

MONTREAL NEUROLOGICAL INSTITUTE

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*3801 University Street,
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MEMORANDUM TO DR. PENFIELD

This morning I met with Major Reid and Captain Bailey of the R.C.E. and with Major Coates of the R.C.A.M.C. The following items in the annex are uncompleted and are being looked after as indicated:-

(1) Lockers in the secretaries rest room. The lockers provided were too small and the R.C.E. have it in hand. They are building larger ones.

(2) Roof deck - approval has come through for the construction of a roof deck, and this is to be carried out by the R.C.E.

(3) The hoist in the physiotherapy room. Dr. Cone has been looking after this and I would say that the matter is in hand.

(4) Light fixtures. These were ordered a long time ago, but have not been delivered. In the meantime, desk lamps can be used in the private rooms. When the fixtures arrive they will be installed by Cape & Co.

(5) Bed pan sterilizers. These were ordered through the medical stores, and are said to have been on the way for a considerable period of time. These are being pressed for by different people, including Col. MacKenzie.

(6) Coffee urns in the kitchen. These are to be provided by ordinance through Major Coates.

(7) Toaster in the kitchen. This is to be provided by ordinance through Major Coates.

(8) Monel metal tops for kitchen table, and monel metal sink in kitchen. This has been ordered from Prouse Range Co and delivery has been promised within three weeks. This item is our own responsibility, but Mr. McNally has been pressing the order for us.

MEMORANDUM TO DR. PENFIELD (continued)

(9) Thermostatic control valve and sterilizer in utility room. As you know there was a defective valve here, and the district engineers are going to see that this is repaired. They have already been up to review the matter.

(10) New and larger casters for the beds. Major Coates says that he is to interview Mr. Flanagan of Simmon's Co., and an effort will be made to obtain these through the army.

(11) Mattress covers - Major Coates informs me that these have been ordered on special contract and are in the process of construction.

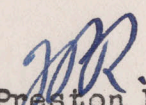
(12) Bedding (sheets and pillow cases). These have not arrived, but Major Coates will provide these before the end of the week.

(12) Miss Flanagan states that minor equipment in the kitchen is either missing or is not satisfactory. The trays are not the type requested. The dishes are too heavy, and there is insufficient cutlery. Major Coates is providing additional cutlery immediately. I gather that Miss Flanagan plans on using the hospital dishes.

After reviewing the situation with Miss Flanagan, it is felt that the annex could be opened within a week. She would like to wait until she returns from her holidays, which will be a week from Monday. I think by this time all these items should be completed, and if not, Miss Flanagan feels she can open the annex in any case.

It is pointed out that even though the annex is open, the x-ray, the operating room, and the Eeg, departments are not completed, and opening the annex will not greatly increase our turn-over.

JPR/F.


J. Preston Robb, M.D.,
Acting Registrar.