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INVENTORY OF  
FEDERAL ARCHIVES  
IN THE STATES

SERIES XII  
THE VETERANS' ADMINISTRATION  
NO. 41.  
TENNESSEE

SURVEY OF FEDERAL ARCHIVES  
WORK PROJECTS ADMINISTRATION  
DIVISION OF COMMUNITY SERVICE PROGRAMS  
NEW ORLEANS, LOUISIANA

INVENTORY OF FEDERAL ARCHIVES IN THE STATES

Prepared by

The Survey of Federal Archives  
Division of Community Service Programs  
Work Projects Administration

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and  
Louisiana State University  
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SERIES XII. THE VETERANS' ADMINISTRATION

NO. 41. TENNESSEE

New Orleans, Louisiana  
The Survey of Federal Archives  
1941



The Survey of Federal Archives.

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## PREFACE

The Inventory of Federal Archives in the States is one of the products of the work of the Survey of Federal Archives, which operated as a nation-wide project of the Works Progress Administration from January 1, 1936 to June 30, 1937, and has been continued in Louisiana since that date as a state project of that Administration and of the Work Projects Administration with Louisiana State University as its local sponsor.

The plan for the organization of the Inventory is as follows: Series I consists of reports on the administration of the Survey, acknowledgments, and general discussions of the location, condition, and content of federal archives in the states. Succeeding series contain the detailed information secured by workers of the Survey, in inventory form, a separate series number being assigned to each of the executive departments (except the Department of State) and other major units of the Federal Government. Within each series No. 1 is a general introduction to the field organization and records of the governmental agency concerned; the succeeding numbers contain the inventory proper, separate numbers being assigned to each state in alphabetical order. Thus, in each series, the inventory for Alabama is No. 2, that for Arizona No. 3, that for Arkansas No. 4, etc.

For each local office information regarding each series, or unit of related records, is presented in the following order: title, inclusive dates ("to date" indicating an open file at the time the information was secured), general description of informational content, description of the system of filing or indexing (if any), a statement of frequency and purpose of use, form of the record itself (bound volumes, sheets in folders, etc.), linear footage, description of the containers, physical condition of the records (not stated if satisfactory), location by room number or other identifying information, and finally, the number of the Form 58SA on which this information was originally recorded by a Survey worker and from which it was abstracted for the Inventory. This form is on file in The National Archives. When it contains substantial information on addenda sheets which has not been included in the mimeographed abstract, indication of this is given by use of the reference "See addenda."

In Tennessee the work of the Survey was under the direction of Judge Samuel C. Williams with Mr. Lowe Watkins, who later succeeded him as director, as his assistant. In May 1937, Tennessee was added to the region under the direction of Mr. Stanley C. Arthur of New Orleans, with Mr. John S. Luton as state supervisor. This Inventory of the records of the Veterans' Administration in Tennessee was prepared in the New Orleans office of the Survey under the direction of Mrs. Norris B. Fazekas, editor-in-chief and assistant state supervisor, and was edited before final typing by Mr. Martin P. Claussen, Associate Editor-Writer in the Office of the Director of Research and Publications in The National Archives.

New Orleans, Louisiana  
June 30, 1941

Stanley C. Arthur  
State Supervisor  
Survey of Federal Archives  
in Louisiana



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THE VETERANS' ADMINISTRATIONJOHNSON CITY

VETERANS' ADMINISTRATION FACILITY  
Mountain Home, Tenn., west end of McMahon Ave.  
(A) General Administration Bldg.  
(B) Post Store Bldg.

This facility was established in 1903, and was known as the National Home for Disabled Soldiers until 1920, The Nation Sanitarium from 1920 to 1926, The National Home for Disabled Volunteer Soldiers, Mountain Branch, from 1926 to 1930, and since 1930 as the Veterans' Administration Facility. Seventy-four buildings are occupied. Useless papers are periodically recommended for disposal. All other records have been retained; none has been lost or destroyed. Records are transferred periodically to Washington as requested and directed.

Contact Unit

1. REGULATIONS, 1904 - 1936. Regulations on procedure, service letters, administrative orders, administrator's decisions, administrative bulletins, and public acts. (Daily, official.) 10 x 12 folders and vols., 4 ft., in letter cabinet. Contact Office (Bldg. B). (69)
2. CLOTHING CONTRACTS, July 1, 1926 - 1936. Correspondence relating to the furnishing of clothing, property, and supplies; applications regarding enrollment in CCC camps; receipts for medical reports; and census reports furnished by clinical record office and assistant manager's office. (Never.) 10 x 12 folders, 10 ft. Center basement (Bldg. B). (70)
3. COPIES OF SEMIMONTHLY PAY ROLL REPORTS, 1927 - May 1936. Pay roll record of employees; long distance telephone reports, with related correspondence, and miscellaneous correspondence. (Never.) 10 x 12 folders, 1 in., on floor. Basement, center (Bldg. B). (68)
4. VETERANS' CLAIMS, 1927 to date. Correspondence relating to claims of veterans in this institution and vicinity. (Daily, official.) 10 x 12 folders, 24 ft., in 12 drawers of metal filing cases. Supply Room Contact Office (Bldg. B). (72)
5. RECORD OF PATIENTS IN HOSPITAL, 1930 to date. Entries showing name of veteran, claim, location of regional office, whether compensation or pension is being received, number of dependents if any, class of veteran (World War, Spanish-American, or peacetime), and date of admission. Filed alphabetically. (Daily, official.) 3 x 5 cards, 1 ft., in drawer of card cabinet. Contact Office (Bldg. B). (73)
6. INDIVIDUAL CASE RECORDS, 1933 - May 1, 1936. Letters sent and received, and admittance sheets. (Never.) 10 x 12 folders, 42 ft., on floor. Center basement. (Bldg. B). (71)



Finance Division

7. MISCELLANEOUS RECORD, 1931 - 1935. Including VA Form 1216, account of sale or collection of public property, showing quantity, articles, book value, purchaser, and amount. Filed chronologically. (Daily, official.) 10 x 12 sheets, 3 in., in drawer of steel filing case. Finance Division (Bldg. A). (27)
8. BUDGET STATEMENTS, July 1, 1933 - June 30, 1936. Including Form 6620, showing symbols, total allotment, encumbrance, net encumbrance, totals, and unencumbered balance. Filed alphabetically by subject, and chronologically by year. (Daily, official.) 10 x 12 folders, 1 ft., in drawer of steel filing case. Finance Division (Bldg. A). (26)
9. COST ACCOUNTING AND SUPPORTING PAPERS, 1934 to date. (Daily, official.) 10 x 12 folders, 1 ft. 6 in., in drawer of metal filing case. Finance Division (Bldg. A). (62)
10. GENERAL CORRESPONDENCE, July 1, 1934 - June 30, 1936. Filed alphabetically by subject. (Daily, official.) 10 x 12 folders, 2 ft., in drawer of steel filing case. Finance Division (Bldg. A). (28)
11. INFORMAL CONTRACTS, July 1, 1934 - June 30, 1936. Filed alphabetically. (Daily, official.) 10 x 12 sheets, 2 ft., in drawer of steel filing case. Finance Division (Bldg. A). (23)
12. PATIENTS' FUND VOUCHERS, 1935 - 1936. No apparent filing order. (Daily, official.) 10 x 12 folders, 1 ft., in drawer of steel filing case. Finance Division (Bldg. A). (29)
13. AGENT-CASHIER'S FILES, 1935 to date. General files pertaining to transmittal of checks, service letters, memoranda of returned checks, director of finance, pay rolls, criticisms, statements of balance, patients' funds, replenishment vouchers pending, and acknowledgment of funds of incompetent patients. (Daily, official.) 10 x 12 folders, 6 in., in drawer of metal filing case. Finance Division (Bldg. A). (60)
14. PROCUREMENT INSTRUMENTS AND TELEGRAMS, July 1, 1935 - June 30, 1936. No apparent filing order. (Daily, official.) 10 x 12 folders, 1 ft. 6 in., in drawer of steel filing case. Finance Division (Bldg. A). (24)
15. PUBLIC VOUCHERS FOR PURCHASES AND SERVICES OTHER THAN PERSONAL, July 1, 1935 - June 30, 1936. Filed alphabetically. (Daily, official.) 10 x 12 sheets, 4 ft., in drawer of steel filing case. Finance Division (Bldg. A). (25)
16. AGENT-CASHIER, Jan. 1, 1936 to date. Schedule of disbursements, statement of accounts of funds entrusted to agent-cashier, replenishment vouchers, receipt of checks of chief medical and utility officers, schedule of collections, and general files. (Daily, official.) 10 x 12 folders, 1 ft. 6 in., in drawer of steel filing case. Finance Division (Bldg. A). (61)

Manager's Office

17. HISTORICAL REGISTER, 1903 - 1931. Military, domestic, and home histories, with general remarks concerning each member who has been admitted to home, principally veterans of Civil War and Spanish-American War. Indexed. (Rarely, official.) 12 x 16 vols. (58), 14 ft. 3 in., on open wooden shelves. Cantor basement (Bldg. A). (17)
18. DEATH RECORDS, 1903 - 1936. Index. (Occasionally, official.) 5 x 6 envelopes, 75 ft., in 331 pasteboard boxes. Storage Room, basement (Bldg. A). (18)
19. INACTIVE DOMICILIARY RECORDS, 1903 - 1936. Reference file on members admitted to facility. Filed numerically, 1-30,300. (Daily, official.) 5 x 6 envelopes and 10 x 12 folders and vols., 172 ft., in wooden filing cases. Filing Room, 2d floor (Bldg. A). (16)
20. PROCEEDINGS OF COUNCIL OF ADMINISTRATION, MEMORANDA OF DECEASED MEMBERS' EFFECTS, AND APPRAISALS, Nov. 16, 1903 - May 17, 1928. (Rarely, official.) 8 x 10 and 10 x 12 vols. (6), 6 in. Damaged by vermin and careless handling, dirty, bindings broken. Storage Room, basement (Bldg. A). (48)
21. ACTIVE MEMBERSHIP RECORD, 1904 - 1936. Medical Form 2595, revised Nov. 1934, showing name, address, sex, color, date of military service, rank, organization, date of admission to hospital, diagnosis, and date of discharge from hospital care to domiciliary care. Filed numerically, 1-26,999. Index. (Daily, official.) 5 x 8 cards, 6 ft., in 3 drawers of metal filing case. Assistant Manager's Office, Clerical Department (Bldg. A). (59)
22. DROPS AND DISCHARGES, 1904 - 1936. Medical Form 2593, revised Nov. 1934, covering all members who have been dropped or discharged. Filed numerically, 1-26,999. Index. (Daily, official.) 5 x 8 cards, 2 ft. 6 in., in 2 drawers of metal card cabinet. Assistant Manager's Office, Clerical Department (Bldg. A). (21)
23. HOSPITAL MEMBERSHIP, 1904 - 1936. Medical Form 2593, revised Nov. 1934, record of patients who have been in hospital. Filed alphabetically. (Daily, official.) 5 x 8 cards, 2 ft. 6 in., in 2 drawers of metal filing case. Assistant Manager's Office, Clerical Department (Bldg. A). (22)
24. LEAVE OF ABSENCE, 1904 - 1936. Medical Form 2593, revised Nov. 1934, record of members who have received leave of absence. Filed numerically, 12,999 - 27,000. Index. (Daily, official.) 5 x 8 cards, 6 in., in drawer of card cabinet. Assistant Manager's Office, Clerical Department (Bldg. A). (19)
25. ACTIVE DOMICILIARY RECORDS, 1904 to date. Correspondence, recommendations for enforced furlough, doctors' certificates, admittance and readmittance cards, date on compensation, and applications for clothing. 5 x 8 card index, 2 ft. 6 in. (Daily, official.) 4 x 10 envelopes and 10 x 12 folders, 54 ft., in 28 drawers of metal filing cases. Assistant Manager's Office, Clerical Department (Bldg. A). (58)



26. TRANSFER OF MEMBERS TO OTHER BRANCHES, 1908 - 1920. Record for each member, name, service, home company, branch applied for, action of president of board of managers, and date of action. (Never.) 10 x 12 vols., 1 ft., on floor. Dirty. Storage Room, basement (Bldg. A). (46)

27. GENERAL CORRESPONDENCE, 1919 - 1931. (Never.) 10 x 12 loose-leaf books (23), 4 ft., on floor. Damaged by vermin and careless handling, brittle, dirty, torn. Storage Room, basement (Bldg. A). (45)

28. PUBLIC VOUCHERS FOR PURCHASES AND SERVICES OTHER THAN PERSONAL, 1933 - 1935. Standard Form 1035, showing place, date, department, appropriation, payee, payee's account number and address, contract number, number and date of order, article or services, quantity, unit price, and total. These records are awaiting authority to be shipped to Washington. Filed alphabetically. (Never.) 10 x 12 bundles, 11 ft., in wooden filing case. Storage Room, basement (Bldg. A). (47)

29. GENERAL CORRESPONDENCE, Jan. 1, 1936 to date. Covering all official business pertaining to this office. Filed alphabetically by subject. (Daily, official.) 10 x 12 folders, 1 ft. 6 in., in drawer of metal filing case. Assistant Manager's Office, Clerical Department (Bldg. A). (20)

#### Personnel Division

30. SERVICE-RECORD CARDS, 1904 to date. Standard Form 7, complete active civilian service record for entire facility, showing name, date of birth, address, legal voting residence, position, salary, service, ex-service, and date of service. Filed alphabetically. (Daily, official.) 5 x 8 cards, 1 ft., in drawer of metal filing case. Personnel Division (Bldg. A). (49)

31. FORMER EMPLOYEE RECORDS, 1912 - 1936. Showing names, dates of birth, and positions held. Filed alphabetically. (Weekly, official.) 3 x 5 cards, 6 in., in drawer of steel filing case. Personnel Office (Bldg. A). (54)

32. EMPLOYEES' PERSONNEL FOLDERS, 1931 - 1936. Records of employees of this facility. Filed alphabetically. (Daily, official.) 10 x 12 folders, 13 ft. 6 in., in 8 drawers of steel filing cases. Personnel Office (Bldg. A). (53)

33. TEMPORARY TIME CARDS, 1935 - 1936. Record of persons hired temporarily by this facility, showing name, position, salary rate, and date of appointment. Filed by rate of pay. (Occasionally, official.) 5 x 7 1/2 cards, 1 ft. 6 in., in drawer of steel filing case. Personnel Office (Bldg. A). (52)

