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TWENTY-FIRST ANNUAL REPORT
OF THE
ANCORA PSYCHIATRIC HOSPITAL
FOR THE PERIOD ENDING JUNE 30, 1975

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ANCORA PSYCHIATRIC HOSPITAL

REPORT OF THE BOARD OF TRUSTEES

TO: Ann Klein, Commissioner
Department of Institutions and Agencies

This is the twenty-first Annual Report of the Board of Trustees of Ancora Psychiatric Hospital.

The Board wishes to express its sincere appreciation to Commissioner Klein for her leadership and support, especially her efforts and interest in upgrading the patients' hospital environment.

The Board also wishes to express its appreciation to Michail Rotov, M.D., Director, Division of Mental Health and Hospitals for his leadership and support of Ancora's programs.

Finally, the Board wishes to express its opinion to the effect that Farrell R. Crouse, M.D., Medical Director and Chief Executive Officer has continued to serve the needs of the patients and employees of this hospital in a progressive and dedicated manner, setting as his standards the highest level of professional ethics.

During its annual reorganization meeting, Ruth J. Madara was unanimously elected as Chairperson; J. Gardner Crowell unanimously as Vice-Chairperson; and Corneil A. Cuomo was elected as Secretary.

During the course of the year Mr. Edward Liberto, Hammonton, New Jersey was appointed to a long unfilled position on the Hospital Board of Trustees, he has since been appointed to a full three year term on the Board with John S. McQuade, D.D.S., effective July 1, 1975. With special pride it is noted that Dr. McQuade has continued to serve on the Board continuously since the inception of this hospital.

The eminently successful Milieu Therapy Program initiated three years ago was continued with the increased financial support of the Board. The medical components of the hospital report that social events made possible by and paid for out of the Milieu Therapy funds are among their most successful programs and is fostering a community interest and participation among the patients and staff.

Phase II of the Hospital Improvement Program was completed under the leadership of Mrs. Madara who generously worked untiringly to make this an outstanding success. Phase III has begun and will continue under her leadership. A few of the many improvements made to date to humanize and deinstitutionalize the patients surroundings are: functional furnishings and carpeting purchased for all medical components of the hospital, stereophonic sound equipment, movie projectors, 46 RCA XL100 21" color television sets plus UHF/VHF Master-tenna systems. The Medical Director voices his opinion and that of his staff, that the Hospital Improvement Program has been a definite therapeutic as well as a most important change from a bare wall hospital atmosphere.

The Board voted the 1975 Humanitarian Award to Temple Emanuel Sisterhood, Cherry Hill, New Jersey who have been coming to Ancora for eleven years to sponsor bingo parties and provide the participants with refreshments; this activity has always been anticipated and well attended by the patients.

The Board wishes to indicate its appreciation to Mrs. Frederick Federici, Special Consultant to the Commissioner for her time consuming efforts in supplying the material and in decorating a wing of Ward F-2, Unit I and the Birch Hall day-room, Unit II.

In April 1975 the Hospital was surveyed by a team from the Joint Commission on Accreditation of Hospitals. At the time of this report the result of the inspection is unknown, but within the Budgetary limitations the Board felt that all areas of the hospital were better prepared than at any time in the past.

The Board noted with approval and commendation the results of the hospital's 20th Annual Open House held on May 8, 1975. There were in excess of eight hundred interested persons in attendance this year, and thirty-five Mental Health Agencies were represented with displays.

The Board supported Commissioner Klein's decision to house Leesburg prisoners on the grounds in Spruce, and reports a smooth transition with no untoward side effects other than an initial public outcry that has since faded.

The appointment of Shao-Chi Yu, M.D. was approved as Director of Training. Prior to accepting this position, he served as Chief of the Division of Mental Health Review, Bureau of Medical Assistance, Department of Public Welfare, Harrisburg, Pa. He was Board Certified in Psychiatry during March 1957, is highly qualified and will add to Ancora's excellence. It is expected that the Psychiatry Residency Training Program will receive AMA approval through July 1, 1976.

Atlantic Community College presented a meritorious service award to Ancora's Board of Trustees for the cooperation their psychology students received during their affiliation at this hospital.

In summary, the past fiscal year has been a time of change for this hospital. The overwhelming majority of the changes that have taken place have been beneficial and it is hoped that the Department of Institutions and Agencies and the Division of Mental Health and Hospitals will continue to work in concert with the Board in aid of maintaining the high reputation of Ancora Psychiatric Hospital in the field of mental health.


Ruth J. Madara
Chairperson

COMMISSIONER
Department of Institutions & Agencies - Governing Body

DIRECTOR
Division of Mental Health & Hospitals

Board of Institutional Trustees

Medical Director & Chief Executive Officer

Deputy Medical Director

Anchorage

Patients' Welfare Fund

Security
Department

Administrative
Assistant

Pers. Dept.

Nurs. Adv.

Nurs. Edu.

Pt. Care Eval.

Environmental
Health and
Sanitation

Asst. Med. Dir.
UNIT I

Asst. Med. Dir.
UNIT II

Asst. Med. Dir.
UNIT III

Asst. Med. Dir.
UNIT IV

Asst. Med. Dir.
UNIT V

Asst. Med. Dir.
UNIT VI

Dir. of
Training &
Research

Bus. Mgr.

Physicians

Nursing

Med. Serv.
Asst.

Clerical

Soc. Serv.

Psychology

O.T. Print
Shop

R.T.

O.T. Advisor

Soc. Sec. Adv.

Adm. Office

Central R.R.

ACC-Burling.

