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FIFTEENTH ANNUAL REPORT
OF THE
NEW JERSEY STATE HOSPITAL AT ANCORA
FOR THE PERIOD ENDING JUNE 30, 1969

New Jersey State Hospital at Ancora

REPORT OF THE BOARD OF MANAGERS

To: Lloyd W. McCorkle, Ph.D.
Commissioner
Department of Institutions and Agencies

This is the Fifteenth Annual Report of the Board of Managers of the New Jersey State Hospital at Ancora.

In December 1968 the Board accepted with deep regret the letter submitted by Dr. Harry H. Brunt indicating his resignation as Medical Director and Chief Executive Officer, effective February 1969. Having been appointed in November 1954, Dr. Brunt served more than fourteen years as Ancora's first Medical Director and the Board members gratefully acknowledge his outstanding performance throughout that period.

Extremely fortunate in being able to attract a highly qualified and experienced administrative psychiatrist to fill the vacant Medical Director's post, the Board appointed Dr. John B. K. Smith in March. Starting his service as the hospital's new Medical Director on April 28, Dr. Smith brought to Ancora an outstanding psychiatric and administrative record widely recognized in professional circles. Although Dr. Smith has served only over the past few months, it has become readily apparent to the members of the Board that he has smoothly and quickly effected the leadership essential to the continuing progress of the hospital.

The members of the Board express deepest appreciation to the hospital's entire body of personnel whose unswerving loyalty and devoted efforts have brought continued development and growth to the hospital's programs, notwithstanding the break in leadership.

Consistent with the hospital's perennial goal of providing the patient-population with the best services possible, the dedicated work of the employees is symbolized by the hospital's reciprocity of full re-accreditation by the Joint Commission on Accreditation of Hospitals. Each Board member extends thanks to the staff for having again earned this award, which signifies that the hospital has continued to measure up to high standards of operation in every major respect.

A highlight among Board-sponsored projects during the past year was the Inter-Faith Chapel which was dedicated May 21, 1969. The chapel was given a very attractive and functional design in its physical location of what was previously a patients' dining room. With a seating capacity of 150 persons the new chapel brings to the hospital an appropriate setting in which the patients may participate in religious worship. Greatly appreciated by the Board is the financial assistance provided by the Ancora Volunteer Services to help make this chapel project a reality. To complete the chapel there remains the need for additional minor items.

Keenly aware of the proven value of the horticultural therapy program at Ancora, the Board continued its interest in effecting greater expansion of this therapeutic device to thus afford a broadening of benefits to an increased number of patients. Initiated during the year, therefore, has been a major thrust to gain governmental endorsement of expending patients' welfare funds for a large horticultural therapy project adjacent to the new Inter-Faith Chapel and the patients' dining rooms.

A considerable portion of the Board's attention over the past year was directed toward endeavoring to ascertain factors underlying the financial losses of the hospital commissary, the Anchorage. The management was changed at midyear and it is hoped that continuing efforts to effect better merchandising and controls will eventually be reflected in steadily increasing profits.

Always fully cognizant of the value of community services provided the patients on a voluntary basis, the Board made its seventh annual presentation of the Humanitarian Award for the most outstanding contribution. Receiving this year's award was Mrs. Bernetta Hurley of Pennsauken, who has served Ancora for nine years as hospital chairman for the Ladies Auxiliary of the Veterans of Foreign Wars. In dedicatedly representing her fine organization, Mrs. Hurley gave freely of her time and effort to help make the stays of our hospitalized veterans more pleasant and enjoyable.

The members deeply regretted that Mrs. Bryant W. Langston of Wenonah, vice president, resigned from the Board in May 1969 after almost nine years of service inspiringly marked by creativity, integrity and devotion. Her generous contribution will lastingly be identified with the progress of this hospital.

The close of the year brought the re-appointment of Dr. John S. McQuade of Ventnor to membership on the Board of Managers for a three-year term. Dr. McQuade was also re-appointed to a one-year term as a members of the State Community Mental Health Board.

Carl N. Ware, M.D., President

Mrs. Joan P. Berry

Mrs. Ruth J. Madara

Tevis M. Goldhaft, D.V.M.

Everett L. Jones, Esq.

John S. McQuade, D.D.S.

