

**MEDICAL CENTER ARCHIVES  
OF  
NEWYORK-PRESBYTERIAN/WEILL CORNELL**

**1300 York Avenue #34  
New York, NY 10065**

**Finding Aid to the  
THE RECORDS OF THE INSTITUTES FOR PHYSICIANS AND  
NURSES IN THE CARE OF PREMATURE INFANTS,  
DEPARTMENT OF PEDIATRICS,  
NEW YORK HOSPITAL-CORNELL MEDICAL CENTER**

**Dates of Records:  
1949-1980**

**30 Linear Inches  
(6 Boxes)**

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## Background

Dr. Samuel Z. Levine at the New York Hospital began the Institutes for Physicians & Nurses in the Care of Premature Infants in 1949 with funding from the Department of Pediatrics, the United States Children's Bureau, and the New York State Department of Health. Their purpose was to teach basic sciences and clinical care of premature infants to doctor-nurse teams chosen from applicants from major teaching hospitals, smaller hospitals planning to open or expand premature units, and public health officials responsible for such units. In the early 1960s, the scope was expanded to include high-risk infants. There were five Institutes held each academic year for four weeks each, with doctors attending only for the final two weeks.

In 1970, the special Institutes began to be offered for nurses only. This move was taken because more and more nurses were applying, while fewer doctors sought to attend. By the mid-1970s, the title for the program had changed to Institutes in Perinatology for Nurses. Funding was continued from the Children's Bureau and the New York State Department of Health. The Institutes were run by the Division for Continuing Education for Nurses, Cornell University-New York Hospital School of Nursing, and the Pediatric Department, under the directorship of Dr. Peter Auld. In 1975, the Perinatology Center was established, and the Institutes were continued under its auspices. By this time, the focus of the training program had changed to recognize that community hospitals could not handle high-risk infants. These children should go to special units equipped for their care and training should be concentrated on the staff for these units, especially the nurses. The Institutes for Nurses ended in early 1980.

## Scope and Content

Dr. Peter Auld gave these Papers to the Medical Archives in Sept. 1980. They were, and are still, organized into two series: General Alphabetical Files and Chronological Institutes Files. The first of these series concern the Premature Institutes prior to 1976. There is a copy of the original 1949-grant application for the Premature Institutes (Box 1, 36) and later applications, correspondence, prospectuses, annual reports, applications and evaluations of the Program. The latter series is arranged by the date of the Institute, and dates from 1974-1980. It contains prospectuses, evaluations, pre- and post-tests, and applications from participants.

## Subjects

Ambulance  
Annual Reports  
Auld, Peter  
Budget  
Levine, Samuel Z.  
Neonatal Intensive Care  
Nursing  
OB/GYN  
Premature Service, New York Hospital

## Box and Folder List

### Box 1      Series I: General Alphabetical Files

Folder	Description
1	Abortion Statistics, June 1971.
2	Abortion Forms, December 1972.
3	Advertising, 1974-1975.
4	Advertising, 1971-1974
5	Advertising, 1970-1972
6	Alumni Letter and Questionnaire, February 1974.
7	American Academy of General Practice, October 1970.
8	Amendment, January 1970 Institute.

- 9 Annual Report, Institute, 1974 -1975
- 10 Annual Report, Series #25 -1973, 1974 Institute.
- 11 Annual Report, 1972-1973.
- 12 Annual Report, 1971-1972.
- 13 Annual Report, 1970-1971 -Institute.
- 14 Annual Report, Series 21, 1969-1970.
- 15 Annual Report, Series 20, 1968-1969.
- 16 Annual Report, 1967-1968.
- 17 Annual Report, 1966.
- 18 Appointment Letter as Institute Director to Dr. Peter Auld, December 1967.
- 19 Approval of Premature Institute by American Academy of Pediatrics, October 1970.
- 20 Audit, 1972-1975
- 21 Audit Report, 1968-1969 -NY -el. 53-70 for contrast No. C-8864, April 1970.
- 22 Bibliography.
- 23 Budget, 1973-1974
- 24 Budget, 1972-1973
- 25 Budget, 1971-1972.
- 26 Budget, 1970-1972
- 27 Budget Amendments, 1963 -1969.
- 28 Budget Revision, 1974-1975
- 29 Budget Revision, Correspondence, January 1970-April 1975.
- 30 Budget Sheets, 1964-1968.
- 31 Budget Statements, 1969-1972.
- 32 Budget Statement 1968-1969
- 33 Census through May 1972.
- 34 **Charts Requested, Medical Records of Cases (Restricted-HIPAA)**
- 35 Claim for Reimbursement (Mr. Besline to Mr. Gayne), February-July 1970.
- 36 Contract #C8864, Premature Institutes, Copy of First Contract, 1949, signed.
- 37 Correspondence, Nancy Goulet, October 1970-February 1972.

