

## General Distribution

### November Report - Department of Industrial Therapy

The Industrial Therapy Department has enlarged its services to include assignments to wards RT 1 and RT 2. Industrial therapists are assigning referred patients only on these two wards in the R & T Building. Of course, there are other various industrial services in the R & T area such as the pantries, Marking Room and Photo Laboratory where patients are assigned.

Speaking of assignments, there are approximately 56 therapeutic jobs available for men in several of the smaller but vital hospital industries. The Shoe Repair & Furniture Repair Shops along with the Maintenance Shops have the advantage of offering personalized supervision, guidance and some training to limited numbers of patients. Ward teams are encouraged to evaluate and refer through our department patients who would benefit from these industrial activities.

This department is also interested in facilitating housekeeping assignments to the Children's Unit. Ward teams should thoroughly consider appropriate referrals to this area in order that the work may be a mutually therapeutic experience both for the adult patients and the children.

This is the ninth monthly newsletter issued by this department. In reviewing past issues, there are several problems which have been mentioned frequently but which may need further emphasis.

1. It is essential that "Referral Cards" be filled out completely and accurately by ward personnel. These Referral Cards are forwarded to the industries where patients are assigned and serve to give introductory and instructional information to industrial employees who will be working with the patients.

2. Industries covered by this department should not accept patients for work without having received a Referral Card or verbal notification that this department has made the assignment. By the same token wards should not send patients to work in industries covered by this department unless an industrial therapist has made the assignment.

3. When patients have been assigned, ward personnel should encourage patients to go to their jobs unless they have been excused by reason of illness, company, appointments with the ward physician, etc. As has been pointed out a prescription is useless unless the patient takes what has been prescribed.

4. The weekends are rather difficult for Food Service and the geriatric wards. Patients who are interested may profit from weekend work with time off during the week when more activities are available.

5. Monthly Progress Reports should be completed on each patient working in the industries covered by this department around the first of the month. A separate sheet of instructions is now being distributed which will clear up some of the confusion which has existed.

Please feel free to use industrial therapy whenever applicable. This department was expanded to serve the needs of patients and to maximize the therapeutic value of work in our industries. We will be glad to cooperate in any way possible to obtain these ends.

Henry L. Marshall, Acting Head  
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