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Introduction

Following the NHS (Scotland) Act 1972, Regional Hospital Boards, Boards of Management and Executive Councils were abolished in 1974 and responsibility for community health services was also transferred from local authorities. These bodies were replaced by fifteen regional health boards acting on behalf of the Secretary of State for Scotland. Lothian Health Board was made responsible for Midlothian, East Lothian and West Lothian. These were divided into North Lothian District, South Lothian District and West Lothian District.

In late 1983 instructions were issued to abolish the district level of management in the Scottish National Health Service. Following on from the recommendations of the Griffiths Report, unit-based management was introduced. In 1990, Lothian Health Board moved from 11 Drumsheugh Gardens to Deaconess House, 148 Pleasance, Edinburgh. In 1991, it reduced in size to a maximum of 12 members (made up of executive and non-executive members, the latter to outnumber the former).

In April 1992, NHS reforms took effect which sought to differentiate responsibility between:

- The services provided (more responsibility on hospitals and management units)
- Developing policies to meet health needs and purchasing services from providers (responsibility of board).

The seven units of management were restructured into six new units: East Unit; Mental Health Unit; Primary Care and Community Unit; Royal Infirmary of Edinburgh and Associated Hospitals Unit; Royal Victoria, Western and Northern General Unit; United Hospitals Unit; and West Unit.

In 1993, each of the units made an application to become an NHS Trust under the terms of the NHS and Community Care Act 1990. The Trusts were not directly managed by Lothian Health Board: they were within the NHS but as distinct organisations independent of the health board. Each Trust had its own chairmen and boards of directors. On 1 April 1993, West Lothian Unit became West Lothian NHS Trust and the other five units followed on 1 April 1994.

In 1994, the organisation changed its name to Lothian Health although the board retained its name as 'Lothian Health Board'. Many announcements were made relating to the closure of hospitals and the re-provisioning of others from the mid to late 1990s.

In December 1997, a white paper entitled 'Designed to Care' was published. It recommended a greater patient perspective in health care and a reduction in the number of trusts in Lothian from six to three. From 2000 these were: Lothian Primary Care Trust (LPCT); Lothian University Hospitals NHS Trust (LUHT); and West Lothian Healthcare Trust (WLHT).

In 2001, the organisation was re-named 'NHS Lothian' and a new board, Lothian NHS Board (a unified board) was created. NHS Lothian consisted of: LUHT, WLHT, LPCT and the new Lothian NHS Board.

1 Agenda of Meetings of Lothian Health Board, 1987-1995

Agenda for meetings of Lothian Health Board including minutes of previous meeting, minutes of committee meetings and reports for consideration.

1-112		wanting
113	5 Nov 1987	Agenda for 113th meeting of Lothian Health Board held on 12 Nov 1987.
114	8 Jan 1987	Agenda for 114th meeting of Lothian Health Board held on 14 Jan 1987.
115	3 Mar 1988	Agenda for 115th meeting of Lothian Health Board held on 10 Mar 1988.
116	6 May 1988	Agenda for 116th meeting of Lothian Health Board held on 12 May 1988.
116a	17 June 1988	Agenda for special meeting of Lothian Health Board held on 23 June 1988.
117	11 Aug 1988	Agenda for 117th meeting of Lothian Health Board held on 11 Aug 1988.
117a	26 Aug 1988	Agenda for special meeting of Lothian Health Board held on 1 Sep 1988.
118	11 Nov 1988	Agenda for 118th meeting of Lothian Health Board held on 17 Nov 1988.
119	20 Jan 1989	Agenda for 119th meeting of Lothian Health Board held on 26 Jan 1989.
120	17 Feb 1989	Agenda for 120th meeting of Lothian Health Board held on 23 Feb 1989.
121	17 Mar 1989	Agenda for 121st meeting of Lothian Health Board held on 23 Mar 1989.
122	21 Apr 1989	Agenda for 122nd meeting of Lothian Health Board held on 27 Apr 1989.
123	19 May 1989	Agenda for 123rd meeting of Lothian Health Board held on 25 May 1989.
124		wanting