**Box 2 Series I: General Alphabetical Files**

Folder	Description
1	Dean Eleanor Lambertson Correspondence, November 1972-March 1974.
2	Dr. Katz Correspondence, New York State Bureau of Maternal and Child Health, 1966-1974
3	Dr. Shirley Mayer Correspondence, December 1971-January 1975.
4	Equipment Recommendations and Price Quote, n.d.
5	Evaluation of Institutes, Report, December 15, 1974.
6	Family Planning, Information for Nurses, 1969.
7	Family Profile, Information Sheets.
8	Grant Renewal, 1975-1976.
9	Harriet M. Felton, MD, HEW Children's Bureau, December 1964-August 1968
10	Head Nurse and Director's Letters, January-February 1974.
11	Health, Education and Welfare, Correspondence, August 1968-February 1972
12	Hospital List
13	Information Premature and High Risk Infant Course, August 1966-January 1973.
14	Institute Evaluations, July 1963-August 1972
15	Institutes for Physicians and Nurses, Old Prospectus, 1967-1968
16	Institute Grant Proposals, 974-1975.
17	Institute Prospectuses, 1971-1975.
18	Inventory List of Equipment, March 1972-July 1974
19	Job Description, N5 Nurses.
20	"L" Correspondence, March 1968-January 1974.
21	Lists of Institutes Lecturers, 1968-1972.

- 22 List of Reprints, June-August 1971.
- 23 "Management of Premature and High Risk Infants," New York Hospital-Cornell Medical College, Department of Pediatrics, by Peter Auld, 1968.
- 24 Mangam, Miriam, Correspondence, 1975
- 25 Maternal and Child Health Information, February 1971-August 1972.
- 26 Miscellaneous Correspondence, September 1972-October 1974.
- 27 Movie Rentals, Case Western Reserve Unit, Correspondence, June 1975.
- 28 New Ambulance, Press Release, May 1975.

**Box 3      Series I: General Alphabetical Files**

<b>Folder</b>	<b>Description</b>
1	New Institute Prospectus, 1974-1975.
2	Notification of Journals, 1975-1976 Institutes, April 1975.
3	Nursing Care Plan
4	Nursing Students Classes, Lecture Notes
5	Old Bibliography and Reading List
6	Petty Cash, Procedure, Information Bulletin, June 1975.
7	Plastic Bag for Temperature Control, Information on.
8	Postpartum Notes, Labor Summary, Infant's Exam, Sample Form.
9	Premature Center Statistics, Directors Meetings, Minutes, 1960-1970.
10	Premature and High Risk Institutes, Correspondence, September 1974.
11	Premature Institute Budget, 1974-1975
12	Premature Institute, Operating Procedures,-n.d.
13	Premature Institute, Schedule Draft, 1968-1969
14	Premature Institutes, Annual Reports, 1964-1973.
15	Preoperative Medication Tables, Pediatric Surgery, 1964.
16	Proposed Budget, 1974 -1975.
17	Proposed Institute, 1973 -1974.
18	Proposed Institute Program, Nurse Practitioners, 1973-1974.
19	Prospectus and Application, State of New York Department of Health Hospital Memo, 1969-1971.
20	Public Health Panel Questions, November 1968.
21	Public Relations Department, Press Release Copy, 1971.
22	Quarterly Reports, July 1969-June 1970.
23	Questionnaire Forms
24	Red Manual Requests, March 1969-January 1973.
25	Revised Nurses Application.
26	Siggaard -Anderson Alignment Nomogram (Chart).
27	Site Visit to Albany Medical Center, with Grant Application, A.R.
28	Statistics on Participation Listed by Hospital, 1965/1966 and 1975/1976
29	Summary of Meetings re: Institutes for Premature and High Risk Infants March 1972-July 1972.
30	Teaching Aid Orders, July 1972-February 1974.
31	Tours, Itinerary of New York Hospital
32	Tours, Upjohn Company, Correspondence re: Genes in Action, November 1969-June 1971.
33	Visiting Nurses, First Session, 10/20/1969
34	Visiting Nurses Class Schedule, December 1, 1969 (second session) November-December 1969.
35	Visiting Nurse Service, Correspondence, Bibliography Forms (Referrals) April 1968-May 1969.
36	William Ellis, Institute Lecturer, Correspondence and Information on Program at Monmouth Medical Center, NJ, July 1971.