New Jersey State Hospital at Ancora

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ANNUAL REPORT 1968-69

The present Medical Director took up his duties April 28, 1969. During the past three months, he has been extremely busy inspecting the physical plant of the hospital and gaining a first hand acquaintance with the programming in the treatment areas. This has taken a considerable period of time, but has given an intimate working knowledge of the operations of the hospital, its treatment programs, its table of organization, its reporting systems, the general attitude of the staff, and an appreciation of its efficiency and morale. In general, the Medical Director is impressed with the cooperation between all sectionalized areas and departments and the above average morale of the hospital personnel. It has brought to his attention some areas in the organization requiring review and reorganization and emphasized the strong need for community resources which must be developed in the future to support the after-care programs required to maintain patients on discharge status to remain within the communities.

In addition to the above, the Medical Director's office has been very preoccupied with various reports required by Central Office at this time of year, namely; the Annual Report, an annual compliance of Administrative Orders 1:42 and 1:44, completing questionnaires for the survey of psychiatric hospitals required by Central Office, various data which had to be collected to furnish the fiscal department in Central Office with information qualifying for Medicare and with sundry other concurrent reports such as the Monthly Report, etc. The Medical Director was more than gratified to find the hospital sectionalized and operating as autonomous units; to find the extreme degree of coordination of efforts as these units comply with the total mission of the hospital in accomplishing its goals and to see their progressive outlook exemplified by the specific treatment programs being adopted in this hospital.

He looks forward with anticipation to the challenge of becoming more intimately acquainted with these programs and to provide the necessary leadership to institute additional programs which will meet the needs of the community in the catchment area of the hospital. One deterrent to implementing this challenge at the moment is the need to accept transfer of patients from other hospitals in order to relieve the overcrowding of Greystone Park, as well as to utilize some facilities within the Division of Mental Hospitals for the housing of the mentally retarded in State mental hospitals.

Three of the most outstanding deficiencies which the Medical Director has noted regarding the physical plant are:

- (1) The absence of elevators in many of the buildings.
- (2) The need for air conditioning on a general long-term planning basis.
- (3) The need for adequate standby electrical supply to meet the bare minimal requirements of the hospital during periods of blackout or emergencies.

One of the most noticeable difficulties in the recruiting of staff is the short supply of psychiatrists, who are placing their services at a premium and the salary grades in New Jersey are inadequate to meet these needs. This applies equally to many other professional groups. It is felt that some concentrated effort should be made by the Department in trying to improve these situations in order to maintain the above average standards of care presently given to the citizens of New Jersey in its State Hospital System.

HOSPITAL UNIT I

(Burlington County and outside Ancora catchment area)

During the 1968-69 fiscal year Ancora State Hospital admitted 2,964 patients, which represents an increase of 78 over last year's total. Of this total 1,617 were first admissions, representing an increase of 30 over last year. There were 1,301 readmissions, which reflects an increase of 46 over last year's number. There were, additionally, 44 patients transferred in from other State institutions. During the year there were two births.

Of the hospital's 2,964 admissions, there were 15% admitted to Hospital Unit I (Burlington County and outside catchment area); 35% to Hospital Unit II (Atlantic, Cape May and Cumberland counties); 40% to Hospital Unit III (Camden, Gloucester and Salem counties); 7% to Hospital Unit V (Medical-Surgical); and 3% to Hospital Unit VI (Children's Unit).

Total additions to the hospital census during the year were 3,096, as follows:

First Admissions	1,617
Readmissions	1,301
Transfers-In	44
Births	2
Returned from Home Family Care	102
Returned from Unauthorized Leave	24
Returned from Medical Surgical Treatment	6
Total	3,096

Total releases from the hospital census during the year, excluding deaths, were 3,115 as follows:

Discharged	2,614
Transfers-Out	87
Released to Home Family Care	219
Discharged from Home Family Care	109
Released to Unauthorized Leave	51
Released to Medical-Surgical Treatment	6
Released to Parole	1
Discharged from Unauthorized Leave	28
Total	3,115