1 Agenda of Meetings of Lothian Health Board, 1987-1995

125	18 Aug 1988	Agenda for 125th meeting of Lothian Health Board held on 24 Aug 1989.
126	21 Sep 1989	Agenda for 126th meeting of Lothian Health Board held on 28 Sep 1989.
127	19 Oct 1989	Agenda for 127th meeting of Lothian Health Board held on 26 Oct 1989.
128	16 Nov 1989	Agenda for 128th meeting of Lothian Health Board held on 16 Nov 1989.
129	14 Dec 1989	Agenda for 129th meeting of Lothian Health Board held on 21 Dec 1989.
130-190		wanting
191	24 Oct 1995	Agenda for 191st meeting of Lothian Health Board held on 21 Dec 1989.

2 Agenda of Meetings of Lothian Health Board and Committees, 1987-1989**1 Agenda of Meetings of General Purposes Committee, 1987-1989**

Agenda for General Purposes Committee meetings including minutes of previous meeting and reports for consideration.

- | | | |
|----|-------------|---|
| 1 | 30 Sep 1987 | Agenda for meeting of General Purposes Committee held on 8 Oct 1987. |
| 2 | 4 Nov 1987 | Agenda for meeting of General Purposes Committee held on 10 Dec 1987. |
| 3 | 5 Feb 1988 | Agenda for meeting of General Purposes Committee held on 11 Feb 1988. |
| 4 | 17 Feb 1989 | Agenda for meeting of General Purposes Committee held on 23 Feb 1989. |
| 5 | 21 Apr 1989 | Agenda for meeting of General Purposes Committee held on 27 Apr 1989. |
| 6 | 3 June 1988 | Agenda for meeting of General Purposes Committee held on 9 June 1988. |
| 7 | 18 Aug 1989 | Agenda for meeting of General Purposes Committee held on 24 Aug 1989. |
| 8 | 21 Sep 1989 | Agenda for meeting of General Purposes Committee held on 28 Sep 1989. |
| 9 | 29 Sep 1989 | Agenda for meeting of General Purposes Committee held on 6 Oct 1989 |
| 10 | 19 Oct 1989 | Agenda for meeting of General Purposes Committee held on 26 Oct 1989. |
| 11 | 16 Nov 1989 | Agenda for meeting of General Purposes Committee held on 23 Nov 1989. |
| 12 | 2 Dec 1988 | Agenda for meeting of General Purposes Committee held on 8 Dec 1988. |
| 13 | 14 Dec 1989 | Agenda for meeting of General Purposes Committee held on 21 Dec 1989. |

2 Agenda of Meetings of Lothian Health Board Committees, 1987-1989**2 Agenda of Meetings of Planning and Resources Committee, 1987-1989**

Agenda for Planning and Resources Committee meetings including minutes of previous meeting and reports for consideration.

- | | | |
|----|--------------|---|
| 1 | c1987 | 'Hospital and Community Health Services Allocations', report included in agenda for Planning and Resources Committee meeting held on 25 Jun 1987. |
| 2 | c1987 | 'Support Services for Treatment and Rehabilitation of Drug Misusers', report included in agenda for Planning and Resources Committee meeting held on 25 Jun 1987. |
| 3 | 21 Aug 1987 | Agenda for meeting of Planning and Resources Committee held on 27 Aug 1987. |
| 4 | 3 Sep 1987 | Agenda for meeting of Planning and Resources Committee held on 10 Sep 1987. |
| 5 | 16 Oct 1987 | Agenda for meeting of Planning and Resources Committee held on 22 Oct 1987. |
| 6 | 20 Nov 1987 | Agenda for meeting of Planning and Resources Committee held on 26 Nov 1987. |
| 7 | 10 Dec 1987 | Agenda for meeting of Planning and Resources Committee held on 17 Dec 1987. |
| 8 | 22 Jan 1988 | Agenda for meeting of Planning and Resources Committee held on 28 Jan 1988. |
| 9 | 19 Feb 1988 | Agenda for meeting of Planning and Resources Committee held on 25 Feb 1988. |
| 10 | 18 Mar 1988 | Agenda for meeting of Planning and Resources Committee held on 24 Mar 1988. |
| 11 | 22 Apr 1988 | Agenda for meeting of Planning and Resources Committee held on 28 Apr 1988. |
| 12 | 20 May 1988 | Agenda for meeting of Planning and Resources Committee held on 26 May 1988. |
| 13 | 17 June 1988 | Agenda for meeting of Planning and Resources Committee held on 23 June 1988. |