34. LEAVE APPLICATIONS, July 1, 1935 - June 30, 1936. Inactive applications for leave. Filed alphabetically. (Occasionally, official.) 5 x 7 1/2 cards, 6 in., in drawer of steel filing case. Personnel Office (Bldg. A). (56)

35. LEAVE APPLICATIONS, July 1, 1935 - June 30, 1936. Filed alphabetically. (Occasionally, official.) 5 x 7 1/2 cards, 6 in., in drawer of steel filing case. Personnel Office (Bldg. A). (51)

36. LEAVE CARDS, 1936. Record of annual leave granted each employee of this facility. Filed alphabetically. (Daily, official.) 5 x 7 1/2 cards, 1 ft. 6 in., in drawer of steel filing case. Personnel Office (Bldg. A). (57)

37. INACTIVE EMPLOYEES PERSONNEL FOLDERS, Jan. 1, 1936 to date. Record of former employees of this facility, showing names of persons who replaced them. Filed alphabetically. (Daily, official.) 10 x 12 folders, 6 ft., in 4 drawers of steel filing case. Personnel Office (Bldg. A). (55)

38. BUDGET-CONTROL CARDS, n. d. Form H-367-7, personnel card, showing name, position, date of employment, and salary. Filed alphabetically. (Daily, official.) 5 x 8 cards, 1 ft., in metal cabinet. Personnel Office (Bldg. A). (67)

39. MISCELLANEOUS CORRESPONDENCE, n. d. Covering receipts for meal requests; Form 3810, field classification sheets, showing efficiency rating; and physical examinations for employment allowance. (Occasionally, official.) 10 x 12 folders, 4 ft., in 3 drawers of metal filing case. Personnel Division (Bldg. A). (50)

#### Supply Division

40. EXPENDABLE AND NONEXPENDABLE PROPERTY RECORDS, Aug. 1, 1931 to date. VA Supply Form 2598-F, revised Mar. 1936, expendable property card, showing class and card numbers, unit, article, unit price, when received, voucher number, and when issued; USVB Form 1243, revised Jan. 1929, nonexpendable property card, showing class and card numbers, unit, article, unit price, when received, voucher number, when issued, department, and amount issued. Index. (Daily, official.) 5 x 8 cards, 4 ft., in 4 drawers of card cabinets. Supply Office (Bldg. A). (41)

41. UNNUMBERED VOUCHERS OF PROPERTY SOLD, June 1933 to date. Covering sale of slop, garbage, junk, barber shop concessions, and post store concessions. (Daily, official.) 10 x 12 folders, 6 in., in drawer of metal filing case. Supply Office (Bldg. A). (40)

42. REJECTED PROPOSALS, Jan. 1, 1935. Covering all purchases through procurement department. 4 x 5 card index. (Frequently, official.) 12 x 12 folders, 4 ft., in 2 drawers of metal filing case. Supply Office (Bldg. A). (44)

43. ABSTRACT OF BIDS RECEIVED, 1935 to date. Showing name of firm bidding, name of article, and date. (Daily, official.) 5 x 6 cards, 6 in., in drawer of steel filing case. Supply Office (Bldg. A). (64)

44. LIST OF BIDDERS ON ALL SUPPLIES USED, 1935 to date. Covering corporations, firms, and individuals desiring to enter competitive bidding on various and sundry supplies for this facility. Filed alphabetically. (Frequently, official.) 5 x 6 cards, 1 ft. 6 in., in 3 drawers of metal filing case. Supply Office (Bldg. A). (37)



45. PROPERTY-PURCHASE VOUCHERS, Oct. 8, 1935 to date. VA Supply Form 135-B, invoice and receipt for Property Purchased, covering all purchases. Filed numerically. (Daily, official.) 10 x 12 folders, 2 ft., in metal filing case. Supply Office (Bldg. A). (42)
46. ACTIVE CLOTHING CARDS, Nov. 8, 1935 to date. Detailed record of all clothing received and disbursed to members, with itemized account of each article of clothing. (Weekly, official.) 10 x 12 folders, 2 ft., in drawer of steel filing case. Supply Office (Bldg. A). (36)
47. ACTIVE CLOTHING CARDS, Nov. 8, 1935 to date. VA Form 2604, revised Oct. 1935, detailed and itemized record of all clothing possessed by members on entering this facility, showing additional clothing disbursed during domiciliary care or hospitalization of members. Index. (Daily, official.) 10 x 12 cards, 4 ft., in steel cabinet. Supply Office (Bldg. A). (63)
48. MISCELLANEOUS CLOTHING FILES, Nov. 8, 1935 to date. Filed alphabetically. (Daily, official.) 10 x 12 cards, 4 ft., in 2 drawers of filing cabinet. Supply Office (Bldg. A). (65)
49. CORRESPONDENCE, n. d. General correspondence pertaining to activities of requisition office of Supply Division. Filed alphabetically by subject. (Daily, official.) 10 x 12 folders, 2 ft., in metal filing case. Supply Office (Bldg. A). (43)
50. PURCHASE ORDERS, n. d. For purchases made by this facility, showing name of company or person from whom purchase was made. Filed alphabetically. (Daily, official.) 10 x 12 folders, 16 ft., in 8 steel filing cases. Supply Office (Bldg. A). (39)
51. PURCHASE ORDERS, n. d. For purchases made by this facility, showing name of company or person from whom purchase was made. Filed alphabetically. (Daily, official.) 10 x 12 folders, 16 ft., in 18 drawers of metal filing cases. Supply Office (Bldg. A). (38)

#### Utility Division

52. DAILY RECORD OF STEAM PLANT PERFORMANCE, 1935 to date. Filed chronologically. (Daily, official.) 10 x 12 sheets, 6 in., in drawer of metal filing case. R. 1 (Bldg. A). (31)
53. DRAWINGS AND CONTRACTS, 1935 to date. Covering installation of electrical refrigeration, elevators, and other machinery at this facility, including guarantees of these machines, and plans and instructions for their use. (Occasionally, official.) 10 x 12 folders and envelopes, 2 ft., in drawer of metal filing case. R. 1 (Bldg. A). (34)
54. GENERAL CORRESPONDENCE, 1935 to date. Filed alphabetically. (Daily, official.) 10 x 12 folders, 2 ft., in drawer of metal filing case. R. 2 (Bldg. A). (32)
55. MAINTENANCE AND REPAIR REQUESTS, 1935 to date. Filed alphabetically. (Daily, official.) 10 x 12 folders, 1 ft. 6 in., in drawer of metal filing case. R. 2 (Bldg. A). (30)

56. PERSONNEL RECORDS OF POWER PLANT, Jan. 1, 1935 to date. Filed alphabetically. (Daily, official.) 10 x 12 sheets, 6 in., in drawer of metal filing case. R. 1 (Bldg. A). (35)

57. MISCELLANEOUS REPORTS, 1935 to date. Filed alphabetically. (Daily, official.) 10 x 12 folders, 2 ft., in drawer of metal filing case. R. 2 (Bldg. A). (33)

#### MEMPHIS

#### VETERANS' ADMINISTRATION FACILITY U. S. Veterans' Hospital 88, 1025 Lamar Ave.

This facility was established August 14, 1922, at its present address. Useless records are destroyed in accordance with regulations governing their disposal, others have been ordered sent to the Veterans' Administration Supply Depot at Perry Point, Md. The remainder of the records have been retained; none has been lost or destroyed. Records are sent to Washington only upon request.

#### Contact Unit

58. MISCELLANEOUS CORRESPONDENCE, 1923 - 1936. With regional office and other facilities, including memoranda and other data; and copies of letters sent to business firms, requesting bids on articles necessary to operations of hospital. (Rarely, official.) Various sized folders, envelopes and bundles, 8 ft., in wooden box and on floor. Damaged by careless handling, dirty. R. 1, E. wing, basement. (1020)

59. APPLICATIONS OF VETERANS FOR HOSPITALIZATION, 1929 - 1932. General correspondence relating to hospitalization, showing name, address, place of birth, date of birth, description of applicant, rank and organization, enlistment date and place, discharge date and place, and nature of discharge. Filed alphabetically. (Never.) 12 x 15 envelopes, 2 ft. 6 in., on floor. Dirty. R. 1, E. wing, basement. (1019)

60. "A" SHEETS, Jan. 1, 1936 to date. Admission records, showing name, date of admission, home address, name of nearest relative, date of birth, sex, race, present marital status, religion, pre-war occupation, rank and organization in service, date of entry, date of discharge from service, regional office where file is located, claim number, whether hospitalization is connected with service or non-service, disability, and whether hospitalization is for treatment, examination, or observation. Filed alphabetically. (Frequently, official.) 9 x 12 folders, 24 ft., in 8 drawers of steel and 4 drawers of wooden filing cases. Contact Office. (1097 1/2)

61. DUPLICATE BONUS APPLICATIONS, Jan. 1936 to date. Showing location or station making settlement, certificate number, date of certificate number, date of certificate, amount, name of veteran, place and date of birth, Army, Navy, or Marine Corps service, serial number, date of enlistment, rank and organization at date of discharge, veteran's signature



and address, and certificate of identification. Filed chronologically. (Frequently, official.) 9 x 12 folders, 3 in., on table. Contact Office. (1098)

62. INVESTIGATIONS, Jan. 1, 1936 to date. Records relating to appointment of suitable guardians for minors who are beneficiaries of non compos mentis cases, and annual confidential reports on conditions existing in homes of beneficiaries. Filed alphabetically. (Frequently, official.) 9 x 12 folders, 8 ft., in 4 drawers of steel filing case. Contact Office. (1099)

#### Finance Division

63. PAY ROLL SHEETS, 1922 - 1924; July 1, 1933 - June 30, 1934. Showing names of employees, positions, hours worked, and amounts paid; and Forms 1013-C and 1013-E, personal service, used with pay rolls. These records are awaiting official disposition. 9 x 12 folders, covers and bundles, 8 in., on floor. Dirty. R. 1, E. wing, basement. (1001)

64. PERSONNEL REPORTS, 1922 - 1936. Standard Form 25, Daily Report of Employees; Personnel Form 3205, daily list of absentees; notices of appointment; certificates of medical examinations; personal histories; correspondence regarding changes in nature of work; statement of accounts; requests for funds, and instructions; personnel journal; pass cards; and individual record cards. Index. (Old records, rarely; later records, daily, official.) 5 x 8 and 9 x 12 cards and covers, 15 ft. 6 in., in 4 drawers of card cabinet and 4 drawers of steel filing case. Finance Division. (1107)

65. VOUCHER RECORD CARDS, Jan. 1, 1924 - July 1, 1933. Form 1039, used for posting payments to firms and individuals, showing article purchased, date and amount of purchase, date paid, and check number. These records are awaiting official disposition. (Never.) 5 x 8 bundles (3), 4 ft. 6 in., in steel transfer case and on steel transfer cases. Damaged by careless handling, dirty. R. 1, E. wing, basement. (1008)

66. RECORDS OF VALUABLES OF DECEASED PATIENTS, 1925 - 1928. Medical Form 2687, inventory report of personally-owned effects, showing list of patient's personal effects and valuables accounted for by hospital authorities, and disposition of same after death. Filed alphabetically. (Never.) 9 x 12 envelopes, 2 ft., in wooden box. Dirty. R. 1, E. wing, basement. (1006)

67. PAYMENT VOUCHERS AND INVOICE, 1925 - 1926; 1929 - 1933. Supply Form 138, debit voucher; construction Form 6012, fire and police protection report; Standard Forms 1034-A and 1035, public vouchers for purchases and services other than personal; Construction Form 6007, laundry operations report for supplies; and other vouchers showing consumption and costs connected with hospital. These records are awaiting official disposition. (Never.) 9 x 12 folders, 10 x 15 envelopes, and bundles, 17 ft., in 2 steel transfer cases, wooden box, and 2 pasteboard boxes. Damaged by rodents and careless handling, dirty, scattered. R. 1, E. wing, basement. (1004)

68. ALLOTMENT LEDGER SHEETS, 1925 - 1926; July 1, 1931 - June 30, 1934. Standard Form 1017-C, register of allotment ledger transactions, showing description of accounts, amount of liquidation and vouchers, and special and miscellaneous payments for personal, medical, and hospital services. (Never.) 14 x 17 bundles (3), 1 ft., on floor. Dirty. R. 1, E. wing, basement. (1003)
69. DEPOSIT BOOK OF FEDERAL RESERVE BANK, July 1, 1925 - June 30, 1928. Referring to accounts of individuals. (Never.) Indexed. 10 1/2 x 16 vol., 1 in., in pasteboard box on floor. Dirty. R. 1, E. wing, basement. (1011)
70. SCHEDULE OF COLLECTIONS, July 1, 1925 - June 30, 1931. Standard Form 1026, showing date of collection, reference or receipt number, name of remitter, purpose, amount, fund to be credited, payor and payee. These records are awaiting official disposition. (Never.) 9 x 12 folders and 10 x 15 bundles, 1 ft. 6 in., in 2 steel transfer cases and on floor. Damaged by rodents and careless handling, dirty. R. 1, E. wing, basement. (1018)
71. OUTSTANDING CHECKS, 1926 - 1929. Showing statement of disbursing account, check number, date, payee, amount, and date cleared; and report listing complete information to Treasury Department. These records are awaiting official disposition. (Never.) 10 1/4 x 15 3/4 vol., 1/4 in., in pasteboard box on floor. Dirty. R. 1, E. wing, basement. (1012)
72. LOANS ON ADJUSTED SERVICE CERTIFICATES, 1926 - 1931. Journal of loans on adjusted service certificates, showing check number, date, name of patient, amount of check, payee of check, race, and address. These records are awaiting official disposition. (Never.) 10 1/4 x 15 3/4 vol., 1/4 in., in pasteboard box on floor. Dirty. R. 1, E. wing, basement. (1010)
73. DISBURSING OFFICER'S CHECKS, 1926 - 1929; Dec. 1934 - Feb. 1935. Showing check number, date, payee, and amount (duplicates). (Never.) 9 x 17 covers, 3 ft. 4 in., in pasteboard box on floor. Damaged by careless handling, dirty. R. 1, E. wing, basement. (1007)
74. RECORDS AND RECEIPTS FOR MONEY AND VALUABLES OF PATIENTS, July 1, 1926 - June 30, 1930. Showing date, name of patient, identification number, amount deposited, description, and reason for remittance, serial number, and record of withdrawals and balance, with signatures of individuals making deposits and officials receiving deposits. These records are awaiting official disposition. (Never.) 3 7/8 x 10 1/4 books (6) and 9 x 12 folders, 8 in., in steel transfer case and in pasteboard box. Damaged by careless handling, dirty. R. 1, E. wing, basement. (1002)
75. MEALS, LODGINGS, AND SPECIAL TRANSPORTATION REQUESTS, Dec. 31, 1926 - Dec. 31, 1933. Form 955-B, issued to discharged patients, showing dates of payment and voucher numbers. These records are awaiting official disposition. Filed numerically. (Never.) 4 1/2 x 8 bundles (21), 11 ft. 9 in., in 2 steel transfer cases on steel transfer cases, and on floor. Damaged by careless handling dirty. R. 1, E. wing, basement. (1000)



