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NURSES REGISTRATION ACT, 1921-1959.

Department of Public Health,
Perth, 7th September, 1960.

P.H.D. 1638/58.

HIS Excellency the Governor in Executive Council, acting pursuant to the provisions of the Nurses Registration Act, 1921-1959, has been pleased to make the regulations set out in the Schedule hereunder.

W. S. DAVIDSON,
Acting Commissioner of Public Health.

Schedule.
Regulations.

PART I.—PRELIMINARY.

Citation.

1. These regulations may be cited as the Nurses Registration Regulations, 1960, and shall take and have effect from and including the date of publication thereof in the *Government Gazette*.

Revocation.

2. The Nurses Registration Regulations, 1946, published in the *Government Gazette* on the 10th February, 1947, as amended from time to time thereafter by regulations amending the same and duly made under the Nurses Registration Act, 1921, as amended, are revoked.

Arrangement.

3. These regulations are divided into parts, divisions and appendices as follows:—

PART I.—PRELIMINARY—Regs. 1-4.

PART II.—THE BUSINESS AND PROCEEDINGS OF THE BOARD—
Regs. 5-15.

PART III.—NOMINATION OF PERSONS AS MEMBERS OF THE
BOARD—Reg. 16.

PART IV.—TRAINING SCHOOL—Regs. 17-41.

Division 1.—General—Regs. 17-19.

Division 2.—Training Schools for General Nurses—Regs. 20-24.

Division 3.—Training Schools for Children's Nurses—Regs.
25-27.

Division 4.—Training Schools for Infant Health Nurses—
Reg. 28.

Division 5.—Training Schools for Mental Nurses—Regs. 29-31.

Division 6.—Training Schools for Tuberculosis Nurses—Regs.
32-35.

Division 7.—Training Schools for Mothercraft Nurses—Regs.
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Division 8.—Training Schools for Dental Nurses—Regs. 39-41.

PART V.—TRAINING AND EXAMINATION OF NURSES—Regs. 42-61.

Division 1.—General—Reg. 42.

Division 2.—Qualifications for Trainee Nurses—Regs. 43-46.

Division 3.—Examinations—Regs. 47-61.

PART VI.—REGISTRATION OF NURSES—Regs. 62-71.

PART VII.—APPEALS FROM DECISIONS OF BOARD.—Regs. 72-77.

PART VIII.—MISCELLANEOUS—Regs. 78-80.

APPENDIX 1.—FORMS.

APPENDIX 2.—CURRICULUM FOR TRAINING OF GENERAL NURSES AND CHILDREN'S NURSES.

APPENDIX 3.—CURRICULUM FOR TRAINING OF INFANT HEALTH NURSES.

APPENDIX 4.—CURRICULUM FOR TRAINING OF MENTAL NURSES.

APPENDIX 5.—CURRICULUM FOR TRAINING OF TUBERCULOSIS NURSES.

APPENDIX 6.—CURRICULUM FOR TRAINING OF MOTHERCRAFT NURSES.

APPENDIX 7.—CURRICULUM FOR TRAINING OF DENTAL NURSES.

Interpretation.

4. In these regulations unless the context requires otherwise—
- “Board” means the Nurses Registration Board established under the Act;
- “controlling authority” means—
- (a) in the case of a public hospital, the Board of Management of the hospital, or where there is no such Board of Management, the Minister; and
 - (b) in the case of a private hospital, the person or persons responsible for the control of the Hospital;
- “Minister” means the Minister for the time being charged with the administration of the Act;
- “preliminary training School” means the department of a prescribed hospital in which trainee nurses receive preliminary instruction in the theory and practice of nursing prior to commencement of their training in hospital wards;
- “prescribed” means prescribed in writing by the Board;
- “secretary” means the secretary for the time being of the Board, and includes an acting secretary;
- “the Act” means the Nurses Registration Act, 1921, as amended;
- “the State” or “this State” means the State of Western Australia;
- “training” means theoretical and practical instruction in nursing for the purposes of these regulations;
- “training school” means a hospital or an institution or a group of hospitals or institutions, prescribed by the Board as a school for the training of trainee nurses; and
- Words of the feminine gender include male persons.

PART II.—THE BUSINESS AND PROCEEDINGS OF THE BOARD.

Meetings.

5. The Board shall meet in each month, unless otherwise decided at a previous meeting, on such day as will suit the convenience of its members, and at such times as may be necessary. The chairman may at any time convene a meeting and the secretary shall, if so required in writing by any two members of the Board, convene a meeting.

Notice of Meeting.

6. Not less than two days' notice of any meeting shall be given to each member of the Board.

Quorum.

7. Seven members of the Board shall constitute a quorum.

Order of Business.

8. The order of business shall be as follows:—

- (1) Minutes of previous meeting.
- (2) Correspondence.
- (3) Reports.
- (4) Registrations.
- (5) Notices of motion.
- (6) Any other business.
- (7) Date of next meeting.

Provided that the Board may at any meeting vary the order of business on the ground of urgency or convenience.

Voting.

9. Every question before the Board shall be decided by a majority of members present and voting, and the chairman shall have a vote in his own right, together with a casting vote.

Motions.

10. Every motion or amendment shall be moved and seconded, and shall be reduced to writing and handed to the chairman (if so required by him) and shall be read before it is further discussed or put to the meeting.

Notices of Motion.

11. Every notice of motion shall be in writing, signed by the member giving the notice, and shall be given or sent to the secretary who shall insert in the agenda paper of the next ordinary meeting of the Board in the order in which they have been received by him all notices of motion received not less than one clear day prior to the day on which the agenda paper is sent out to members.

Rescinding of Resolution.

12. No resolution of the Board shall be altered or rescinded at a subsequent meeting except upon a notice of motion of which a copy has been sent out to members by the secretary seven clear days before such meeting.

Committees.

13. (1) Every committee appointed by the Board shall make a report of its proceedings to the Board, and the recommendations of every committee shall, as far as practicable, be in the form of resolutions to be considered by the Board.

(2) The acts and proceedings of every committee shall be submitted to the Board for approval, unless the resolution of the Board appointing the committee shall otherwise so direct, in respect of all or any of the matters referred to it.

Reports.

14. (1) Every report from a committee shall be submitted by the chairman of the committee (if present), who shall move that it be received by the Board, and, on the motion being carried, the chairman, or any other member of the committee, may move to agree with the resolutions of the committee, each such resolution being considered seriatim.

(2) The question that the report (if necessary as amended) be now approved shall be put by the chairman and no debate shall be allowed thereon.

Decision of Chairman.

15. The presiding chairman shall decide upon any point of order or procedure, and his decision shall be final.

PART III.—NOMINATION OF PERSONS AS MEMBERS OF THE BOARD.

16. The following provisions shall apply and be observed in relation to the selection and nomination of persons to be appointed by the Governor as members of the Board when in accordance with section 2 of the Act persons are required to be nominated before being so appointed, that is to say—

- (a) In the case of the two medical practitioners to be selected and nominated by the British Medical Association, the following provisions shall apply:—
- (i) As soon as reasonably may be after it becomes known to the Commissioner of Public Health as the Chairman of the Board that the places or place of the medical practitioner members or of a medical practitioner member of the Board is or is about to become vacant, the Commissioner shall cause to be sent to the Secretary of the British Medical Association in Perth notice in writing requesting that the British Medical Association forthwith select for nomination two medical practitioners or one medical practitioner (as the case may require) for appointment by the Governor as members or member of the Board to fill such vacancies or vacancy. Such notice shall contain a reference to subparagraph (i) of paragraph (a) of subsection (4) of section 2 of the Act.
 - (ii) On receipt of a notice from the Commissioner under subparagraph (i) of this paragraph, the Secretary of the British Medical Association shall take the measures necessary for compliance with the notice by the said Association.
 - (iii) The selection by the Association of medical practitioners to be nominated for appointment by the Governor as members of the Board shall be made in accordance with the rules (if any) of the British Medical Association or otherwise in such manner as the said Association shall from time to time by resolution determine.
 - (iv) When the Association has selected a medical practitioner for nomination as aforesaid, such nomination shall be made by sending to the Commissioner of Public Health in writing signed by the Chairman of the British Medical Association particulars of the name and address of the medical practitioner selected and the date of his selection.
 - (v) When the Commissioner of Public Health receives from the British Medical Association notice in accordance with subparagraph (iv) hereof of the selection and nomination of a medical practitioner by the said Association he shall immediately submit to the Governor for appointment as a member of the Board the name of the medical practitioner who has been so nominated.
- (b) In the case of the general trained nurse, the mental nurse and the midwifery nurse to be selected and nominated for appointment by the Governor as members of the Board the following provisions shall apply:—
- (i) For the purpose of every nomination under subparagraph (iv) of paragraph (a) of subsection (4) of section 2 of the Act, the Minister shall appoint some person to be the returning officer. The chairman or secretary of the Board or any other person may be so appointed. The name and address of the returning officer shall be published in the *Government Gazette* and *The West Australian* newspaper.
 - (ii) No person shall be entitled to propose or second the submission of a candidate for nomination unless she is at the time when such submission is signed by her registered as a general trained nurse, or a mental, or a midwifery nurse.
 - (iii) Only a general trained nurse may propose or second the submission of a general trained nurse as a candidate for nomination, only a mental nurse may propose or second the submission of a mental nurse as a candidate for nomination, and only a midwifery nurse may propose or second the submission of a midwifery nurse as a candidate for nomination.

- (iv) Every submission of a candidate for nomination and appointment as a member of the Board shall be made in writing upon a submission form in Form No. 1 in Appendix 1 to these regulations and shall be signed by the candidate herself and also by her proposer and seconder.
- (v) Every submission of a candidate shall be sent or delivered to the returning officer so as to be in his hands not later than 4 o'clock in the afternoon of the day fixed as hereinafter provided for as the last day for the receipt of submission forms by the returning officer.
- (vi) Forthwith after the expiration of the time fixed for receipt of submission forms, the returning officer shall examine all the submission forms received by him, and satisfy himself that the candidates whose names are submitted on the submission forms are eligible for selection and nomination as a general trained nurse or as a mental nurse or as a midwifery nurse (as the case may be) and that the persons who have signed the submission form as proposer and seconder are entitled under this regulation so to sign the same.
- (vii) The returning officer shall reject any submission form which in his opinion is not in order as required by this regulation, and any such rejection shall be final and conclusive as against the candidate.
- (viii) Where only one candidate is submitted for nomination and appointment as a general trained nurse, or as a mental nurse, or as a midwifery nurse (as the case may be) the returning officer shall forthwith certify the fact, together with the name, address and occupation of the candidate submitted, in accordance with Form No. 2 in Appendix 1 to these regulations, to the Minister. Such certificate when received by the Minister shall be deemed to be and shall be treated as the nomination of the candidate whose name appears on the certificate by the constituent body whose representative such candidate is intended to be on the Board.
- (ix) As soon as reasonably may be after the receipt of the said certificate from the returning officer, the Minister shall submit to the Governor for appointment as a member of the Board the name of the person mentioned in such certificate.
- (x) As and whenever required by the returning officer for use by him in the performance of his duties under this regulation, the secretary of the Board shall supply to him true and correct lists of the names and addresses of the persons who on the date fixed for the receipt of nominations are registered under the Act as general trained nurses, as mental nurses, and as midwifery nurses, respectively. The said secretary shall endorse and sign on each such list a certificate as to the correctness thereof, and such certificate shall be final and conclusive as against all candidates and persons voting in respect of the submissions or voting in relation to which such lists are used.

Provided that—

- (a) if it be proved before the date fixed for the receipt of submissions that the name of a person eligible to be submitted as a candidate has been inadvertently omitted from the relevant list, or that the name of a person submitted as a candidate has been wrongly included in the relevant list, the error may be forthwith rectified on such list by the returning officer; or
- (b) if, when an election is necessary, it is proved before the closing of the poll at such election that the name of a person eligible to vote at such election has been inadvertently omitted from the

relevant list, or that a person whose name appears on the relevant list is not entitled to be included in such list, the error may be forthwith rectified on such list by the returning officer; and

- (c) when after a person has voted at an election it is discovered that such person was not entitled to be included on the relevant list on which her or his name is included, the fact that such person has so voted shall not in any way operate to invalidate the election.
- (xi) Whenever a vacancy exists or is about to occur in any place on the Board required to be filled by a general trained nurse or a mental nurse or a midwifery nurse, the returning officer appointed in connection with the nomination to fill such vacancy shall as soon as reasonably may be after his appointment fix a date on or before which submission of candidates for such nomination shall be sent or delivered to him, and shall cause notice of such date to be published in the *Government Gazette* and *The West Australian* newspaper.
- Provided that the date so fixed shall not be less than fourteen days or more than thirty days after the date upon which such notice is published in the *Government Gazette* as aforesaid.
- (xii) Every submission of a candidate received by the returning officer after 4 o'clock in the afternoon of the date fixed as aforesaid under subparagraph (xi) hereof shall be rejected by him.
- (xiii) Where any submission of a candidate is sent by post but the postage thereon is wholly unpaid or insufficiently prepaid thereon, the returning officer shall refuse to accept such submission and such submission shall be deemed not to have been sent or delivered to the returning officer within the meaning of this regulation.
- (xiv) Whenever upon the receipt and acceptance by the returning officer of submissions of candidates the number of candidates submitted makes it necessary that an election shall be held, the returning officer shall fix a day, being not less than fourteen days and not more than thirty days from the closing day for submissions of candidates, for the closing of the poll at such election, and shall publish notice of the day so fixed by him in the *Government Gazette* and *The West Australian* newspaper.
- (xv) When in accordance with subparagraph (xiv) hereof the returning officer has fixed the closing day for the election he shall as soon as practicable thereafter but within seven days thereafter cause ballot papers to be prepared in accordance with Form No. 3 in Appendix 1 to these regulations containing the names of all the candidates in alphabetical order. The ballot paper shall set forth in a space provided for the purpose, notice of the day fixed for the closing of the poll, and the address of the returning officer.
- (xvi) When the ballot papers have been prepared as aforesaid the returning officer shall send by prepaid letter post to each general trained nurse, or to each mental nurse, or to each midwifery nurse whose name appears on the relevant list of registered nurses held by him as the case shall require, at her postal address as shown on such relevant list, one ballot paper with the initials of the returning officer endorsed on the back thereof, together with—
- (a) an envelope marked "Ballot Paper Envelope"; and
 - (b) a form of statement in accordance with Form No. 4 in Appendix 1 to these regulations to be completed and signed by the voter; and
 - (c) an envelope addressed to the returning officer.