Barber, Beauticians

Switchboard
Reception Desk

Physicians

Nursing

Med. Serv.
Asst.

Clerical

Soc. Serv.

Psychology

O.T.

R.T.

Rehab.
Counselor

OPD-At. Cty.

Medical
Audit

Physicians

Nursing

Med. Serv.
Asst.

Clerical

Soc. Serv.

Psychology

O.T.

R.T.

R.T. Adv.

Psy. Adv.

OPD-Camden

Accreditation

Physicians

Nursing

Med. Serv.
Asst.

Clerical

Soc. Serv.

Psychology

O.T.

R.T.

Chaplains

Physicians

Consultants

Nursing

Med. Serv. Asst.
Cler. Serv. Adv.

Clerical

Soc. Serv.

Path. & Lab.

Pharmacy

Dentistry

R.T.

X-Ray

Physiotherapy

EEG-EKG

OR, CSR

Infirmery/Emergency Rm.

Neurology

Utiliz. Review
Medicare

Physicians

Nursing

Med. Serv.
Asst.

Clerical

Soc. Serv.

Psychology

O.T.

R.T.

Edu. Dept.

Vol. Serv.

Assoc. Dir.
of Tng.

Res. Phys.

Libraries

In-Service
Training

C.M.E.

Research

Professional
Development
Program

Bus. Off.

Maintenance

Food Serv.

Housekeeping

Grounds Dept.

Garage

Laundry

Fire Dept.

Power & Ut.

Post Office

Storeroom

Wine Room

HOSPITAL POPULATION MOVEMENT

	Unit I	Unit II	Unit III	Unit IV	Unit V	Unit VI	Total F.Y. 1975	Comparison with 1974
First Admissions	359	498	486	-	66	95	1504	+ 19
Readmissions	274	694	714	-	47	32	1761	+134
Transfers-In	2	8	7	-	-	-	17	- 7
Births	-	-	-	-	-	-	-	-
TOTAL ADMISSIONS	635	1200	1207	-	113	127	3282	+146
Returned from -								
Home Family Care	15	40	42	-	-	-	97	+ 4
Unauthorized Leave	8	28	40	-	-	4	80	+ 25
Med.-Surg. Treatment	1	1	1	-	37	1	41	+ 12
Discharged	565	1030	1090	31	33	116	2865	+ 74
Discharged from -								
Home Family Care	13	68	21	16	-	-	118	- 3
Unauthorized Leave	21	38	40	-	-	1	100	+ 14
Med.-Surg. Treatment	-	-	-	-	1	-	1	- 2
Transfers-Out	8	1	2	-	-	-	11	- 11
TOTAL DISCHARGES	607	1137	1153	47	34	118	3095	+ 72
Released to -								
Home Family Care	30	113	70	12	-	-	225	+ 35
Unauthorized Leave	30	70	80	1	-	5	186	+ 43
Med.-Surg. Treatment	1	-	-	43	-	1	45	+ 8
Deaths	27	46	56	61	-	-	190	+ 7
Average Daily Resident Population	129	284	301	318	59	35	1126	- 42
Female	61	168	149	213	31	11	633	
Male	68	116	152	105	28	24	493	

ANCORA PSYCHIATRIC HOSPITAL

MEDICAL DIRECTOR'S MESSAGE

A major project that has been successfully completed during the year was the judicial review of all involuntarily committed patients in compliance with a New Jersey Supreme Court ruling aimed at insuring the rights of persons so committed. This major undertaking has been smoothly implemented, well carried out and has been highly satisfactory to all concerned parties. All such newly admitted persons are now receiving judicial review within twenty days of admission, and six month judicial re-reviews from the initial hearings are now taking place.

The Patient Bill of Rights is an extension and reinforcement of hospital policy that has been in effect since the Mental Health Act of 1965, with the addition of individually reading the rights to each patient within five days of admission plus a copy given to the patient.

The hospital bed capacity has been reduced from 1520 to 1378 even though the admission rate increased this past year.

Visiting hours have been standardized through the hospital, and are now from 1:00 - 8:00 P.M. daily.

Minimum age for visitors has been lowered to age 10, except in the Medical-Surgical Unit where it is now 14 years.

Team conferences have been initiated and are ongoing in all Units. They are multidisciplinary in scope and minutes are recorded.

A multidisciplinary Patient Care Evaluation Committee has been formed and recommends to the Executive Committee on all pertinent matters affecting patient care.

Food variety and service has been improved. A food acceptance questionnaire has been formulated and distributed so that the patients input may be considered.

A questionnaire was designed and is distributed to relatives so that they may indicate their satisfaction or lack of satisfaction, complaints and other comments concerning the services rendered at this hospital.

It is pointed out with pride that the Leesburg Unit has had a smooth and functional implementation. The cooperation between this Unit and the hospital has resulted in considerable benefit to Ancora.

Ethics Committees for psychologists and social workers have been formed and are functioning.

A Health Record Analyst has been trained and is supervised by the Medical Records Advisor to function as Assistant to the Medical Audit Committee. This person is responsible for retrieving and compiling data from Medical Records for use by the Committee. This position and that of a Utilization Review

Coordinator have been considered vital to the functions of both the Medical Audit and Utilization Review Committees under Federal PSRO guidelines.

In one Unit, a social worker is now scheduled from 1:00 P.M. to 9:00 P.M. on Wednesdays in order to be available to patients' families. The success of this new innovation is being considered for hospital wide implementation.