76. DAY ROSTERS, 1927 - Sept. 1933. Showing wards, names of nurses, and hours under each day of week, month, and year, and names of orderlies; orderlies' and maids' records, showing names and spaces for each day in month, and whether present, absent, or absent with leave. These records are awaiting official disposition. (Never.) 8 x 10 1/2 vols. (15), 1 ft., on floor. Dirty, basement. (959)

77. MISCELLANEOUS REPORTS, 1928 - 1934. (Never.) 9 x 12 folders, 1 ft. 8 in., in pasteboard box on floor. Dirty. R. 1, E. wing, basement. (1014)

78. MONEY CARDS, July 1, 1928 - June 30, 1932. Showing deposits and withdrawals of money or valuables of patients. These records are awaiting official disposition. (Never.) 5 x 8 cards, 10 in., in packages on steel transfer cases. Damaged by careless handling, dirty. R. 1, E. wing, basement. (998)

79. MEMORANDA OF PUBLIC VOUCHERS FOR REFUNDS, July 1, 1928 - June 30, 1933. Standard Form 1048, public voucher for refunds, showing serial number, voucher number, name and identification of patient, kind of deposit received from patient, balance of amount authorized to be refunded, whether refund was made by check or otherwise, date, and signature of person to whom refund was made. These records are awaiting official disposition. (Never.) 9 x 12 folders, 11 1/2 x 17 envelopes, and bundles, 3 ft., in steel transfer case, wooden box, and in pasteboard box. Damaged by rodents and careless handling, dirty. R. 1, E. wing, basement. (1017)

80. SCHEDULE OF DISBURSEMENTS, Jan. 1929 - June 1930. Standard Form 1025, showing date, voucher number, name of payee, appropriation, check number, total amount, and date paid; accountant's statement of balance in patients' funds, showing balances previous month, receipts this month, total disbursements this month, balances this month, and balances of disbursing officers' current account. These records are awaiting official disposition. (Never.) 9 x 12 folders and bundles, 8 in., on floor. Damaged by careless handling, dirty. R. 1, E. wing, basement. (1013)

81. SERVICE LETTERS, 1929 - 1936. Covering purchases of supplies, issuance of gasoline, assistant administrator's subsistence issues, care of epileptic beneficiaries, finance chief collections, disbursement symbols, pay roll, directors' office instructions relating to preparation of Forms 2651 and 2652, meals and lodging for veterans during examinations and treatment, instructions, review and adjustment of claims, annual leave, safekeeping of bonds and checks, transportation, and sick leave of employees. (Daily, official.) 9 x 12 folders, 3 ft. 6 in., in 4 drawers of filing case. Finance Office. (1108)

82. ISSUE SLIPS, Jan. - Mar. 1931. Form 2598, showing issuance of office, medical, and miscellaneous supplies to various offices and issue slips for nonexpendable property such as burial flags, bed linen, various hospital supplies, radio headsets, and other miscellaneous items. These records are awaiting official disposition. (Never.) 9 x 12 envelopes and bundles, 5 in., in steel transfer case. Damaged by faulty containers, dirty. R. 1, E. wing, basement. (999)

83. FINANCE DIVISION'S INACTIVE RECORDS, 1931 - 1935. Paid budget file of procurement instruments and copies of contracts made with various creditors; and Standard Form 1025, schedule of disbursements. Filed alphabetically. (Rarely, official.) 9 x 12 folders, 2 ft., in wooden box. R. 1, E. wing, basement. (1005)
84. CONSOLIDATED MONTHLY REPORTS OF HOSPITAL ACTIVITIES, 1931 - 1936. Form 6634-A, cost-accounting report, showing cost of rations, ration percentage, numbers furnished, total cost of food, total cooking and other expenses, and unit cost per day; and ledgers and registers of storehouse, showing supplies, amount, laundry department reports, maintenance of buildings and grounds, and general expenses. (Frequently, official.) Various sized folders, loose-leaf books and cards, 2 ft. 4 in., in 2 drawers of filing case and on shelf. Finance Division. (1103)
85. PUBLIC VOUCHERS FOR REFUNDS, 1932. Standard Form 1048, public voucher for refund, showing name of hospital and address, appropriation, name and address of person seeking refund, deposit received for safe-keeping, balance to be refunded, remarks, date signed by patient, refund by cashier, check number, and date. (Rarely, official.) 8 x 10 1/2 sheets, 4 in., in wooden boxes. Finance Division. (1110)
86. DAILY REPORTS ON EMPLOYEES, 1932 - 1934. Showing number of employees, ages, whether kitchen helpers, maids, medical officers, or nurses, number present and absent, and total number of employees; also detailed reports from various divisions, showing names of employees, time worked, and if excused, for what reason. (Rarely, official.) 9 x 12 folders and bundles (4), 3 ft. 6 in., in steel transfer case. Damaged by careless handling, dirty. R. 1, E. wing, basement. (1015)
87. ALLOTMENT LEDGERS, 1933 - 1936. Standard Form 1015-A, showing symbol, previous balance, date, reference, number, description of allotment, audited voucher, encumbrances liquidated or authorized, and unencumbered balance of allotment. (Daily, official.) 11 x 16 loose-leaf books, 1 ft. 6 in., in wooden cabinet. Finance Division. (1104)
88. GOVERNMENT REQUESTS FOR MEALS AND LODGINGS, 1933 - 1936. Showing name of lunchroom or hotel, name and address of veteran, number, amount, date issued, date void, and signature of supply officer. Filed chronologically. (Frequently, official.) 4 1/4 x 8 cards, 3 ft. 6 in., in 8 drawers of card cabinets. Finance Division. (1112)
89. DAILY SUMMARY LEDGER POSTINGS, July 1933 - Mar. 1935. Finance Form 1086, showing symbol number, date, explanation, cash recovered on travel collections, cash deposits, and monthly distributions of collections covered by debits and credits. These records are awaiting official disposition. Filed chronologically. (Never.) 8 1/4 x 12 1/2 covers, 1 ft. 6 in., on floor. Dirty. R. 1, E. wing, basement. (997)
90. MEMORANDA VOUCHERS, July 1, 1933 - June 30, 1935. Standard Form 1012-A, voucher for reimbursements of travel and other expenses, including per diem, showing name of patient and expense incurred; also vouchers, showing expenses incurred by hospital. (Never.) 9 x 12 folders, 8 ft. 6 in., in wooden box. R. 1, E. wing, basement. (1016)



91. PATIENTS' FUND ACCOUNT CARDS, 1934 - 1935. Finance Form 1083, patients' and members' ledger, showing name and address, account number, Government funds, funds from private sources, and analysis of withdrawals, covering deposits, withdrawals, and balances. (Frequently, official.) 8 x 10 1/4 cards, 6 in., in wooden box. Finance Division. (1101)
92. SPECIAL TRANSPORTATION REQUESTS, 1934 - 1936. Showing name of patient, case number, amount for transportation, place of departure, place of arrival, date on which transportation will be void, and signatures of patient and supply officer. Filed chronologically. (Frequently, official.) 4 1/4 x 8 cards, 2 ft. 6 in., in 8 drawers of card cabinets. Finance Division. (1111)
93. STANDARD GOVERNMENT SHORT FORM CONTRACTS FOR SUPPLIES, 1934 - 1936. Form 33, invitation, bid, and acceptance, showing name of department or establishment, office, address, date, invitation to bid, item number, article or service, quantity, unit, unit price, amount, conditions, and bid acceptance, covering medical subsistence, clothing, undertakers' services, films, and miscellaneous supplies. Indexed. (Frequently, official.) 8 1/2 x 11 1/2 folders, 3 ft., in drawer of steel filing case and in wooden box. Finance Division. (1102)
94. FIELD SERVICE RECEIPTS, 1935 - 1936. Finance Form 1028, showing name of regional office, name and identification number of beneficiary, amount and description of remittance, reason for remittance, to what remittance is to be applied, receiving officer, and official title. (Rarely, official.) 4 x 8 sheets, 1 ft., in wooden box. Finance Division. (1109)
95. MISCELLANEOUS COLLECTIONS, 1935 - 1936. From sale of waste materials, unused purchases, refunds from pay telephones, payments for guests' meals, garage rent, late collections from purchases, travel orders, and unpaid accounts. (Daily, official.) 9 x 12 folders, 4 ft., in drawer of filing case and in wooden container. Finance Division. (1105)
96. PUBLIC VOUCHERS FOR PURCHASES AND SERVICES OTHER THAN PERSONAL, 1935 - 1936. Standard Forms 1034 and 1035, showing name of place, appropriation, payee, address, number and date of order, date of delivery or service, quantity, unit price, amount, notations, accounting classification, and signature of manager. Filed alphabetically. (Daily, official.) 9 x 12 folders, 1 ft. 6 in., in 8 drawers of steel filing cases. Finance Division. (1106)
97. SALARY RECORD CARDS, 1935 - 1936. Finance Form 993, showing name of employee, position held, salary, date, gross amount earned, deductions, net amount paid, remarks, record of salary by month, and record of furlough. Index. (Daily, official.) 5 x 8 cards, 1 ft., in 2 drawers of steel card cabinet. Finance Division. (1100)
98. SUPPORTING PAPERS FOR COST-ACCOUNTING DATA AND REPORTS, Jan. 1935 - 1936. Memoranda and data from supply officer and chief dietician, concerning dental clinic, plant operation, laundry operation, fire and

police protection, property invoice and receipts, and reports from all other departments. Filed by month. (Rarely, official.) 10 x 12 envelopes, 2 ft. 4 in., in wooden box. R. 1, E. wing, basement. (1009)

#### Manager's Office

99. MANAGER'S CONFIDENTIAL RECORDS, June 1926 - June 1935. Correspondence and records. (Frequently, official.) 9 x 12 loose-leaf book, 2 ft., in drawer of steel filing case. Office of Clinical Director, Medical Division. (1096)

100. REGULATIONS AND PROCEDURE OF MANAGER'S OFFICE, 1928 to date. Veterans' regulations, 1-12, regarding compensation, protected awards, hospital care, application of schedule for rating disabilities, medical, surgical, and dental services, issue of burial flags to honorably discharged veterans of any war, and disclosure of information, furnishing copies of records. (Frequently, official.) 9 x 12 folders, and 9 1/4 x 12 1/2 and 10 x 11 1/2 loose-leaf books (10), 2 ft. 8 in., in drawer of steel filing case. Office of Clinical Director, Medical Division. (1094)

101. RECORDS PERTAINING TO OPERATION OF OFFICE, 1932 - 1936. Field service receipts, deposits for collection, record of funds left by patients who were transferred, patients' funds, balances, sanitary officers' reports, memoranda, medical papers and reports, station orders, miscellaneous correspondence and telegrams regarding condition and welfare of patients, and Finance Form 1254. (Frequently, official.) 9 x 12 folders and clipboard, 1 ft. 1 in., in drawer of steel filing case. Office of Clinical Director, Medical Division. (1095)

#### MEDICAL DIVISION

##### OFFICE OF CLINICAL DIRECTOR

102. PATIENTS' CLINICAL RECORDS, 1917 - 1922. Showing name and address of patient, date admitted to hospital, name and location of hospital, name and address of relative or friend, compensation number, former rank, organization, age, sex, race, marital status, religion, occupation, date and hour admitted, diagnosis and disposition of case, admission and identification card, family and personal history record, history of disease, nurses' reports, daily charts, and correspondence. 5 x 8 card index, Clinical Record File Room. (Rarely, official.) 7 1/2 x 9 and 8 1/2 x 11 folders, 18 ft., in steel filing case and 13 bins. Brittle, dirty, torn. Basement. (967)

103. ACTING SURGEON'S COPY OF REPORT OF EXAMINATIONS, 1919 - 1920. Showing name of patient and his condition. Indexed. (Never.) 10 x 12 vols., 1 ft., in wooden box. Damaged by water, vermin, rodents, careless handling, and faulty containers, dirty, torn, bindings broken. R. 1, E. wing, basement. (1026)

104. PATIENTS' CLINICAL RECORDS, 1922 to date. Reports of physical examinations, showing objective symptoms, family and personal history, history of present disease, graphic charts, temperature data, nurses'



progress and treatment records, ward surgeons' treatment records, radiographic reports, laboratory examinations, hospital admissions, name, address, sex, race, permit number, rank, remarks by examining officer, and dental photostatic records. These records are awaiting official disposition. (Never.) Filed numerically. 8 x 11 folders, 2 ft., in wooden box. Damaged by vermin and faulty containers, dirty. R. 1, E. wing, basement. (1025)

105. CLINICAL RECORDS, 1922 - 1929. Hospital admission card, showing name of hospital, location, name of patient, age, sex, color, permit number, symbol number, rank, remarks, doctors' signatures, station, report of physical examinations, clinical records, radiographic reports, family and personal history, history of present disease, laboratory examination forms, graphic reports of neuropsychiatric examination, ward surgeon's progress treatment records, notice of deposit of funds, and correspondence regarding patients. 3 x 5 card index in Clinical Room. (Rarely, official.) 9 x 12 folders, 353 ft., in 190 wooden boxes, in steel bins, and on floor. Damaged by careless handling, dirty. Basement. (966)

106. CLINICAL REPORT OF OUT-PATIENTS' CLINIC, 1922 - 1929. Report of physical examination of each patient admitted to clinic, showing claimant's name, address, compensation number, marital status, service, rank, organization, age, color, principal pre-war civil occupation, date of induction, date of discharge, brief history of claimant's disability during service, present symptoms, record of physical examination, diagnosis, name of examining surgeon, laboratory examination, history of present disease, and family and personal history. 3 x 5 alphabetical card index, in Clinical Room. (Rarely, official.) 9 x 12 folders, 30 ft., in filing case and in 32 bins. Brittle, dirty, torn. Basement. (968)

107. IN-PATIENTS' REGISTER, Aug. 1922 - 1936. Showing name of patient, date admitted, register number, ward assigned, branch of service, group, and race. (Frequently, official.) 10 1/2 x 16 vols. (12), 1 ft., on steel shelf. Clinical File Room. (1083)

108. RECORD OF CONSULTING PHYSICIANS, 1923 - 1925. Showing names of doctors consulted, dates of visits, hospital, number of examinations, number of treatments, number of consultations, number of individual treatments, and major operations. (Rarely, official.) 10 1/2 x 16 vol., 1 in., on steel shelf. Clinical File Room. (1090)

109. OUT-PATIENTS' REGISTER, May 13, 1924 - Sept. 19, 1931. Showing register number, clinical record number, rank in service, hour and date dismissed, doctors' penciled notations, and name of patient. Index. (Frequently, official.) 10 1/2 x 16 vols. (3), 3 in., on steel shelf. Clinical File Room. (1081)

110. MINUTES OF STAFF CONFERENCE, 1925 - 1928. Showing report of admissions and discharges of patients, and date and hour conference convened and adjourned. (Never.) 12 x 15 envelopes, 6 in., on floor. Damaged by careless handling, dirty, ink faded. R. 1, basement. (1021)

111. DISEASE CARDS, 1925 - 1930. Showing major and minor diagnoses, number, and classification. Filed alphabetically. (Rarely, official.)