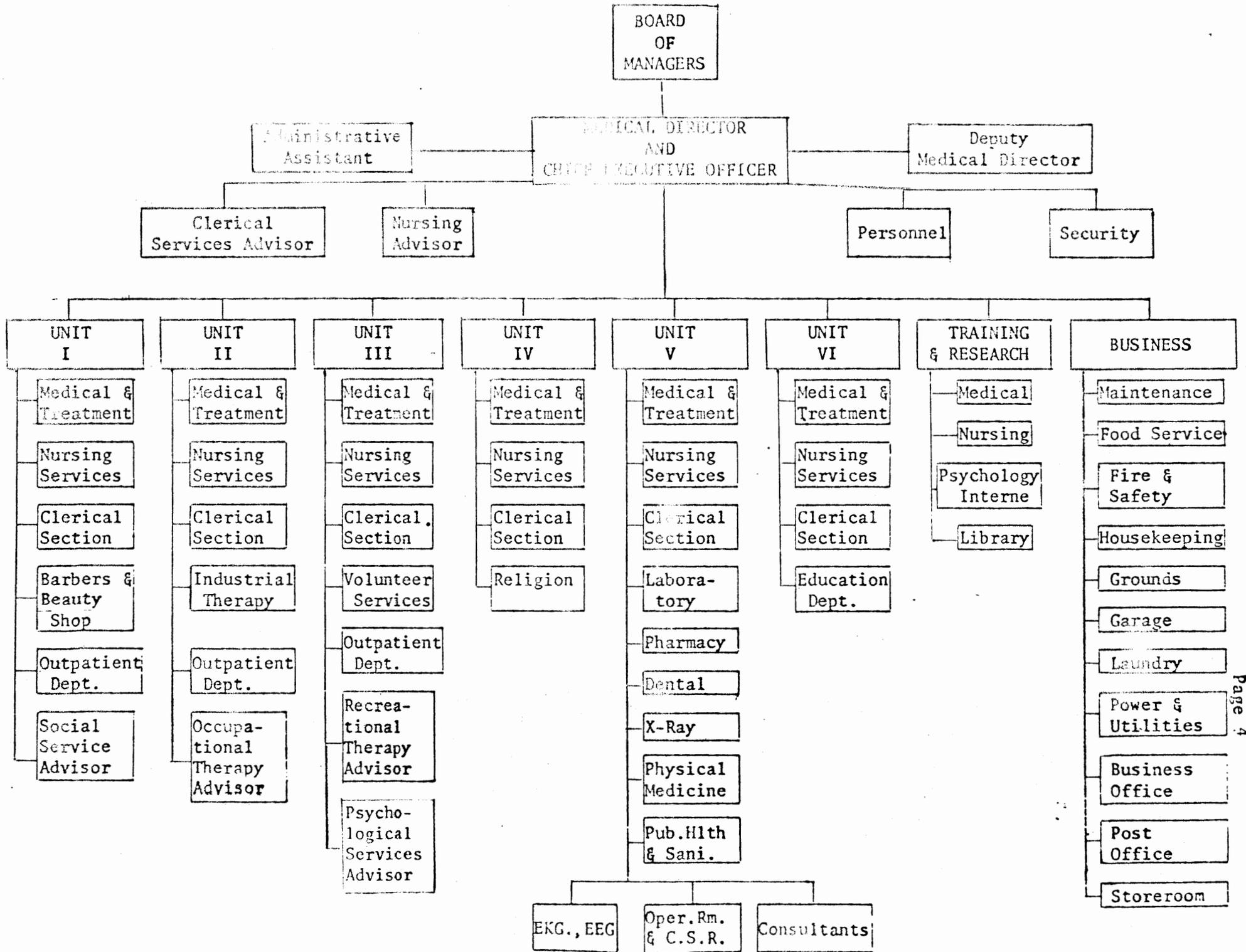
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The year's total number released on Trial Visit was 2,233.

As of June 30, 1969, there was a resident population of 1,293 patients, reflecting a decrease of 138 compared to June 30, 1968. The 1,293 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)	108	8
II (Regionalized)	331	26
III (Regionalized)	287	22
IV (Geriatric)	455	35
V (Med.-Surg.-Neuro.)	77	6
VI (Children)	35	3
		<u>100%</u>