The JCAH inspection occurred in April and favorable results are expected due to the excellent preparation of all hospital areas. At the summation the survey team from the JCAH voiced high praise for the dedication of the hospital staff as well as their treatment and concern for the patients. They further noted that they were impressed with the many changes that have been effected since they last inspected the hospital in February of 1974.

The Hospital Improvement Program sponsored by the Board of Trustees continues to gain momentum, and the results in the patient areas are a dramatic change from the sterile hospital look to one of warmth and comfort.

The reports of the individual Units and divisions of the hospital follow:

HOSPITAL UNIT I(Burlington and Salem Counties and
outside Ancora catchment area)

During the 1974-75 fiscal year, Ancora Psychiatric Hospital admitted 3,282 patients which represents an increase of 146 over last years total; without a concerted effort by the Out-Patient Clinics to support patients in the community, it is obvious that the increase in admissions would have been much greater. Of this total, 1,504 were first admissions, representing an increase of 19 over last year's number. There were additionally, 17 patients transferred in from other State institutions.

Of the hospital's 3,282 admissions, there were 19% admitted to Hospital Unit I (Burlington and Salem Counties and outside Ancora catchment area); 37% to Hospital Unit II (Atlantic, Cape May and Cumberland Counties); 37% to Hospital Unit III (Camden and Gloucester Counties); 0% to Hospital Unit IV (Geriatrics); 3% to Hospital Unit V (Medical-Surgical) and 4% to Hospital Unit VI (Children's Unit).

Total additions to the hospital census during the year were 3,501 as follows:

First admissions	1,504
Readmissions	1,761
Transfers-In	17
Returned from Home Family Care	97
Returned from Unauthorized Leave	80
Returned from Medical-Surgical Treatment	41
Returned, Unauthorized Leave, Medical-Surg. Treatment	<u>1</u>
Total	3,501

Total releases from the hospital census during the year, excluding death;, were 3,554 as follows:

Discharged	2,865
Transfers-Out	11
Released to Home Family Care	225
Discharged from Home Family Care	118
Released to Unauthorized Leave	186
Discharged to Unauthorized Leave	100
Released to Medical-Surgical Treatment	45
Discharged from Medical-Surgical Treatment	1
Discharged Other	1
Released to Other	1
Released to Unauthorized Leave, Medical-Surg. Treatment	<u>1</u>
Total	3,554

This year's total number released on Trial Visit was 3,155.

HOSPITAL UNIT I (continued)

As of June 30, 1975, there was a resident population of 1,133 patients. These 1,133 patients were in residence in six Hospital Units as follows:

<u>Hospital Unit</u>	<u>Number of Residents</u>	<u>Percentage of Resident Population</u>
I (Regionalized)	131	11
II (Regionalized)	295	26
III (Regionalized)	290	26
IV (Geriatrics)	320	28
V (Med.-Surg.-Neuro.)	56	5
VI (Children's Unit)	41	4
	<u>1,133</u>	<u>100%</u>

The average daily population for Unit I was 129.

The Assistant Medical Director has had frequent meetings with staff members from Community Mental Health Agencies to enlist their cooperation in accepting our patients at time of discharge to provide aftercare services; now that these agencies have had increased funding in recent years through the Office of Community Health Services he has been diligently working toward patient treatment in the community in compliance with the department's position. He has sponsored specialized programs and seminars here at the hospital that were presented to community and school groups (i.e. nursing, social sciences, psychology, governmental agencies, volunteers, first aid council members, etc.)

On August 12, 1974 responsibility for admitting and providing care to the Salem County patients was shifted from Unit III to Unit I.

The Burlington County Out-Patient Clinic is held every Tuesday in Mount Holly and has been providing care to 123 discharged patients. Care is provided by a physician, psychologist, social worker, public health nurse and occupational therapist. The treatment provided is individual therapy, emergency care, pharmacotherapy controls, group therapy and home follow-up where needed (in addition to clinic days, this service is provided during the week by a public health nurse). The clinic scheduled 791 appointments and 741 patients were seen during the year.

In addition to performing in an advisory capacity, the Occupational Therapy Advisor spent considerable time in resolving problems, training Occupational Therapy personnel, setting up programs and supervising Occupational Therapy Aide students from Atlantic County Community College who have a required sixty-hour affiliation. For a three month period she worked extra hours coordinating, planning, purchasing and directing the patient environment improvement program. She also worked with Mrs. Federici in decorating both Birch Hall B Dayroom and Main Hall Dormitory, F-235. In the Unit I Occupational Therapy Program there were 268 newly admitted patients and 966 patients were treated for a total of 13,411 treatment hours.

HOSPITAL UNIT I (continued)

The Recreational Therapy Program had a total patient attendance of 5,435 at 459 scheduled activities. This program was strongly supplemented by the second shift nursing personnel who provided a number of activities at which refreshments were served through the Milieu Therapy funds provided by the Board of Trustees.

The Social Service Department had 11,111 patient, collateral and inter-agency contacts. The homes and patients in the Home Family Care Program were visited on a regular basis and the patients were referred to Welfare when they made a satisfactory adjustment outside the hospital. A new dimension was added to this department by having a social worker scheduled on Wednesday evenings to talk to patients' families.

The Psychologist completed 122 individual psychological evaluations, held 58 in-patient individual psychotherapy and counseling sessions, 44 out-patient individual psychotherapy and counseling sessions, 81 in-patient group psychotherapy and counseling sessions, 72 out-patient group psychotherapy and counseling sessions and 8 group psychological evaluations.

The Admission Office, Reception Desk, Switchboard and Unit Record Room have functioned smoothly even under stress situations and have provided excellent service.

The Central Record Room has been able to remain current with its daily work despite increased work loads and changes in personnel.