10 1/2 x 12 envelopes, 2 ft., on floor. Dirty. Basement. (970)

112. NARCOTIC AND ALCOHOLIC RECORDS, 1925 - 1931. Daily and monthly records on consumption of narcotics and alcohol, showing patient's name, room and ward numbers, nurses' names, surgeons' names, and approval as to treatment by surgeon. These records are awaiting official disposition. (Never.) 9 x 12 bundles, 3 ft., in wooden box. Dirty. R. 1, E. wing, basement. (1024)

113. STATISTICAL DATA ON DISEASES, 1925 - 1933. Showing reports of diseases, operations, infections, and summary of pathological file. (Occasionally, official.) 9 x 12 folders, 1 ft. 8 in., in drawer of steel filing case. Clinical File Room. (1087)

114. COMPLETED IN-PATIENT INDEX CARDS, 1925 - 1936. Form 2593, record of domiciliary or hospital care, showing name, address, name of war, compensation, register number, rank, organization, date of enlistment, date of discharge, marital status, sex, race, type of case, and cause for hospitalization. Filed alphabetically. Index. (Daily, official.) 5 x 8 cards, 56 ft. 6 in., in 54 drawers of steel filing cases. Clinical File Room. (1075)

115. INDEX TO HOSPITAL-ADMISSION AND DISEASE FILES, 1925 - 1936. Showing patient's name, name of service, compensation number, date of birth, address, rank, organization, location of case folder, registered number, date of admission to hospital, diagnosis, treatments, and operations performed. Filed alphabetically. (Daily, official.) 5 x 8 cards, 23 ft. 6 in., in 24 drawers of steel filing cases. Clinical Record Room. (1076)

116. DAILY REGISTRATION OF HOSPITAL STAFF AND MEDICAL PERSONNEL, Mar. 7, 1925 - July 26, 1935. Showing hours of registering on and off duty. (Rarely, official.) 10 1/2 x 16 vol., 4 in., on steel shelf. Clinical File Room. (1077)

117. COMPLETED F CARDS, 1926. Showing patient's name and address, class of beneficiary, war or wars served in, compensation number, register number, hospital and address, whom to notify in case of emergency, description of person, date of last service, rank, organization, kind of treatment, admission number, diagnosis, diagnosis number, kind of operation, date, results of treatment, number of days in hospital, and disposition of case. Filed alphabetically. (Rarely, official.) 10 1/2 x 15 envelopes, 10 in., stacked on floor. Dirty. Basement. (996)

118. MISCELLANEOUS CORRESPONDENCE OF CLINICAL DIRECTOR, 1926 - 1928. (Never.) 9 x 12 bundle, 2 ft., in wooden box. Dirty. R. 1, E. wing, basement. (1029)

119. REPORTS OF INACTIVE RECORDS, Jan. 1926 - Dec. 1929. Supply books, showing class numbers, dates, supplies and drugs on hand; list of books which have been catalogued; reports of WD-SZ-OD on all ill patients, for information of officer of the day, and instructions for special treatments for patients. These records are awaiting official disposition. (Rarely, official.) 9 x 12 folders and 8 x 10 1/2 loose-leaf book, 2 ft. 6 in., on floor. Damaged by careless handling, dirty. Basement. (994)



120. IN-PATIENT CARDS, 1926 - 1932. Showing name, war in which served, compensation number, permanent address of veteran, whom to notify in case of emergency, sex, color, marital status, native state, age, admission date, diagnosis, and information relating to diagnosis. (Rarely, official.) 5 x 8 folders and cards, 6 ft. 3 in., in 8 drawers of steel filing cases. Dirty. Basement. (978)

121. MISCELLANEOUS CORRESPONDENCE, 1926 - 1936. Pertaining to CCC, statistics, correspondence with regional offices, American Legion officials, applications for hospital care, out-patient correspondence, correspondence of which no record can be found, receipted letters, and unreceipted letters of transmittal. (Daily, official.) 9 x 12 folders, 3 ft. 8 in., in 3 drawers of steel filing cabinet. Clinical File Room. (1091)

122. AUTOPSIES, Dec. 1926 - Oct. 1931. Forms 2614-N, 2614-N-1, and 2614-N-2, clinical post-mortem records, showing name, address, marital status, occupation, date admitted to hospital, date of death, personal history, family history, chief complaint on admission and since admission, doctor performing autopsy, other doctors present, autopsy report, showing external and internal descriptions, condition of heart, lungs, liver, pancreas, stomach, intestines, spleen, suprarenals, kidneys, urinary bladder, microscopic and anatomical summaries. Filed numerically 1-100. (Occasionally, official.) 9 1/2 x 12 loose-leaf book, 1 in., on steel shelf. Clinical File Room. (1079)

123. ARTERIO-VASCULAR QUESTIONNAIRE, Jan. - July 1927. Regarding condition of patients' hearts, showing dates, names of patients, number, and wars in which they served. Filed by date. (Never.) These records are awaiting official disposition. 9 x 12 folders and 12 x 15 envelopes, 2 in., stacked on floor. Dirty. Basement. (975)

124. HEART EXAMINATIONS, 1927 - 1928. Reports of examinations. These records are awaiting official disposition. (Never.) 10 x 15 books (3), 2 ft. 6 in., on floor. Damaged by careless handling, dirty. Basement. (974)

125. ADMITTANCE BOOKS, 1927 - 1934. Showing dates, names of patients, diagnoses, dates of discharges, class of beneficiaries, claim numbers, registry numbers, dates diagnoses were made, and disposition of cases. These records are awaiting official disposition. (Rarely, official.) 8 x 10 1/2 vol., 1 1/2 in., on shelf. Brittle, dirty. Basement. (982)

126. OFFICER-OF-THE-DAY RECORDS, July 12, 1927 - Aug. 29, 1932. Showing happenings while on duty, name of officer relieved, patients admitted and discharged, deaths, and meals inspected. (Rarely, official.) 10 1/2 x 16 vol., 4 in., on steel shelf. Clinical File Room. (1080)

127. RECAPITULATION REGISTER, Dec. 1, 1927 - Dec. 1, 1928. Showing names of patients on hand, register numbers, numbers recovered, improved, unimproved, disciplinary, deaths, emergency, transferred, number charged, AMA, AWOL, observed, and dates in and out. (Rarely, official.) 10 1/2 x 16 vol., 2 in., on steel shelf. Clinical File Room. (1078)

128. NIGHT ORDER BOOKS, 1928 - 1930. Orders of physicians and surgeons of various hospital wards, to nurses, pertaining to treatment of patients

during night hours, showing patient's name, treatment administered by nurse, and signatures of nurse and surgeon. (Never.) 8 x 11 vols. (90), 6 ft., stacked on floor. Damaged by vermin and faulty containers, dirty. R. 1, basement. (1022)

129. DENTAL-APPOINTMENT RECORD BOOK, 1928 - 1931. Showing dates, names of patients, registry numbers, class, cavity location, services rendered, remarks, and operators' names. (Rarely, official.) 6 x 11 vols. (4), 4 in., stacked on floor. Damaged by careless handling. Basement. (981)

130. PRESCRIPTIONS, 1928 - 1931. Form 2614-M, clinical physiotherapy record, showing condition of patient, what X-ray examination shows, character and treatment prescribed, register number, name of patient, disease for which patient has been examined, and estimated cost of examination. These records are awaiting official disposition. (Never.) 10 1/4 x 13 1/2 bundles, 3 in., stacked on floor. Dirty. R. 1, E. wing, basement. (1028)

131. TALLY REPORTS FOR CLINICAL CHARTS, 1928 - 1931. Showing condition of patients, whether improved or unimproved, administration diagnosis only, transfusions, AWOL, disciplinary, deaths, autopsies, PROV, final agree and disagree, and discharge and diagnosis. (Frequently, official.) 10 1/2 x 16 vol., 2 in., on steel shelf. Clinical File Room. (1092)

132. ADMISSION RECORDS, 1929 - 1932. Showing name and address of patient, class of beneficiary, birthplace, sex, race, marital status, occupation, date of birth, date of discharge from last service, last rank, organization, source of admission, authority and date of admission, diagnosis, results of treatment, and disposition of patient. (Never.) 12 x 16 envelopes, 2 ft. 6 in., stacked on floor. Brittle, dirty. R. 1, E. wing, basement. (1023)

133. TEMPERATURE RECORD BOOKS, 1929 - 1932. Showing name of patient, time temperature taken, record of temperature, pulse, respiration, and date. (Rarely, official.) 8 1/2 x 10 1/2 vol., 2 in., stacked on floor. Basement. (984)

134. PATIENTS' CLINICAL RECORDS, May 22, 1929 - June 22, 1936. Reports of physical examinations of patients, dental reports, operation records, hospital diagnoses, X-ray records, laboratory examinations, nurses' notes, ward surgeons' progress and treatment records, medical summaries, correspondence, and patients' names and addresses. Filed numerically, from 13,000-35,694. Index. (Daily, official.) 9 x 12 folders, 807 ft., in 15 wooden boxes, 4 steel filing cabinets, 25 sections, and 525 filing bins. Clinical File Room. (1074)

135. TRAVEL ORDERS, July 3, 1929 - Jan. 1, 1930. Special letters of dehospitalization and one bundle of V.B. forms, showing transportation, meals, lodging, and special transportation. These records are awaiting official disposition. (Rarely, official.) 8 1/2 x 17 bundle, 1 ft., stacked on floor. Damaged by careless handling, dirty. Basement. (995)



136. DAILY PROGRESS REPORT CARDS, 1930. Form 2611, showing daily progress of patients, names, compensation numbers, registration numbers, addresses, and diagnoses and treatments received. (Inactive file, rarely, official.) 3 x 5 bundle, 6 in., in filing case and bin. Basement. (986)

137. MISCELLANEOUS CORRESPONDENCE, 1930. Regarding hospitalization of veterans, showing patient's name, case number, treatment desired, whether letter advises acceptance or refusal; including correspondence with regional managers in Atlanta, Nashville, Birmingham, and Charlotte. (Rarely, official.) 9 x 12 folders, 3 ft., in steel filing case and bin. Basement. (990)

138. MORNING REPORTS, 1930. Form 29, showing date, ward number, patients on hand last report, patients admitted, patients transferred to other wards and hospitals, patients discharged, total number of patients remaining, number of beds occupied, vacant, and available, and signatures of nurses and doctors. (Never.) 8 x 11 bundles, 3 ft., in wooden box. Dirty. R. 1, E. wing, basement. (1027)

139. GRAPHIC AND MEDICATION BOOKS, 1930 - 1931. Histories covering various months, showing veterans' names, military histories, disabilities, family histories, and pre-war occupations; graphic book, showing names of patients, if present or absent; and medication books, showing names of patients, various doctors, prescribed drugs, and drugs used. These records are awaiting official disposition. (Rarely, official.) 9 x 12 folders and 8 x 10 1/2 loose-leaf books, 9 in., on floor. Basement. (992)

140. NIGHT ORDER BOOKS, 1930 - 1932. Showing ward number, census or number of patients, date, vacant beds, supplies ordered, name of patient, and medicine and nourishment given. (Rarely, official.) 8 x 10 1/2 vols., 1 ft. 4 in., on floor. Basement. (983)

141. WASHINGTON CORRESPONDENCE, 1930 - 1935. From medical director, Washington office, relating to hospital policies; with circulars of special instructions, and fugitives' records and descriptions. Filed by date. (Rarely, official.) 9 x 12 folders, 6 in., in filing case and bin. Basement. (972)

142. CLINICAL DIRECTOR'S OFFICE RECORDS, 1930 - 1936. Showing list of officers of the day, by month, data concerning Civil Service examinations, fiscal reports, pension examinations, semimonthly requisitions, hospital surveys, daily personnel reports for 1935 overtime doctors, memoranda of supplies, property records, and miscellaneous papers. (Frequently, official.) 9 x 12 folders, 8 in., in drawer of steel filing case. Clinical Director's Office. (1093)

143. NIGHT ORDER BOOKS, 1930 - 1936. Showing dates, ward numbers, hours, doctors' orders as to medicines to be given patients, names of doctors in charge of wards, and names of patients. Indexed. These records are awaiting official disposition. 8 x 10 1/2 and 8 1/2 x 14 vols. (85), 2 ft., loose, on floor. Dirty. Basement. (973)

144. TEMPERATURE RECORDS, 1930 - 1936. Showing names of patients, when temperature was taken, temperature registered, and dates taken. These records are awaiting official disposition. (Never.) 8 x 10 1/2 books (30), 1 ft. 9 in., loose, on floor. Dirty. Basement. (977)