TABLE OF ORGANIZATION - NEW JERSEY STATE HOSPITAL AT ANCORA



HOSPITAL POPULATION MOVEMENT

	<u>Unit I</u>	<u>Unit II</u>	<u>Unit III</u>	<u>Unit IV</u>	<u>Unit V</u>	<u>Unit VI</u>	<u>Hospital Total</u>
First Admissions	278	501	634	0	129	75	1617
Readmissions	172	529	540	1	41	18	1301
Transfers-In	3	7	2	0	32	0	44
Births	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>2</u>	<u>0</u>	<u>2</u>
TOTAL ADMISSIONS	<u>453</u>	<u>1037</u>	<u>1176</u>	<u>1</u>	<u>204</u>	<u>93</u>	<u>2964</u>
Returned from -							
Home Family Care	19	23	42	5	13	0	102
Unauthorized Leave	2	9	11	2	0	0	24
Med.-Surg.-Treatment	0	0	2	0	4	0	6
Discharged	425	916	1090	30	47	106	2614
Discharged from -							
Home Family Care	10	54	34	11	0	0	109
Unauthorized Leave	3	17	9	0	0	0	29
Med.-Surg.-Treatment	0	0	0	0	1	0	1
Transfers-Out	<u>14</u>	<u>20</u>	<u>14</u>	<u>8</u>	<u>31</u>	<u>0</u>	<u>87</u>
TOTAL DISCHARGES	<u>452</u>	<u>1007</u>	<u>1147</u>	<u>49</u>	<u>79</u>	<u>106</u>	<u>2340</u>
Released to -							
Home Family Care	36	70	96	17	0	0	219
Unauthorized Leave	5	23	21	2	0	0	51
Med.-Surg.-Treatment	0	0	0	0	6	0	6
Deaths	20	71	106	102	6	0	305
Average Daily Resident Population	117	360	319	417	78	42	1333

The average daily resident population for Unit I was 117.

Continued attention was given to the operation of the admission office and resultingly, increased efficiency was effected in this area's activities. The reduced time in the admission of patients has caused a spirit of good will and cooperation from the community resources accompanying the patients for admission.

The Burlington County Clinic is in operation on the second, third and fourth Mondays of each month at the Burlington County Memorial Hospital. Serviced by a clinical psychiatrist and a social worker, both from Hospital Unit I, this clinic had 918 scheduled appointments and 681 patients were seen during the year. These figures reflect a 62% increase over last year's activities, and the workload has become much too great for the present part-time operation. With the present program, only discharged patients and Home Family Care patients can be seen. At the present time there are 127 patients actively attending the clinic.

In the central occupational therapy setting of Hospital Unit I there were 397 patients accommodated for a total of 17,919 program-hours. The Unit's occupational therapy program on the wards showed that a total of 1,302 patients were contacted, both individually and in groups, with the visits ranging up to 45 minutes each. The Unit I recreational therapy program had a total patient-attendance of 7,613 at 310 scheduled activities.

In addition to performing in an advisory capacity, the Social Service Advisor had 551 patient, collateral and inter-agency contacts during the year; there was a vacancy in this position for a five-month period. Contacts of similar types by Unit social workers numbered 2,504. The psychologists performed 110 psychological evaluations; 68 individual psychotherapy and counseling sessions; and 130 group psychotherapy and counseling sessions.

The Central Record Room was able to remain current in its daily work, despite its considerably increased workload. The heavy admission and discharge rate is causing a backlog in coding, indexing and processing of patient charts for the limited staff. The Central Steno Pool and the Unit Record Room continued on a current status in all of their clerical and filing duties. The liberalized visiting hour schedule has been well received by the public and has caused no major problems for the Reception Desk. A telephone volume control was recently completed by the Telephone Company on the one-position switchboard, and it indicated an over-worked employee during regular working hours.

HOSPITAL UNIT II

(Atlantic, Cape May and
Cumberland Counties)

This Unit of 480 beds had an average daily resident population of 360 during the past year. A remotivation program had been started in Larch Hall for the chronic male patients and has proved beneficial.

A total of 3,539 patients were seen in the Outpatient Department -- 2,967 in Atlantic City and 572 in Millville. Cumberland and Cape May counties continue to be serviced one day a week at the Cumberland County Guidance Center in Millville. The number is lower than last year due to two position vacancies.

The Unit social workers had a total of 2,876 patient interviews, 1,097 contacts with relatives and 188 referrals to community resources. A greater emphasis is now being placed on working with the chronic patient, therefore, a greater number of patients with long term hospitalizations have been released from the hospital. The Psychology Department performed 212 individual psychological examinations, plus 7 short batteries and 6 batteries for the geriatric program. Two remotivation programs were conducted -- one with 20 female patients and one with 6 male patients participating. A total of 26 individuals were seen alone or with members of their families for periods of one hour or more at a time. Preliminary referral studies and reports on 25 retarded patients have been made. Over the past year 122 women and 27 men, chronically ill patients, met in groups of 6 men and 8 women for two one-hour periods weekly.