The Nursing Department has encountered many problems due to staff shortages. To alleviate these problems on-going staff training has been provided to increase staff awareness and capabilities. An on-going remotivation program for the patients has been initiated after staff training was completed and is run by a second shift registered nurse.

HOSPITAL UNIT II

(Atlantic, Cape May and Cumberland Counties)

This Unit of 366 beds had an average daily resident population of 290.

The Out-Patient Clinic continues to function out of the facilities at 1601 Atlantic Avenue, Atlantic City and to provide follow-up social services to discharged patients and to those on the hospital's Home Family Care Program. This clinic also provides mental health care to the adult population of Atlantic County who are in need of such care.

HOSPITAL UNIT II (continued)

On July 1, 1974 there were 33 patients in residence on Home Family Care. As of June 15, 1975, 113 patients had been placed, 39 were returned to the hospital and 70 were discharged leaving a total of 37 patients on Home Family Care in 7 sheltered care homes. Of the 70 patients who were discharged 37 were referred to and accepted for either Disability Assistance or Supplemental Security Income. The remaining 33 patients were discharged to themselves or to their families after appropriate social and financial planning had been effected.

The Unit Social Workers had a total of 4,615 patient contacts, 1,002 contacts with relatives and 2,484 referrals to community resources. One hundred and sixty Home Family Care visits were made.

Liaison staff members from the Atlantic Area Guidance Center and the New Jersey State Rehabilitation Commission have been appointed and they visit the hospital on a regular basis to interview patients who will be referred to their agencies at discharge in order to initiate post-discharge planning and to ease the transition from hospital to community.

With the opening of Seabrook House, an in-patient and out-patient facility for the treatment of alcoholism, we have been able to begin utilizing this resource for our patients who need continued treatment for alcoholism and related psychosocial problems.

An increased number of intermediate care facilities have been approved in the State and this has enabled us to refer those patients who have previously been ineligible for alternate care placement.

The Psychology Department performed 86 psychological evaluations; 342 patients were counseled individually and 1,190 patient hours were given in group psychotherapy. Family counseling was provided for 111 families. Three senior volunteers and three student volunteers were supervised for 447 hours in a variety of remotivation programs.

Unit II Occupational Therapy Programs continue to offer services of supportive nature to patients referred from Units I and III in addition to those referred to Unit II. During the year 335 Unit II patients received 8,690 treatments for a total of 14,815 hours in Occupational Therapy Programs within the Unit.

The Homemaking Program emphasizes the broadening and rebuilding of homemaking and grooming skills with heavy accent on the practical aspects of the changing economic and social situations of community living. The Art-Ceramics program, in addition to offering male and female patients opportunity to fulfill emotional needs and to work out feelings, attempts to build appreciation and development of one's own interest and talents as they can enrich and contribute to one's own good mental health. Informal discussions include orientation to community resources, current events, and orientation to changing living problems in today's world. This program also serves patients referred from Units I and III. The program in Larch occupational therapy works toward meeting needs and interests of referred male and female patients living in Larch Hall.

HOSPITAL UNIT II (continued)

There were 640 recreational activities provided for the patients in this Unit during the past year with 10,025 patients in attendance and 5,080 patients attended centralized activities.

Vernon Arrington, R.N. became Unit Nursing Director in March 1975.

In the past year Unit II has made many changes in efforts to provide optimum nursing care for the patients. Through use of Milieu Therapy funds the Nursing Department has successfully maintained the practice of having ward parties for the patients on each ward on a monthly basis and continues to provide money for the evening shift to purchase snacks so the patients can have something to eat before going to bed. These funds are also used to provide refreshments at centralized dances and lunches for patients going on bus trips from the Unit. Additionally, we have started a program to provide closed ward patients with coffee in the mornings, this is coordinated through the recreational therapist and nursing personnel.

In April we opened Larch Hall A ward to house both male and female patients. It was decided that the patients assigned to this ward be a minimum of 60 years of age and able to care for their own basic needs as much as possible. This has been fairly successful and we have had no major problems with this integrated ward. Larch Hall D ward which was being used only for patients sleeping at night, has been fully opened. This ward is now fully functional as an open ward. We hope to have Birch Hall D ward fully operational as soon as possible.

The dayroom of Birch Hall "B" was redecorated through the efforts of Mrs. Federici, a volunteer worker from the Commissioner's office. Live plants and flowers were obtained from the greenhouse and placed in the dayrooms and quiet areas on each ward. Additionally, bright colored framed pictures have been hung on the walls throughout the buildings in both Birch and Larch Halls. This has done much to brighten up the environment and create a more homelike atmosphere.

Chart fragmentation was completed in August 1974 and metal charts were put into use on all wards.

Judicial Hearings for involuntarily committed patients who have been here for ten or more years began in January and continued through April 1975.

Weekly community meetings have been instituted in both halls. All patients are encouraged to attend and members of each discipline in the Unit are present. Open discussions are held and patients are encouraged to talk about anything they wish to discuss at these meetings.

HOSPITAL UNIT III

(Camden and Gloucester Counties)

During the past year, the Assistant Medical Director, in addition to performing routine tasks related to the administration of this Unit also served as Divisional Task Force Chairman for the purpose of determining for the Division, the utilization of the Team Concept. He also served as Accreditation Chairman for the hospital.

The Out-Patient Department conducted over 4,000 patient interviews during the past year. It also provided physical examinations and other procedures when indicated.

