss Johanna J. Stampehl of Data Processing, Mrs. Pearl Story of Housekeeping and Mrs. Era Anderson of Housekeeping.

Evening Musical

The Barnes Hospital Women's Auxiliary will present another musical evening for patients, visitors and employes on Monday, April 8th.

The program will start at 7:30 p.m. and will be over by 8:15 p.m.

The musical program, planned by Mrs. Peyton Daniels, will be held in Wohl Auditorium.

Safety Tip

Fire is a terrible hazard, especially in a hospital. Protect yourself and others by following these basic rules:

Observe "No Smoking" signs. Use ash trays; keep them free of paper.

Make sure your cigarette is extinguished.

Do not smoke in bed when unattended.

Know where the nearest fire extinguisher is located.

Need A Taxi?

Banks of three new cab telephones have been installed at three locations in the medical center for the convenience of patients, visitors and employes.

The colored phones are free, and give you a direct line to the cab companies.

They are located at the main entrance to Barnes, at the Kingshighway entrance to McMillan and at the Wohl Clinic entrance on Audubon Drive.

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REORGANIZATION

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Greater use of quotation requests or inviting bids was instituted, new products were evaluated, and negotiation of annual contracts during the first five months developed savings of some \$90,000, on an annual basis. Most of these dollars were in the non-medical supply area, and it is felt that the total potential may well reach \$200,000 per year.

For the first time, job descriptions were drawn for all employes, reviewing, defining and scheduling their duties.

Through the cooperation of all concerned, the first year of the reorganization program brought about an appreciable savings in time, manhours and expense while services, salaries and benefits were increased.

Thus, at the end of one year, the major aim of the program remains the same, greater service and efficiency for the patient through more economical operation, while the financial savings incurred are being used to improve and strengthen the position of the individual employee.

The board of Trustees and Administration particularly wish to thank the Medical Staff for their cooperation and support.

RIDE WANTED

A ride to Barnes Medical Center from the Pasadena Park area in time for the 8 a.m. to 4:30 p.m. shift. Please contact the secretary at Barnes Nursing office.