- (xvii) The envelope marked "Ballot Paper Envelope" shall also have marked thereon words identifying such envelope and the ballot paper to be enclosed therein with the particular election in which the voter by the ballot paper is entitled to vote.
- (xviii) The returning officer may before sending the statement mentioned in subparagraph (xvi) hereof to an elector fill in the particulars required to be furnished therein so that the same will be ready for signature and completion by the elector when marking her ballot paper.
- (xix) For the purpose of casting her vote at the election, the elector shall mark her vote on the ballot paper in the manner hereinafter provided, and shall then place the same in the envelope marked "Ballot Paper" and seal the envelope. The elector shall then sign and complete the statement in accordance with the directions stated thereon and then place the sealed envelope with the ballot paper enclosed therein and the statement signed and completed in the envelope addressed to the returning officer and seal such last-mentioned envelope.
- (xx) The elector may then send by prepaid post or may deliver the envelope addressed to the returning officer with its contents to the returning officer at his address shown on the said envelope but so that such envelope shall be in the hands of the returning officer not later than 4 o'clock in the afternoon of the day fixed for the closing of the poll. Where any envelope is sent by post to the returning officer but the postage thereon is wholly unpaid or insufficiently prepaid thereon the returning officer shall refuse to accept the same and such envelope with its contents shall be deemed not to have been sent or delivered to the returning officer within the meaning of this regulation.
- (xxi) If prior to the closing of the poll, an elector satisfies the returning officer that she has not received a ballot paper and is entitled to vote at the election, or that the ballot paper or envelopes received by her have been lost or destroyed and that she has not already voted at the poll, the returning officer may post or give personally to the elector a ballot paper and envelopes or a further ballot paper and envelopes as the case may be.
- (xxii) Voting at elections shall be by means of a preferential ballot. The elector shall mark her vote on the ballot paper by placing the numeral 1 opposite the name of the candidate for whom she votes as her first preference, and the numeral 2 opposite the name of the candidate for whom she votes as her second preference, and shall give contingent votes for all the remaining candidates by placing the numerals 3, 4 and so on (as the case requires) opposite their names so as to indicate by such numerical sequence the order of her preference.
- (xxiii) The returning officer shall keep a locked and sealed ballot box for each class of election held, and as and when the envelope containing the ballot paper and the statement is received by him from an elector, he shall open the outer envelope and extract therefrom the statement and the sealed envelope containing the ballot paper. He shall thereupon examine the statement and satisfy himself that the same is in order and that the elector who signed the statement is on the relevant list of registered nurses and entitled to vote. If and when he is so satisfied he shall keep the statement in some secure place for safe keeping and shall immediately place the envelope containing the ballot paper unopened in the proper ballot box and so leave the same until the close of the poll.
- (xxiv) If upon examining the statement as aforesaid the returning officer is not satisfied that the statement is in order or that the person who signed the same is on the relevant

list of registered nurses and entitled to vote, he shall retain such statement and the envelope containing the ballot paper in a secure place for safe keeping and at once notify the elector in writing that her ballot paper has not been accepted for the reasons to be stated in the notice. If before the closing of the poll an elector who has received notice as aforesaid satisfied the returning officer that she is an elector and entitled to vote at the election, the returning officer shall forthwith place the sealed envelope containing such elector's ballot paper unopened in the proper ballot box and so leave the same until the closing of the poll. If an elector fails to satisfy the returning officer as aforesaid, the returning officer shall reject the ballot paper received from such elector. Upon such rejection he shall endorse on the envelope containing the ballot paper the word "rejected" and sign the same and then place such envelope unopened in some secure place for safe keeping until after the election.

- (xxv) For the purpose of counting the votes cast at an election, the Minister may nominate and appoint two persons to act as scrutineers. Provided that no candidate shall act as a scrutineer.
- (xxvi) The counting of the votes cast at an election shall be carried out by the returning officer in the presence of the scrutineers (if any), and the method of conducting the count shall be the same as that prescribed under the Electoral Act, 1907, as awarded for the counting of votes taken at an election of members of the Legislative Assembly.
- (xxvii) As soon as practicable after the closing of the poll the returning officer shall, in the presence of the scrutineers (if any)—(a) open the ballot box and remove therefrom the envelopes containing the ballot papers; (b) open the said envelopes and extract the ballot papers therefrom; (c) examine each ballot paper and satisfy himself that the same bears his initials endorsed thereon, and decide whether such ballot paper is formal or informal; (d) count all the formal ballot papers and reject all the informal ballot papers. The returning officer shall be the sole and final judge as to whether a ballot paper is informal.
- (xxviii) Any candidate may attend and be present at the counting of the votes.
- (xxix) A ballot paper is informal—(a) if it is not initialled by the returning officer; or (b) if, subject as hereinafter provided, it is marked in any other manner than prescribed in subparagraph (xxii) hereof; or (c) if it has upon it any mark or writing not authorised by this regulation which in the opinion of the returning officer will enable any person to identify the elector; or (d) if it does not indicate the elector's vote; or (e) if no mark is indicated on it. A ballot paper shall not be informal for any reason other than those enumerated in the above subparagraphs (a) to (e), but shall be given effect to according to the elector's intention so far as that intention is clear.
- (xxx) When the returning officer has completed the counting of the votes at an election, he shall declare the result of the election in the presence of the scrutineers and of any candidates who may be present at the time.
- (xxxi) When the result of an election has been ascertained and declared the returning officer shall forthwith furnish to the Minister a certificate of such result in accordance with Form No. 5 in Appendix I to these regulations, and state therein the name and address and occupation of the candidate who has been elected; such certificate when received by the Minister shall be deemed to be the nomination within the meaning and for the purposes of section 2 of the Act of the person named in such certificate by the constituent body which she has been elected to represent

as a member of the Board. Such certificate shall be final and conclusive evidence that the person named therein has been duly and properly elected.

- (xxxii) On the receipt of a certificate from the returning officer under subparagraph (xxxi) hereof the Minister shall submit the name of the person named in such certificate to the Governor for appointment as a member of the Board.
- (xxxiii) Every appointment of a member of the Board shall be published in the *Government Gazette*.
- (xxxiv) All costs, charges and expenses incurred by the returning officer in connection with the receipt of submission forms of candidates, the conduct of elections, or in connection with other matters incidental thereto and as certified in writing under his hand by the returning officer, shall be borne and paid by the Minister and reimbursed to the returning officer by the Minister.

Provided that the Minister may at his own expense have the accounts of the returning officer audited by the Auditor General, whose decision thereon shall be final as between the parties.

- (xxxv) The returning officer shall retain all ballot papers and statements received by him in connection with any election held under this regulation until the expiration of three months after the declaration of the result of such election, and shall then cause the same to be destroyed.
- (xxxvi) Notwithstanding anything to the contrary contained in the foregoing provisions of this regulation, any person whose name has been submitted as a candidate for nomination and appointment as a member of the Board may by notice in writing signed by her and sent or delivered to the returning officer withdraw such submission at any time prior to 4 o'clock in the afternoon of the day fixed by the returning officer as the last day for the receipt of submission forms of candidates by him, but so that such notice of withdrawal will be in the hands of the returning officer before such time and day aforesaid. Save and except as provided by this subparagraph, a person whose name has been submitted as a candidate shall not be permitted to withdraw such candidature.

PART IV.—TRAINING SCHOOLS.

Division 1.—General.

17. (1) The controlling authority of a hospital or of an institution may apply to the Board in the Form No. 6 in Appendix I to these regulations to have the hospital or institution approved and prescribed as a training school and on making such application shall undertake to furnish to the Board such information as it may at any time or from time to time require regarding the trainees and the training being given.

(2) The approval if granted shall be in writing signed by the Chairman of the Board and shall be in the Form No. 7 in Appendix I to these regulations.

(3) An approval granted under this regulation shall remain in force until revoked by the Board by notice in writing signed by the Chairman of the Board in the Form No. 8 in Appendix I to these regulations.

(4) An approval granted by the Board under this regulation may be revoked by the Board at any time.

18. The Board has the right to inspect hospitals or institutions applying for recognition and to withhold or withdraw recognition if in its opinion the necessary conditions have not been fulfilled or maintained.

19. A list of hospitals or institutions approved and prescribed by the Board as training schools shall be published in the *Government Gazette*, and such list may be amended whenever the Board shall so direct.

Division 2.—Training Schools for General Nurses.

19A. Every trainee nurse shall forthwith on admission to a training school supply the information required of her in Form No. 9 of these regulations and shall hand the Form to the Matron of the training school who shall complete the Form and forward it to the Board.

20. (1) For the purpose of these regulations the Board shall classify training schools for general nurses into two classes, to be known as Class A and Class B, and prescribe the period of training necessary in the training schools so classified, respectively.

(2) For the purpose of such classification—

(a) Class A training schools are those which have a daily average of not less than fifty occupied beds for both sexes, excluding midwifery cases, approved by the Board for the training of nurses for the whole of the prescribed course; and

(b) Class B training schools are those which have a daily average of less than fifty occupied beds for both sexes, excluding midwifery cases, approved by the Board for the training of nurses for portion only of the prescribed course.

(3) The periods of training, exclusive of sick leave and leave other than ordinary leave, shall be—

(a) in the case of a trainee registered by the Board for training as a nurse, other than as a mental nurse, a tuberculosis nurse, or a children's nurse—

(i) not less than three years in a Class A training school; or
(ii) one year in a Class B training school followed immediately by two years in a Class A training school;

(b) in the case of a trainee registered by the Board for training as a mental nurse or as a tuberculosis nurse, two years in a Class A training school;

(c) in the case of a trainee registered by the Board for training as a children's nurse, six months, in a Class A training school;

21. A hospital may be approved as a training school for general nurses if it fulfils and continues to fulfil the following conditions:—

(a) the matron is a registered general, midwifery and infant health nurse who in the opinion of the Board has had suitable experience to undertake the training of general nurses;

(b) the buildings, equipment, and other facilities available, including a preliminary training school, are adequate for training purposes;

(c) the proportion of qualified staff to trainees is sufficient to constitute a sufficient teaching staff, and to ensure adequate supervision of the trainees' duties;

(d) provision is made for systematic instruction in theoretical and practical nursing during the period of training by registered medical practitioners and the matron, or other qualified teachers or lecturers approved by the Board, in accordance with the curriculum prescribed in Appendix II to these regulations;

(e) the hospital conducts an examination at the end of each course of instruction in the subject or subjects prescribed for same, and at the conclusion of the final examination furnishes to each successful trainee a certificate that she has attended the prescribed course of lectures; had necessary practical nursing experience; and has passed her examinations and completed her training period;

(f) the hospital maintains records of theoretical and practical training and experience and the result of all examinations undertaken during training and supplies to each trainee nurse a copy of the record applying to herself on completion of training or at any time she discontinues training.

22. An applicant for admission as a trainee into a training school for general nurses shall be at least 17½ years of age.

23. The period of probation served by an applicant who subsequently becomes a trainee shall be deemed to be part of her period of training.

24. No probationary period shall be required to be served by any nurse who is registered as a mental, tuberculosis, or children's nurse and who is undergoing the general nurses' training course.

Division 3.—Training Schools for Children's Nurses.

25. A hospital may be approved as a training school for children's nurses if it fulfils and continues to fulfil the following conditions:—

- (a) the matron is a registered general, midwifery and infant health nurse who in the opinion of the Board has had suitable experience to undertake the training of children's nurses;
- (b) the buildings, equipment, and other facilities available, including a preliminary training school, are adequate for training purposes;
- (c) a course of training is provided for a minimum period, exclusive of sick and leave other than ordinary leave, of three years;
- (d) the daily average is not less than 50 occupied beds.
- (e) the proportion of qualified staff to trainees is sufficient to constitute a sufficient teaching staff, and to ensure adequate supervision of the trainees' duties;
- (f) provision is made for systematic instruction in theoretical and practical nursing during the period of training by registered medical practitioners and the matron, or other qualified teachers or lecturers approved by the Board, in accordance with the curriculum prescribed in Appendix II to these regulations.
- (g) the hospital conducts an examination at the end of each course of instruction in the subject or subjects prescribed for same, and at the conclusion of the final examination furnishes to each successful trainee a certificate that she has attended the prescribed course of lectures; had necessary practical nursing experience; passed her examinations and completed her training period.

26. An applicant for admission as a trainee into a training school for children's nurses shall be at least 17½ years of age.

27. The period of probation served by an applicant who subsequently becomes a trainee shall be deemed to be part of her period of training.

Division 4.—Training Schools for Infant Health Nurses.

28. An institution may be approved as a training school for infant health nurses if it fulfils and continues to fulfil the following conditions:—

- (a) the matron is a registered general, midwifery and infant health nurse who in the opinion of the Board has had suitable experience to undertake the training of infant health nurses;
- (b) exclusive of sick leave and leave and other than ordinary leave, a course of training is provided—
 - (i) in the case of a registered general and midwifery nurse, for a period of six months, including two months at approved Infant Health Centres; or
 - (ii) in the case of a registered midwifery nurse, for a period of six months, during which time visits to Infant Health Centres shall be arranged;

Provided however that an Infant Health Centre shall not be accepted for the purposes of subparagraph 1 of paragraph (b) of this regulation unless the buildings, equipment, appliances and daily average attendance are approved by the Board, and the nurse in charge is a registered general, midwifery and infant health nurse who has had adequate experience to enable her to undertake the training of infant health nurses.

- (c) provision is made for—
 - (i) limited residential accommodation for trainees;
 - (ii) accommodation for not less than six nursing mothers and their babies;
 - (iii) a sitting and dining room for mothers;
 - (iv) at least four cots for artificially fed babies (not premature babies);
 - (v) facilities for examination of cases, breast stimulation, test feedings, and weighing and measuring babies;
 - (vi) bathing and dressing facilities;
 - (vii) food dispensary;

- (viii) lecture and demonstration room;
- (ix) emergency isolation room;
- (x) sun verandahs;
- (xi) facilities for practical instruction in office work and keeping of records;
- (d) relative proportions of nursing staff and numbers of babies are maintained to the satisfaction of the Board;
- (e) provision is made for—
 - (i) trainees to receive systematic courses of lectures by approved lecturers and practical instruction by the matron or registered nurses, in accordance with the prescribed curriculum (Appendix III);
 - (ii) an examination at the end of four months, and
 - (iii) the issue of certificates to successful trainees, on completion of the prescribed courses to the satisfaction of the Matron and/or Medical Supervisor of Infant Health.