The Occupational Therapy Advisor worked closely with the staff in each of the Hospital Units to raise levels of performance and quality of rehabilitation. Photographs of selected art works by patients have again been taken and will be submitted for approval to send to the American Psychiatric Association Museum in Washington, D.C. for jurying and possible exhibit in the Art Gallery maintained by the Association; four works were selected last year to be among the 35 works exhibited at this museum. Deposits to the occupational therapy revolving fund amounted to \$2,912.55 derived from the sale of projects completed in the program. A total of 453 patients participated in the Unit occupational therapy program, with a total of 16,595 hours being provided. The Homemaking Program in Birch Hall continued to develop and progress.

Recreational therapy activities for the Unit numbered 510 and there was a total patient-attendance of 23,893 at the various activities conducted. During the year there were 852 patients on assignment in the industrial therapy program; these included 420 women and 432 men. There were 537 patients newly assigned during the year.

HOSPITAL UNIT III

(Camden, Gloucester and
Salem Counties)

The average daily resident population was 319 during the past year. Unit III had 1,176 admissions during the year; this was the highest number of admissions of any of the Hospital Units at Ancora.

The Outpatient Department facilities in Camden were destroyed by fire in August 1968 and the staff was brought to this hospital where it continues to serve outpatient needs. This department conducted 1,400 interviews during the year, a decrease of 45% due to the facilities being set up distant from the normal catchment area.

Social Service reported 2,319 patient contacts for the year; an increase of 83%. Collateral contacts were up 44% to 2,545, while consultations held increase 8% to 2,235. Eighty-seven patients were placed on Home Family Care with 44 returned. At the end of the year there were 69 patients located in 16 homes on Family Care. The Psychology Department performed 176 psychological evaluations, as well as 640 psychotherapy and counseling sessions. In the occupational therapy program 3,856 patients participated for a total of 43,667 hours. The Recreational Therapy Advisor reported a total of 4,488 recreational therapy meetings at Ancora and a total patient-attendance of 111,715.

Included in the 7,134 hours of service provided by the Ancora Volunteer Services were 136 Canteen Cart trips which brought sales of \$19,429.79. The Volunteers' activities also included providing clothing to 1,548 patients from the hospital and from the Home Family Care Program. This organization received a total of \$1,800 from the annual bazaar.

HOSPITAL UNIT IV

(Geriatrics)

The average daily resident population was 417 during the year in this 505-bed Unit. At the end of the fiscal year there were 456 patients in residence in this Unit.

The Public Health Service Grant for Treatment and Rehabilitation of Geriatric Patients received the first patients on October 17, 1968. Since that time 36 patients were transferred into this Project. There were 8 discharges (3 from Family Home Care and one from Trial Visit) and 8 Family Home Care placements. The census at the end of the year was 17 in this 40-bed Project.

The Social Service Department had 722 patient-interviews and 904 collateral contacts. The total number of Unit IV patients who participated in the occupational therapy program was 123; the participation reflected 14,858 patient-hours, with a daily average attendance of 38 patients. In the recreational therapy program there was a total of 397 meetings with a total patient-attendance of 15,165.

The Department of Religion for the hospital saw the dedication of a new Inter-Faith Chapel in May 1969. This chapel, with adjacent chaplains' offices, was the result of utilizing, renovating and

appropriately furnishing a former patient's dining room. Both practical and attractive, this chapel provides a more appropriate setting for our chaplains to help meet the religious needs of our patient-population. The hospital chaplains conducted scheduled religious services throughout the Hospital Units, as well as having administered to other religious needs of the patient-population.

HOSPITAL UNIT V

(Medical-Surgical-Neurological)

The average resident population was 78 during the past year.

The Laboratory reported a total of 74,332 tests. There were 305 deaths, including 4 Medical Examiner's cases. The autopsy rate was 30%. The Pharmacy filled 31,382 prescriptions. There were 5,493 patient-visits recorded by the Dental Department. In the Physiotherapy Department there were 7,515 treatments administered to 487 patients.