145. SECRETARY'S MINUTES OF CLINICAL STAFF CONFERENCES, July 5, 1930 - Dec. 4, 1931. Showing date and hour conference convened, number of staff members present, names of absentees, secretary's report and approval of same of former conference, reports of admissions and discharges of patients, hour of adjournment, and signature of recorder. Filed chronologically. (Rarely, official.) 9 1/2 x 12 books, 1 ft. 6 in., on steel shelf. Clinical File Room. (1086)

146. NURSE-ATTENDANCE TIME BOOKS, Sept. 30, 1930 - Dec. 1, 1933. Showing attendance of nurses, day and night, night reports showing day of week, month, and year, ward number, census of ward, name of patient admitted, and notation as to medicine ordered. These records are awaiting official disposition. (Rarely, official.) 8 x 10 1/2 folders, 2 ft., on floor. Dirty. Basement. (979)

147. MONTHLY AND DAILY REPORTS OF PHYSIOTHERAPY, 1931. Form 2612, showing number of patients treated in physiotherapy department, and results of treatment; and daily reports, showing number of patients carried from previous month, number of newly assigned patients and number released, and daily record of treatment and progress. Filed chronologically. (Never.) 9 x 12 folders, 1 in., in filing case and bin. Basement. (976)

148. BOARDERS, 1931 - 1932. Records of emergency cases accepted after admission hours, showing treatment and progress made. Filed chronologically. (Rarely, official.) 9 x 12 folders, 1 ft. 6 in., in filing case and bin. Basement. (987)

149. HOSPITAL RECORDS, 1931 - 1934. Concerning diagnosis and treatment of patient, name and recommendation of patient, and name of discharge board. These records are awaiting official disposition. (Rarely, official.) 9 x 12 folders, 3 ft., on floor. Damaged by careless handling, dirty. Basement. (993)

150. RANK AND ORGANIZATION BOOK, July 1931 - Mar. 1933. Showing names of patients, class of beneficiaries, claim numbers, registry numbers, dates, diagnoses, and disposition of cases. (Rarely, official.) 8 x 10 1/2 books (9), 3 ft., on floor. Damaged by careless handling, brittle, dirty. Basement. (971)

151. NIGHT REPORTS BY NIGHT SUPERVISORS, 1932 - 1933. Showing ward numbers, census or number of patients, names of patients, treatment and medicine given, report on each ward, and condition of patient. (Rarely, official.) 8 x 10 1/2 vol., 3 in., stacked on floor. Damaged by careless handling. Basement. (980)

152. NARCOTIC RECORDS, 1932; 1934 - 1935. Form 2638, record sheet for alcoholic and narcotic drugs, showing year, month, day, ward, kind of drug, balance from last month, amount received, to whom dispensed, date, amount, how administered, and name of patient and nurse. Filed



chronologically. (Rarely, official.) 9 x 12 folders, 1 ft. 6 in., in steel filing case and bin. Damaged by careless handling, brittle, dirty. Basement. (989)

153. DISABILITY ALLOWANCE RECORD, Sept. 1, 1932 - Mar. 1933. Showing register office, name and address of patient, clinical number, and time of disability. Index. (Rarely, official.) 8 1/2 x 14 vol., 1 in., on steel shelf. Clinical File Room. (1084)

154. REGULATIONS AND PROCUREMENT, 1933 - 1936. Dealing with increase of pension to certain veterans, meaning of the term "misconduct," application of schedule for rating disabilities, protested awards, review of emergency officers' retirement claims, hospital care, including medical treatment, surgical and dental service, issue of burial flags to honorably discharged veterans of any war, and furnishing copies of records; bulletins, administrative orders, regulations governing the use of narcotics, administrators' decisions, canceled regulations, bureau bulletins, bureau service letters, directors' decisions, and general orders. (Frequently, official.) 9 x 12 folders and 8 x 11 loose-leaf books (2), 1 ft. 7 in., in drawer of steel filing case. Clinical Director's Office. (1097)

155. DAILY HOSPITALIZATION REPORTS, July 1933 - Dec. 1934. Filed chronologically. (Rarely, official.) 10 1/2 x 12 envelopes, 1/4 in., in wooden box. Dirty. Basement. (991)

156. DIETICIANS' MENUS, 1934 - 1936. Form 18, showing light and soft daily menus for veterans. Filed chronologically. (Rarely, official.) 8 x 10 3/4 sheets, 5 in., in wooden box. Dirty. Basement. (988)

157. DAILY CENSUS REPORTS, 1934 to date. Form 10, showing different wards, date, ward number, patients on hand from last month, number of patients admitted, names of patients transferred from wards and other hospitals, total number of patients discharged and remaining, total number of beds in wards, total number of beds occupied and vacant, total number of beds available, and signatures of nurse and ward surgeon. Filed chronologically. (Occasionally, official.) 8 x 10 bundles, 3 ft. 8 in., on floor. Dirty. Basement. (969)

158. DAILY REGISTER OF CLERICAL PERSONNEL, Nov. 6, 1934 - Feb. 11, 1936. Showing daily and hourly registration of employees for duty. (Rarely, official.) 5 1/2 x 8 vol., 6 in., on steel shelf. Clinical File Room. (1085)

159. SOCIAL SERVICE INVESTIGATION REPORTS, 1935. Complete record on personal, family, and military history of veteran, his readjustment to civil life, his present disabilities, and names of people contacted. Filed alphabetically. (Rarely, official.) 9 x 12 folders, 3 in., in filing case and bin. Basement. (985)

160. OUT-PATIENTS' EXAMINATION RECORDS, 1935 - 1936. Surgical, physical, laboratory and other examinations; request for physical examination; roentgenological report; examining physicians' memoranda;

travel authorization, showing name, address, register number, branch of service, race, sex, marital status; and correspondence. Filed alphabetically by name of patient. (Frequently, official.) 9 x 12 folders, 36 ft., in 2 filing cabinets, 4 steel sections and 24 bins. Clinical File Room. (1088)

161. APPLICATIONS FOR DOMICILIARY OR HOSPITAL CARE, 1936. Form P-10, application for care and domicile, including correspondence with veterans and government hospitals, showing applicant's name, address, date of birth, race, sex, whether married or single, when enlisted, and where discharged, rank, cause of discharge, and other necessary information. Filed alphabetically by name of applicant. (Frequently, official.) 9 x 12 folders, 4 ft., in steel cabinet, section, and 3 bins. Clinical File Room. (1089)

162. CLINICAL RECORD CHARTS, 1936. Filed alphabetically. (Daily, official.) 9 x 12 folders, 11 ft. 4 in., in 7 drawers of steel filing cases. Clinical File Room. (1082)

Office of Roentgenologist and Pathologist

163. X-RAY CLINICAL CHARTS, 1922 to date. Showing X-ray film number, date, name of patient, ward number, number of films used, and part of anatomy X-rayed. Filed numerically by date. Card index. RS. 241-242. Daily, official.) 8 x 10 and 9 x 14 vols. (11), 10 in., in wooden cabinet. R. 242. (1118)

164. REGIONAL OFFICE X-RAY CLINICAL CHARTS, 1925. Safety films of patients' ailments and injuries, showing employer, type of work, register number, check numbers, name of patient, address, injury, occupation, age, date taken, X-ray plate number, name of doctor, view, exposure, name of developer, and remarks. Filed numerically. 4 x 6 alphabetical card index, R. 242. (Occasionally, official.) 14 x 17 envelopes, 2 ft. 4 in., in wooden box. Brittle. R. 2, E. wing, basement. (1035)

165. CARD INDEX TO X-RAY CLINICAL CHARTS, 1925 - 1933. Showing patient's name, X-ray film number, case number, date of film, part of anatomy X-rayed, and diagnosis of case. Filed alphabetically by patient's name. (Occasionally, official.) 4 x 6 cards, 35 ft. 6 in., in 11 drawers of wooden cabinets. R. 242. (1119)

166. X-RAY CLINICAL CHARTS, 1925 - 1933. Clinically exposed safety X-ray films of patients' injuries and ailments. Filed numerically. 4 x 6 card index, R. 241. (Occasionally, official.) 10 1/2 x 12 1/2 and 14 x 17 envelopes, 218 ft., in 57 wooden boxes. Damaged by careless handling, dirty. E. wing, basement 2. (1036)

167. MISCELLANEOUS FILES, 1928 - 1935. Records of special carbohydrate tests, quarterly requisitions for X-ray supplies, inactive reports, reports on overtime work of staff, and electrocardiographic and miscellaneous reports. (Frequently, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. R. 241. (1115)



168. PATHOLOGICAL REPORT, 1934. Showing station, form number, date, specimen, clinical diagnosis, ward surgeon, laboratory report number, diagnosis of case, name of patient, ward number, case number, registration number, and name of examining doctor. 4 x 6 alphabetical card index. (Frequently, official.) 9 x 12 sheets, 2 in., in drawer of steel filing case. R. 241. (1116)

169. AUTOPSY REPORTS, 1934 - 1936. Showing name of deceased patient, case number, race, age, registration number, date admitted, history of case, date and hour of death, autopsy findings, names of persons authorizing and performing autopsy, name of doctor attending autopsy, and external and internal description of autopsy. Filed chronologically. (Frequently, official.) 10 x 12 loose-leaf book, 2 in., in drawer of steel filing case. R. 241. (1117)

170. CARD INDEX TO X-RAY CLINICAL CHARTS, 1934 to date. Showing name of patient, X-ray film number, case number, date of film, part of anatomy X-rayed, and diagnosis of case. Filed alphabetically by name of patient. (Daily, official.) 4 x 6 cards, 13 ft., in 2 wooden card cabinets and 12 steel transfer cases. R. 241. (1114)

171. X-RAY CLINICAL CHARTS, Apr. 12, 1934 to date. Clinically exposed safety X-ray films of patients' ailments and injuries. 4 x 6 alphabetical card index. (Daily, official.) 14 1/2 x 17 1/2 folders, 52 ft., in 33 drawers of steel filing cases. R. 241. (1113)

#### Supply Division

172. PATIENTS' VALUABLES, 1922 - 1923. Record showing receipt number, date, name, permit number, date admitted, date discharged, valuables, money, and remarks; also statements of guests' accounts, showing date received, purpose for which received, and amount. Entered chronologically. (Rarely, official.) 10 3/4 x 16 vol., 1 in., in fireproof steel vault. Supply Office. (1039)

173. REPORTS OF OFFICERS OF THE DAY, 1922 - 1927. Report of inspection made, reports from various wards, and complete record of duties performed during each day by officer of the day. Filed chronologically. (Rarely, official.) 10 1/2 x 16 vols. (4), 5 in., in steel vault. Supply Office. (1066)

174. RECORDS OF DENTAL CLINIC, 1923 - 1935. Report of examination of mouth, showing date, findings, diagnoses, recommendations, and remarks; appointments, examinations, date of examination, and name of patient; outside patients' examinations, showing name, number, and pending cases; and lists of patients receiving dental treatment. Filed chronologically. (Rarely, official.) 8 x 10 1/2 sheets and variously sized vols., 1 ft., in fireproof steel vault. Supply Office. (1037)

175. CASH AND RECEIPT BOOKS, 1924 - 1925. Record of post office receipts for registered articles; miscellaneous official receipts for seals; lodging, telephone and telegraph service; disbursing accounts; and hospital refunds. Filed by registry receipt number. (Rarely, official.) 10 1/2 x 16 vols. (2), 2 in., in steel vault. Supply Office. (1073)

176. PROPERTY VOUCHERS AND CORRESPONDENCE, Nov. 1925 - May 1934. Showing property received, property dropped, and property transferred to other stations, with related correspondence. Filed alphabetically by subject, and chronologically. (Rarely, official.) 9 1/2 x 12 folders, 10 in., in steel vault. Supply Office. (1061)
177. CORRESPONDENCE ON MISCELLANEOUS PURCHASES, 1926 to date. Pertaining to clothing procurement, methods of purchasing, quarterly and annual contracts, vouchers for payment, lists of bidders disbarred from bidding, price lists and changes, and general correspondence. Filed alphabetically by subject, and chronologically. (Frequently, official.) 9 1/2 x 12 folders, 1 ft. 6 in., in drawer of wooden filing case. Supply Office. (1045)
178. EXPENDABLE AND NONEXPENDABLE PROPERTY RECORDS, Mar. 1926 to date. VA Form 2598-F, expendable property record, and VA Form 1243, nonexpendable property record, showing card numbers, class numbers, unit prices, articles received, voucher numbers, and dates. Filed numerically by class of supplies. (Older records, rarely; later records, frequently; official.) 5 x 8 cards and bundles, 9 ft. 10 in., in 4 drawers of steel card cabinet and in steel vault. Supply Office. (1041)
179. INVENTORY AND RECORD CARDS, 1927 - 1929. Showing articles on hand, units, quantities, date, and value. Filed alphabetically by name of article. (Never.) 8 x 10 1/2 cards, 1 ft. 8 in., in wooden box. Dirty. R. 1, E. wing, basement. (1032)
180. PROPOSALS, CONTRACTS, AND REQUISITIONS, 1927 - 1931. Proposals and contracts, showing invitation number, department in which supplies are to be used, date, articles or service, quantity, unit, and price; requisitions for materials, with related correspondence; and Supply Form 1261, invitation and proposal. Filed alphabetically by subject. (Rarely, official.) 9 1/2 x 11 3/4 folders, 2 ft. 4 in., in wooden box. Dirty. Basement. (963)
181. PURCHASE ORDER AND PROPOSAL BOOKS, 1927 to date. Showing dates of orders, names of firms, and amounts; and number of proposals, companies to whom submitted, date, commodity or service, and authority. Filed chronologically. (Older records, rarely; later records, frequently; official.) 8 x 10 1/2 vols., 1 ft., in drawer of wooden filing case. Supply Office. (1060)
182. M AND R REQUESTS, July 1927 - July 1928. Requisitions for rations and necessities for nurses' home. (Never.) 9 x 12 folders and bundles, 6 in., in wooden box. Dirty. R. 1, E. wing, basement. (1030)
183. ALCOHOL AND NARCOTIC ISSUE SLIPS, 1928 - 1929. Marked expendable property, showing where issued, quantity, name of person in charge of department, person in charge of station, requisition number, and name of custodian. Filed by request number. (Rarely, official.) 10 1/2 x 16 vol., 1 in., in steel vault. Supply Office. (1067)
184. PROPOSALS AND COPIES OF INVITATIONS FOR BIDS FOR SUPPLIES, 1928 to date. Showing proposal number, office, and date; sealed bids, showing



date, item, number, article or service, quantity, unit price, amount and correspondence. Filed alphabetically by subject, and chronologically. (Older records, rarely; later records, frequently; official.) 9 x 12 folders, 10 in., in drawer of wooden filing case. Supply Office. (1051)