The Unit Social Workers conducted 3,750 patient interviews and 1,071 family interviews in addition to writing 97 histories and holding 40 group sessions during the year. In conferences and meetings there were over 2,000 contacts with hospital personnel, almost 2,500 community contacts and collectively, nearly 800 meetings with staff. Social workers spent over 600 hours providing services in behalf of and to patients on Home Family Care.

The Psychology Department provided nearly 10,000 patient hours of individual and group psychotherapy and family and marital counseling. Additionally, it made over 400 individual psychological evaluations and participated in 70 seminars and other training sessions. Psychologists also supervised close to 800 hours of service by volunteer workers. The Psychology Department conducted staff communication improvement sessions in which all employees in the Unit were permitted to participate. In this decentralized setting, the Psychology Advisor continued to cross Unit lines in coordinating activities of psychologists in other Units.

In Occupational Therapy on the wards, in the woodworking shop, the needlework clinic and referrals to homemaking and arts and ceramics clinics, in other Units, Unit III patients participated in over 19,000 hours of program. There were 515 new admissions to the Program over the past year. The Recreational Therapy Director coordinated recreational therapy activities by nursing personnel for the patients. Patients participated in 975 outdoor sports activities, 240 indoor sports activities, 135 dances and 2,883 other milieu therapy activities. Additionally, the Recreational Therapy Department provided the patients with over 300 activities. The total number of activities conducted at Ancora amounted to 4,556 with an estimated total patient attendance of 96,000.

The Nursing Department has conducted monthly meetings for professional nurses on all shifts. In-Service training has been provided to personnel by supervisors on a bi-monthly basis. Emphasis on improving the patient environment and increased humanization of patients has been the theme for the year. Patients have been encouraged to wear personal clothing and those who have bedside cabinets are invited to display appropriate mementos of a personal nature. The patient environment has been made more home-like with the addition of drapes, pictures and furnishings. Welfare funds were utilized for ward parties, centralized activities and community activities attended by patients.

The Clerical Department continues to be current with daily work.

HOSPITAL UNIT IV

(Geriatrics)

The Assistant Medical Director attended all meetings; regularly made rounds of all areas of the Unit; met with visitors, patients, employees, outside agencies and supervised all Unit functions as required of this office.

The resident population at the end of the fiscal year was 320, this represents 26% of the hospital's total population. The average daily resident population was 318 during the past year. There were 114 transfers to the Medical-Surgical Unit with 60 patients returned to the Unit from the Medical-Surgical Unit. Sixty-one deaths were recorded from Unit IV during the year. One hundred and seven patients from other hospital Units were transferred to this Unit during the year and 73 patients transferred out of the Unit.

The Social Service Department had 2,126 patient and collateral contacts and 1,455 consultations and conferences with medical, professional and community services. A total of 82 supervisory and/or training meetings were held for and by the Unit social workers.

In Recreational Therapy there were 30,189 patients attending a total of 694 meetings and in centralized activities an additional 104 events were scheduled with 6,166 patients in attendance. The Milieu Therapy Funds continued to benefit all the patients. A wide and varied variety of foods and goodies were supplied on an on-going basis throughout the year with these funds. The recreational assistants continued to provide scheduled evening activities in addition to their every day duties. Seventy-five patients participated in 16,508 hours of Occupational Therapy Program to 8,390 treatments.

Religious services were conducted throughout the year as scheduled by hospital chaplains. The use of the Chapel by the patients for private visits and for religious services increased during the year. Contact was made with the Leeburg Unit at the hospital and prisoners now attend services in the Chapel. Last summer marked the completion of the first full unit of Clinical Pastoral Education. An extended two-day a week program concluded in May 1975. There will be no Clinical Pastoral Education Program this summer as we encountered difficulty in recruiting students.

The Unit Nursing Director conducted monthly meetings with all supervisors, attended all scheduled meetings required of her office and directed the operation of the Nursing Department. Supervisors provided in-service training twice a month for all employees under their supervision and the remotivation program was expanded with classes being conducted on both first and second shifts.

The Unit Record Room remained current in routine work throughout the year. The Record Room was hard pressed during the later part of the fiscal year in typing of case summaries for over 200 patients, necessitated by re-hearing all patients involuntarily committed for more than 2 years.

HOSPITAL UNIT V

(Medical-Surgical-Neurological)

The average daily population for the fiscal year was 59 patients.

Quiet rooms have been established in both the male and female wards to contribute further to the care of our patients. The Social Service Department has been increasingly useful to the patients of this Unit. The post-operative rooms have proven their worth by decreasing the incidence of infections.

The new X-ray machine has not as yet been received from France. The relocation of the Central Supply Room to the ground floor has been delayed by the inability of the Maintenance Department to complete the remodification and the installation of the necessary equipment. It is hoped that this will be completed in the next several months.

The Laboratory performed 147,038 tests. There were 191 deaths and 95 autopsies for an annual autopsy rate of 49.73%. The Pharmacy filled 39,961 prescriptions. The Dental Department recorded 5,246 patient visits. The X-ray Department completed 11,840 exposures on 3,466 patients, 50 Leesburg inmates and 331 employees. The Physiotherapy Department administered 9,350 treatments to 5,643 patients. The Electroencephalography Department performed 3,119 electrocardiograms and 329 electroencephalograms, as well as 48 electroencephalograms for the New Jersey Consultation Service for Neurological Diseases.

The Operating Room reported 49 major and 22 minor operations were performed during the year. The total anesthetics administered was 77. There were 3,741 patients treated in the various Medical-Specialty Clinics. The Neurology Department examined 260 patients in consultation and received 45 new admissions. An echoencephalogram was purchased for the Department to aid in diagnostic studies.