Division 5.—Training Schools for Mental Nurses.

29. A hospital may be approved as a training school for mental nurses if it fulfils the following conditions:—

- (a) the matron shall be a registered mental, general and midwifery trained nurse, and the head male nurse shall be a registered mental nurse who in the opinion of the Board have had suitable experience to undertake the training of mental nurses. Provided that this requirement shall not apply to a person holding these positions at the time of introduction of these regulations.
- (b) the buildings, equipment, and other facilities available, including a preliminary training school, are adequate for training purposes;
- (c) a course of training is provided for a minimum period, exclusive of sick leave and leave other than ordinary leave, of three years. Provided that, registered general nurses may qualify as mental nurses after 18 months' training at a recognised hospital, which shall be one that has either 1,000 or more occupied beds or an admission rate of at least 500 patients per year. In addition to 12 months' training, additional training at other centres will be required, as follows:—

Training in an Acute Mental Hospital:

Day Hospital	3 months.
Long-stay Mental Hospital	3 months.

or

Training in a Long-Stay Mental Hospital:

Acute Mental Hospital or General Hospital	3 months.
Day Hospital	3 months.

or

Training in a General Hospital Psychiatric Unit

of not less than 30 beds:

Long-stay Mental Hospital	3 months.
Acute Mental Hospital	1 month.
Day Hospital	2 months.

- (d) the daily average is not less than 100 occupied beds;
- (e) the proportion of qualified staff to trainees is sufficient to constitute a sufficient teaching staff, and to ensure adequate supervision of the trainees' duties;
- (f) provision is made for systematic instruction in theoretical and practical nursing during the period of training by registered medical practitioners or other qualified teachers or lecturers approved by the Board, in accordance with the curriculum prescribed in Appendix IV to these regulations;
- (g) the hospital conducts an examination at the end of each course of instruction in the subject or subjects prescribed for same, and at the conclusion of the final examination furnishes to each successful trainee a certificate that she has attended the prescribed course of lectures; had necessary practical nursing experience; passed her examinations and completed her training period.

30. An applicant for admission as a trainee into a training school for mental nurses shall be at least 17½ years of age.

31. The period of probation served by an applicant who subsequently becomes a trainee shall be deemed to be part of her period of training.

Division 6.—Training Schools for Tuberculosis Nurses.

32. A hospital may be approved as a training school for tuberculosis nurses if it fulfils and continues to fulfil the following conditions:—

- (a) the matron is a registered general, midwifery, and tuberculosis nurse who in the opinion of the Board has had suitable experience to undertake the training of tuberculosis;
- (b) the buildings, equipment, and other facilities available, including a preliminary training school, are adequate for training purposes;
- (c) a course of training is provided for a minimum period, exclusive of sick leave and leave other than ordinary leave, of two years. Provided that, in the case of a registered general nurse or a registered mental nurse who wishes to qualify as a tuberculosis nurse the course of training shall be not less than six months and eighteen months, respectively;
- (d) the daily average is not less than 50 occupied beds;
- (e) the proportion of qualified staff to trainees is sufficient to constitute a sufficient teaching staff, and to ensure adequate supervision of the trainees' duties;
- (f) provision is made for systematic instruction in the theoretical and practical nursing during the period of training by registered medical practitioners and the matron, or other qualified teachers or lecturers approved by the Board, in accordance with the curriculum prescribed in Appendix V to these regulations;
- (g) provision is also made for all trainees during their period of training—(i) to spend at least one month nursing in an approved thoracic surgical unit, namely, the Thoracic Surgical Unit, Royal Perth Hospital; the Chest Wing, Repatriation General Hospital, Hollywood, or the Perth Chest Hospital, and (ii) to have experience for one week in an approved Chest Clinic during which time she shall pay at least two visits to patients in their homes and receive practical instruction in the care of the patient after discharge;
- (h) the hospital conducts an examination at the end of each course of instruction in the subject or subjects prescribed for same, and at the conclusion of the final examination furnishes to each successful trainee a certificate that she has attended the prescribed course of lectures; had necessary practical nursing experience; passed her examinations and completed her training period.

33. An applicant for admission as a trainee into a training school for tuberculosis nurses shall be at least 18 years of age.

34. The period of probation served by an applicant who subsequently becomes a trainee shall be deemed to be part of her period of training.

35. No probationary period shall be required in the case of a nurse who is registered as a general or as a mental nurse and who is undergoing the training course for tuberculosis nurses.

Division 7.—Training Schools for Mothercraft Nurses.

36. (1) An institution may be approved as a training school for mothercraft nurses if it fulfils and continues to fulfil the following conditions:—

- (a) the matron is a registered general, midwifery, and infant health nurse whose training has included training in mothercraft and experience in the care of both residential and non-residential mothercraft cases;
- (b) provision is made at or in connection with such institution for—
 - (i) accommodation for not less than four nursing mothers and their babies;
 - (ii) a sitting and dining room or rooms for mothers;
 - (iii) a special ward, suitably equipped, for premature babies;
 - (iv) not less than four cots for artificially fed babies (not including premature babies);

- (v) approved facilities for examination of cases of breast stimulation; test feedings; weighing and measuring babies;
 - (vi) approved facilities for bathing and dressing;
 - (vii) a properly equipped food dispensary;
 - (viii) a lecture and demonstration room or rooms;
 - (ix) an emergency isolation ward;
 - (x) sun verandahs;
 - (xi) facilities for practical instruction of trainees in keeping of records; and
 - (xii) facilities equivalent to those existing at a Pre-School Centre as hereinafter defined for observation of pre-school children in relation to their general development (physical and mental):—
- (c) a course of training is provided for a minimum period, exclusive of sick leave and leave other than ordinary leave, of fifteen months;
 - (d) the proportion of qualified staff to trainees is sufficient to constitute a sufficient teaching staff, and to ensure adequate supervision of the trainees' duties;
 - (e) provision is made for systematic instruction in theoretical and practical nursing during the period of training by registered medical practitioners and the matron, or other qualified teachers or lecturers approved by the Board, in accordance with the curriculum prescribed in Appendix VI to these regulations;
 - (f) the institution conducts an examination at the end of the final term in the subjects prescribed in the curriculum and furnishes to each successful trainee a certificate that she has attended the prescribed course of lectures; had necessary practical nursing experience; passed her examination and completed her training period.
- (2) For the purposes of this regulation "Pre-School Centre" means an institution—
- (a) which receives children of pre-school age (eighteen months to six years of age) and offers a programme in keeping with the growth of such children, varying from three to six hours;
 - (b) the head teacher of which holds a recognised Diploma in Child Development as well as State registration as a sub-primary teacher, and demonstrates the technique of child guidance in accordance with the knowledge of such teacher; and
 - (c) the equipment of which is sufficient to meet the needs of pre-school children.
37. An applicant for admission as a trainee into a training school for mothercraft nurses shall be of at least 17 years of age, and shall be of the following standards of education and health—
- (a) Every applicant shall have passed the Second Year High School Certificate of the Education Department of Western Australia, including the subjects of English and Arithmetic and either Geography, History, or Social Science, and two other subjects from the following list:—
 - A Science subject (General Science, Physics, Chemistry, Biology, Physiology, Hygiene).
 - Home Science.
 - Art.
 - Music (4th Grade Practical and Theory—A.M.E.B.).
 - A language.
 - Algebra.
 - Geometry.
 - Geography.
 - History.
 - Social Science
 or such other qualification as the Board deems to be an equivalent or higher qualification.
 - (b) the applicant shall have obtained medical and dental certificates and a report on chest X-ray, all of which are in the opinion of the Board satisfactory.

38. The applicant shall serve a period of probation of not less than four months which period shall, if the applicant subsequently becomes a trainee, be deemed to be part of her period of training.

Division 8.—Training Schools for Dental Nurses.

39. A hospital may be approved as a training school for dental nurses if it fulfils and continues to fulfil the following conditions:—

- (a) it is a hospital constituted under the Hospitals Act, 1927 (as amended);
- (b) the matron is a registered general and dental nurse who in the opinion of the Board has had suitable experience to undertake the training of dental nurses;
- (c) the buildings, equipment, and other facilities available, including a preliminary training school, are adequate for training purposes;
- (d) a course of training is provided for a minimum period, exclusive of sick leave and leave other than ordinary leave, of three years, or in the case of a registered general nurse not less than one year;
- (e) the daily average number of patients is at least 100;
- (f) the proportion of qualified staff to trainees is sufficient to constitute a sufficient teaching staff, and to ensure adequate supervision of the trainees' duties;
- (g) provision is made for systematic instruction in theoretical and practical nursing during the period of training by duly qualified dental practitioners and the matron, or other qualified teachers or lecturers approved by the Board, in accordance with the curriculum prescribed in Appendix VII to these regulations;
- (h) the hospital conducts an examination at the end of each course of instruction in the subject or subjects prescribed for same, and at the conclusion of the final examination furnishes to each successful trainee a certificate that she has attended the prescribed course of lectures; had necessary practical nursing experience; passed her examinations and completed her training period.

40. An applicant for admission as a trainee into a training school for dental nurses shall be at least 16 years of age.

41. The applicant shall serve a period of probation of not less than six months which period shall if the applicant subsequently becomes a trainee, be deemed to be part of her period of training.

PART V.—TRAINING AND EXAMINATION OF NURSES.

Division 1.—General.

42. (1) The subjects of the several courses prescribed in Appendices 2, 3, 4, 5, 6 and 7 to these regulations shall be taken in the order stated in the Appendices aforesaid.

(2) In order to be eligible to sit for the examination at the end of each course, a trainee shall attend at least two-thirds of the lectures and demonstrations prescribed for each course, and until a trainee has passed the examination for that course she shall not proceed to the next course nor to the examination for registration, as the case may be.

Division 2.—Qualifications for Trainee Nurses.

Application for Admission.

43. An application for admission as a trainee into a training school shall be in the handwriting of the applicant and signed by her. Such application shall be made to the matron and shall be accompanied by—

- (a) her certificate or extract of birth;
- (b) three personal references;
- (c) a certificate as to physical and mental fitness from a legally qualified medical practitioner, and from a legally qualified dental practitioner in respect of oral hygiene; and

- (d) a Second Year High School Certificate of the Education Department of Western Australia, including the subjects of English and Arithmetic and either Geography, History, or Social Science, and two other subjects from the following list:—

A Science subject (General Science, Physics, Chemistry, Biology, Physiology, Hygiene).
 Home Science.
 Art.
 Music (4th Grade Practical and Theory—A.M.E.B.).
 A language.
 Algebra.
 Geometry.
 Geography.
 History.
 Social Science

or such other qualification as the Board deems to be an equivalent or higher qualification.

Provided nevertheless that, in the case of an applicant for admission as a trainee in a mental nurses' training hospital such applicant may be admitted as a trainee without having passed the educational certificate referred to as long as she gains such certificate before the completion of her probationary period, unless the Board in special circumstances otherwise approves, but in any case such trainee shall produce such educational certificate before being eligible to sit for the examination for registration provided under these regulations.

Broken Period of Training.

44. (1) Training shall be continuous, and any period during which a trainee has broken her training owing to illness or for other reasons satisfactory to the Board, shall be made up so that she completes the full period of training required by these regulations.

(2) Where the break in training exceeds the period of one month, the trainee shall, in addition to making up the time involved, undergo a further one week's training for each month (or part thereof) of the break.

Cessation of Training.

45. (1) Where a nurse has ceased training at any one training school, whether of her own accord or through dismissal, the Board may at its discretion permit her to complete training in the same or another training school, but in that event the period of training required by these regulations shall be increased by one week's extra training for each month (or part thereof) of the break in training.

(2) The Board may in the case of a person coming from outside the State and presenting satisfactory evidence of previous training, allow such person to complete training at a training school in this State, under such conditions as it may determine.

Leave During Training.

46. The maximum amount of continuous sick leave or other leave which a trainee may be granted without reference to the Board is six months. Every application for more than six months' continuous sick leave or other leave shall be referred to the Board, for its approval or otherwise.

Division 3.—Examinations.

47. The Board shall hold examinations for trainees every four months at such places as the Board may appoint.

48. The examination of trainees shall be written, oral and practical.

49. (1) For trainees as general, children's, mental or tuberculosis nurses undergoing a whole period of training as required by these regulations the Board shall hold a First Professional Examination at the end of the first year of training in the subjects for that year.

(2) Notwithstanding the provisions of sub-regulation (1) of this regulation, when a course of study approved by the Board is taken prior to commencement of training the Board may permit the candidate to present herself for Part I (Anatomy and Physiology and Personal and Communal Health) of the First Professional Examination before commencing training, or grant credit for

passing an approved examination of equal standard after such a course of study, and may grant exemption from any written examination in these subjects during training.

50. (1) Where a candidate fails to satisfy the examiners at the First Professional Examination, such candidate may be permitted to sit for one, but not more than one, deferred examination in the subject or subjects in which she failed.

(2) A candidate who is permitted to sit at a deferred examination and who qualifies at that deferred examination in the subject or subjects in which she previously failed, shall be deemed to have passed the First Professional Examination, but she shall not be eligible to sit for the examination for registration until—(a) in the case of a trainee as a general, children's or mental nurse, at least twenty (20) months have elapsed; and (b) in the case of a trainee as a tuberculosis nurse, at least eight (8) months have elapsed after she has passed the deferred examination.

(3) A trainee who fails to comply with sub-regulations (1) and (2) of this regulation shall discontinue training, provided always that the Board may in its discretion permit her to commence another approved course of training.

(4) Notwithstanding anything contained in sub-regulations (1) and (2) of this regulation, where a trainee fails to pass the First Professional Examination for a second time, the Board may, having regard to the nature of the case, permit her to continue training and to sit for one further deferred examination.

51. Candidates for the First Professional Examination shall make application to the Secretary on the form prescribed and shall pay the prescribed fee not later than one month before the date set for the examination.

52. Candidates for an examination for registration shall make application to the Secretary on the form prescribed and shall pay the prescribed fee not later than one month before the date set for the examination.

53. (1) A trainee shall not be eligible to sit for examination for registration until she has completed her course of training.

(2) Notwithstanding the provisions of sub-regulation (1) of this regulation where the end of a trainee's period of training falls between two examinations she may sit for the examination to be held on the date nearer to her finishing date, but she shall nevertheless complete her term of training.