185. REQUEST BOOKS, 1929 - 1932. Showing record of transportation request, special transportation, meal request, lodging, street car tokens, date, request number, date issued, and book number. Filed by book number. (Rarely, official.) 10 1/2 x 16 vols. (2), 2 in., in steel vault. Supply Office. (1072)

186. REQUISITIONS FOR VARIOUS ARTICLES, 1929 - 1932. Purchase requisitions for drugs and appliances, showing stock number, order number, price, and quantity shipped, with related correspondence. Filed numerically. (Rarely, official.) 9 x 12 folders, 9 ft. 3 in., in 8 drawers of transfer cases. Basement. (960)

187. PROPERTY VOUCHERS, REQUISITION BOOKS, AND EXPENDITURE LISTS, 1929 - 1934. Books, showing voucher number, date, name of supply company, requisition, class, and name of article; expenditure lists, showing date, unit, and item. Filed chronologically. (Rarely, official.) 5 x 7 3/4 and 8 x 10 1/2 vols., 2 ft. 4 in., in drawer of steel filing case. Dirty. Supply Office. (1050)

188. FEDERAL SPECIFICATIONS AND CORRESPONDENCE, 1929 - 1935. Files pertaining to sources of supplies, cancellations, and revisions, with related correspondence. Filed chronologically. (Occasionally, official.) 9 1/2 x 12 folders, 2 ft., in drawer of steel filing case. Damaged by careless handling. Supply Office. (1046)

189. MISCELLANEOUS GENERAL SUPPLY OFFICE RECORDS, 1929 to date. Miscellaneous correspondence with Washington office and dealers, pertaining to matters of policy, procedure, contracts, and requisitions; and reports of audits and costs for station operations. Filed alphabetically by subject, and chronologically. (Older records, rarely; later records, frequently; official.) 9 1/2 x 11 3/4 folders, 5 ft., in 3 drawers of steel filing case. Supply Office. (1063)

190. PROCUREMENT INSTRUMENTS, July 1, 1929 - June 30, 1930. Requisitions for instruments and repairs of same (duplicates). These records are awaiting official disposition. Filed by budget symbol. (Never.) 8 x 10 1/2 bundles (2), 1 ft., on steel transfer case. Dirty. R. 1, E. wing, basement. (1033)

191. PURCHASE ORDERS, CONTRACTS, AND INSPECTIONS, July 1929 - 1933. Covering meats, vegetables, produce, fish, sea food, dairy products, and groceries. These records are awaiting official disposition. Filed alphabetically. (Never.) 9 x 12 folders and bundles, 8 ft., in 2 wooden boxes. Dirty. R. 1, E. wing, basement. (1034)

192. INVENTORY SHEETS, 1930 - 1931. Showing articles, description, date, and quantity of various supplies used by this facility. Filed chronologically. (Rarely, official.) 9 x 12 folders, 1/2 in., on floor. Dirty. Basement. (962)

193. MEMORANDA OF RECEIPTS AND CORRESPONDENCE, 1930 - 1931. Showing property received from firms and charged to different departments, with related correspondence. Filed numerically and chronologically. (Rarely, official.) 9 1/2 x 12 folders, 10 in., in steel vault. Supply Office. (1048)
194. SUBSISTENCE CONTRACTS, PROPOSALS, AND BIDS, 1930 - 1931. Showing number, date, articles or service, quantity, unit, and price, with related correspondence and bills of lading. Filed alphabetically by subject, and chronologically. (Rarely, official.) 9 1/2 x 11 3/4 folders, 2 ft., in wooden box. Dirty. Basement. (964)
195. DENTAL CARDS, 1930 - 1932. Showing estimated amount of gold required for dental work, names of patients, record of dental work, name of dentist, and dates. Filed alphabetically. (Rarely, official.) 5 x 8 3/4 bundle, 2 in., in fireproof steel vault. Supply Office. (1038)
196. MASTER CARDS, 1930 - 1932. Showing registry number, ward, name of patient, name of examining surgeon, date entered hospital, and date of discharge. Filed alphabetically. (Rarely, official.) 5 1/2 x 8 1/2 bundle, 10 in., in steel vault. Supply Office. (1054)
197. PROCUREMENT CARDS, 1930 to date. Showing name and address of firms, commodities purchased, and remarks. Filed alphabetically. (Frequently, official.) 3 x 5 cards, 1 ft. 6 in., in wooden card cabinet. Supply Office. (1070)
198. CREDIT VOUCHERS, July 1, 1930 - June 30, 1931. Supply Form 136-A, requesting authority to drop property from property records, with reasons for such action. These records are awaiting official disposition. (Never.) 7 1/2 x 8 bundle, 2 in., on floor. Dirty. R. 1, E. wing, basement. (1031)
199. REQUISITIONS, INVOICES, RECEIPTS, PACKERS' LISTS, AND SHIPPING TICKETS, 1931. Form 134-A, combination requisition, invoice and receipt, packer's list, and shipping ticket, showing stock item number, articles, description, quantity ordered, unit, unit price, quantity shipped, amounts, voucher number, and date; and Supply Form 135-A, invoice and receipt for property purchased, showing date, place, voucher number, item number, quantity, article or service, description, unit, unit price, and aggregate price. Filed chronologically. (Rarely, official.) 9 1/2 x 12 folders, 1 ft. 3 in., in drawer of steel filing case. Damaged by careless handling, dirty. Supply Office. (1068)
200. ALCOHOLIC AND NARCOTIC RECORD SHEETS, 1931 - 1932. Showing year, month, ward, drug, balance of drug on hand from previous month, amount of drug received and dispensed, amount used by mouth or hypodermic, names of patients receiving drugs, name of nurse administering drug, and balance on hand at end of month. Filed chronologically. (Rarely, official.) 9 1/2 x 12 folders, 2 in., in wooden box. Dirty. Basement. (965)
201. CORRESPONDENCE, MISCELLANEOUS RECORDS, AND REQUISITION DATA, 1931 to date. Packers' lists, C and D requisitions, and correspondence



relating to main building, contracts, inventory, inspection reports, and telegrams. Filed chronologically, and by subject. (Frequently, official.) 9 1/2 x 11 3/4 folders, 3 ft. 5 in., in 3 drawers of steel filing case. Damaged by careless handling. Supply Office. (1043)

202. EMPLOYEES' TRANSPORTATION CARDS, 1931 to date. Showing book number, request number, date issued, name of employee, and name of witness. Filed alphabetically. (Frequently, official.) 5 x 8 cards, 2 in., in steel vault. Supply Office. (1052)

203. SUBSISTENCE PURCHASE ORDERS, ORDER BOOKS, AND PROPOSALS, 1931 to date. Standard Form 33, invitation, bid, and acceptance, showing invitation number, department in which supplies will be used, date, articles or services, quantity, unit, and price, with related correspondence. Filed alphabetically by subject, and chronologically. (Older records, rarely; later records, frequently; official.) 9 1/2 x 11 3/4 folders, 7 ft. 8 in., in 2 drawers of wooden filing case and in 2 wooden boxes in steel vault. Supply Office. (1057)

204. TELEGRAMS, 1932. Standard Form 14-A, showing receivers' and senders' names and addresses, dates, and remarks. (Rarely, official.) 9 1/2 x 10 1/2 bundle, 6 in., in wooden box. Dirty. Basement. (961)

205. LISTS OF VALUABLES AND EFFECTS OF DECEASED, 1932 - 1935. Lists of valuables, showing name and address, signatures of patient and hospital representative, and date; and list of effects, showing date and personal property. Filed chronologically. (Occasionally, official.) 5 1/2 x 8 and 9 1/2 x 11 3/4 folders, 2 in., in drawer of steel filing case. Supply Office. (1040)

206. BIDS FOR FRESH FRUIT AND VEGETABLES, 1932 to date. Showing description of items, date of bid, unit, and amount. Filed alphabetically. (Frequently, official.) 4 1/2 x 6 3/4 and 5 1/2 x 8 vols., 3 in., in drawer of wooden filing case. Supply Office. (1064)

207. ESTIMATES ON MEATS, July 1932 - Apr. 1934. Showing date, kinds, and estimated quantity of meat used. Filed chronologically. (Rarely, official.) 10 1/4 x 16 vol., 1/2 in., in steel vault. Supply Office. (1065)

208. REQUESTS FOR MEALS AND LODGINGS, AND TRANSPORTATION SHEETS, July 1932 - June 1936. Meals and lodging sheets, showing names of parties receiving, amount, date, when void, issuing date, and name of supply officer; transportation sheets, showing names and addresses, points of departure, arrival, number of transportation sheets, and dates. Filed numerically. (Older records, rarely; later records, frequently; official.) 8 x 17 1/2 folders, 1 ft. 8 in., in steel vault. Supply Office. (1058)

209. TRAVEL AUTHORIZATIONS AND TRANSPORTATION SHEETS, 1933 - 1934. Form H-88-62, showing beneficiaries' names and addresses, claim numbers, roads over which transportation is given, date of issuance, and signature of clinical director. Filed numerically. (Rarely, official.) 5 1/2 x 8 sheets and 8 1/2 x 18 1/2 bundles, 5 in., on wooden filing case and in steel vault. Supply Office. (1056)

210. EXPENDITURE LISTS, 1934 to date. Supply Form 137-A, expenditure list, and Supply Form 2598-G, issue list of expendable property, showing articles and description, classification number, unit cost, total cost, and unit of materials used in each department each month in year. (Frequently, official.) 9 1/2 x 12 envelopes, 7 in., in drawer of steel filing case and steel vault. Supply Office. (1069)

211. PURCHASE ORDERS, CONTRACTS, BIDS, AND CORRESPONDENCE, 1934 to date. Purchase orders, showing requisition numbers, dates, allotment numbers, account, amount, names of departments in which to be used, items, quantities, units, unit prices, total costs, methods of purchase, and signature of utility officer; contracts and bids pending acceptance or delivery of supplies, with related correspondence and telegrams. Filed alphabetically by subject, and chronologically. (Frequently, official.) 9 1/2 x 12 folders, 8 ft. 3 in., in 2 wooden filing boxes and 5 drawers of wooden filing cases. Supply Office. (1059)

212. VOUCHERS, 1934 to date. Showing order number, date, place of shipment, voucher number, by whom shipped, time of delivery, item voucher, quantity, article or service, description, unit, unit price, and aggregate price. Filed numerically by voucher number. (Frequently, official.) 9 1/2 x 12 folders, 2 ft. 1 in., in 2 drawers of steel filing case. Supply Office. (1071)

213. GENERAL CORRESPONDENCE, 1935 - 1936. Pertaining to station vouchers, central office, expenditure lists, consolidated freight classification, estimates, and drop shipments I and I; miscellaneous correspondence; monthly inventory of dietetic department; packers' lists; C and D requisitions; reports of survey; sale of government property; specifications and guarantees; station orders, memoranda, stowage precautions, surplus property received; surplus property subsistence; supply service information letters; surplus lists correspondence; VA service letters; VA administrative decisions; VA instructions; bulletins; and orders. Filed alphabetically, and chronologically. (Frequently, official.) 9 x 12 folders, 2 ft. 6 in., in 2 drawers of steel filing case. Supply Office. (1047)

214. GOVERNMENT BILLS OF LADING, 1935 - 1936. Showing issuing office, name of issuing officer, date issued, by and from whom received, to and from shipping points, via, marks, number of packages, number and kind of package, description of articles, weights, authority for shipment, name of transportation company, and date. Filed chronologically. (Frequently, official.) 9 x 12 folders, 4 in., in drawer of steel filing case. Damaged by careless handling. Supply Office. (1049)

215. PATIENTS' PERSONAL PROPERTY RECORDS, PENDING REQUISITIONS FOR SUPPLIES, AND CORRESPONDENCE, 1935 to date. Standard Form 24, patients' property record, showing articles, name of patient, date received, date returned, and name of receiving hospital attendant; VA Form 3211-A, requisition for supplies, showing number, item, unit, quantity, and estimated cost. Filed alphabetically. (Frequently, official.) 9 1/2 x 11 3/4 folders, 1 ft. 10 in., in wooden box. Supply Office. (1042)

216. RECORDS OF TRANSPORTATION RECEIVED AND ISSUED, 1935 to date. Showing transportation number, date, registry number, and date issued



to transportation clerk. Filed by serial and book numbers. (Frequently, official.) 9 1/2 x 14 vol., 1 in., in steel vault. Supply Office. (1053)

217. SUBSISTENCE REFERENCE CARDS, 1935 to date. Showing names and addresses of firms, commodity, date, and remarks. Filed alphabetically by subject. (Frequently, official.) 3 x 5 cards, 1 ft. 2 in., in wooden card cabinet. Supply Office. (1055)

218. CORRESPONDENCE, AND DAILY AND MONTHLY TRANSPORTATION REPORTS, July 1, 1935 - June 30, 1936. Correspondence, travel orders issued, and transportation requests, showing name, numbers, dates, and points of departure and arrival. Filed chronologically. (Frequently, official.) 8 x 10 1/2 sheets and 9 x 12 folders, 7 in., in drawer of steel filing case. Damaged by careless handling. Supply Office. (1044)

219. SUBSISTENCE CONTRACTS, SPECIFICATIONS, AND CORRESPONDENCE, 1936. Pertaining to local supplies, bidders disbarred, annual and quarterly contracts, and specifications accepted and unaccepted. Filed alphabetically by subject. (Frequently, official.) 9 1/2 x 11 3/4 folders, 1 ft. 1 in., in drawer of wooden filing case. Supply Office. (1062)

#### NASHVILLE

##### REGIONAL OFFICE

Cotton State Bldg., 6th Ave. North, and Deaderrick St.

