

CHARTER, BY-LAWS, &C.,

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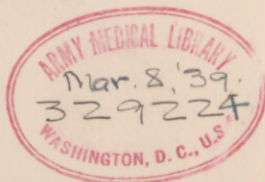
COLUMBIA HOSPITAL FOR WOMEN.

AND

LYING-IN ASYLUM,

CORNER OF FOURTEENTH AND M STREETS,  
(CIRCLE,)

WASHINGTON, D. C.



CHARTERED BY ACT OF CONGRESS JUNE 1, 1866.



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Office, 184 I street, bet. 20th and 21st.

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# COLUMBIA HOSPITAL FOR WOMEN

AND

LYING-IN ASYLUM.

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The hospital accommodations of all great cities and manufacturing districts are commensurate with their commercial prosperity. This will be found to be an invariable rule. Great commercial centres draw to them large floating populations, with their due proportion of the sick and suffering, all of whom must be provided for. This is demanded by common humanity, as well as by public economy.

Some of these institutions are confined to the reception of patients suffering from contagious diseases, such as Small Pox and Fever Hospitals; others, called General Hospitals, receive all Surgical and all Medical cases that are non-contagious: and unlimited is the good accomplished by these great public charities.

Of late years the scientific portion of the medical profession have recognized the necessity for the establishment of institutions devoted to the practice of specialties. We have Hospitals for consumptives, skin diseases, diseases of the eye and ear, diseases of the rectum, and diseases of the genito-urinary organs of the female. At the head of these Hospitals have been placed gentlemen who have made these diseases their special study, and have thus qualified themselves for the more scientific treatment of the patients committed to their care; the result of this course has proved its wisdom. The medical literature of the day abounds with works upon these and other specialties, which give in-

dubitable evidence of the most profound research and the highest scientific acquirements by their authors; and statistics prepared from the faithful record of the cases treated in these institutions, show that diseases which were formerly considered incurable, now rank amongst those which most readily yield to treatment; and surgical operations, which formerly were ignored by the boldest surgeons on account of their almost uniformly fatal issue, are now most successfully practiced.

In 1855 Dr. J. Marion Sims established in New York city the first Hospital in the United States for the treatment of those diseases peculiar to women, which could strictly be classified as belonging to Obstetrical Surgery, and by the introduction of the silver wire suture inaugurated a new era in that branch of the profession. The large number of patients admitted to that institution, which had been pronounced (and under the old plans of treatment were) incurable, and the successful result of his treatment, which restored them to health and usefulness, are now matters of public record, and place his name amongst those of the medical profession who can justly claim the title of public benefactors.

This institution has since passed into the charge of Dr. T. Addis Emmet, the former able assistant of Dr. Sims, under whose superintendence it is rapidly increasing and extending its sphere of usefulness.

The establishment of a Woman's Hospital in the District of Columbia was decided upon in 1863, but the then unsettled condition of the country rendered the successful carrying out of the plan at that time an impossibility.

In January, 1866, peace having again smiled upon our country, this project was taken up where it had been left in 1863.

The leading medical men of the District were consulted; they at once recognized the necessity, and cordially promised their hearty co-operation in the furtherance of the undertaking. The most influential clergymen became fully committed to its success, and by the united efforts of all, assisted by the liberal donations of Chas. Knap, Esq., Jay Cooke & Co.,

and other gentlemen, "Columbia Hospital for Women and Lying-in Asylum" was established.

Soon after its establishment an application was made to Congress for an appropriation of \$10,000 a year to assist in defraying the expense of supporting the free beds. It was unanimously granted, thus placing the Institution upon a firm basis, and enabling the Directors to provide accommodations for a much larger number of patients than they otherwise could.

Few institutions have started under such favorable auspices. Located in the most healthy portion of the District; the building large and commodious, well furnished, and supplied with every comfort; the medical staff composed of the *elite* of the profession; and the Board of Directors amongst the most energetic and influential of our citizens.

This Hospital is now open for the reception and treatment of females, who are suffering from diseases peculiar to their sex, and also for such patients as may require the comforts of the "lying-in chamber," and who, by absence from home, or from other causes, are unable to procure the necessary attendance and nursing outside of the Institution.

Fifty free beds are provided for patients whose circumstances will not allow them to pay for their board. They will be furnished with board, medical attendance, nursing, and medicines gratuitously.

There are twenty private beds, the occupants of which will be required to pay not less than \$6 per week for their board. This is intended to meet the wants of a class of patients who can pay for their board, but are unable to pay for medical service, nursing, and medicines.

In addition to this, there are twenty private rooms, which have been furnished for the reception of patients coming from a distance for treatment, or those residing in the District who may desire to avail themselves of the benefits of the Institution.

These rooms are entirely separated from the main portion of the building, and are furnished with all the necessary comforts of the sick chamber.