54. Where a person who is a candidate for an examination for registration produces a certificate of training from an institution outside the State and approved by the Board, and satisfies the Board concerning the reasons and circumstances of her application, the Board may permit the candidate to sit for the examination for registration provided always that her previous training shall be equal in all respects to that required in this State.

55. The question papers for every examination shall be sent sealed to the various centres, where at the time appointed the seals shall be broken in the presence of the candidates and the question papers distributed to the candidates. After the close of the examination the written answers collected from the candidates shall be sealed and forwarded to the examiners who shall report the result of the examination to the Board.

56. Each candidate shall be provided with a numbered card, and sealed envelopes containing the numbered cards shall be taken to the various centres and distributed among the candidates immediately before the distribution of the question papers.

57. The oral and practical examinations shall be conducted at each centre by the examiners appointed under the Act, and shall be held after the written examination, on a date to be fixed by the examiners.

58. In the event of a candidate failing to satisfy the examiners at the first examination for registration, she may be permitted to sit for a subsequent examination or examinations, upon payment of such fees as are prescribed.

59. Any communication which training schools or candidates may desire to make on the subject of the examinations, shall be made to the Board and not to the examiners, and should any such communication be addressed to the examiners it shall not be dealt with by them, but shall be referred to the Board.

60. (1) The doors of the examination room will be closed at the expiration of half-an-hour from the time at which each subject of the examination begins.

(2) Any candidate arriving late owing to breakdown in transport, or circumstances outside her control, may be admitted to the examination room up to one hour after the commencement of the examination, but no candidate will be allowed to leave the room within that hour, nor to enter the room after that hour.

(3) A candidate who takes unauthorised notes or paper into an examination or who during the examination communicates by word of mouth or otherwise with another candidate, will be deprived automatically of a pass in any subject or subjects passed during those examinations, and may be excluded by the Board from a subsequent State examination either permanently or for a specified period.

(4) Where a candidate on account of illness fails to present herself at the examination, or having presented herself retires therefrom, the Board shall return or hold over to a future examination the whole of the fee paid by that candidate.

(5) Where a candidate withdraws her name from an examination for which she has entered, or applies for fees to be held over to another examination, or for any reason is found to be ineligible or is disqualified after her name has been entered for the examination, the Board may at its discretion retain or hold over the whole of the fee paid.

(6) No examination fee will be returned in any case where a candidate is disqualified for using unfair means, or permitting unfair means to be used, at the examination.

61. (1) A candidate who fails to bring her admission card to the oral and practical examinations will not be examined. In the case of a lost admission card the candidate must produce a letter of identification signed by the matron or principal tutor of her training school.

(2) A candidate who fails to attend on the day and at the times stated (unless her absence was due to illness or other good reason) will not be examined.

PART VI.—REGISTRATION OF NURSES.

62. Every nurse applying for registration under subsections (3), (4), (5), (5a), (5c), (5d), and (6) of section 5 of the Act, shall make application to the Board in accordance with the Form No. 9 in Appendix 1 to these regulations, and shall submit evidence satisfactory to the Board as to character and reputation, and identity (Form 9A).

63. A person not otherwise provided for under subsection (6) of section 5 of the Act who produces evidence satisfactory to the Board of having trained as a nurse in any part of the world other than in this State, and who has undergone to the satisfaction of the Board such further training (if any) and passed such examinations (if any) as the Board directed, shall be entitled to registration on payment of the required fee.

64. Every nurse registered by the Board shall receive a certificate in the Form No. 10 or in the Form No. 11 in Appendix 1, as the case may require, and her name shall be entered in the register.

65. A copy of a certificate, or a duplicate badge, may be issued if it is proved to the satisfaction of the Board by statutory declaration made before a Justice of the Peace that the original certificate or the original badge, as the case may be, has been lost or accidentally destroyed; and upon payment of the required fee.

66. A person who by means of any false or fraudulent representation, or by the production of any false certificate or testimonial procures herself to be registered, shall be guilty of an offence, and on conviction her name shall be erased from the register.

67. Any honour conferred on a registered nurse by Her Majesty the Queen shall, upon application by the nurse, be inserted in the register without payment of a fee.

Change of Address.

68. Where it appears to the Board that a registered nurse has changed her address and by reason of her failure to notify the Board thereof, any notice or other written communication from the Board addressed and duly posted to her at her last address appearing in the register has not been received by her within a period of two months from the posting thereof, the Board may cause the name of such nurse to be erased from the register.

Revision of Register.

69. The Board may authorise the register to be revised from time to time by removal of the name of any nurse—

- (a) on written application by her;
- (b) on satisfactory evidence that she has died or permanently left the State; or
- (c) ceased for any reason to be entitled to registration.

Restoration of Name to Register.

70. Upon application to the Board in the Form No. 12 in Appendix 1 to these regulations by a person whose name has been removed under section 4A (2) or 11 (1) of the Act, the Board may restore to the register the name which has been removed.

71. In any case where the cancelled certificate has not already been returned to the Board, it must be sent in with the application, or a statutory declaration made of its previous loss or destruction.

PART VII.—APPEALS FROM DECISIONS OF THE BOARD.

72. (1) Appeals pursuant to section 11A of the Act from decisions of the Board shall be brought by notice in writing signed by the person aggrieved.

(2) Such notice shall set out the substance of the decision complained of and the date of such decision, and also fully state the grounds on which the appeal is brought; and an address for service within one mile of the General Post Office, Perth, shall be given at which notices and documents relating to the appeal may be delivered or given to the appellant.

73. (1) The appeal shall be entered by the appellant in the Central Office of the Supreme Court and the notice of appeal shall be filed therewith within three months after the date of the Board's decision.

(2) Notice of such entry shall be given to the Board by the appellant within two days after entry, and a copy of the notice of appeal shall be delivered therewith.

74. The appeal shall come on for hearing on such day as the Judge in Chambers appoints, such day to be not less than seven days after entry, and notice thereof shall be sent to the appellant at the appointed address for service, and to the Board.

75. Either party may, without further or special order, adduce evidence on affidavit to be filed at least two clear days before the hearing.

76. The appeal may be determined on the material before the Board when giving its decision (which may be ascertained in such manner as the Judge thinks proper) or on fresh evidence either oral or by affidavit or partly in one way and partly in another and the Judge may rehear the testimony of any witness whether by way of examination or cross-examination and any party concerned may be represented by counsel.

77. The result of the appeal shall be embodied in a formal order and a minute thereof shall be entered by the Board in its register.

PART VIII.—MISCELLANEOUS.

Penalties.

78. Any person who omits to do anything directed to be done, or does or attempts to do anything forbidden to be done, by or under these regulations commits an offence against these regulations, and is liable to the penalty expressly provided for the offence, but if no penalty is expressly provided for the offence, is liable to a penalty not exceeding ten pounds.

Nurse's Cap.

79. (1) A person other than a registered general nurse who wears a nurse's cap, or a cap so nearly resembling it as to be likely to deceive, is guilty of an offence.

Penalty: not exceeding ten pounds.

(2) This regulation does not apply to—

- (a) a person who is a registered children's nurse, a registered tuberculosis nurse, a registered mental nurse, or a registered infant health nurse who wears a nurse's cap whilst working as a children's, tuberculosis, mental, or infant health nurse.
- (b) a member of a religious order wearing a habit to conform to the requirements or custom of such order, or a person taking part in a religious rite wearing any raiment customary or necessary therefor.

(3) For the purposes of the Act and these regulations "nurse's cap" means the cap commonly worn by a registered general nurse consisting of a square of material, worn folded in half diagonally, with the centre across the forehead and the folded corners drawn round, under the rest to the back of the head and fixed there to form a cap, the other corners falling behind and reaching to or below the shoulders.

(4) The cap to be worn by a registered dental nurse whilst in attendance on or nursing dental patients shall be of similar material and design to that worn by a trainee dental nurse provided that the distinguishing band shall be black, half-an-inch in width and half-an-inch down from the top of the front fold-back of the cap.

Fees.

80. The following fees shall be paid to the Board for the several matters referred to in these regulations:—

	£	s.	d.
(a) For initial registration (persons qualified elsewhere than in the State)	12	6	
(b) For First Professional Examination:—			
Parts 1 and 2	1	1	0
Part 2	10	6	
Part 1 (extra hospital students)	10	6	
(c) For subsequent First Professional Examination, after failing at such examination a first time:—			
All Parts	10	6	
(d) For examination for registration (which shall include one supplementary examination)	3	3	0
(e) For subsequent examination for registration, after failing at such examination a second time	1	1	0
(f) For restoration of name to register	7	6	
(g) For copy of registration certificate	5	0	
(h) For duplicate badge	7	6	

APPENDIX 1.

Form No. 1.

Nurses Registration Act, 1921 (as amended).

FORM OF SUBMISSION OF CANDIDATE FOR NOMINATION AS MEMBER OF THE BOARD.

We (a).....of (b).....
in the State of Western Australia (c).....
and (d).....of (b).....
in the said State (c).....being duly registered
under the Nurses Registration Act, 1921 (as amended) as (e).....
nurses, do hereby, as proposer and seconder respectively, submit the name
of (f).....of (g).....
in the said State (h).....as a candidate for nomination
and appointment under section 2 of the said Act as the representative of
the registered (i).....on the Nurses Registration
Board for the purposes of and in connection with the next ensuing nomination
and appointment of such a representative under the said section.

Dated the.....day of.....19.....

.....Proposer.
.....Seconder.

I, the abovenamed (f).....do hereby consent to
the above submission and declare that I am a duly registered (e).....
and as such am eligible for such submission.

Dated the.....day of.....19.....

.....Candidate.

(a) Full name of proposer. (b) Address. (c) Occupation. (d) Full name of seconder.
(e) General trained nurse, or mental nurse or midwifery nurse as the case may be.
(f) Full name of candidate. (g) Address. (h) Occupation. (i) General trained nurses,
or mental nurses or midwifery nurses as the case may be.

Form No. 2.

Nurses Registration Act, 1921 (as amended).

CERTIFICATE OF NOMINATION WHEN ONLY ONE CANDIDATE SUBMITTED FOR NOMINATION.

To the Minister of Public Health, Department of Public Health, Perth.

I (a).....being the Returning Officer duly appointed under and for the purposes of regulation 16 of the Nurses Registration Regulations 1960, do hereby certify as follows:—

(1) That in connection with the submission of candidates received up to 4 o'clock in the afternoon of (b).....the..... day of.....19....., being the last day for the submission of candidates for nomination and appointment under section 2 of the Nurses Registration Act, 1921 (as amended), as the representative of the registered (c).....nurses on the Nurses Registration Board, the following candidate was submitted, namely (d).....

(2) That the submission form of the said candidate was in order as required by the regulations; that the candidate was eligible for submission, nomination and appointment, and that the persons who signed the submission form as proposer and seconder were competent so to sign the same.

(3) That only one candidate was submitted for nomination and appointment as aforesaid; and

(4) That the said (d).....is the person to be nominated and appointed under section 2 of the said Act as the representative of the (c).....nurses on the said Nurses Registration Board pursuant to the said submission.

Dated the.....day of.....19..... Returning Officer.

(a) Full name of returning officer. (b) The last day for receiving submissions of candidates. (c) General trained nurses, or mental nurses, or midwifery nurses, as the case may be. (d) Set out full name, address, and occupation of candidate.

Form No. 3.

Nurses Registration Act, 1921 (as amended).

BALLOT PAPER.

For the use in an election of a person to be nominated and appointed as the representative of the registered (a).....on the Nurses Registration Board under section 2 of the Nurses Registration Act, 1921 (as amended).

The ballot paper, marked and completed in accordance with the directions hereunder, must be received by the returning officer at his office at (b).....not later than 4 o'clock in the afternoon of (c).....the.....day of.....19.....

Table with 2 columns: Names of Candidates (in alphabetical order), Vote (in order of preference). Row (d) contains dotted lines for entries.

Directions for Voting.

(1) Voting shall be by means of a preferential ballot.

(2) The elector shall mark her vote on the ballot paper by placing in the column headed "Vote" the numeral 1 opposite the name of the candidate for whom she votes as her first preference, by placing in the said column the numeral

2 opposite the name of the candidate for whom she votes as her second preference, and shall give contingent votes for all the remaining candidates by placing the numerals 3, 4 and so on (as the case requires) opposite their names so as to indicate by such numerical sequence the order of her preference.

(3) The elector shall then place the ballot paper in the envelope marked "Ballot Paper Envelope" and seal the envelope.

(4) The elector shall then complete and sign the statement according to Form No. 4 received by her with the Ballot Paper.

(5) The elector shall then place the ballot paper envelope sealed, and the completed statement in the envelope addressed to the returning officer, and send the same by prepaid letter post, or deliver the same, to the returning officer.

(6) The envelope, addressed to the returning officer, with its contents, must be received by the returning officer before the time fixed for the closing of the poll as notified above, otherwise the same and the ballot paper will be rejected.

(7) If sent by prepaid letter post, the same and the ballot paper will be rejected, if the correct amount of postage has not been prepaid by the elector.

(8) The statement must be signed and completed by the elector before an authorised witness, namely—

- (i) Any person authorised by the Declarations and Attestations Act to witness documents.
- (ii) Any Justice of the Peace or solicitor.
- (iii) Any other elector.

(a) General trained nurses, or mental nurses, or midwifery nurses, as the case may be. (b) Returning officer's address. (c) The day fixed for the closing of the poll. (d) Insert full names of candidates in alphabetical order.

Form No. 4.

Nurses Registration Act, 1921 (as amended).

STATEMENT OF ELECTOR TO ACCOMPANY BALLOT PAPER.

I (a)..... of (b)..... in the State of Western Australia (c)..... hereby submit the following facts in verification of my right to vote according to the accompanying ballot paper:—

(1) I am a (d)..... nurse, duly registered as such under the provisions of the Nurses Registration Act, 1921 (as amended).

(2) That as such (d)..... nurse I am entitled to vote in the election now being held and closing at 4 o'clock in the afternoon of the (e)..... day of..... 19..... for the selection of a person to be nominated and appointed as the representative of the registered (d)..... on the Nurses Registration Board under section 2 of the said Act.

(3) That I have not previously voted in the said election. And I make this statement with full knowledge of the fact that if it is wilfully false in any particular, I will be guilty of a breach of the regulations.

Dated the..... day of 19.....

Signed by the said (a)..... in the presence of—

(f)
Elector.

- (a) Full name of elector.
- (b) Address.
- (c) Occupation.
- (d) General trained nurse, or a mental nurse, or a midwifery nurse, as the case may be.
- (e) Date fixed for the closing of the poll.
- (f) Signature of authorised witness.