This office was established in 1919 as a suboffice of the Atlanta office, remaining as such until April 1, 1925, when it was made a regional office for the State of Tennessee. The office was housed in the Custom House from 1919 to 1920, in the Chamber of Commerce Building from 1920 to 1925, and in a building on Seventh Avenue, North, in 1925, when it moved to its present address. Useless papers are destroyed only upon express authority from Washington. All records which have served their purpose in this office, but which should not be destroyed, are sent to Washington for storage.

##### Manager's Office

220. VETERANS' DISABILITY-CLAIM FILES, Nov. 9, 1917 - June 12, 1936. Showing claims, ratings, medical examinations, treatments, board actions, military service, correspondence, and forms. Filed alphabetically. 9 x 12 folders, 198 ft., in 99 drawers of steel filing cases. R., 8th floor. (917)

221. VETERANS' DISABILITY-CLAIM FILES, Nov. 9, 1917 - June 12, 1936. Showing claims, ratings, medical examinations, treatments, board actions, military service, correspondence, and forms. Filed alphabetically.

(Daily, official.) 9 x 12 folders, 320 ft., in 160 drawers of steel filing cases. R., 8th floor. (918)

222. VETERANS' DISABILITY-CLAIM FILES, Nov. 9, 1917 - June 16, 1936. Showing claims, ratings, medical examinations, treatments, board actions, military service, correspondence, and forms. Filed alphabetically. (Daily, official.) 9 x 12 folders, 38 ft., in 8 drawers of steel and wooden filing cases. R., 8th floor. (913)

223. VETERANS' DISABILITY-CLAIM RECORDS, Apr. 5, 1918 - Sept. 25, 1921. Correspondence, reports of doctors' examinations and decisions, rating sheets, applications, compensation investigations, telegrams, charts, and tabulations. Filed alphabetically. (Daily, official.) 9 x 12 folders, 72 ft., in 36 drawers of steel filing cabinets. R. 801. (920)

224. INDEX TO VETERANS' CLAIM FILES, May 27, 1918 - June 5, 1935. Showing name, number, enlistment, rank, and discharge. Filed alphabetically. (Daily, official.) 3 x 5 cards, 45 ft., in wooden card cabinet. R. 8th floor. (899)

225. INDEX TO VETERANS' CLAIM FILES, May 27, 1918 - July 5, 1935. Showing numbers, births, enlistment, discharge, and death or disability service. Filed numerically. (Daily, official.) 5 x 8 cards, 32 ft., in wooden card cabinet. R., 8th floor. (898)

226. VETERANS' DISABILITY-CLAIM FILES, May 13, 1919 - June 12, 1936. Showing claims, ratings, medical examinations, treatments, board actions, military service, correspondence, and forms. Filed alphabetically. (Daily, official.) 9 x 12 folders, 48 ft., in 24 drawers of steel filing cases. R., 8th floor. (914)

227. VETERANS' DISABILITY-CLAIM RECORDS, July 9, 1919 - Apr. 3, 1931. Correspondence, decisions, rating sheets, applications, compensation investigations, telegrams, charts, and tabulations. Filed alphabetically. Index. (Daily, official.) 9 x 12 folders, 72 ft., in 36 drawers of steel filing cabinets. R. 801. (928)

228. VETERANS' DISABILITY-CLAIM RECORDS, Aug. 15 - Oct. 26, 1919. Correspondence, decisions, rating sheets, applications, compensation investigations, telegrams, charts, and tabulations. Filed alphabetically. Index. (Daily, official.) 9 x 12 folders, 72 ft., in 36 drawers of steel filing cabinets. R. 801. (925)

229. VETERANS' DISABILITY-CLAIM RECORDS, Sept. 9 - Oct. 20, 1919. Correspondence, decisions, rating sheets, applications, compensation investigations, telegrams, charts, and tabulations. Filed alphabetically. Index. (Daily, official.) 9 x 12 folders, 72 ft., in 36 drawers of steel filing cabinets. R. 801. (926)

230. VETERANS' DISABILITY-CLAIM RECORDS, Jan. 7, 1920 - Mar. 29, 1921. Correspondence, reports of doctors' examinations and decisions, rating sheets, applications, investigations, telegrams, charts, and tabulations. Filed alphabetically. Index. (Daily, official.) 9 x 12 folders, 72 ft., in 36 drawers of steel filing cabinets. R. 801. (924)



231. VETERANS' DISABILITY CLAIMS, Nov. 10, 1920 - Sept. 30, 1921. Showing claims, ratings, medical examinations, board actions, military service, correspondence, and forms. Filed alphabetically. Index. (Daily, official.) 9 x 12 folders, 64 ft., in 32 drawers of steel filing cases. R., 8th floor. (907)
232. VETERANS' DISABILITY-CLAIM RECORDS, Mar. 12 - July 27, 1921. Showing correspondence, reports of doctors' examinations and decisions, rating sheets, applications, compensation investigations, telegrams, charts, and tabulations. Filed alphabetically. Index. (Daily, official.) 9 x 12 folders, 72 ft., in 36 drawers of steel filing cabinets. R. 801. (923)
233. VETERANS' DISABILITY-CLAIM RECORDS, Apr. 21, 1921 - Feb. 23, 1923. Showing correspondence, reports of doctors' examinations and decisions, rating sheets, applications, compensation investigations, telegrams, charts, and tabulations. Filed alphabetically. Index. (Daily, official.) 9 x 12 folders, 16 ft., in 8 drawers of steel cabinets. R. 801. (916)
234. VETERANS' DISABILITY CLAIMS, Sept. 2, 1921 - Nov. 1, 1931. Showing claims, ratings, medical examinations, treatment, board action and military service; also correspondence. Filed alphabetically. Index. (Daily, official.) 9 x 12 folders, 48 ft., in 24 drawers of steel cabinets. R., 8th floor. (902)
235. VETERANS' DISABILITY CLAIMS, Sept. 9 - Oct. 8, 1921. Showing claims, ratings, medical examinations, board action, military service, correspondence, and forms. Filed alphabetically. Index. (Daily, official.) 9 x 12 folders, 40 ft., in 20 drawers of steel filing cases. R., 8th floor. (911)
236. VETERANS' DISABILITY CLAIMS, Apr. 4 - May 26, 1922. Files on claims, ratings, medical examinations, treatments, board actions, military service, correspondence, and forms. Filed alphabetically. Index. (Daily, official.) 9 x 12 folders, 48 ft., in 24 drawers of steel cabinets. R., 8th floor. (905)
237. VETERANS' DISABILITY-CLAIM RECORDS, Apr. 6, 1923 - July 31, 1930. Correspondence, reports of doctors' examinations and decisions, rating sheets, applications, compensation investigations, telegrams, charts, and tabulations. Index. (Frequently, official.) 9 x 12 folders, 44 ft., in 22 drawers of steel filing cabinets. R., 8th floor. (915)
238. VETERANS' DISABILITY-CLAIM RECORDS, Apr. 7, 1923 - Sept. 9, 1928. Correspondence, reports of doctors' examinations and decisions, rating sheets, applications, compensation investigations, telegrams, charts, and tabulations. Index. (Daily, official.) 9 x 12 folders, 72 ft., in 36 drawers of steel filing cabinets. R., 8th floor. (921)
239. INACTIVE REQUISITIONS AND CONTRACTS, 1924 - June 30, 1936. Requisitions and forms. These records are destroyed every three years. (Rarely, official.) 9 x 12 folders, 1 ft. 6 in., in drawer of steel filing case. R., 8th floor. (880)

240. CANADIAN DISABILITY-CLAIM FILES AND BLUE TABS OF TRANSFERRED AND RETIRED CASES, Nov. 9, 1924 - Apr. 20, 1925. Correspondence, examinations, reports of doctors, and decisions on forms. Filed alphabetically. (Rarely, official.) 9 x 12 folders, 4 ft., in 2 drawers of steel filing case. 8th floor. (890)
241. VETERANS' DENTAL INDEX CARDS, 1925 - 1936. Showing name, case number, and dates of treatments. Filed alphabetically. Index. (Rarely, official.) 5 x 8 cards, 2 ft., in 4 drawers of wooden cabinet. R. 904. (887)
242. DENTAL EXAMINERS, Feb. 12, 1925 - Aug. 19, 1935. Physical and dental examinations, applications for doctors' services, and correspondence. Filed alphabetically. (Rarely, official.) 9 x 12 folders, 4 ft. 10 in., in 29 drawers of steel filing cabinets. 8th floor. (931)
243. REPORTS OF LOCATION OF PERSONNEL IN FIELD STATIONS, Apr. 10, 1925 - June 3, 1936. Reports of personnel assigned to field stations, responsible to regional offices, and former combined facilities. Filed alphabetically. (Occasionally, official.) 10 x 14 folders, 1 ft. 6 in., in steel filing case. 8th floor. (937)
244. OBSOLETE ADMINISTRATION FILE, June 27, 1925 - Dec. 6, 1933. American Legion correspondence, reports on beds available and unoccupied, and data on general budget. Filed chronologically. (Frequently, official.) 9 x 12 folders, 13 ft. 3 in., in steel filing case. 8th floor. (933)
245. INACTIVE VETERANS' GUARDIANSHIP-CLAIM FILES, Aug. 25, 1923 - Jan. 23, 1936. Filed alphabetically. Index. (Rarely, official.) 9 x 12 folders, 5 ft., in 3 drawers of steel filing case. R. 903. (897)
246. INACTIVE CRIMINAL FILES AND MISCELLANEOUS CORRESPONDENCE, Oct. 26, 1926 - Sept. 17, 1934. Correspondence, reports, and tabulations. Filed alphabetically. (Rarely, official.) 9 x 12 folders, 2 ft., in drawer of wooden filing case. 9th floor. (369)
247. MEMORANDA AND RECEIPTS, June 30, 1928 - May 6, 1936. (Frequently, official.) 9 x 12 folders, 1 ft. 3 in., in drawer of steel filing case. 9th floor. (884)
248. REGULATIONS AND PROCEDURES, Dec. 23, 1928 - Dec. 19, 1933. Showing treasury decisions, claims, correspondence, disability allowance, disbursements, regulations, war risk special orders, correspondence, and forms. Filed chronologically. (Frequently, official.) 8 x 10 folders, 3 in., in steel filing case. 8th floor. (934)
249. COUNTY FILES, 1929 - 1932. Correspondence. Filed alphabetically. (Rarely, official.) 9 x 12 folders, 1 ft. 6 in., in drawer of steel filing case. 9th floor. (893)
250. VETERANS' X-RAY FILMS, 1929 - 1936. Filed alphabetically by number of claim. Index. (Rarely, official.) 14 x 17 envelopes and films, 27 ft., in 15 drawers of steel filing cases. Dirty. R. 904. (885)



251. VETERANS' X-RAY INDEX CARDS, 1929 - 1936. Showing name of veteran, number of film, and date. Index. (Rarely, official.) 3 x 5 cards, 7 ft., in 7 drawers of wooden cabinet. R. 904. (886)
252. BILLS OF LADING FOR SALES OF PROPERTY, Mar. 9, 1929 - May 14, 1931. Bills of lading, regulations, and miscellaneous files. (Frequently, official.) 9 x 12 folders, 2 ft., in drawer of steel filing case. 9th floor. (883)
253. ADMINISTRATION DECISIONS OF DOCTORS FOR ADMINISTRATION REGULATIONS, Mar. 18, 1929 - Nov. 10, 1930. Forms, correspondence, and reports. Filed numerically. (Rarely, official.) 9 x 12 folders, 1 ft., in drawer of steel filing case. 8th floor. (929)
254. VETERANS' DISABILITY-CLAIM RECORDS, Mar. 20 - Dec. 10, 1930. Showing correspondence, reports of doctors' examinations and decisions, rating sheets, applications, compensation investigations, telegrams, charts, and tabulations. 3 x 6 card index. (Frequently, official.) 9 x 12 folders, 36 ft., in 36 drawers of steel filing case. 8th floor. (903)
255. VETERANS' DISABILITY-CLAIM RECORDS, Apr. 24, 1930 - May 25, 1931. Showing correspondence, reports of doctors' examinations and decisions, rating sheets, applications, compensation investigations, telegrams, charts, tabulations, and forms. 3 x 6 card index. (Frequently, official.) 9 x 12 folders, 80 ft., in steel filing cabinets. 8th floor. (906)
256. VETERANS' DISABILITY-CLAIM FILES, Oct. 30, 1930 - Jan. 14, 1931. Showing ratings, medical examinations, treatments, board actions, military service, forms, and correspondence. Index. (Daily, official.) 9 x 12 folders, 64 feet., in 32 drawers of steel filing cases. 8th floor. (909)
257. VETERANS' DISABILITY-CLAIM FILES, Dec. 31, 1930 - July 3, 1931. Showing claims, ratings, medical examinations, translating, treatments, board actions, military service, forms, and correspondence. Index. (Daily, official.) 9 x 12 folders 88 ft., in 44 drawers of steel filing cases. 8th floor. (908)
258. MISCELLANEOUS CORRESPONDENCE, Jan. 1, 1931 - Mar. 16, 1933. Pertaining to doctors' and dentists' examinations. Filed alphabetically. (Occasionally, official.) 8 1/2 x 12 folders, 29 ft. 6 in., in 14 drawers of steel filing cases. 8th floor. (945)
259. GENERAL CORRESPONDENCE, Jan. 1, 1931 - Mar. 31, 1936. Correspondence with attorneys, veterans, guardians, and offices, relating to guardianship claims. Filed alphabetically. Index. (Occasionally, official.) 9 x 12 folders, 6 ft., in 3 drawers of steel filing case. R. 903. (888)
260. VETERANS' GUARDIAN-CLAIM FILE, Jan. 1, 1931 - Mar. 31, 1936. Showing name, number of claim, and guardian. Filed alphabetically. Index. (Daily, official.) 3 x 5 folders and cards, 14 ft., in 12 drawers of wooden card cases. R. 903. (894)

