

SURGEON GENERAL'S OFFICE,
WASHINGTON, *December 5, 1862.*

I.. The attention of Medical Directors is called to the numerous cases of neglect in the transmission of the Weekly Report of Hospitals, and the Monthly Report of sick and wounded.

In future they will require medical officers in charge of hospitals to forward to their office the Weekly Hospital Report, on the last day of each week; and they will promptly forward them to this office, accompanied by a list of such officers as have neglected this duty.

They will also require the Monthly Report of sick and wounded to be forwarded to them, and will transmit them to this office, duly filled up, as to date and place, and also accompanied by a list of names of those officers who may have failed to forward these required reports.

Medical Directors will see that the Surgeons under their direction are kept duly supplied with blank forms necessary for the above reports.

II.. Medical Directors having supervision of several General Hospitals, will require from the Surgeon in charge of each hospital, a daily Report of such changes as may have taken place during the preceding day. This Report will state the name, company, and regiment of each soldier admitted, returned to duty, discharged, transferred to other hospitals, died, &c., &c., and these names will, from time to time, be recorded in a book kept for that purpose in the office of the Medical Director.

Every facility will be afforded the agents of the Sanitary Commission, and the friends of sick and wounded soldiers in procuring such information concerning the inmates of hospitals, as they may, from time to time, desire.

III.. Surgeons in charge of General Hospitals will, upon receipt of this circular, report to the commanders of companies the names of any soldiers of their company deceased, or discharged from the service, while in their hospital, and concerning whom these reports have not been duly made.

These Reports will strictly conform to paragraphs 152 and 170, General Regulations, to which, for the future, particular attention must be paid.

IV..Persons detailed for duty in any capacity in General Hospitals, by Medical Officers in charge, without proper authority, will not be recognized at this Office as hospital employés, and Medical Officers so employing them will be personally responsible for the wages due them.

They will also be held pecuniarily responsible for any payment over their signature made to cooks and laundresses in excess of the number authorized by Regulations to the hospital under their charge.

V..Medical Officers are explicitly informed that Regulations on the above subjects have been written and published to be observed by them, and the various infractions which, from time to time, they have allowed themselves to make, have not been overlooked in the past, nor will be for the future.

W. A. HAMMOND,
Surgeon General.