Form No. 5.

Nurses Registration Act, 1921 (as amended).

CERTIFICATE OF RETURNING OFFICER OF RESULT OF AN ELECTION

To the Minister of Public Health,
Department of Public Health,
Perth.

I (a)
being the returning officer duly appointed under and for the purposes of
regulation 16 of the Nurses Registration Regulations 1960 do hereby certify as
follows:—

(1) That in accordance with the said regulations I have held an election,
which closed at 4 o'clock in the afternoon of the (b).....day of
.....19.....for the election of a person
to be nominated and appointed as the representative of the registered (c)
.....nurses on the Nurses Registration Board
under section 2 of the Nurses Registration Act.

(2) That the candidates at such election were:—

(d)
.....
.....

(3) That the voting resulted as follows:—

(a) On the first count:—

(e)
.....
.....

(b) On the second count:—

(e)
.....
.....

(c) On the third count, and so on:—

(e)
.....
.....

(d) On the final count:—

(e)

(4) That as the result of the said voting said (f).....
was duly elected as the person to be nominated and appointed as aforesaid.

(5) That I duly declared the said (f).....
to have been duly elected as aforesaid on the (g)..... day of
.....19.....

(6) That as the result of the said election the said (f).....
is the person to be nominated and appointed as the representative of the
registered (c)..... nurses on the Nurses
Registration Board under section 2 of the said Act.

(7) That the following is a statistical return of the voting at the said
election:—

Total number of registered nurses entitled to vote
Number of registered nurses who voted
Number of formal votes counted
Number of votes rejected
(a) For informality of ballot paper
(b) Received after close of poll
(c) Insufficient postage

Dated the day of19.....

.....
Returning Officer.

(a) Full name of returning officer. (b) Date fixed for the closing of the poll. (c)
General trained nurses, or mental nurses, or midwifery nurses, as the case may be. (d)
Set out full names, addresses, and occupations of all the candidates in alphabetical order.
(e) Set out the names of the candidates with the number of votes gained by them. (f) Set
out the name of the candidate selected. (g) Date of declaration of result of the poll.

Form No. 6.

Nurses Registration Act, 1921 (as amended).

APPLICATION FOR ACCREDITATION AS A TRAINING SCHOOL FOR NURSES.

The School of Nursing, comprising (List hospitals)

hereby makes application to the Nurses' Registration Board of Western Australia to be registered as a—

Class A

Class B (delete that which does not apply) Training School for the certificate.

Our patients for the past two years have been as follows: (Schools applying for registration other than for General Certificate adjust the form here by adhesion of a slip giving required data)

Table with 2 columns: Year, Year. Rows include Total In-Patient, Total Out-Patient, Of In-Patients: Total Surgical, Total Medical, Total Pediatric, Total Gynaecological.

The objective of this School in applying for registration is:

.....

Attached please find a copy of the "Training School Report" forms of your Board with all relevant data filled in.

Should the Nurses Registration Board accredit this Training School we hereby undertake to fulfil our obligations with regard to the minimum standards as set down by the Board and agree to be directed by the Board in all matters pertaining to the training of nurses.

We will be pleased to welcome whatever representatives you may deem necessary to send to visit the School for the verification and elaboration of information re data set out in the accompanying report form.

..... Matron.

..... Medical Superintendent.

..... Chairman of Hospital Board.

..... Secretary of Board.

Form No. 7.

Nurses Registration Act, 1921 (As Amended).

CERTIFICATE OF APPROVAL OF A TRAINING SCHOOL.

This is to certify that (a).....Hospital (or Institution) at (b).....in the State of Western Australia has, subject to the Nurses Registration Regulations, been approved by the Nurses Registration Board, under the said regulations, as a training school for (c).....nurses.

Dated this.....day of.....19.....

..... Chairman, Nurses Registration Board.

- (a) Name of Hospital (or Institution).
(b) Address.
(c) Class of nurse.

Form No. 8.

Nurses Registration Act, 1921 (as amended).

NOTICE OF REVOCATION OF APPROVAL OF A TRAINING SCHOOL.

To the Matron or Medical Superintendent of the (a)

Notice is hereby given that the Certificate of approval of the Nurses Registration Board dated the day of19..... of the (a) as a training school for (b) nurses, is hereby revoked.

Dated the day of19.....

..... Chairman, Nurses Registration Board.

- (a) Name of Hospital (or Institution). (b) Class of Nurse.

Registration No.

Form No. 9

NURSES REGISTRATION BOARD OF WESTERN AUSTRALIA

	This space for Board use.
Surname	Christian Names
Surnames and Christian Names must agree with Birth Certificate. Evidence of change must be presented to N.R.B.	
Born at.....on / / Marital Status.....	
Permanent Address..... Signature..... (Refer back of card for changes)	

PHOTO.

Date of Commencement under N.R.B. of W.A. / / as.....at.....
 (give Status) (name Institution)

Detail any experience toward training allowed by N.R.B. (written evidence essential).....
 Educational Qualification..... Above data checked by.....

(Name Certificate, place gained) Status of Checker.....

(Space below for Board use only.)

NURSING QUALIFICATIONS, PLACE AND DATE OF ACHIEVEMENT

Qualifications	Institution	Date	Qualifications	Institution	Date
Nutrition and Invalid Cookery at	on / /	Midwifery, Part II, at	on / /
Mothercraft Certificate at	on / /	Psychiatry 1st Year at	on / /
Dental Certificate at	on / /	Psychiatry Final at	on / /
First Prof., Part I, at	on / /	Tuberculosis Final at Post Graduate	on / /
First Prof., Part II, at	on / /	Ward Sister Diploma at	on / /
Final State General at	on / /	Theatre Sister Diploma at	on / /
Staff Nurse at	on / /	General Administration Diploma at	on / /
Midwifery, Part I, at	on / /	Sister Tutor Diploma at	on / /

Comments :—(Emergency experience gained—detail any epidemic or special experience).

Form No. 9A.

CERTIFICATE OF IDENTITY TO ACCOMPANY APPLICATION FOR REGISTRATION.

I certify that I am acquainted with mentioned above, and that I know the signature appended to the foregoing application to be the genuine signature of the said person.

*

* This certificate must be signed by a Justice of the Peace, Minister of Religion, Medical Practitioner, Sergeant of Police, or Public Servant.

CERTIFICATE OF CHARACTER IN RESPECT OF APPLICANT FOR REGISTRATION.

This is to certify that I have known an applicant for registration by the Nurses Registration Board, for years, and that she/he is trustworthy, sober, and of good moral character.

Dated this day of 19.....

†

† This certificate must be signed by a Justice of the Peace, Minister of Religion, Medical Practitioner, Sergeant of Police, or a Public Servant, who shall not be identical with the person signing the Certificate of Identity above.

Form No. 10.

Nurses Registration Act, 1921 (as amended).

CERTIFICATES OF REGISTRATION.

Western Australia.

No.

This is to certify that formerly a trainee at has passed the prescribed examination of the Nurses Registration Board of Western Australia, for registration as a nurse and has been entered on the roll of registered nurses as a nurse.

..... Chairman.

..... Secretary.

Signature of Nurse

Form No. 11.

Nurses Registration Act, 1921 (as amended).

Western Australia.

No.

This is to certify that whose signature appears in the margin hereof, has been granted registration as a Trained Nurse by the Nurses Registration Board of Western Australia, under the provision of Section 5, subsection (6), of the Nurses Registration Act, 1921 (as amended).

Dated this day of 19.....

..... Secretary to the Board,

Signature of Nurse

Form 12A.
Western Australia.
Nurses Registration Board.
FORM OF APPLICATION FOR ADMISSION TO EXAMINATION.

The Secretary,
Nurses Registration Board,
Perth.

We, the undersigned, hereby make application :
 (a) to sit for the next.....examination
 to be held at.....on...../...../.....
 (b) for State registration as.....
 (c) if unsuccessful, to re-sit the.....examination.
 (Cancel (b) by a line through if it does not apply.)

Surname	Christian Names	N.R.B. Index No.	Signature

We certify that the above listed students have undergone the prescribed course of training at.....School of Nursing. (Several hospitals may be combined forming one School of Nursing.)

Their conduct during this period has been satisfactory.

They have attended the prescribed courses of lectures and have passed the necessary examinations and have had the required experience in all specified fields.

Detailed records of compliance with the above requirements are available at.....School of Nursing.

.....
Officer of Medical Staff.

Matron.....

Date

Note.—Part 1 First Professional Students write name of school for School of Nursing. Sign by Head Teacher and Class Instructress.

Form No. 12.
Nurses Registration Act, 1921 (as amended).
APPLICATION FOR RESTORATION OF NAME TO REGISTER.

Surname of Applicant.....
 Full Christian Names.....
 Date of Birth.....
 Place of Permanent Residence.....
 Date of Application.....
 To the Nurses Registration Board, Perth.

I hereby make application for restoration of my name to the register, my reason for this application being:—

.....

I enclose fee of 7s. 6d.

Signature of Applicant.....

Note.—If trained elsewhere than in Western Australia original qualifying certificates must be submitted with the application.

CERTIFICATE OF IDENTITY.

I certify that I am acquainted with.....
mentioned above, and that I know the signature appended to the foregoing
application to be the genuine signature of the said person.

*

* This certificate must be signed by a Justice of the Peace, Minister of Religion, Medical Practitioner, Sergeant of Police, or a Public Servant.

CERTIFICATE OF CHARACTER IN RESPECT OF APPLICANT.

This is to certify that I have known.....
for.....years, and that she is trustworthy, sober, and of good moral character.
Dated this.....day of.....19.....

*

* This certificate must be signed by a Justice of the Peace, Minister of Religion, Medical Practitioner, Sergeant of Police, or a Public Servant, who shall not be identical with the person signing the Certificate of Identity above.

APPENDIX 2.

CURRICULUM FOR TRAINING OF GENERAL NURSES AND CHILDREN'S NURSES.

Note.—A trainee who has passed Part I of the First Year Professional Examination of the Nurses Registration Board not more than two years prior to entry to the training school may be required to attend lectures on, receive practical instruction and pass examinations in Part II only of this curriculum.

Part 1.

Elementary Anatomy and Physiology.

The Human Body:

General View.—Cells, tissues, organs; their arrangement and structure.

The body as a whole. Chief cavities and their contents.

The Skeleton:

Bone.—Structure and growth; varieties of bones.

Skull.—Names, position and brief description of bones of cranium and face; formation of orbit, nose, mouth; teeth.

Spinal Column and Thorax.—General character of vertebrae; varieties; the column as a whole, its curves, intervertebral disc; sternum, ribs and costal cartilages.

Shoulder Girdle and Upper Extremity.—Including bones of wrist and hand.

Pelvic Girdle and Lower Extremity.—Including bones of ankle and foot.

Joints and Muscles:

Joints.—Formation, including cartilages, ligaments, synovial membrane; varieties, mechanism chief joints in body.

Muscles.—Their general features; voluntary, involuntary, cardiac; their mode of action; the position and action of chief muscles of the body.

Blood and Circulatory System:

Blood.—Composition, functions; coagulation.

Heart.—Position, structure, function.

Blood Vessels.—Arteries, veins and capillaries; their structural differences; name and position of the chief vessels.

Circulation of Blood.—General, pulmonary, and portal circulations; pulse; blood pressure.

Lymphatic System—Lymphatic vessels; glands; thoracic duct; lymph. Spleen.

Respiratory System:

Organs of Respiration—Position, structure, function.

Mechanism and Process of Respiration—The chief muscles concerned in respiration; purpose of respiration, relation to circulation.

Digestive System:

- Alimentary Tract—Position, structure and functions of component parts and related glands.
- Bowel—Composition of faeces; defaecation.
- Foodstuffs and Accessory Food Factor—Normal diet of man.
- Processes of Digestion and Absorption.

Metabolism:

- Fate of foodstuffs in the organism; body heat; regulation of body temperature.

Skin:

- The epidermis; the dermis; sweat glands; hair and nails, functions.

Urinary System:

- Kidneys and Bladder—Structure and function; urine, micturition.

Endocrine System:

- Pancreas, thyroid, parathyroid, suprarenal and pituitary glands; ovaries and testes; position and function.

Nervous System:

- Central Nervous System—Brain; spinal cord; cranial and spinal nerves; reflex action.
- Autonomic nervous system.
- Organs of special sense.

Reproductive System:

- Generative Organs—Position, structure, function.

Personal and Communal Health.

Introduction—The importance of mental and physical health to the individual, the family and the community.

General survey of the health services of the country.

The individual as a citizen.

Bacteriology:

- Micro-organisms—Distribution, properties, structure, characteristics and requirements of growth.
- Micro-organisms in relation to disease.
- Sources and modes of spread of infection.
- Principles of disinfection and sterilisation.

Personal Health:

- Fundamentals of nutrition and its relation to health.
- Posture, exercise, recreation.
- Rest and sleep, fatigue.
- Habit formation.
- General cleanliness of body.
- Choice and cleanliness of clothing and footwear.
- Parasites and Vermin—Preventive measure and disinfestation only.

Domiciliary and Communal Health:

- Milk—Composition, sources of contamination, diseases caused by milk, storage and preservation; hygienic care of milk in the home and hospital.
- Food—the handling and sources of contamination.
- Housing in relation to Health—Minimum requirements for health; overcrowding; care of the home; household pests and vermin.
- Ventilation, heating and Lighting—Composition of air; temperature, pressure, humidity and impurities; principles of ventilation, natural and mechanical; transmission of heat; methods of heating; sources of light, natural and artificial lighting.
- Water—Sources; prevention of contamination of water; enumeration of water-borne diseases; purification of water for domestic uses.
- Sanitation—Disposal of refuse from house and hospital; disposal of excreta; conservancy and water-carriage systems; general principles of large-scale sewage treatment; diseases associated with unsatisfactory sanitation.
- Infection—Its sources and modes of transmission and modern methods of prevention and disinfection; the responsibilities of the local health authorities; domiciliary care.

First Aid.

Aims of First Aid treatment. General principles and rules to be observed.
 Improvisation of equipment and utilisation of available material.
 Haemorrhage:—Arterial, venous and capillary, external and internal; effects of loss of blood, arrest of bleeding; principal pressure points.
 Shock:—symptoms; methods of resuscitation.
 Asphyxia:—causes; methods of resuscitation.
 Fits and convulsions.
 Loss of consciousness.
 Fractures, dislocations, and sprains.
 Wounds and contusions.
 Burns and scalds.
 Poisoning:—symptoms; indications of type of poison, general principles of treatment.
 Methods of moving and carrying the injured.
 Use of triangular and roller bandages and splints in First Aid treatment.