2 Agenda of Meetings of Lothian Health Board Committees, 1987-1989**2 Agenda of Meetings of Planning and Resources Committee, 1987-1989**

14	19 Aug 1988	Agenda for meeting of Planning and Resources Committee held on 25 Aug 1988.
15	26 Aug 1988	Agenda for special meeting of Planning and Resources Committee held on 1 Sep 1988.
16	15 Sep 1988	Agenda for meeting of Planning and Resources Committee held on 22 Sep 1988.
17	20 Oct 1988	Agenda for meeting of Planning and Resources Committee held on 27 Oct 1988.
18	18 Nov 1988	Agenda for meeting of Planning and Resources Committee held on 24 Nov 1988.
19	9 Dec 1988	Agenda for meeting of Planning and Resources Committee held on 15 Dec 1988.
20	9 Dec 1988	'Dental Hospital and School', report included in agenda for Planning and Resources Committee meeting held on 15 Dec 1988.
21	20 Jan 1989	Agenda for meeting of Planning and Resources Committee held on 26 Jan 1989.
22	17 Feb 1989	Agenda for meeting of Planning and Resources Committee held on 23 Feb 1989.
23	17 Mar 1989	Agenda for meeting of Planning and Resources Committee held on 23 Mar 1989.
24	21 Apr 1989	Agenda for meeting of Planning and Resources Committee held on 27 Apr 1988.
25	21 Apr 1989	'Operational Plan 1989-92', report included in agenda for meeting of Planning and Resources Committee held on 27 Apr 1988.
26	19 May 1989	Agenda for meeting of Planning and Resources Committee held on 25 May 1989.
27	16 June 1989	Agenda for meeting of Planning and Resources Committee held on 22 June 1988.

2 Agenda of Meetings of Lothian Health Board Committees, 1987-1989**2 Agenda of Meetings of Planning and Resources Committee, 1987-1989**

28	18 Aug 1989	Agenda for meeting of Planning and Resources Committee held on 24 Aug 1989.
29	21 Sep 1989	Agenda for meeting of Planning and Resources Committee held on 28 Sep 1989.
30	19 Oct 1989	Agenda for meeting of Planning and Resources Committee held on 26 Oct 1989.
31	16 Nov 1989	Agenda for meeting of Planning and Resources Committee held on 23 Nov 1989.
32	14 Dec 1989	Agenda for meeting of Planning and Resources Committee held on 21 Dec 1989.

3 Agenda Papers of Meetings of General Medical Practitioners Committee,

Acc 01/47 – AS 7/2010

1	4 Mar 1993	
2	3 Jun 1993	
3	14 Jul 1993	
4	7 Oct 1993	
5	2 Dec 1993	Includes minutes.

2A Minutes of Board, Standing Committees and Sub-Committees, 1973-1986

These printed, bound volumes of minutes are indexed.