The Electroencephalography Clinic performed 5,752 electrocardiograms and 359 electroencephalograms. In the X-ray Department 14,042 exposures were made on 6,181 patients and 771 employees.

The Operating Room reported 70 major and 87 minor operations; there were 4 emergencies and 1 delivery. The total anesthetics administered was 531. The Ophthalmologist treated 744 patients and 282 patients were seen by the Optician. The Crash Cart was called for on 10 occasions. There were 2,523 patients treated in the various other clinics.

New equipment placed in service in the Clinical Laboratory and on the Medical-Surgical ward, namely the Stryker Circoelectric Hospital Bed and the Alternating Pressure Point Mattresses, proved most beneficial in shortening the restorative period for the physically disabled patients; thus more patients were able to benefit from the use of this equipment.

The past year brought considerable improvement to this Medical-Surgical Unit, especially in the area of diagnostic procedures and patient treatment. Of notable importance was the physical extension of the clinical laboratory, which with its new equipment is able to more efficiently conduct its work and make possible the performance of many tests which were previously sent out to other laboratories.

HOSPITAL UNIT VI

(Children)

The average daily resident population in this Unit was 42 for the past year -- 8 girls and 34 boys. There were 75 admissions, including 18 readmissions; 106 discharges and 10 transfers during the year.

In addition to the enhancement of programs continued from the previous year, the Children's Unit has instituted a considerable number of new programs for the benefit of the young hospitalized patients. Titles I and II funds have provided opportunities to expand previously employed programs in the area of increased purchasing of educational and recreational equipment, increased staffing and increased funds for school library research and other instructional materials. Another program which has been considerably expanded is the Foster Grandparents Program, which has eleven elderly women and men participating and providing benefits to the children.

Other programs which have been expanded in varying degrees are the Summer School, the 4-H Program, the Group Therapy Programs, the Boy Scout and the Remotivation Sessions. All of these aforementioned facets of the overall program are constructive and beneficial part of the inpatient services. The Title II award was decreased from \$182.00 to \$91.00 and was utilized for library resource books.

The Social Service Department reported 953 interviews and 836 counseling sessions with patients during the year, as well as 719 contacts with relatives and friends, 371 contacts with the Bureau of Children's Services and 790 sessions with other agencies. 1,604 consultations were held with physicians and treatment teams. The Psychology Department performed 100 individual psychological evaluations, 8 psychotherapy and counseling sessions, 12 group therapy and counseling sessions and 55 play therapy sessions.

In occupational therapy there were 5,029 treatments for a total of 5,432 patient-hours participation during the year. The Recreational Therapy Department registered a total of 2,078 scheduled activities of a widely varied nature, both in hospital and extra-hospital settings.

DIVISION OF TRAINING AND RESEARCH

There were 14 psychiatric residents in training during the past year. Four residents successfully completed training, one joined our medical staff as a clinical psychiatrist II, three left the hospital for additional training not available at Ancora, two terminated their employment because of personal reasons; and 8 remained in training as of the end of the fiscal year. The Residency Program, as well as medical staff training, progressed according to plan throughout the year. Affiliations included Centralized Residency Training Program; Menlo Park Diagnostic Center; Trenton State Hospital; and Temple University for Psychosomatic medicine and outpatient and community psychiatry; Hahnemann Medical College and Hospital for Neurology; and Monmouth Medical Center for Outpatient Child Psychiatry.

A one-month educational training program was also conducted for 5 theological students during the month of June in cooperation with the Lutheran Welfare Association of New Jersey to provide training in dealing with the problem of mental illness in our society.

In Professional Nurse training during the past year were 18 employees who were granted nursing scholarships. Eleven of these students are in their first year of training and 6 students graduated. Six new candidates were selected to fill existing vacancies and three new candidates were selected to start this training in the 1969 Fall term.

The Psychiatric Technician Training Program had 8 trainees enrolled at the end of the fiscal year; their training will be completed on July 25, 1969. The U.S. Public Health Grant Program was approved for an additional two-year period, July 1, 1969 through June 30, 1971.