Patients occupying these rooms will be required to pay \$10 per week, which will include board, medical attendance, nursing, medicines, &c. Where the exclusive service of a nurse is required, an extra charge will be made.

Orders for admission can be obtained by application to Doctor J. H. Thompson, Surgeon in Chief at the Hospital, or at his Office, 148 I street, between 20th and 21st streets, of any of the Medical Staff, or of the Directors.

By special arrangement with the Secretary of War and Surgeon General, twenty beds have been set apart for the wives and widows of soldiers and sailors. Orders for admission to these beds must be obtained of the Surgeon General for the Army, and of Doctor Horwitz for the Navy.



## CHARTER.

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AN ACT to incorporate the Women's Hospital Association of the District of Columbia.

*Be it enacted by the Senate and House of Representatives of the United States of America, in Congress assembled,* That Abram D. Gillette, Byron Sunderland, Charles H. Hall, George W. Sampson, J. N. Coombs, William B. Matchette, Henry D. Cooke, William W. Corcoran, Charles Knap, J. H. Thompson, Moses Kelley, Ansel St. John, Mrs. Adelaide J. Brown, Mrs. Mary W. Kelley, Elmira W. Knap, Mary C. Havenner, Mary Ellen Norment, Jane Thompson, Maria L. Harkness, Isabella Margaret Washington, Mary F. Smith, Mrs. Elmira W. Powell, and Mrs. Elizabeth Sampson, and their successors duly chosen, are hereby constituted and created a body corporate in the District of Columbia, by the name of the "Columbia Hospital for Women and Lying-in Asylum."

SEC. 2. *And be it further enacted,* That said corporation, hereby constituted, shall consist of twenty-four members. They shall have power to fill all vacancies created by death, resignation or otherwise, and to make by-laws, rules and regulations: *Provided,* That such by-laws, rules and regulations, are not repugnant to the Constitution or laws of the United States.

SEC. 3. *And be it further enacted,* That the affairs of said corporation shall be under the control and management of a board of twelve directors, to consist of the first twelve of the above-named incorporators, or such further number as the duties of the corporation may require; such increase of numbers to be made by a vote of two-thirds of the existing board. The board of directors shall also have power to appoint all

sub-committees necessary to the direction and efficiency of the institution hereby authorized to be established.

SEC. 4. *And be it further enacted*, That the first twelve incorporators named in the first section hereof, together with those who may be elected directors, as provided in the preceding section, shall constitute the first board of directors; who shall from their number elect a president, two vice-presidents, a secretary and treasurer, and seven of the directors, of whom the president or one of the vice-presidents shall be one, shall form a quorum for the transaction of business.

SEC. 5. *And be it further enacted*, That the object of the association hereby incorporated is to found in the City of Washington a hospital and dispensary for the treatment of diseases peculiar to women and lying-in asylum, in which those unable to pay therefor shall be furnished with board, lodging, medicine and medical attendance gratuitously, and to that end full powers are hereby conferred on the association.

SEC. 6. *And be it further enacted*, That said corporation shall have power to accept, purchase, receive conveyances of, and hold property, either personal or real, to an amount necessary for the full accommodation, convenience and support of the institution and those participating in its benefits.

SEC. 7. *And be it further enacted*, That the property, personal or real, so held by said corporation, shall be exempt from all taxes and assessments levied under act of Congress, or by authority of any municipal corporation or board within the District of Columbia.

SEC. 8. *And be it further enacted*, That Congress may at any time hereafter alter, amend, or repeal this act.

Approved June 1, 1866.

## BY-LAWS AND REGULATIONS.

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*Be it ordained by the Directors of Columbia Hospital for Women and Lying-in Asylum, and it is hereby ordained by authority of the same, That the following rules and regulations be, and they are hereby, established as laws and ordinances of the said corporation, and that all other by-laws, rules and regulations, heretofore made, be, and the same are hereby, repealed:*

### CHAPTER I.

#### *Of the Directors.*

1. The Directors shall hold four quarterly meetings during the year, viz: The third Thursday in June, September, December and March. The meeting in June, shall be called the Annual Meeting; in December, the Semi-Annual Meeting. Such meetings shall be held (the Annual Meeting excepted) at the Hospital Building, at the hour of 11, A. M.

The Annual Meeting shall be held at such place, and such hour, as the Directors may decide.

2. At the Annual Meeting, there shall be chosen, by a majority of the Directors present, a President, two Vice-Presidents, one Treasurer, and one Secretary.

### CHAPTER II.

#### *Of the President and Vice-Presidents.*

1. The President or Vice-President, or any two of the Directors, may call a special meeting of the Directors whenever

he or they may think necessary, and may appoint the time of such meeting, giving (except under circumstances of extraordinary urgency) at least one day's notice thereof.

2. The President shall preside at all meetings of the Directors, and shall preserve order therein; he shall nominate all committees, except such as shall be chosen by ballot.