1	Jun 1973 - Mar 1975	Volume I
2	Apr 1973 - Mar 1976	Volume II
3	Apr 1976 - Mar 1977	Volume III
4	Apr 1977 - Mar 1978	Volume IV
5	Apr 1978 - Mar 1979	Volume V
6	Apr 1979 - Mar 1980	Volume VI
7	Apr 1980 - Mar 1981	Volume VII
8	Apr 1981 - Mar 1982	Volume VIII
9	Apr 1982 - Mar 1983	Volume IX
10	Apr 1983 - Mar 1984	Volume X
11	Apr 1984 - Mar 1985	Volume XI
12	Apr 1985 - Mar 1986	Volume XII

2B Draft Minutes of Board Meetings, 1991-2001

The last meeting of Lothian Health Board was held in July 2001, with the first meeting of the new unified Lothian NHS Board taking place in October 2001.

1	10 Apr 1991	144 th meeting
2	wanting	
3	7 Jun 1991	146 th meeting
4	12 Jul 1991	147 th meeting
5	29 Jul 1991	Special meeting
6	wanting	
7	3 Sep 1991	149 th meeting
8	11 Oct 1991	150 th meeting
9	wanting	
10	6 Dec [1991]	152 nd meeting
11	7 Feb 1992	153 rd meeting
12	6 Mar 1992	154 th meeting
13	wanting	
14	5 Jun 1992	156 th meeting
15	10 Jul 1992	157 th meeting
16-19	wanting	
20	4 Dec 1992	162 nd meeting
21	15 Jan 1993	163 rd meeting
22	5 Feb 1993	164 th meeting
23	5 Mar 1993	165 th meeting
24	16 Apr 1993	166 th meeting
25	7 May 1993	167 th meeting

2B Draft Minutes of Board Meetings, 1991-2001

26	4 Jun 1993	168 th meeting
27	16 Jul 1993	169 th meeting
28	6 Aug 1993	170 th meeting
29	3 Sep 1993	171 st meeting
30	10 Sep 1993	172 nd meeting
31	15 Oct 1993	173 rd meeting
32	12 Nov 1993	174 th meeting
33	3 Dec 1993	175 th meeting
34	21 Jan 1994	176 th meeting
35	11 Feb 1994	177 th meeting
36	4 Mar 1994	178 th meeting
37	25 Mar 1994	Special meeting
38	26 Apr 1994	179 th meeting
39	7 Jun 1994	180 th meeting
40	19 Jul 1994	181 st meeting
41	30 Aug 1994	182 nd meeting
42	18 Oct 1994	183 rd meeting
43	wanting	
44	29 Nov 1994	Special meeting
45	24 Jan 1995	185 th meeting
46	14 Mar 1995	186 th meeting
47	2 May 1995	187 th meeting
48	20 Jun 1995	188 th meeting

2B Draft Minutes of Board Meetings, 1991-2001

49	25 Jul 1995	189 th meeting
50	5 Sep 1995	190 th meeting
51	wanting	
52	12 Dec 1995	192 nd meeting
53	30 Jan 1996	193 rd meeting
54	19 Mar 1996	194 th meeting
55	30 Apr 1996	195 th meeting
56	11 Jun 1996	196 th meeting
57	30 Jul 1996	197 th meeting
58	wanting	
59	22 October 1996	199 th meeting
60	26 Nov 1996	Special meeting
61	3 Dec 1996	200 th meeting
62	28 Jan 1997	201 st meeting
63	4 Mar 1997	Special meeting
64	18 Mar 1997	202 nd meeting
65	13 May 1997	203 rd meeting
66	17 Jun 1997	204 th meeting
67	9 Sep 1997	205 th meeting
68	28 Oct 1997	206 th meeting
69	2 Dec 1997	207 th meeting
70	3 Feb 1998	208 th meeting
71	31 Mar 1998	209 th meeting