The Infirmary reported 247 pre-employment physicals completed; 36 inmates treated; 5 visitors and 1,797 employees.

The Social Service Department rendered a total of 2,082 casework services for 1,694 patients. Arrangements were made for placement of 17 patients directly back to the community.

The Recreation Therapy Program had a total patient attendance of 9,682 at 789 scheduled activities.

The Unit Record Room and Steno Pool remain on a current basis.

HOSPITAL UNIT VI

(Children's Unit)

The Assistant Medical Director met with Dr. Gordon, Child Psychiatrist, weekly, to comply with the JCAH's requirement that each patient be seen by a Child Psychiatrist. Dr. Gordon began as Child Psychiatrist Consultant in the Children's Unit on March 17. The Assistant Medical Director served as president of the Active Medical Staff during the past fiscal year.

The average daily resident population in this Unit was 35 for the past year. There were 95 admissions, 32 readmissions and 118 discharges.

Through Milieu Therapy Funds refreshments were obtained for various activities during the fiscal year and were alternately used with Title I funds in the Good Grooming Awards Program within the Unit. Through Title I Funds a total of 10 trips were taken during the camp program. Through Turrell Funds the children who did not go home for Christmas had dinner at a restaurant, the children also went on a boat ride and tour, had refreshments on bus rides and those children without any other spending money were given allowances through these funds. Through the generosity of the public, the children were given twelve parties. The Vineland Pioneer Council of Bell Telephone Co. presented a "Talking Bear" for use in the education of the children and adolescents. Through hospital funds the children went on four bowling trips. The children are permitted to sleep late every Saturday with special breakfasts supplied through Nursing Program Funds. These funds also supplied cleaning products, shower curtains, pictures and other items for some rooms and other materials and supplies for activities and programs held by nursing or in coordination with other departments.

The Nursing Director worked with representatives from the Art Department of Camden County Community College in order to institute an Art Program in Willow Hall. The main objective was not merely to decorate some areas in Willow Hall but primarily to work with patients in a therapeutic manner.

The Social Service Department reported 289 patient interviews, 943 patient counseling sessions, 941 collateral contacts with relatives and friends, 771 collateral contacts with the Division of Youth and Family Services and 479 collateral contacts with outside agencies and professional personnel. The Unit Social Worker was assisted by social work students who contributed 464 hours of service and a volunteer who worked 100 hours.

A total of 86 patients participated in the Occupational Therapy Program for a total of 3,138 hours. The total treatments administered was 3,322 for an average of 15 patients. Patient attendance in Recreational Therapy totalled 18,970 with 1,632 meetings. The children actively participated in Farm Therapy.

During the fiscal year the Psychology Department completed 50 psychological evaluations based upon test batteries which included a total of 185 individually administered tests. Approximately 205 hours were spent in individual psychotherapy while 80 group psychotherapy sessions were conducted. A total of 212 hours were spent in various remotivation activities. On four

HOSPITAL UNIT VI (continued)

occasions the Department participated in family counseling and/or child study team conferences. The Department supervised 5 undergraduate students from area colleges who served as volunteers for a total of 253 hours.

The school year began with the Third Annual Camp Program funded under E.S.E.A. Title I. Four hundred and thirty-three children participated in the program for a total of 14,044 hours. Forty-four children from out-buildings were involved in the program for a total of 322 hours. The winter program officially began on September 3 with 6 teachers. The Supervisor of Educational Programs resigned effective June 28, 1974 and Mr. William J. Canmarota assumed this position. The Cedar School Program was extended to 6 periods per day. A volunteer remedial reading instructor began tutoring various students one evening per week and a volunteer student began an Art Club for selected students two days per week. The Supervisor of Educational Programs conducted American History Culture classes in the main hall for Physicians.

During the past year the Ancora Auxiliary provided 17,440 hours of service to the patients. The regular trips of the Canteen Cart to patient areas brought sales of \$12,035.55. Included in the total hours contributed by the volunteers were 1,879 hours in the Clothing Room where good used clothing was provided free to 2,060 In-patients and 143 Home Family Care patients.

DIVISION OF TRAINING AND RESEARCH

On September 4, 1975 Dr. Shao-Chi Yu was appointed the Director of Training and Research. On July 1, 1974 Dr. Iluminado C. Ortanez was appointed Associate Director of Training.

The Director of Training met with all the psychiatric residents once a week for administrative and training supervision. The Associate Director of Training attended all hospital meetings and set up the physician's In-Service Training Program.

There were 12 residents in training during the past year, 2 residents successfully completed psychiatric training, 1 resident joined our medical staff, 2 terminated upon completion of the first year level of training and 1 resident terminated upon completion of the second year level of training. Seven residents remain in training as of the end of June, 1975. During the year approximately 104 inquiries regarding the program were received; 12 of the applicants were interviewed and 4 were accepted for training beginning July 1975.

DIVISION OF TRAINING AND RESEARCH (continued)

During the past academic year the Department of Training conducted written mid-term examinations and annual oral examinations for all the residents. The residents also took the written Centralized Residency Training Program annual examination at Trenton Psychiatric Hospital on June 20. On June 27 the residents attended the annual Educational Seminar for all New Jersey psychiatric residents.