3. When the office of President shall be vacant, or when the President shall be absent, the Vice-Presidents shall succeed to all his rights and duties. In case of the absence of the President and Vice-President, the Directors shall appoint one of their number to preside at such meeting.

### CHAPTER III.

#### *Of the Treasurer.*

1. The Treasurer shall have the custody of all bonds, title deeds, and other papers and documents relating to the property of the corporation.

2. He shall open an account with one of the banks in the City of Washington, D. C., in the name of this corporation, and shall deposit all moneys, upon receiving them, in such bank.

3. He shall cause a book to be kept for the sole purpose of keeping an account with the bank, and shall cause to be entered in such book all deposits made and checks drawn, with their amounts, dates, and the names of the persons to whom they are payable.

4. The Treasurer shall pay no moneys without a resolution of the Board of Directors, or a written order from the Committee on Expenditures.

### CHAPTER IV.

#### *Of the Secretary.*

1. He shall attend the meetings of the Directors, take minutes of the proceedings of each meeting, and transcribe them into a book provided for that purpose.

2. Immediately after the election of Directors and other officers, he shall give notice to the different persons elected.

3. On the day preceding every meeting, stated or special, he shall send notice of the time and place of such meeting to each of the Directors.

4. At every meeting, he or the Secretary *pro tem.* shall read the minutes of the preceding meeting at length.

5. He shall cause the reports of the annual state of the Hospital to be regularly entered upon the minutes.

#### CHAPTER V.

##### *Of the Directors.*

1. The Directors shall elect, by majority, a Surgeon and a staff of consulting and advising Physicians and Surgeons.

2. They shall also appoint a Committee on Expenditures, two Visiting Committees, and at the quarterly meeting in March a Committee to Audit the Accounts of the Hospital.

3. Every Committee, whether standing or special, shall make their report through their chairman in writing.

#### CHAPTER VI.

##### *Of the Consulting Physicians and Surgeons.*

1. The consulting Physicians and Surgeons shall be considered as counselors, and shall be invited to attend at all capital operations, &c., and no capital operation shall be performed against the advice of a majority of the Board of Consulting Physicians and Surgeons. They shall give their counsel in all cases when called upon by the Surgeon in Charge.

2. Each member of the Advising Board shall have one free bed at their disposal, in like manner as the Directors.

3. Each consulting Physician and Surgeon shall have the privilege of introducing students to see the practice of the house on the days and at the hours appointed by the Surgeon.

## CHAPTER VII.

*Of the Surgeon in Chief.*

1. The Surgeon, being immediately responsible to the Directors for the proper conduct of the Hospital and the safety of the patients committed to his care, shall have entire control of the internal arrangements and management of the Institution.

2. He shall engage, or authorize the Matron to engage, such employees as may be necessary for the proper conduct of the Institution; he shall have full power to discharge any nurse or employee whom he may find incompetent or negligent.

3. He may appoint, subject to the approval of the Directors, an Assistant Surgeon, whenever in his judgment the interests of the Institution require it.

4. He shall visit every patient in the Hospital once every day, unless absent from the city or unavoidably detained, when he shall appoint a substitute.

5. No capital operation shall be performed except in case of imminent danger, without the approbation of two of the consulting Surgeons, nor shall any operation be performed other than by the Surgeon in Charge, unless by his consent.

6. In order to render the Hospital, so far as may consist with the welfare of the patients, conducive to the advancement of medical science, the Surgeon in Charge may provide regular practical instruction, by observations accompanying operations and prescriptions, by clinical lectures, or otherwise, to the students admitted to see the practice of the house. Due notice of the time and period of such instruction shall be given, and, when announced, shall be punctually observed.

7. It shall be the express duty of the Surgeon to guard against any examinations of patients by pupils, except under his own inspection, and against all acts calculated to alarm or injure the patients; and, in cases where any observations

in their presence might have an injurious tendency, they shall be postponed to the halls or consulting rooms.

### CHAPTER VIII.

#### *Of the Assistant Surgeon.*

1. The Assistant Surgeon, or resident student, shall be appointed by the Surgeon, by and with the consent of the Directors.

2. He shall be a graduate of one of the duly recognized Medical Colleges of the United States, or have attended at least two full courses of lectures in one of such colleges.

3. He shall be provided with board and lodging in the Institution free. He will be required to compound all prescriptions, keep correct record of the Medical and Surgical History of *every* patient, and to render generally such assistance as the Surgeon may direct.

4. He will be required to sleep in the house, unless specially excused by the Surgeon.

### CHAPTER IX.

#### *Of the Matron.*

1. The Matron is the housekeeper of the establishment, under the general direction of the Surgeon. She shall have the immediate oversight and direction of its domestic management, and shall superintend and direct the cooking and distribution of food; shall see that the supply is sufficient, and in all cases precisely in accordance with the orders of the Surgeon.