Principles and Practice of Nursing.

Introduction:

Short outline of nursing tradition and history.
 Standards of ethical conduct; hospital etiquette.
 The nurse's place in the hospital team.
 The nurse as a health teacher.
 The hospital as a unit; the various departments and their functions.
 Links with the local health services; domiciliary care.

Ward Management:

Methods of cleaning.
 Care of furniture.
 Care of bedding, linen, blankets, waterproofs, mattresses.
 Care of ward pantry, bathroom, lavatory and other annexes.
 Methods of cleaning utensils, baths, lavatories, crockery, mackintoshes.
 Disposal and disinfection of soiled linen and dressings.
 Care of thermometers and syringes.
 General Care of the Patient—Nursing Treatment.
 Reception and admission; care of patient's clothing and valuables.
 Bathing in bed and in bathroom, including infants and children.
 Care and cleaning of mouth and teeth, of head and hair, hands and feet.
 Bed and cot making with modifications in method required in special conditions.
 Use of air and water pillows, hot water bottles, electric pads, blankets and cradles.
 Methods of lifting and moving patients.
 Prevention and treatment of pressure sores; care of incontinent patients.
 Taking and charting temperature, pulse and respiration; simple variations.
 Preparing and serving of meals; feeding helpless patients; feeding of infants and children.
 Giving and removing bedpans and urinals.
 Observation of urine, faeces, sputum and vomit; collection of specimens.
 Routine testing of urine.
 Disposal and/or disinfection of urine, faeces, sputum and vomit.
 Measuring and charting fluid intake and output.
 Observations to be made on patient's condition; giving and receiving reports on the general nursing care of patients.

Giving of Medicines:

Weights and measures (Imperial, Apothecaries and metric systems).
 The common abbreviations used in prescribing drugs.
 Rules for administering medicines by mouth.
 Technique of administration of hypodermic injection.

Safe-keeping of Poisons:

Rules for storage of medicines and poisons.

Treatment:

Fomentations—Surgical.
 Counter-irritants—Turpentine Stupe, mustard plaster (These to be taught but not for First Professional Exam.) plastrine; application of starch poultice, cold compresses, ice poultices, or pack.
 Inhalations; steam kettle, inhaler, throat douche and instillation of nasal drops.
 Administration of oxygen.
 Administration of evacuant enemas and suppositories.
 Administration of bowel lavage.
 Passing of flatus tube.
 Administration of fluid by rectum.
 General principles of immediate pre-operative care and care of unconscious patient following an anaesthetic.
 Asphyxia—Causes and methods of resuscitation.

Surgical Technique:

Application of surgical aseptic technique.
 Cleansing and sterilisation of instruments and bowls.
 Preparation of lotions.
 Techniques of simple surgical dressings.
 Methods of disposal of soiled dressings.

Bandaging:

Fingers separately; hand; arm; elbow; stump; foot and heel; leg; knee; single and double eye; single and double ear; glands of neck; capeline, breast bandage; barrell bandage; carbuncle on back of neck; thyroid.

Theory and Practice of Invalid Cookery.

Methods of cooking.
 Planning menus and serving ward meals.
 Practical Cookery—Soups, vegetables, eggs, fish and meat dishes.
 Milk beverages and puddings.
 Proprietary foods.

Note.—This section may be taken at any period during the training.

Lectures on invalid cookery and dietetics and practical instruction to be given by a qualified dietitian or a qualified cookery teacher approved by the Board.

If a satisfactory course or theory and practice of cookery has been taken not more than three years prior to entry to the training school this may be credited.

Final Examination.

Principles and Practice of Nursing—continued.
 Principles of Medicine and Medical Nursing.
 Principles of Surgery and Surgical Nursing.
 Gynaecology and Gynaecological Nursing and Introduction of Obstetrics.
 Paediatrics and the Nursing of Sick Children.

Principles and Practice of Nursing.**Nursing Procedures:**

Surgical Aseptic Technique—Care and dressing of all types of wounds.
 Special Positions used in nursing care.
 General pre- and post-operative care.
 Taking and recording blood pressure.
 Administration of drugs by mouth, by rectum, by subcutaneous and intra muscular injection.
 Preparation for intravenous injection of drugs. (Note.—Nurses must not give intravenous injections.)
 Administration of carbogen.
 Artificial feeding.
 Preparation and administration of enemas of various types.
 Rectal lavage.
 Gastric lavage and aspiration.
 Vaginal, douching, irrigation, insertion of pessaries.
 Catheterisation, irrigation and drainage of the urinary bladder.

- Care of all types of catheters.
 Treatment of the eye, bathing, irrigation, instillation of drops, application of ointments and dressings.
 Treatment of the ear, swabbing, instillation of drops, syringing, application of ointments and dressing.
 Treatment of the nose, swabbing, spraying, instillation of drops, application of ointment.
 Treatment of the mouth and throat by gargling, irrigation and painting.
 Local application—Use and application of heat, cold, medicated preparations and counter irritants.
 Principles and methods of treatment by baths and sponging.
- Clinical Procedures:
 Urine testing. (Clinitest and other.)
 Preparation and care of patient and, where applicable, preparation of apparatus for:—
 Examination of ear, nose, mouth, throat; of respiratory alimentary, urinary and genital tracts; neurological examination.
 Diagnostic procedures, including the examination of body fluids, gastric analysis, renal efficiency test, estimation of basal metabolic rate, x-ray examinations.
 Lumbar and cisternal puncture.
 Venepuncture and venesection.
 Aspirating the pleural cavity; air induction and refill in lung collapse therapy.
 Tapping abdomen and subcutaneous tissues.
- Operating Theatre Technique:
 Preparation and use of theatre and annexes.
 Preparation, sterilisation, use and care of instruments, apparatus and equipment.
 Position of patient for operation.
 Observation and care of patient during anaesthesia and operation.
- Principles of Medicine and Medical Nursing.
- Rest:
 General rest of the mind and body. Importance of environment. Physiological rest of the affected organ.
- Diseases of the Blood and Organs of Circulation:
 General symptoms of heart disease, acute and chronic; congenital heart disease.
 The pulse, its rate, character and rhythm; abnormalities of the blood pressure.
 Features of heart failure.
 Anaemia, and other common diseases affecting the blood, blood vessels, lymphatic vessels and glands.
 Treatment and nursing care, including the action and danger of drugs commonly used in heart disease.
- Diseases and Disorders of the Respiratory System:
 General symptoms of respiratory disease.
 Abnormalities of respiration.
 Types of cough and sputum.
 Nasal sinusitis.
 Tonsillitis.
 Pneumonia, pleurisy, bronchitis, pulmonary tuberculosis, asthma, bronchiectasis and carcinoma of the lung.
 Treatment and nursing care of these conditions.
- Diseases and Disorders of the Digestive System:
 General symptoms.
 Disorders of appetite and digestion, nausea, vomiting, character of vomitus, pain, colic, diarrhoea and constipation.
 Abnormalities of faeces.
 Common intestinal parasites.
 Gastritis; gastric and duodenal ulcer; carcinoma of the stomach.
 Dysentery.
 Jaundice.
 Treatment and nursing care of these conditions.

Diseases and Disorders of the Urinary Tract:

General symptoms.
Urine in health and disease.
Nephritis, acute and chronic.
Renal tract calculus.
Pyelitis; cystitis.
Renal failure.
Treatment and nursing care of these conditions.

Diseases of the Nervous System:

General features; loss of power of movement, sensation, bladder junction, convulsions, coma.
Nursing of cases of paralysis, chorea, meningitis, functional nervous disorders and the inter-relation of mental and physical processes.
Epilepsy.
Elementary principles of treatment by massage and electricity.

Deficiency Diseases:

Malnutrition.
Common avitaminoses and mineral deficiencies.

Diseases and Disorders of the Endocrine Glands:

Diabetes.
Thyroid gland—goitre; exophthalmic goitre, myxoedema.
Suprarenal glands; pituitary gland.
Parathyroid glands and tetany.

Diseases of the Skin:

Symptoms of skin affections—treatment, general and local.
Eczema, psoriasis, ringworm, scabies, impetigo, pediculosis.
Treatment and nursing care of these conditions.

Diseases of the Joints:

Common affections of the joints.
Treatment and nursing care.

Communicable Diseases:

Defence mechanism of the body. Immunity, serum and vaccine therapy.
Fever; incubation period of specific fevers; prevention.
Rheumatic fever, typhoid fever, dysentery, gastro-enteritis, tuberculosis, hepatitis, rubella, scarlet fever, measles, mumps, small-pox, chicken-pox, whooping cough, diphtheria, tetanus, cerebro-spinal meningitis, encephalitis, acute poliomyelitis, septicaemia, puerperal septicaemia, syphilis, gonorrhoea.
Treatment of these conditions and precautions against transmission.
Compulsory notification.

Mental Disorders:

Principles of treatment.

Poisons:

Symptoms; indications of type of poison; general principles of treatment.

Dietetics:

Normal diet.
Ordering ward meals.
Modification of the normal diet in the treatment of disease.
Diet in pregnancy and during lactation.
Infant feeding—breast feeding, artificial feeding and the preparation of the food.
Weaning, dietary needs of the growing child.

Pharmacology:

Use, action, and toxic effects of drugs in common use.
Anaesthetics in common use.

Radiotherapy:

Principles of treatment by x-ray and radioactive substances.

Physiotherapy:

Principles of treatment by massage, exercises, heat, electricity, diathermy and radiation.

Occupational Therapy and Rehabilitation:

Principles of the use of occupational therapy as a means of return to health and working capacity.

Principles of Surgery and Surgical Nursing.

Soft Tissue Injuries:

Healing of wounds, asepsis, skin grafting.

Inflammation:

Causes.

Common pathogenic organisms—their characteristics and effects.

Response of the body in inflammation—local and general, including toxaemia, septicaemia, pyaemia.

Treatment in each case.

Gangrene:

Types, causes and treatment.

Haemorrhage:

Types, effects and treatment.

Shock:

Causes and contributory factors.

Preventive measures.

Treatment.

Burns:

Types and nursing treatment.

Head Injuries—Fractures:

Signs and symptoms.

Types, healing, complications.

Methods of treatment and nursing care.

Injuries to Joints, Surgical Tuberculosis and New Growths:

Characteristics of benign and malignant tumours.

Regional Surgery and Surgical Nursing:

Preparation of the patient for examination, investigation and operation; post-operative nursing care in surgical conditions affecting:—

Nervous system.

Alimentary tract.

Organs of thoracic and abdominal cavities.

Genito-urinary system.

Endocrine glands.

Breast.

Bones and joints.

Eye and related structures.

Ear, nose and throat and related structures.

Gynaecology and Gynaecological Nursing and Introduction to Obstetrics:

Structure and functions of the female generative organs.

Functions of the ovarian hormones; puberty, ovulation, menstruation, fertilisation, menopause.

Disorders of menstruation.

Displacements and disorders of the genital tract.

Pregnancy and principles of ante-natal care.

Complications of pregnancy: abortion, ectopic gestation, toxaemia.

Stages of normal labour.

Care of the infant at birth.

The puerperium.

Paediatrics and the Nursing of Sick Children.

Development of the normal child.

Variation from the normal.

Observation and handling of infants and children.

Feeding of infants and children in health and disease.

Common diseases of infancy and childhood.

Common surgical conditions of infancy and childhood.

No. of Lectures.	APPENDIX 3. CURRICULUM FOR TRAINING OF INFANT HEALTH NURSES.
	Introduction.
1	History, principles and purposes of Infant Health. Management of Infant Health Centres:— (a) Relationship with Medical Practitioners. (b) Relationship between Sister and Mothers. (c) Relationship with other Welfare Services and outline of facilities available. Lecture by Medical Supervisor of Infant Health.
	Ante-Natal.
1	The effect of ante-natal care, pregnancy and normal labour on the mother. Maternal Hygiene and preparation of the breasts. Lecture by Matron of the Home.
1	Emotional factors of pregnancy. Lecture by Psychiatrist.
	Growth and Development of Baby and Pre-school Child.
1	Physical (Lecture by a Paediatrician).
4	Psychological (Lecture by a Psychiatrist).
	Management of Normal Baby and Pre-school Child.
1	Breast feeding—composition of breast milk.
1	Artificial feeding (complete and complementary)—Composition of cow's milk and comparison with breast milk. Modification of cow's milk.
1	Educational diet and weaning.
1	Diet 9 months—3 years (nutritive requirements and management).
1	Bathing, clothing, ventilation, sleep requirements. Above lectures by a paediatrician.
1	Play materials and general management of the Pre-school Child. (Kindergarten College Staff).
1	Care of the Teeth (Lecture by a Dentist).
2	Recognition of Physical Abnormalities (by Paediatrician).
3	Psychological Disturbances and Abnormalities (by Psychiatrist).
1	Medical Emergencies in the Infant and Pre-school Child.
1	Management of Premature and Delicate Baby. These two lectures by a Paediatrician.
—	When Possible all Lectures to be Illustrated by Films and Slides.
1	Health Education Principles and Practice. Lecture by Health Education Council Officer.
1	The art of interviewing with reference to family finance and budgeting. Lecture by an Almoner.
1	Mothercraft and Parentcraft Teaching. Lecturing in the Schools. Lecture by Sister of Staff of Medical Supervisor of Infant Health.
1	Technique of Home Visiting. Lecture by Social Worker of Staff of University Department of Child Health.
2	Problems of Family Relationships. Lectures by Officer of Child Guidance Clinic, Medical Department.
	General.
2	Public Speaking and Preparation of Lecture Material. Lectures by Officer of W.A. Debating League.

Practical.

Matron and Tutor Sister.

Diet classes—Baby and Pre-school.

Two weeks in Food Dispensary.

Test feeding, re-establishment and maintenance of breast feeding.

At least two consecutive weeks' care of a mother or mothers and baby or babies.

At least two consecutive weeks' care of delicate baby or after-care of premature baby.

At least two consecutive weeks' care of artificially fed baby under three months.

At least one week's care of artificially fed baby 3-6 months.

At least one week's care of artificially fed baby 6-9 months.

At least one week's care of baby 9-12 months.

At least one week's care of child 1-3 years.

Demonstrations.

Each student to prepare and give a lecture-demonstration to mothers in residence.