The various affiliate programs at this hospital were participated in by 61 Professional Nurse students and 139 Practical Nurse students, as well as 13 Nursing Aide students from Edgewood Regional High School. The Medical, Patient and Nurses' Libraries continued to expand over the past year. The Medical Library had 6,209 books at the close of the year, the Nurses' Library had 788; and the Patients' Library had 7,216. A Medical Library Research Grant was approved for the fiscal year 1968-69 and materials have been ordered with the work in process of being completed. A grant application for additional library supplies and equipment for 1969-70 was completed and submitted to the Division of Research Grants, National Institute of Health, Bethesda, Md.

The Ancora Suicide Prevention Telephone Service continued to function with 24-hour coverage. During the past year 155 calls were received.

Ancora's Utilization Review and Medicare procedures continued to be carried out in accordance with Federal requirements. Physicians on the Utilization and Review Committee reviewed 700 charts during the year and 58 Medicare patients were reviewed regarding recertifications.

PERSONNEL DEPARTMENT

A new Personnel Director began at the hospital late in February 1969 and since that time has effected considerable streamlining of procedures in the personnel office. Many of the repetitive procedures have been eliminated and much of the regular reporting has been curtailed successfully. This department has conducted numerous individual conferences with employees and supervisors of all Units to help clarify the consistent changes in Civil Service, payroll and budget rules and regulations.

The main progress in the personnel department for the past year appears to be the stabilization of the recruitment and maintaining assistance to the employee. The department has indicated that there is stabilization, as well, both in employee turnover and grievances. Statistically there has been a significant drop in terminations and the overall number of separations during the past year.

During the year 391 permanent, temporary, part-time and seasonal employees were hired and 266 were separated. Total turnover for the entire year was 23.27%, compared to 27.7% for the previous year. Employees promoted and re-assigned during the year numbered 143. There were 9 grievances presented by employees, compared with 13 presented during the previous year.

The Ancora Combined Charities completed its eleventh year and the following appropriations were approved:

March of Dimes	\$ 550.00
Camden County Heart Association	300.00
Atlantic County Heart Association	300.00
Camden County Cancer Society	500.00
Atlantic County Cancer Society	500.00
Atlantic County Mental Health Association	700.00
Camden County Mental Health Association	400.00
Cumberland County Mental Health Association	200.00
Multiple Sclerosis	200.00
Hammonton Rescue Squad	100.00
Atco Ambulance	100.00
Camden County United Fund	500.00
Muscular Dystrophy	300.00
Cerebral Palsy	200.00
Patients' Welfare Fund	<u>1,000.00</u>
TOTAL	\$5,850.00

SECURITY DEPARTMENT

The hospital grounds were given 24-hour coverage by the Security Department. The department's activities included 512 general police investigations, 37 criminal investigations and 141 traffic investigations. In its identification work the department recorded finger printing and photographing 3,136 patients and 433 employees, including affiliating students.

BUSINESS DIVISION

The average daily population was 1,333, a decrease of 202 compared to last year. Expenditures totaled 7.90 million dollars and reflected a daily per capita cost of \$16.26. A total of 3.55 million dollars was collected as revenue and credited to the State Treasurer.

In March of 1968, the State of New Jersey won a \$9,803 verdict against the contractor who failed to complete the air conditioning job in Main Hall. As of June 30 it has been impossible to obtain any information regarding the disposition of this award, which includes a sum of \$6,600 due our Patients' Welfare Fund for the additional cost of completing the job with a different contractor.

As a result of the burglary of the Cashier's Office in November 1968, an alarm system was approved and installed in Poplar Hall to help forestall other such occurrences. The Sub-Committee on Claims of the Joint Legislative Appropriation Committee met on March 5 to review the claims for Patients' valuables lost in this burglary, but no information has been received at this time regarding the outcome of these claims.

The Fire and Safety Department conducted 249 accident investigations; answered 18 fire calls and held 6 unannounced fire drills. The Department of Labor and Industry is concerned with the alarming increase in Workmen's Compensation claims throughout the State. A Safety Inspector was assigned to review procedures for reporting and investigating employee accidents. The Spring lectures conducted by the New Jersey State Fire College were held at Ancora. Our Institution Fire Chief transferred to the State Fire Marshall's Office as a Deputy Fire Marshall, promotion to this position was made from within the Institution pending Civil Service Examination.