2. She shall visit all patients in the Institution at least once every day, and if any complaints are made by the patients of incivility, or want of proper attention by the nurses, she shall inquire into the truth of the complaint, and, if necessary, report the same to the Surgeon on his morning visit.

3. She shall have charge of all the furniture of the estab-

ishment, including bed-linen, &c. The daily marketing shall be done by herself or under her supervision.

4. The Matron will receive visitors, wait upon them through such parts of the building as the Surgeon may direct, and perform any other in-door service the Surgeon may require.

5. She shall keep a correct account of the reception and discharge of each patient, and the terms of their admission; make out the bills for their board, and receive the same; and all moneys received by her belonging to the Hospital shall be paid to the Treasurer within twenty-four hours of the time of their receipt.

6. On the first day of each month she shall receive from the Treasurer such amount of money as may be considered by the Committee of Expenditures necessary for the daily marketing for the ensuing month.

7. On the last day of each month she shall render to the Chairman of the Committee on Expenditures a correct account of all moneys received by her during the month, an account of her expenditures, and, where practicable, vouchers for the same.

## CHAPTER X.

### *Of the Committee on Expenditures.*

1. The Committee shall consist of not less than three, of whom the Surgeon shall be one.

2. They shall make all purchases of every kind, except daily marketing, or authorize in writing the same to be made. All alterations or repairs to the Hospital Building, or other outlays of money, shall be made by their authority only.

3. They shall visit the Institution as often as may be necessary, but not less than once a month, and shall personally inquire into and decide upon the propriety of any proposed expenditure.

4. They shall report their proceedings to the Directors at each quarterly meeting.



## CHAPTER XI.

*Of the Visiting Committee of the Board of Directors.*

1. One of the members of the Visiting Committee, which Committee shall consist of not less than three Directors, shall visit the Hospital once every week; he shall inspect the Institution thoroughly, and make any suggestions he may consider necessary to the Surgeon in Charge, who shall be present, and go through the Institution with the Inspector.

2. If any question arises as to the admission of a patient whose case may not come under the general rules of the Institution, such question shall be definitely settled by the visitor for the time being.

3. This Committee shall report to the Directors at each quarterly meeting the results of their visits on each occasion, as to the general sanitary condition, discipline, &c., of the Institution.

## CHAPTER XII.

*Of the Nurses and Employees.*

1. The Nurses shall treat the patients with uniform kindness and respect, evince good will, interest, and sympathy; and never address a patient coarsely or with rudeness.

2. Any complaints made to the nurses by the patients shall be immediately reported to the Matron.

3. Under no circumstances will a nurse or other employee be allowed to inform any visitor of the nature of the disease from which a patient may be suffering, nor will they be allowed to speak either to patient or visitor with disrespect of any Officer of this Institution, under pain of immediate dismissal.

## CHAPTER XIII.

*Of Patients.*

1. Patients will be admitted to private rooms in the Institution on the payment of not less than \$6 per week: the

amount varying with the room occupied, and the attendance required. Board payable in advance. This includes medicines, medical and surgical attendance.

2. Patients will be admitted to the free beds of the Institution by an order from one of the Directors, or one of the Medical Staff.

3. Admission to the endowed beds of this Hospital can only be secured by an order from the Benefactor who may have founded the bed, or his representative.

4. No patient will be admitted without being first examined by the Surgeon and receiving his approval.

5. Patients will be discharged by order of the Surgeon only.

6. No patient will be admitted who may be suffering from a contagious disease.

#### CHAPTER XIV.

##### *Of Visitors.*

1. Visitors will be admitted between the hours of 10 A. M. and 4 P. M. on Tuesdays and Fridays of each week.

2. No visitor will be allowed to carry articles of diet to patients, unless by permission of the Surgeon.

3. No gentlemen will be permitted to visit the patients in this Institution, unless they are the husbands or near relatives of such patients.

This being an Institution exclusively for women, and many of those who must necessarily be admitted being in a state of complete destitution, the Board of Directors shall appoint a Visiting Committee of Ladies, one or more of whom shall visit the Hospital once in each week, or oftener if occasion requires, with a view to ascertain the wants of the needy, and render such aid to destitute and suffering women as may be in their power, and as women best know how to administer.

An Institution of this character opens a wide field to the benevolent. Here there is no fear of imposition, the absolute suffering and need is self apparent, and the donors have

the gratification of seeing their gifts applied in accordance with their desires.

The Matron will be instructed to afford the ladies constituting this Committee all the assistance in her power in the furtherance of their benevolent object.

Patients recommended by the ladies of this Committee, will be admitted to all the benefits of this Institution, subject only to the necessary approval of the Surgeon, who is the proper officer to decide upon the character of the disease from which the patient may be suffering.