Towards end of term each student to give a demonstration before class and teaching staff.

Subject to be chosen from a list of suitable subjects after consultation with Sister Tutor.

Study Groups.

A subject to be given to prepare for presentation and group discussion during the term. List of subjects to be supplied by:—

- (1) Professor of Child Health.
- (2) Medical Supervisor of Infant Health.
- (3) Tutor Sister.
- (4) Matron.

Each trainee to write up a case history, which is to be presented for group discussion.

When possible advanced trainees to attend the Annual Public Health Infant Health Sisters' Refresher Course (on week).

Two Months' Work in Centres Under Senior Sister.

Three separate districts to be visited by each trainee—

- (1) 4 weeks.
- (2) 2 weeks.
- (3) 2 weeks.

Home and hospital visiting with senior sister.

Record-keeping in Centres.

Method of referral of cases to doctors.

Practical work with mothers and babies in Centres.

One day with Pre-school sister in Pre-school clinic.

One day at Infant Health Headquarters being introduced to:—

- (1) Correspondence Sisters.
- (2) Mothercraft by Correspondence Sisters.
- (3) Mothercraft and Parentcraft Lecturers.
- (4) Trained staff.

One day to be spent with one of the four metropolitan caravan sisters.

Text Books Recommended.

Phillip Evans & Ronald McKeith "Infant Feeding & Feeding Difficulties."

"Baby and Child Care"—Dr. Benjamin Spock.

"What is your problem Mother?"—Dr. Claire Isbister.

Other Books Available in the Reference Library.

APPENDIX 4.
CURRICULUM FOR TRAINING OF MENTAL NURSES.

The course of training in a mental nurses' training school shall, as a minimum course, be in accordance with the following curriculum:—

Provided that during the period of training as a mental nurse a registered general nurse shall be—

- (i) granted exemption from the Preliminary Examination, but nevertheless shall attend lectures on Section 1 (a), (b), and Section 3 (b), and pass the hospital examination in each of these subjects;
- (ii) granted exemption from attending lectures on Section 9, 10 and 11, and sitting for examinations in these subjects.

Preliminary Examination—Course.

Note.—This examination cannot be taken until (a) students have been in training at least nine months (exclusive of sick leave and leave other than ordinary) and (b) they have passed the hospital examination in the first five sections of this curriculum.

Section 1.—Introduction to Hospital Work and Basic Nursing.

Minimum Number of Lectures 5—By Tutor.

- (a) Outlines of the Health Services in Western Australia in general, leading on to the Mental Health Services.
- (b) The hospital, its management, departments and staffing.
- (c) Short history of mental nursing and ethics of nursing.
- (d) Ward routine; care of ward furniture and equipment. Food and serving of meals. Rules for bathroom and toilet. Warmth, lighting and heating.
- (e) Assisting patients when getting up and when going to bed; at table; at work; at leisure; at social functions, and at exercise.

Section 2.—Anatomy and Physiology (other than the Nervous System).

Minimum Number of Lectures 18—by Doctor or Tutor.

- (a) The Human Body: General view—cells, tissues, organs; their arrangement and structure. The body as a whole: Chief cavities and their contents.
- (b) The Skeleton: Bone—structure and growth, varieties of bone. Skull: Names, position and brief description of bones of cranium and face; formation of orbits, nose, mouth, teeth. Spinal Column and Thorax: General character of vertebrae; varieties; the column as a whole, its curves, intervertebral discs; sternum, ribs and costal cartilages. Shoulder Girdle and Upper Extremity—including bones of wrist and hand. Pelvic Girdle and Lower Extremity—including bones of ankle and foot.
- (c) Joints and Muscles:
Joints—formation including cartilages, ligaments, synovial membrane, varieties, mechanism, chief joints in body.
Muscles: Their general features—voluntary, involuntary, cardiac; their mode of action; the position and action of chief muscles of the body.
- (d) Respiratory System: Organs of Respiration—Position, structure, function. Mechanism and Process of Respiration—the chief muscles concerned in respiration; purpose of respiration, relation to circulation.
- (e) Blood and Circulatory System: Blood—composition, functions, coagulation. Heart: Position, structure, function. Blood Vessels: Arteries, veins and capillaries; their structural differences; name and position of the chief vessels. Circulation of Blood: General, pulmonary, and portal circulation; pulse; blood pressure. Lymphatic System: Lymphatic vessels; glands, thoracic duct; lymph. Spleen.
- (f) Digestive System: Alimentary Tract—position, structure and function of component parts and related glands. Bowel: Composition of faeces; defaecation. Foodstuffs and Accessory Food Factors: Normal diet of man; processes of digestion and absorption.
- (g) Metabolism: Fate of foodstuffs in the organism; body heat; regulation of body temperature.

(h) Skin: The epidermis; the dermis; sweat glands, hair and nails. Functions.

(i) Urinary System: Kidneys and bladder—structure and function; urine, micturition.

(j) Endocrine System: Pancreas, thyroid, parathyroid, suprarenal and pituitary glands; ovaries and testes; position and function.

(k) Reproductive System: Generative organs; position, structure, function.

Section 3.—First Aid.

Minimum Number of Lectures 8—by Tutor or Doctor.

(a) Physical Emergencies: Arrest of haemorrhage; surgical shock; asphyxis; loss of consciousness; fits and convulsions; fractures; dislocations and sprains; wounds and contusions; burns and scalds; first aid in poisoning. Improvisation of equipment; methods of moving and carrying injured persons. Fire and accidents on the ward. Resuscitation.

(b) Psychiatric Emergencies: Self injury and suicide; violence and restiveness. The correct handling of resistive patients.

Section 4.—Elementary Bedside Nursing.

Minimum number of lectures 8—by Tutor.

(a) Simple Procedures: Making beds with patients in bed; lifting; helping patients out of bed; giving bed pans; washing and bathing in bed; treatment of pressure points; use of air rings; bed cradles, back rests, pillows.

(b) Taking and charting temperature, pulse and respiration rates.

(c) Giving simple enemas and reporting results. Collecting and labelling specimens.

(d) Outline of asepsis and infectious disease precautions. Simple dressing bandaging. Cleaning and care of equipment.

Section 5.—Personal and Communal Health with Bacteriology and Asepsis.

Minimum number of lectures 5—by Tutor or Doctor.

(a) Bacteriology: Micro-organisms in relation to disease; sources and modes of spread of infection. Resistance and immunity. Prevention of spread of infection. Parasites and their extermination.

(b) Personal Health: Nutrition, posture, exercise, fatigue, rest and sleep. General cleanliness of body. Clothing and footwear.

(c) Communal Health: Care of food in home and hospital. Diseases spread by milk and other foods. Food poisoning. Water: Requirements and sources of supply; contamination and water-borne diseases. Ventilation, heating and lighting. Disposal of excreta and refuse.

(d) The Individual as a Citizen.

(e) Disinfestation, parasites and vermin.

(f) Housing in relation to health.

(g) Sanitation—principles of large scale sewage treatment.

(h) Infection—the responsibilities of the local authorities; domiciliary care.

Total Minimum Number of Lectures for Preliminary Examination Course—44.

Final Examination—Course.

Second Year.

Section 6.—Anatomy and Physiology of the Nervous System.

Minimum number of lectures 9—by Doctor.

(a) Central Nervous System: Brain, spinal cord, cranial and spinal nerves; reflex action.

(b) Autonomic Nervous System.

(c) Organs of special sense.

Section 7.—Mental Nursing and Elementary Psychiatry.

Minimum number of lectures 30 (18 by Doctor and 12 by Tutor).

- (a) Reception and preliminary examination of patients—by Tutor.
- (b) Nursing and management of certain types of patient (depressed, suicidal, violent, social, demented)—by Tutor.
- (c) Occupational, recreational and social therapy—by Doctor, Tutor and Specialists.
- (d) Causes of psychiatric illness—by Doctor.
- (e) Methods of examination, signs and symptoms and special investigations—by Doctor.
- (f) The major psychosis—by Doctor.
- (g) Psychoneurosis and psychopathic personalities—by Doctor.
- (h) Principles of mental nursing. Physical methods of treatment. Psychotherapy by individual and group methods—partly by Doctor and partly by Tutor.
- (i) Mental deficiency, behaviour disorders in children. Preventive aspects in psychiatry. Explanation of Alcoholics Anonymous—by Doctor.
- (j) Problems of interpersonal relationships. The nurse's part in individual and group psychotherapeutic methods—by Doctor.
- (k) Rehabilitation and after-care—by Doctor assisted by Specialists.
- (l) Geriatric nursing—by Doctor assisted by Tutor.
- (m) Legal and Administrative Aspects: Lunacy Act, Mental Treatment Act, Remands and Warrants by Court Order, Inebriates Act, Crimes Act (Criminal Insane)—by Tutor.
- (n) Observation visits to other hospitals and departments within the Mental Health Services.

Section 8.—Psychology.

Minimum number of lectures 6—by Doctor and Psychologist.

- (a) The development of human behaviour in the course of life in the common social settings.
- (b) Psychological concepts and their application: Learning, memory, reasoning, temperament, character and personality; unconscious mental forces and mechanisms.
- (c) Psychology applied to nursing in general illness, hospitalisation, convalescence, etc.
- (d) Elementary psychopathology as explaining the origins of psychoneurotic and psychosomatic illness.

Section 9.—Bedside Nursing.

Minimum number of lectures 18—by Tutor.

First and Second Year.

(Lectures to be given in first and second year but not to be examined on these subjects until third year final.)

- (a)
 - (1) General care of the patient: Nursing treatment, reception and admission; care of patient's clothing and valuables. Preparation of patient for clinical examination. Bathing in bed and in bathroom. Care and cleaning of mouth and teeth, of head and hair, hands and feet. Bed making, with modifications in method required in special conditions. Use of special pillows, hot water bottles, electric pads, blankets and cradles. Special methods of lifting and moving patients. Prevention and treatment of pressure sores; care of incontinent patients. Observation of urine, faeces, sputum and vomit; collection of specimens. Disposal and/or disinfection of urine, faeces, sputum and vomit. Measuring and charting fluid intake and output. Observations to be made on patient's condition; giving and receiving reports on the general nursing care of patients.

Giving of medicines; weights and measures (imperial and metric systems).

Safe-keeping of poisons: Rules for administering medicines by mouth. Technique of administration of hypodermic injections. Rules for storage of medicines and poisons.

Inhalations: Steam kettle, inhaler. Administration of oxygen, evacuant enemas and suppositories; fluid by rectum.

- (2) Surgical Technique: Cleaning and sterilisation of instruments and bowls. Technique of simple surgical dressings. Methods of disposal of soiled dressings.
- (3) Bandaging: Making and application of roller, triangular and special bandages and binders.
- (4) Aseptic techniques in the ward. Prevention of cross-infection.
- (5) Preparation and administration of enemas of various types. Local applications; use and application of heat, cold, medicated preparations and counter-irritants. Principles and methods of treatment by cradling, baths and sponging.

Last Offices.

Third Year.

(b) Nursing Procedures: Special positions used in nursing care, Preparation of patient and apparatus for examination of eye, ear, nose, mouth, throat, rectum, vagina and genital tract. Urine testing. Preparation and care of patients for X-ray examination; examination of cerebrospinal fluid and blood; collection of specimens for bacteriological and pathological examination; infusion of fluids. Taking and recording blood pressure. Artificial feeding. Principles of lavage, irrigation and douching, catheterisation.

Section 10.—The Body in Health and Diseases.

Minimum Number of Lectures 18—by Doctor.

(a) The General Causes of Bodily Disease: Congenital, traumatic, infectious and parasitic, metabolic and nutritional, neoplastic, psychosomatic.

(b) Additional physiological facts necessary for the understanding of these causes.

(c) A selection of medical and surgical diseases and disorders commonly met with among psychiatric patients or associated with the causation of psychiatric illness.

(d) General principles of medical treatment. Drugs and their administration. Poisoning and its treatment.

(e) The Trained Mental Nurse—his or her responsibilities.

Section 11.—Theory and Practice of Invalid Cookery.

(a) Methods of cooking.

(b) Planning menus and serving ward meals.

(c) Practical cookery: Soups, vegetables, eggs, fish and meat dishes.

(d) Milk beverages and puddings.

(e) Proprietary foods.

Note.—This section is to be included in the syllabus by 1961. This is to allow time for adequate facilities to be provided.

This section may be taken at any period during the training. Lectures on invalid cookery and dietetics and practical instruction to be given by a qualified dietitian or a qualified cookery teacher approved by the Board. If a satisfactory course of theory and practice of cookery has been taken not more than three years prior to entry to the training school this may be credited.

Total Minimum Number of Lectures for Final Examination Course—80.

Mental nurses may be permitted to take the First Professional Examination any time up to the completion of the second year of training. Special application must be made for doing the First Professional later in their training.

The Final Nursing Examination for mental nurses should be that part of nursing especially concerned with psychiatric care in addition to Section 10.

APPENDIX 5.

CURRICULUM FOR THE TRAINING OF TUBERCULOSIS NURSES.

The course of training in a tuberculosis nurses' training hospital shall, as a minimum, be in accordance with the following curriculum, provided that in the case of a registered general nurse the course of training shall be in accordance with Part 2 only of the said curriculum.

Part 1.

First Year Professional Examination.

In accordance with the curriculum for the First Professional Examination for general nurses, with any minor additions which tuberculosis nursing may require.

Part 2.

Second Year.

- (a) Surgical Lectures in Thoracic Surgery—Not less than six:
 General principles of surgery.
 Radiology.
 Bronchoscopy; bronchography.
 Acute and chronic empyema.
 Lobectomy; pneumonectomy; segmental resection.
 Mediastinal tumours and cysts.
 Pneumothorax; spontaneous; artificial.
 Lesions of oesophagus.
 Heart and great vessels.
- (b) Lectures in Anaesthesia—Not less than two:
 General anaesthetic agents.
 Changes in the blood gases during anaesthesia.
 Shock or peripheral circulatory failure and anaesthesia.
 Anaesthesia for thoracic surgery.
 Endotracheal anaesthesia.
 Clinical observation of the patient.
 Premedication.
 Posture of the patient.
 Some legal aspects.

Note.—Lectures referred to in (a) and (b) above are to be given by medical staff.