On August 26 and 27, 1974 a representative from the Residency Review Committee of the American Medical Association and the American Board of Psychiatry and Neurology reviewed the Training Program. For 2 days the representatives interviewed the different senior and junior preceptors, the administration and the residents as a group. Initial decision was unfavorable and cited three major deficiencies in the Training Program. The Director of Training was successful in appealing for a change in the initial decision. Because of this, additional funds were obtained from Central Office to correct the deficiencies noted. Affiliations have been made with the Temple School of Medicine to initiate programs in Child Psychiatry and a visiting Child Psychiatry Consultant. Our third year residents started to affiliate at St. Christopher's Hospital in Philadelphia and together with Temple Psychiatric Residents are given supervised experience in In-Patient and Out-Patient Child Psychiatry and Community Psychiatry. A Child Psychiatrist from Temple Hospital visits Ancora every week to give preceptorship to our residents and review cases in the Children's Unit. These two new programs were favorable to the two governing boards and prompted them to change their initial decisions and to extend approval of the training program to July 1, 1976.

A major step was initiated to orient the foreign doctors at Ancora to the American way of life and to American patients. This was 1 major deficit noted in the last review of the program. An English language course is being conducted by Rutgers University for all the residents. American History and Social Studies courses are being conducted by the Supervisor of Educational Programs at Ancora for all foreign residents. A special section of the Medical Library was made into an aculturation reference wherein American newspapers and magazines and books pertaining to American history, language, etiquette, folklore, etc. can be obtained by the residents. This Program includes monthly field trips, discussions with resource persons, attendance at conferences outside the hospital and distribution of all invitations to social culture activities in the community and Philadelphia.

Affiliations with the Community Mental Health Centers, Philadelphia Medical Schools and other state institutions have been successful in giving supervised experience to the residents in essential and special requirements of the American Board of Psychiatry and Neurology. For the past fiscal year the Residency Training Program has used the services of Temple University, Hahnemann Medical College, Our Lady of Lourdes Hospital, Collingswood Child Guidance Center, Trenton Psychiatric Hospital and Menlo Park Diagnostic Center. The Training Program was able to send residents regularly to these institutions for training.

DIVISION OF TRAINING AND RESEARCH (continued)

In addition to the Residency Training Program, the Department was able to give more emphasis to the Continuing Medical Education for physicians. Monthly schedules for the physicians In-Serving Training Program were distributed to all members. The Educational Program has been expanded with 3 accredited institutions giving series of lectures in the fields of psychiatry and medicine. Together with accredited guest speakers obtained from medical organizations and pharmaceutical companies, the Department was able to provide approximately 60 hours of Category I Credit towards the Physician's Recognition Award of the AMA and the Medical Society of N.J. In addition to the Category I hours, the Department provided regular sessions of 12 Journal Clubs, 12 Case Conferences and 12 Clinical Pathological Conferences plus numerous films and monographs and Closed Circuit T.V. Programs with questionnaires giving Category II and V Credits. This increase in the number of presentations provided an educational and scientific atmosphere among our physicians, community physicians and the residents.

The Medical, Patients' and Nurses' Libraries continued to expand over the past year. The Medical Library had 7,375 books at the close of the year, the Nurses' Library had 1,022 and the Patients Library had 6,141.

PERSONNEL DEPARTMENT

Fiscal Year 1975 was one which saw another hiring freeze go into effect in September and remain until mid-April, 1975. Naturally, this policy permitted attrition to effectively cut down our active staff, leaving many titles unfilled. The E.E.A. program which began in August, 1974 and authorized the hiring of 18 people into Institutional Attendant and Building Service Worker/ Building Maintenance Worker titles throughout the Fall, helped somewhat. The situation was alleviated considerably when early in 1975 we were allocated 45 CETA II and 8 CETA VI slots, most of these positions were tied into Institutional Attendant and Food Service Worker vacancies.

Recruiting for the above positions found an open and receptive labor market so that even in mid-April when the hiring freeze was lifted, with a few notable exceptions, filling existing vacancies with qualified people was not a problem. In fact, of the \$2,500 budgeted for advertising for fiscal 1975, cut to \$800 because of the freeze, only \$663 was spent. One recruiting item worthy of note is that a difficult vacancy to fill, that of Supervisor of Clinical Laboratories, was, after much effort, finally filled by a qualified applicant obtained by Personnel through the medium of classified advertising.

E.E.A. ended on May 9, 1975 at which time the disposition of the 15 employees remaining in the program was as follows: 2 to resignation, 1 to CETA VI and 12 to regular appointments. The CETA program, hiring into which was frozen in April, remained in that state throughout the balance of the fiscal year.

PERSONNEL DEPARTMENT (continued)

In November, the following five positions were abolished to provide tie-in funds for use in the Commissioner's Office: Instructor of Nursing Education, Dining Hall Supervisor, Exterminator, Senior Clerk Bookkeeper and Food Service Worker. This action reduced our number of budgeted positions from 1099 to 1094.

By and large, the Summer Youth Job Program was successful with few problems, one of which was the immaturity and lack of responsibility of some of those employed. It was thought that the age minimum should be raised for fiscal 1976.

Overtime for the Personnel Office necessitated by a combination of staff shortages and heavy work load during August and September, was eliminated due to budget limitations and the determination was made to catch up the backlog during regular working hours. This was accomplished over the next several months with assistance finally in February from Central Office Personnel to help complete the promotional packages. Personnel, however, was and still is short one Senior Clerk Stenographer.

William C. Sheva, on leave of absence with pay from April 16, 1975 until his termination effective June 26, 1975 has been replaced by Allan R. Bilder, first as Acting Personnel Director and then as Personnel Director. In order to better serve the needs of Ancora employees, the hours of the Personnel Office were expanded to 8:30 to 4:30, four days a week and 7:15 to 4:30 on Fridays, keeping the office open throughout the lunch hour.