261. VETERANS' REGULAR CORRESPONDENCE, Jan. 2, 1931 - Oct. 13, 1933. Including pamphlets for use of Veterans' Administration personnel. (Frequently, official.) 9 x 12 folders and pamphlets, 2 ft., in drawer of steel cabinet. 8th floor. (1072)
262. VETERANS' MEDICAL-TREATMENT INDEX CARDS, Apr. 16, 1931 - May 10, 1936. Showing name, number of file, and date of treatment. Filed alphabetically. Index. (Frequently, official.) 3 x 5 cards, 1 ft. 6 in., in 3 drawers of wooden cabinet. R. 904. (875)
263. MEDICAL-TREATMENT FILES, Apr. 16, 1931 - May 10, 1936. Records of medical examinations and treatments by doctors in hospitals. Filed alphabetically. Index. (Rarely, official.) 9 x 12 folders, 22 ft. 1 in., in 12 drawers of steel cabinets. R. 904. (876A)
264. VETERANS' DISABILITY CLAIMS, May 2 - Aug. 14, 1931. Claims, files, including data on ratings, medical examinations, treatments, board actions, and military service, correspondence, and forms. Filed alphabetically. Index. 9 x 12 folders, 64 ft., in 32 drawers of steel filing cases. R., 8th floor. (904)
265. VETERANS' DISABILITY-CLAIM RECORDS, July 8, 1931 - Oct. 8, 1935. Covering correspondence, reports of doctors' examinations and decisions, rating sheets, application and compensation investigations, telegrams, charts, tabulations, and decisions of Veterans' Administration for this region. Filed alphabetically. Index. (Frequently, official.) 9 x 12 folders, 56 ft., in 28 drawers of steel filing cases. R., 8th floor. (919)
266. VETERANS' DISABILITY CLAIMS, Aug. 11, 1931 - June 17, 1935. Showing claim ratings, medical examinations, treatments, board actions, military service, and correspondence. Filed alphabetically. Index. (Daily, official.) 9 x 12 folders, 40 ft., in 20 drawers of steel filing cases. R., 8th floor. (901)
267. VETERANS' DISABILITY-CLAIM RECORDS, Jan. 2, 1932 - Apr. 20, 1936. Showing correspondence, reports of doctors' examinations and decisions, rating sheets, applications, forms, and correspondence. 3 x 6 alphabetical card index. (Frequently, official.) 9 x 12 folders, 84 ft., in 42 drawers of steel filing cases. 8th floor. (900)
268. ADMINISTRATION TELEGRAMS FOR EMPLOYEES, Aug. 1932 - Mar. 1936. These records will be destroyed on proper authority. (Rarely, official.) 6 x 9 envelopes, 2 ft., in drawer of steel filing case. R., 8th floor. (946)
269. ADMINISTRATION MEDICAL BULLETINS, Aug. 21, 1932 - Apr. 15, 1933. Bulletins for purpose of maintaining high quality of medical services. Filed alphabetically. (Occasionally, official.) 6 x 9 loose-leaf book, 4 in., in steel filing case. 8th floor. (930)
270. ACTIVE AND INACTIVE CONTRACTS AND LEASES, July 1, 1932, to date. Correspondence, bids, and tabulations. These records are destroyed after 3 years on proper authority. (Frequently, official.) 9 x 12 folders, 2 ft., in drawer of steel filing case. R., 9th floor. (882)



271. APPLICATIONS FOR GOVERNMENT LIFE INSURANCE, Nov. 25, 1932 - July 6, 1933. (Never.) 8 1/2 x 12 sheets, 3 ft., in 2 drawers of wooden filing case. R., 8th floor. (932)
272. COMPLETED INVESTIGATION REPORTS AND MISCELLANEOUS LEGAL PAPERS, 1933 - 1934. Filed alphabetically. (Rarely, official.) 9 x 12 folders, 3 ft., in 2 drawers of wooden filing case. 9th floor. (892)
273. RESIGNATION OF VETERANS' ADMINISTRATION PERSONNEL, Feb. 5, 1933 - June 11, 1935. Correspondence regarding resignations of personnel. Filed alphabetically. (Rarely, official.) 9 x 12 folders, 2 ft., in steel filing case. 8th floor. (939)
274. DISCHARGES FROM CCC CAMP 440, July 20, 1933 - Dec. 1, 1935. Applications, reports, correspondence, and forms. Filed alphabetically. (Frequently, official.) 9 x 12 folders, 8 ft., in 4 drawers of steel filing case. 8th floor. (941)
275. VETERANS' DISABILITY-CLAIM RECORDS, July 24, 1933 - Nov. 13, 1934. Correspondence, reports of examinations and decisions, rating sheets, applications, compensation investigations, telegrams, charts, and tabulations. Filed alphabetically. Index. (Frequently, official.) 9 x 12 folders, 208 ft., in 29 steel cabinets. 8th floor. (927)
276. WAR VETERANS IN CAMP, Sept. 11, 1933 - Aug. 1, 1935. Reports of applications and information as to enrollments in CCC camps, with related correspondence. Filed alphabetically. (Frequently, official.) 9 x 12 folders, 5 ft. 6 in., in steel filing case. 8th floor. (940)
277. OUT-PATIENT REPORTS, Dec. 2, 1933 - Apr. 4, 1936. Reports of relief furnished Veterans' Administration, out-patients' report, and compensation or pension reports. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 2 ft., in steel filing case. 8th floor. (938)
278. DAILY REPORTS ON TRANSPORTATION AND INACTIVE BILLS, June 6, 1934 - Jan. 1, 1935. Reports, correspondence, and bills of lading. These records are destroyed, on proper authority after 3 years. Filed alphabetically. (Rarely, official.) 9 x 12 folders, 1 ft. 6 in., in drawer of steel filing case. 9th floor. (878)
279. VETERANS' DISABILITY-CLAIM RECORDS, Nov. 13, 1934 - July 8, 1935. Correspondence, reports of doctors' examinations and decisions, rating sheets, applications, compensation investigations, telegrams, charts, and tabulations. Filed alphabetically. Index. (Frequently, official.) 9 x 12 folders, 160 ft., in 80 drawers of steel filing cases. R., 8th floor. (922)
280. DISCHARGES FROM CCC CAMPS, Nov. 25, 1934 - Nov. 1, 1935. Correspondence and certifications. Filed alphabetically. (Frequently, official.) 8 1/2 x 14 folders, 1 ft. 4 in., in drawer of wooden filing case. 8th floor. (942)
281. CCC REGULATIONS AND MISCELLANEOUS CORRESPONDENCE, Dec. 28, 1934 - May 20, 1936. (Rarely, official.) 9 x 12 sheets, 2 ft., in

drawer of wooden filing case. R., 8th floor. (943)

282. VETERANS' GUARDIANSHIP-DISABILITY-CLAIM FILES, Jan. 5, 1935 - May 1936. Guardianship records, legal actions, forms, and correspondence. Filed alphabetically. (Daily, official.) 9 x 12 folders, 54 ft., in 28 drawers of steel filing cases. R. 903. (895)

283. GUARDIANS' FILES, Jan. 18, 1935 - Jan. 10, 1936. Correspondence, forms, tabulations, reports, and decisions. Filed alphabetically. (Frequently, official.) 9 x 12 folders, 48 ft., in 24 drawers of steel filing cases. R., 9th floor. (896)

284. VETERANS' DISABILITY-CLAIM RECORDS, Feb. 8, 1935 - June 6, 1936. Correspondence, reports of doctors' examinations and decisions, rating sheets, applications, compensations, investigations, telegrams, charts, tabulations, and forms. 3 x 6 alphabetical card index. (Frequently, official.) 9 x 12 folders, 78 ft., in 39 drawers of steel filing cases. R., 8th floor. (910)

285. REQUESTS FOR MEALS AND LODGING, Feb. 27, 1935. (Daily, official.) 3 1/2 x 6 sheets, 4 ft., in 4 drawers of wooden filing case. R., 9th floor. (881)

286. ACTIVE FILES ON CRIMINAL CASES, Mar. 13, 1934 - Dec. 10, 1935. Correspondence, reports, and tabulations. Filed alphabetically. (Rarely, official.) 9 x 12 folders, 1 ft., in drawer of wooden filing case. R., 9th floor. (889)

287. VETERANS' DISABILITY-CLAIM RECORDS, Apr. 8, 1935 - Feb. 20, 1936. Correspondence, reports of doctors' examinations and decisions, rating sheets, applications, compensation investigations, telegrams, charts, tabulations, and forms. 3 x 6 alphabetical card index. (Frequently, official.) 9 x 12 folders, 54 ft., in 27 drawers of steel filing cases. R., 8th floor. (912)

288. INACTIVE FILE OF VETERANS' APPLICATIONS FOR EMERGENCY CONSERVATIONS WORK, May 29 - Aug. 6, 1935. Correspondence and reports. Filed alphabetically. (Frequently, official.) 8 1/2 x 12 folders, 7 ft. 4 in., in 4 drawers of wooden filing case. 8th floor. (944-A)

289. PURCHASE ORDERS, REQUISITIONS FOR SUPPLIES, June 20, 1935 - June 11, 1936. (Frequently, official.) 9 x 12 folders, 2 ft., in drawer of steel filing case. R., 9th floor. (879)

290. PROPOSED AND PENDING LEGISLATION IN LOWER HOUSE, RESIDENT 409, Oct. 1935. Correspondence and forms. (Rarely, official.) 9 x 12 folders, 9 in., in drawer of steel filing case. R., 9th floor. (891)

291. ACTIVE CCC PENDING APPLICATIONS, Dec. 12, 1935 - May 21, 1936. Correspondence and forms. Filed alphabetically. (Frequently, official.) 9 x 12 folders, 1 ft., in drawer of wooden filing case. 8th floor. (944)

292. PERSONNEL TRAVEL ORDERS AND FOLLOW-UP CORRESPONDENCE ON TRANSPORTATION, MEALS, AND LODGING, Feb. 6 - May 29, 1935. Filed alphabetically. (Rarely, official.) 9 x 12 folders, 1 ft. 3 in., in drawer of



steel filing case. R., 9th floor. (877)

293. MISCELLANEOUS PROPERTY RECORDS, Feb. 26 - May 11, 1936. Canceled bulletins, surplus administration orders, and surplus veterans' orders. Filed alphabetically. (Occasionally, official.) 10 x 12 folders, 3 in., in steel filing case. R., 8th floor. (935)

294. LEAVE-REGULATIONS FOR PERSONNEL FORCE, n. d. Applications for leave, regulations, on procedure for personnel. Filed alphabetically. (Rarely, official.) 9 x 12 folders, 2 ft., in steel filing case. R., 8th floor. (936)

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MANUSCRIPTS PUBLICATIONS

- "Guide to Depositories of Manuscript Collections in Louisiana,"  
Louisiana Historical Quarterly, XXIV (1941), 305-353. Not  
distributed separately.
- \*Guide to the Manuscript Collections in Louisiana:  
The Department of Archives. Vol. 1. (iv, 55 p. mimeo.,  
August 1940)
- \*Guide to Manuscript Collections in the Department of Archives, Louisiana  
State University. Vol. 1. (2nd ed., vi, 108 p. multi.,  
December 1940)
- \*Calendars of Manuscript Collections in Louisiana:  
Series 1. The Department of Archives: No. 1. Taber  
Collection. (12 p. printed, May 1938)



An Inventory of the Collections of the Middle American Research Institute:

- \*No. 1. Callender I. Fayssoux Collection of William Walker Papers. (ii, 28 p. mimeo., May 1937)
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- Vol. IV. 1793-1796. (xiii, 140 p. mimeo., June 1941)
- Vol. IX. [1812]. (ii, 108 p. mimeo., February 1941)

"Mississippi River Ice at New Orleans," Louisiana Historical Quarterly, XXI (1938), 349-353. Not distributed separately.

AMERICAN IMPRINTS INVENTORY PUBLICATIONS

Location Symbols for Libraries in the United States. (v, 258 p. mimeo., October 1939)

Location Symbols for Libraries in the United States, Additions and Corrections. (36 p. mimeo., January 1941)

CHURCH ARCHIVES PUBLICATIONS

Church Directories

\*Directory of Churches and Religious Organizations in New Orleans. (iv, 96 p. mimeo., March 1941)

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- \*Vol. 1. 1850-1862. (xlviii, 138 p. mimeo., April 1940)
- \*Vol. 2. 1880-1901. (lxxvii, 361 p. mimeo., May 1940)
- \*Vol. 3. 1901-1916. (lxxxii, 468 p. mimeo., July 1940)
- \*Vol. 4. 1916-1925. (1, 281 p. mimeo., October 1940)
- \*Vol. 5. 1925-1936. (cviii, 613 p. mimeo., March 1941)

No. 26. Jefferson Parish: Series I. Police Jury Minutes.

- \*Vol. 1. 1834-1843. (xxxvii, 237 p. mimeo., June 1939)
- \*Vol. 3. 1858-1870. (liv, 319 p. mimeo., November 1939)
- \*Vol. 3-A. 1871-1884. (lix, 347 p. mimeo., January 1940)
- \*Vol. 4. 1870-1879. (lxix, 370 p. mimeo., March 1940)
- \*Vol. 5. 1879-1888. (lxvi, 336 p. mimeo., April 1940)
- \*Vol. 6. 1889-1895. (lxvi, 400 p. mimeo., April 1940)
- \*Vol. 7. 1895-1904. (liii, 480 p. mimeo., June 1940)
- \*Vol. 8. 1905-1912. (lvii, 342 p. mimeo., July 1940)
- \*Vol. 9. 1912-1918. (lv, 492 p. mimeo., September 1940)

- \*Vol. 10. 1918-1924. (lxxx, 532 p. mimeo., September 1940)
- \*Vol. 11. 1924-1929. (lxxxv, 650 p. mimeo., September 1940)
- \*Vol. 12. 1930-1935. (lxiv, 622 p. mimeo., November 1940)
- \*Vol. 13. 1935-1938. (xlix, 545 p. mimeo., February 1941)

No. 44. St. Bernard Parish: Series I. Police Jury Minutes.  
Vol. 1. 1870-1877. (xl, 107 p. mimeo., July 1941)

MISCELLANEOUS PUBLICATIONS

\*County-Parish Boundaries in Louisiana. (vi, 139 p. mimeo.,  
October 1939)

\*Judicial and Congressional District Boundary Law in Louisiana.  
(ii, 90 p. multi., October 1939)

\* Denotes out of print.



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- Series XVII. Miscellaneous Agencies (v, 27 p. mimeo., June, 1941)

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- Series XVII. The Miscellaneous Agencies (vi, 85 p. mimeo.,  
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#### MISCELLANEOUS

- A History of the U. S. Custom House, New Orleans (ii, 58 p.  
mimeo., June, 1941)
- Ship Registers and Enrollments of New Orleans, Louisiana, Vol. I.  
1804-1820 (xv, 171 p. mimeo., August, 1941)