The Food Service Department continued to provide a high standard of service. With diminished help from patients, it has been necessary to hire part-time personnel to assist in this department. The preparation of special diets has increased tremendously over the past year and at the present time total 590. A temporary position of Head Cook I was approved to help alleviate problems arising in the preparation of these special diets. Central Office arranged for the Food Service Supervisor and 4 Institutional Trade Instructors from the Clinton Reformatory to spend a week at Ancora to study the mechanics of cooking with steam. Paper napkins are being furnished to patients eating in the dining room and have been eagerly accepted. The Industrial Patients' Dining Room was relocated in the Main Patients' Cafeteria as the former location has been renovated to provide space for an Inter-Faith Chapel.

The Building Service Department operated the ward linen rooms and provided clothing and linens as required. The Sewing Room repaired items

as needed and manufactured sheets, pillow cases and dresses. Due to the unavailability of patient help, it has been necessary to curtail the manufacture of several clothing items. From state use 165 new Nopco Foam mattresses were received. Samples of several new products which do not require daily buffing have been tested and seem to be superior to the sealer that was formerly used on floors. The task force which is responsible for all major cleaning in patient areas has continued to cover all areas including pipe tunnels, crawl spaces, tunnel areas, stairways, stairwells, and gave constant assistance to the Medical Units as requested.

The Grounds Department, with the addition of 2 temporary positions, has barely been able to maintain the Institutional Grounds. It is also becoming increasingly difficult to keep up with the workload in the greenhouses due to the lack of patients being assigned to this facility. Trees, shrubbery and a rose hedge were planted at the cemetery and an entrance wall and gate were erected. Dr. Weber of Rutgers University inspected the trees on the grounds and suggested that the dying Sugar Maples be replaced with Sweet Gum and Scarlet Oak which should do better in this type of soil. The State Highway Department patched the hospital roads and completed a new parking lot at the swimming pool area and enlarged the present lot at Sycamore Hall.

The Laundry processed a total of 5,143,249 pounds during the year of which 64.99% was for this hospital; the remainder was for Vineland State School, Vineland Soldiers' Home and Leesburg Prison Farm.

The Vehicular Garage continues to operate in the quonset hut building which is most inadequate for these activities. A suitable building to house this facility has again been requested in the budget. The gasoline pump located at the main storeroom was moved next to the Vehicular Garage which is more convenient to the Garage and Grounds Departments. A new passenger sedan was added to our Vehicular fleet and replacements received during the year included 3 passenger sedans, 1 jeep, 1 van, 1 pickup, and a 36 passenger bus.

The installation of toilet partitions in Main, Birch, Cedar, Holly and Larch Halls has been completed. Nurses stations in M3 and F3 were enlarged; toilet rooms in Maple and Elm Halls were constructed, and classrooms were soundproofed.

Funds were provided from the Welfare Account to convert the Industrial Patients' Dining Room to an Inter-Faith Chapel; construction has been completed with the exception of the suspended ceilings in the Chaplains' offices. Prices have been secured and this project should be completed in the near future.

The hospital held an unannounced blackout on June 27 to check the operation of the diesel generators and uncover problems that might result during a power failure on a regular workday. Again it was

demonstrated that the generators we have at the present time are insufficient to carry the electrical load of this Institution. Two additional generators are needed; one of these has been approved on an emergency basis but bids have not been awarded due to changes made in specifications and will have to be re-bid. The other generator is being requested in the budget. A serious problem exists in the Staff Homes' power supply as the present transformers are designed to supply an average of 50 amp service to each home and are highly inadequate. Funds have been provided in the 1970 F.Y. Budget to erect a new unit sub-station to correct this condition.

A survey of the Institution boundary lines was completed by the office of Architecture Engineering and Construction; detailed drawings of the property lines are now on file. Repairs to house at 1003 Spring Garden Road, which was damaged by fire on October 17, 1967, were completed, two additional bedrooms and a powder room were added. Arrangements were made by Central Office to provide emergency plumbing services to the Ocean County Residential Group Center located near Forked River.

Well #4 developed excessive vibration and extensive repairs were made before it was put back into service. The large rotary oil fired oven in the patients' kitchen was converted to gas and is providing a cleaner and more efficient operation. Installation of new distributor arms on the trickling filter at the Sewage Plant was completed, aluminum railing was fabricated and installed in the Anorage, and a basket weave fence erected around the trash area in the rear of the building.


John B. K. Smith, M.D.
Medical Director and
Chief Executive Officer