As of December 31, 1974 there were 70 employees eligible for Service Awards for service of 5 or more years. Illustrated booklets were distributed and awards were chosen and ordered. Distribution will be made by individual Units with appropriate ceremony early in fiscal 1976.

The American Red Cross Blood Drive, chaired by the Personnel Assistant, was most successfully completed on April 1st. Our quota of 75 pints for this semi-annual drive was oversubscribed by 49 pints, our total contributed being 124 pints. The next drive will be in August.

The backlog of Suggestion Awards was caught up in April, 1975. With Committee meetings of May 23 and June 24, the Suggestion Award situation is now current with none being held over to fiscal 1976.

Under the Chairmanship of the Medical Services Assistant in Unit III, his committee and the Tour Guides, one of the most successful Open House Days in recent years was held on May 8. Over 34 agencies were represented at the exhibits and more than 800 visitors attended.

The annual U.S. Savings Bond Drive was kicked off on May 12 and ran this year only until May 31. Due to the late date, shortness of time allotted to the drive, shortage of materials for distribution and the inflated cost of living, only 7 new enrollees were signed up for a total of \$150 in payroll deductions per pay period.

PERSONNEL DEPARTMENT (continued)

Finally, the Prescription Drug Program came into full swing late this fiscal year, with coverage retroactive for most people to December 1. All identification cards will be out by the beginning of fiscal 1976. Eligible employees are those whose titles are covered by the following bargaining units: Administrative and Clerical, Health Care and Rehabilitation and Law Enforcement.

BUSINESS DIVISION

Due to the grave fiscal crisis that has been experienced by the State, the fiscal year 1975 resulted in a severe shortage of personnel to adequately maintain the functions of the various departments in the Business Division.

The Fire and Safety Department conducted 94 accident investigations, held 22 orientation classes and conducted 63 fire drills on all shifts.

The General Electric Company was the successful bidder for the replacement of our Police and Fire radios which are about twenty-two years old. It is hoped to have these radios delivered to us by the end of September.

The Food Service Department was inspected by Representatives of the New Jersey Department of Health and resulted in a Satisfactory evaluation. Again, as has been reported in prior years due to the lack of sufficient help, the Food Service Department has had considerable difficulty in serving our patients, especially since it was necessary to live within the Budgetary allowances as directed by the Commissioner's Office. Additional burdens were also added to our employees with the loss of the Industrial Therapy Patients. Due to the high cost of food items and the high cost of milk that we had to purchase, it was necessary for Central Office to increase our food per capita 5¢ for the last six months of the fiscal year. Added to this price squeeze that we experienced was the increase of the bread supplied by Leesburg Bakery from .0625 to 23¢ per loaf which added approximately \$13,000. to our yearly food costs.

The Grounds Department continued to maintain the lawns, trees, and shrubs. Due to the high cost of liquid fertilizer, it was again decided to use regular fertilizer which was applied by our grounds' crew to only selected parts of the hospital grounds. Additional summer help has not been made available to us due to the lack of sufficient appropriated funds.

The Camden County Agriculture Extension Service planted approximately 150 peach trees (50 different varieties from all over the country). This test is being made to determine which of these varieties would be sufficiently hardy and disease resistant to plant in the South Jersey area.

BUSINESS DIVISION (continued)

The Laundry processed a total of 5,342,039 lbs., an increase of 437,151 lbs. over the last fiscal year. Laundry processed for this hospital amounted to 60.7% of the total, the remainder, which increased 2% or 173,777 lbs. over the last fiscal year, was for Vineland State School, Vineland Soldiers' Home, and Leesburg Prison Farm. This increase in production for the other State facilities was not accompanied by any increase in the amount of funds furnished by them which never has fully paid for the supplies used to process their laundry, a subsidy which we can ill afford in our Household Supply Account. Sufficient inmate help to operate this laundry was not received until the early part of 1975 when the Leesburg Unit at this hospital reached its full compliment of inmates.

The Building Service Department operated the ward linen rooms and provided clothing and linens as required. As there were no appropriated funds available, it was necessary to purchase 3,000 yards of fibre glass drapery material in order to fabricate draperies for the various patient areas as recommended in the last JCAH Inspection Report. Due to the limited number of employees in our Sewing Room, we were only able to fabricate sufficient drapes for the day rooms in the patient buildings. Draperies for the dormitories and other miscellaneous rooms are being made and installed as time permits. The Task Force, which is responsible for all heavy cleaning in patient areas, has continued cleaning these areas but has been hampered due to the fiscal austerity program that was declared by the Governor. These employees, which consist of one foreman building maintenance worker, and four senior building maintenance workers, have been approved in Temporary non-budgeted positions since 1966.

During the year, our Maintenance Department in addition to routine maintenance, concluded the following major projects:

Replaced all wall-mounted type toilets in all patient areas to a new seat type.

Installed new hot water controls in five patient buildings.

Completed the well house for new well #7.

Installed shower curtains in all patient areas.

Completed the new office for the Food Service Supervisor and his staff.

During the fiscal year, Well #6 was completed by the contractor, and the interior of the water storage tank was completed to the satisfaction of the hospital after experiencing many problems with the contractor.

Our new water treatment facilities have not been completely accepted as it has been necessary throughout the fiscal year to call in the contractor to repair and adjust the chlorinators, the fluoride system, and the automatic alarm system.

BUSINESS DIVISION (continued)

Final Plans and Specifications have been prepared and bids requested by July 10, 1975 by the Division of Building and Construction for the Life-Safety and Fire Protection Requirements for Main Hall.

Farrell R. Crouse, M.D.

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Medical Director and Chief Executive Officer