**Box 4            Series II: Chronological Institute Files**

<b>Folder</b>	<b>Description</b>
1	April 14 -May 2-1980, Institute in Perinatology.
2	February 25-March 14, 1980, Institute.
3	January 1980, Institute -Supervising and Teaching.
4	May 1971-September, Attendances.
5	October 29-November 16, 1979, NICU's.
6	April 30-May 18, 1979, NICU.
7	April 30-May 18, 1979, Perinatology Institute Applicants.
8	February 20-March 16, 1979, Perinatology Institute Evaluations.
9	January 1979, Institute.
10	October 30-November 17, 1978, 2nd Session.
11	September 1978, Institute Applicants.
12	February 27-March 17, 1978, Report on 4th Institute.
13	February-March 1978, Pre-test, Post-test Evaluations.
14	1977-1978, First Institute in Perinatology.
15	1977-1978, Miscellaneous Papers.
16	Perinatology Center, 1977-1978.
17	November 1977, New York Convention Guide.
18	October 20, 1977, N-5, Open House for Nursing Administrators Sponsored by Institutes in Perinatology.
19	August-October 1977, Institute in Perinatology for Nurses.
20	October 1976-September 1977, Project and Evaluation, Institutes in Perinatology.
21	September 1977, Pre and Post Test Evaluations.
22	January-June 1977, Student Packet, Example.
23	June 1977, Institute in Perinatology, Nurses Evaluations.
24	June 1977, Accepted Nurses Applications.
25	May-June 1977, "Refresher Course," Application for Institute.
26	February 28-March 18, 1977, Institute in Perinatology. Number of Participants (Supervisor Head Nurses).
27	Grant Application, 1977 Institute for Perinatology for Nurses.

**Box 5            Series II: Chronological Institute Files**

<b>Folder</b>	<b>Description</b>
1	March 1977, "Crisis Theory," Lecture for Institute by Ms. Linda Bellig, Handout
2	March 1977, "Prenatal Diagnosis," Lecture.
3	February 1977, Institute Bibliography.
4	January 1977, Neonatal Intensive Care Unit, Guidelines for Transport.
5	January 1977, Perinatology Institutes, Pre/Post Test.
6	January 1977, Miscellaneous Papers.
7	January 9-27, 1977, Sample of Test.
8	January 2 -21, 1977, Institute in Perinatology.
9	January 3 -21, 1977, 2nd Institute in Perinatology.
10	1977, Maternal Drug Use.
11	First Issued 1976 -1977 -Pre-Test Institute.
12	November 1976, Letter of Acceptance, Stencil.
13	October 11-29, 1976, Institute in Perinatology.
14	May 10 -2B, 1976, Institute in Perinatology.
15	March Institute 1976, Information.
16	January 5-30, 1976, Care of Premature and High Risk Infants Institute.
17	January 1976, Institute.
18	September 29-October 24, 1975 -1976, Institute in Perinatology.
19	September 1975, Sample Accepted Applications.
20	April-May 1975, Applications, Evaluations.
21	March 5, April 9, 1975, Applications.

- 22 February-March 1975, Virgin Island, General Files and Schedules and Applications.
- 23 January 6 -31, 1975, Institute for Physicians and Nurses, Series 26 #1.
- 24 January 6 -31, Series 26 #1, Pretest and Evaluation.
- 25 January 6 -31, 1975, Series 26 #1, General File.
- 26 September 2 -December 12, 1975, General File.

**Box 6                    Series II: Chronological Institute Files**

<b>Folder</b>	<b>Description</b>
1	1973-1975, Samples of Applications.
2	1974, Pediatrics Electrolytes Management, Student Outline.
3	December 1974, Evaluation, Completed Data.
4	September 16, October 11, 1974, Series 26 # 1, General File.
5	May 6 -31, 1974, Series 25 #5, General File.
6	May 1974, Series 25 #5, Evaluations, Pre Test, Post Test.
7	March 1974, 25 #4, General Files.
8	March 1974, 25 #4 Pre/Post Test, Evaluations .
9	January 7-February 1, 1974, 25 #3 General Files and Program.
10	January 7-February 1, 1974, 25 #3 Post/Pre Tests, Evaluations.
11	October 22, November 21, 1973, 25 #2, General Files.
12	October 22-November 21, 1973, 25 #2, Pre/Post Tests, Evaluations.
13	September 4-28, 1973, Series 25 #1, General Files.
14	September 4-28, 1973, Series 25 #1, Pre-Post Tests Evaluations.
15	May 7-June 1, 1973, Series 24 #5, General File and Program.
16	May 7-June 1, 1973, Series 24 #5, Post Test and Evaluations.
17	March 1973, Series 24 # 4, General File and Program.
18	March 1973, Special Series 24 #4, Pre Test and Evaluation.
19	January 8-26, 1973, Series 24 #3, General File and Program.
20	January 8-26, 1973, Series 24#3, Pre-Test and Evaluation.
21	May 3-28, 1971, Program.
22	Institute Forms, Blank, Post 1976.
23	Miscellaneous Notes and Handouts, July 1970-May 1978.
24	Sample Certificates.
25	"The Perinatology Center," Booklet, 1979.