- (c) Special Tuberculosis Lectures—Not less than ten:
 Aetiology of tuberculosis; pathology.
 Incidence of disease; primary infection.
 Revision of skin tests; prophylactic use of skin testing in infants and young adults.
 Pulmonary tuberculosis; signs and symptoms.
 Treatment; general and specific including chemotherapy.
 X-ray techniques.
 Radiation; effects of, etc.
 Value of occupational therapy.
 Social aspects of disease.
 Rehabilitation—
 (i) in hospital;
 (ii) after discharge from hospital.
 Tuberculosis of bones and joints.
 Abdominal and glandular tuberculosis.
 Case finding procedures.
 International aspects of tuberculosis.
 Domiciliary care of tuberculosis patients.
 Psychology (and mental hygiene).
- (d) Domiciliary Care:
 The patient after discharge; including practical instruction of one week in an approved Chest Clinic, during which time at least two visits are to be paid to patients in their homes with special reference to contacts.
 The nurse as a health educator.
 Rehabilitation of the patient.
 Social aspects of tuberculosis; social services, etc.
- (e) Psychology (and Mental Hygiene):

- (f) Operating Theatre:
Theatre technique.
Preparation of theatre for thoracic surgery.
Instruments; sterilisation; care of.
Theatre management.
- (g) Administration:
Ward administration.
Special recovery ward administration.
Staff establishment.
Instruction of student nurses.
Report writing.
History of nursing.
Organisations; International Council of Nurses; Royal Australian Nursing Federation.
Colleges of Nursing; their importance, etc.
Ethics and etiquette of nursing.
Legal aspects.
- (h) Personnel Management:
Inter-departmental relationships.
Record keeping; rating scales.
Discipline and correction.
Public relations; visitors; patients' condition, etc.
Workers' Compensation Act.

Note.—A trainee during her second year, and a registered general nurse in the course of her six months, must spend at least one month nursing in an approved Thoracic Surgical Unit, and for this purpose Royal Perth; the Chest Wing of the Repatriation General Hospital, Hollywood, and the Surgical Unit of the Perth Chest Hospital, have been approved.

APPENDIX 6.

CURRICULUM FOR TRAINING OF MOTHERCRAFT NURSES.

Syllabus of lectures and practical instruction for Trainees (by a Medical Officer, Matron or other qualified Nurse and qualified Kindergarten Teacher) and Training Syllabus.

Theoretical.

1. History of Beginning of Infant Health, Mothercraft and Pre-School Health. Principles, definitions, vital statistics—simply stated. (1 lecture),
2. Study of the Normal Infant.—Study of the general condition and development of the normal infant as shown by nutrition and hydration, appearance, facial expression, behaviour and activity, colour and firmness of skin, muscular tone. Progress as shown by increase in height and weight compared with standards, range of normal variation, percentile charts and somatypes. Milestones of development such as lifting up of head, sitting up, crawling, standing, walking, playing, establishment of motor control and routine habits, talking and teething. Development of special senses—sight, hearing, smell, taste and touch—in relation to age. (10 lectures).
3. Study of the Normal Pre-School Child.—Introduction to the Pre-School Child. Play materials. Play and its value. Widening of children's interests. Ways of building good habits. Emotional needs and behaviour problems. Helping children to gain self control. Child study. (8 lectures).
4. Study of Diet of Normal Infant and Young Child.
 - (a) Food—nature, origin, uses, purchase, preparation and storage. Essential qualities of a diet—adequate amounts to maintain energy and growth, caloric needs, fluid requirements, balance of constituents, digestibility and assimilability, purity, form and flavour.

(b) Types of diet:—

- (1) Breast feeding, including the effect of maternal hygiene and diet in antenatal and postnatal periods on the general growth of the infant. Frequency of feeding. Test feedings. Maintenance and re-establishment of breast feeding. Incorrect methods of breast feeding and their correction. Underfeeding, complete failure of breast feeding.
- (2) Artificial feeding—complementary, (natural and artificial feed at one feeding). Complete artificial or supplementary—choice of artificial feeding, correct modification of milk, methods of modification of milk, care of food and feeding vessels.
- (3) Educational diet.
 - Substitutional diet—weaning.
 - 9-12 months' diet (graduated change).
 - 1-2 years' diet.
 - 2-5 years' diet.

- (c) Manner of giving food—mode of presenting, quantities in feedings or servings, intervals between feedings, type of food, posture of child while feeding (including mother's posture in breast feeding).
(10 lectures).

5. Study of Management of Normal Infant and Young Child.—Emotional development of the infant—relationship between mother and baby. General hygiene. Difference in home and institutional care. Day and night care in the nursery. Ventilation, furnishing, correct type and position of cot, pram, push cart, table and chair. Use and misuse of sunshine. Daily exercise and play. Equipment of playroom and playground. Shoes and posture. Personal hygiene. Rest and sleep—avoidance of over stimulation and over fatigue. Correct handling and mothering.

(10 lectures)

6. Management of the Abnormal Infant and Pre-School Child.

(a) Emergencies.—First aid management of:—

- Asphyxia
- Cyanosis
- Convulsions
- Heat exhaustion
- Acute vomiting
- Diarrhoea
- Circulatory failure
- Accidents
- Poisonings.

(b) Acute Conditions.—Recognition of:—

- Pyrexia
- Colic and other types of pain
- Intestinal obstruction
- Constipation
- Abdominal distension
- Meningitis
- Respiratory obstruction and pneumonia
- Simple skin rashes
- Infections of eyes, nose and ears.

(3 lectures)

(c) Chronic Conditions.

- Malnutrition (including rickets and scurvy)
- Anaemia
- Restlessness
- Irritability
- Common behaviour problems such as feeding difficulties, thumb sucking, head banging
- Sleeplessness
- Teething
- Chronic skin rashes.

(3 lectures)

7. Prevention and Control of Infections.

- (a) Introduced from outside.
- (b) Cross infections within institutions.

(3 lectures)

Practical.

During the training period, the trainee must have under her supervision and care:—

- (1) A nursing mother or mothers for at least 28 days, of which 14 must be consecutive;
- (2) A delicate infant or infants for at least 28 days, 14 of which must be consecutive;
- (3) An artificially fed infant for at least 4 weeks.

Further Requirements:

- (1) Experience in the food dispensary for at least 21 days.
- (2) Six observations in morning sessions (3 hours) of pre-school children in an approved pre-school centre, including observations of meals, toilet, rest and sleep, indoor play, general procedure.
- (3) Correct disposal of soiled napkins and laundering of babies' clothes.
- (4) Instruction in correct hygienic procedures to be observed before and after attending to a baby.
- (5) Instruction in correct hygiene procedure to be observed before and after handling soiled linen.
- (6) Practical management of infections and prevention of cross infections.
- (7) Attend at least 8 demonstrations on care of the infant. Subjects for demonstration:—
 - Breast feeding;
 - Artificial feeding;
 - Preparation of feeds;
 - Care of feeding utensils;
 - Modifications of milk;
 - Feeding of normal children from 9 months to 3 years;
 - Bathing and dressing normal infant;
 - Making infant's bed and ventilating room;
 - Baby and young child's clothing, including patterns;
 - Clothing for infant with delicate skin;
 - Care of delicate infant;
 - Care of teeth;
 - Correct method of taking and recording temperature, pulse and respirations of children.
- (8) Trainee to make one complete set of infant's clothes and satisfactorily mend clothes (1 darn in singlet or socks and 2 patches—1 cotton and 1 flannel) during period of training.
- (9) Trainee to make one piece of play equipment for baby or pre-school child.
- (10) Case discussions will be held at intervals during the course.

Training Syllabus:

First Term (4 months).

Practical:

- Correct washing of hands.
- Disposal of soiled napkins and dirty baby clothes.
- Making of cots.
- Terminal disinfection.
- Cleaning and disinfection of baths, dishes and trainers.
- Cleaning and sterilisation of bottles and teats.
- Artificial feeding of baby.

Theoretical (19 lectures):

- Study of the normal infant and pre-school child, including anatomy and physiology.
- Test paper at end of term. (Trainee to be notified if she is considerable unsuitable for the work, and training concluded at end of first four months.)

Second Term (4 months).

Practical.

Cutting out from approved patterns, under supervision, the set of baby clothes to be made.

Materials provided by Training School and clothes to remain property of Training School.

Bathing of:—

- (a) young baby
- (b) baby 9-12 months
- (c) toddler 12-18 months
- (d) older toddler

Correct laundering of clothing.

Making, storing, bottling of milk mixtures.

Theoretical (20 lectures).

Study of Management and Diets of Normal Infant and pre-school child.

Daily chart keeping.

Test paper at end of term.

Third Term (4 months).

Practical.

Care of delicate baby, with special nursing precautions (for example, dangers of hot water bottles).

Night duty.

Hand in completed baby set, suitably boxed, at end of this term.

Practical case study of nursing mother and baby or artificially fed baby, with full case report.

Theoretical (11 Lectures).

Management of the Abnormal.

Prevention and Control of Infections.

Test paper.

Final Term (3 months).

Revision.

Senior Duties.

House examination.

Final examination.

APPENDIX 7.

Curriculum for Training of Dental Nurses.

1. Anatomy, Histology and Physiology—Comprising 7 lectures:

Definitions—

Type of tissue.

The skin.

The skeleton—structure of bone—general description with particular reference to the skull and bones of the face.

Joints—with particular reference to the temporo-mandibular articulation.

The Respiratory System—organs of respiration—blood supply—mechanism of respiration.

The Circulatory System—composition and function of blood—coagulation of blood—the vessels—the heart—the circulation of blood.

The Lymphatic System.

The Nervous System—with particular reference to the 5th cranial (Trigeminal) nerve and the motor innervation of the muscles of mastication.

2. General Nursing.—Comprising 12 Lectures in Preliminary Training School, 6 Lectures in Second Year and 2 Lectures in Final Year plus practical demonstrations:

History of Nursing.

Nursing ethics and Hospital etiquette.

Qualifications of a Nurse—personal hygiene.

Chairside psychology and procedure.

Taking and recording Temperature, Pulse and Respiration—Sterilisation of Equipment.
 Hygiene of Departments—cleaning, ventilation, lighting, temperature.
 Antisepsis, Asepsis, Sterilisation.
 Prevention of Cross Infection.
 Bed Making—Hospital bed and post-operative bed.
 Counter-irritants—ice pack, ice compress, antiphlogistine poultice, hot water bag, infra-red ray lamp therapy.
 Urine Testing.
 Drugs and lotions in common use—preparation of in varying strengths.
 Instruments and equipment—their care and use.
 Dressings and their preparation (practical).
 Assistance in obtaining swabs, smears and cultures for pathology.
 Instructions on and practical experience in use of autoclave.
 Pre and post-operative Nursing care of patients having extractions or Oral Surgery under General Anaesthetic (dealing only with out-patients).
 Haemorrhage and shock.
 Administration of oxygen and carbogen.
 Positions used in Nursing—supine, prone left lateral, post operative.
 Administration of drugs—giving of mixtures and tablets, hypodermic injections, intra muscular injections.
 Preparation for intra venous injections.
 Cleaning, preparation and setting up of Operating Theatre.
 Scrubbing up, gowning and gloving.
 Assistance in Theatre.
 Any other General Nursing work required of a Dental Nurse.

3. Elementary Dental Histology and Pathology.—Comprising 8 Lectures: Inflammation and repair.

Bacteria.

The structure of the teeth and supporting tissues.

Diseases of the teeth and supporting structures—dental caries—pulpitis—pyorrhoea, gingivae.

Diseases of the oral mucosa—gingivitis, stomatitis, ulceration, Vincent's Disease.

Fractures—tooth and bone.

Tumours of the jaws.

4. (a) Assistance in Operative Dentistry.—To comprise 5 lectures in Preliminary Training School, together with a Course of clinical training in the following subjects:—

Tooth morphology.

Definitions of surfaces of the teeth.

Palmers notation.

Histological structure of the teeth and their supporting tissues.

Definition of terms relating to above.

Classification of cavities.

Instruments:—

(a) Nomenclature.

(b) Description of.

(c) Use of.

(d) Care of.

Sharpening of instruments.

Setting up the bracket table in relation to operative procedures.

Use of common drugs in operative dentistry.

Sterilisation of instruments.

Preparation of cavity dressings.

Principles of manipulation of dental cements.

Mixing technique and manipulation of silicate cement.

Mixing technique and manipulation of silver amalgam.

The preparation of matrices.

Responsibility of entering and keeping operative cards.

(b) Assistance in Operative Dentistry.—In the Second or Third Year there will be 8 Lectures and a course of clinical training in this subject under the heading of "Assistance in Operative Dental Specialities." These specialities will cover:—

- 2 Lectures in Endodontia.
- 2 Lectures in Periodontia.
- 2 Lectures in Preventive Dentistry.
- 2 Lectures in Crown and Bridge work, Inlays and Onlays.

5. Assistance in Prosthodontia.—A Course of 3 Lectures and one practical demonstration in the First Year. Assistance required and manipulation of materials used during the following steps of denture construction:—

- Examination and charting of patient.
- Impressions and impression materials.
- Maxillo—mandibular relations.
- Try-in and insertion.
- Description of methods and materials used in laboratory procedures.

6. Assistance in Local and General Anaesthesia.—Three lectures in the Third Year and a series of practical demonstrations:

- Types of anaesthetic—inhalation, intravenous, local analgesia.
- Anaesthetic methods.
- Anaesthetic apparatus—care and maintenance.
- Pre-medication and pre-anaesthetic preparation.
- Assistance during anaesthetic phase.
- Post-anaesthetic care.

7. Assistance in Dental Radiology.—In the Third Year two Lectures and a practical demonstration:

- Positioning of patients—precautions against radiation.
- Developing, mounting and filing of films.
- Care of equipment.

8. Assistance in Orthodontia.—Two Lectures and clinical training in the Department.

9. Assistance in Pedodontia.—One Lecture. Clinical training in the Department.

10. Assistance in Oral Surgery.—Two Lectures covering the definition of Oral Surgery and principles of treatments of the more common oral surgical operations, together with a course of clinical training in the theatre and at the chairside. Lectures to cover:—

- Cysts.
- Hyperplastic Tissue.
- Frenectomy.
- Apicectomy.
- Root in Antrum.
- Impacted and Unerupted Teeth.

11. Dental Practice Clerical Routine as Expected of Dental Nurses.—Six Lectures and together with attendance at the Technical School typing classes:

- Sundry filing.
- Postal and telegraphic facilities.
- Cheques and other remittances.
- Petty Cash and Postage Books.
- Patients' Accounts, receipts and stamp duty.
- Cash Book and banking.
- Payment of sundry accounts.
- Wages and Tax Deductions.