2B Draft Minutes of Board Meetings, 1991-2001

72	12 May 1998	210 th meeting
73	24 Jun 1998	211 th meeting
74	4 Aug 1998	212 th meeting
75	15 Sep 1998	215 th meeting
76	27 Oct 1998	214 th meeting
77	8 Dec 1998	215 th meeting
78	9 Feb 1999	216 th meeting
79	18 Feb 1999	Special meeting
80-81	wanting	
82	22 Jun 1999	219 th meeting
83	10 Aug 1999	220 th meeting
84	28 Sep 1999	221 st meeting
85	wanting	
86	9 Nov 1999	222 nd meeting
87	14 Dec 1999	223 rd meeting
88	22 Feb 2000	224 th meeting
89	4 Apr 2000	225 th meeting
90	16 May 2000	226 th meeting
91	27 Jun 2000	227 th meeting
92	21 Jul 2000	Special meeting
93	22 Aug 2000	228 th meeting
94	24 th Oct 2000	229 th meeting
95	5 Dec 2000	230 th meeting

2B Draft Minutes of Board Meetings, 1991-2001

96	30 Jan 2001	231 st meeting
97	13 Mar 2001	232 nd meeting
98	24 Apr 2001	233 rd meeting
99	5 Jun 2001	234 th meeting
100	17 Jul 2001	235 th meeting

2D Area Executive Group Minutes, 1973-1986

The subjects covered by the meetings include operational matters eg property, transport etc; charging for services; capital works; training; staff appointments, re-gradings and other staff arrangements; patient claims; and service provision.

There was a gap in this file series from 1982-1984 which was filled up to November 1983 by a file from Acc 01/28. Acc 03/25 – AS 12/2009.

1	18 Sep 1973 – 26 Mar 1974	Original ref: SPN7/1965
2	2 Apr 1974 – 17 Sep 1974	
3	1 Oct 1974 – 18 Mar 1975	Original ref: SPN6/1965
4	8 Apr 1975 – 16 Sep 1975	Original ref: SPN5/1965
5	7 Oct 1975 – 16 Mar 1976	Original ref: SPN4/1965
6	Apr 1976 – Sep 1976	Wanting
7	Oct 1976 – Mar 1977	Wanting
8	5 Apr 1977 – 20 Sep 1977	Original ref: SPN3/1964
9	4 Oct 1977 – 21 Mar 1978	Original ref: SPN8/1965
10	4 Apr 1978 – 19 Sep 1978	Original ref: SPN2/1964
11	3 Oct 1978 – 20 Mar 1979	Original ref: SPN1/1964
12	3 Apr 1979 – 18 Sep 1979	Original ref: SPN9/1963
13	2 Oct 1979 – 18 Mar 1980	Original ref: SPN8/63
14	1 Apr 1980 – 16 Sep 1980	Original ref: SPN7/63
15	7 Oct 1980 – 17 Mar 1981	Original ref: SPN6/63
16	7 Apr 1981 – 15 Sep 1981	Original ref: SPN3/63
17	6 Oct 1981 – 16 Mar 1982	
18	6 Apr 1982 – 1 Nov 1983	From a file of J Barrie, Administration Manager. Acc 01/28. 2 folders.
19	Nov 1983 – Mar 1984	wanting

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LOTHIAN HEALTH BOARD

2D Area Executive Group Minutes, 1973-1986

20 3 Apr 1984 – 18 Feb 1986 Interleaving paper separates each meeting. 2 folders.

2E Area Executive Group Agendas and Papers, 1978-1985

This series includes supporting papers for each agenda item. Duplicates have been destroyed.
Acc 03/25 – AS 12/2009.

1	16 Aug 1978 – 5 Sep 1978	Only two papers for meeting of 16 August 1978 both of which were carried over to 29 August and can be found in those papers.
2	19 Sep 1978 – 3 Oct 1978	2 folders.
3	17 Oct 1978 – 7 Nov 1978	2 folders.
4	19 Dec 1978 – 9 Jan 1979	2 folders.
5	23 Jan 1979 – 6 Feb 1979	No agenda or papers for meeting of 6 February.
6	13 Feb 1979 – 20 Feb 1979	2 folders.
7	6 Mar 1979 – 20 Mar 1979	2 folders.
8	3 Apr 1979 – 23 Apr 1979	2 folders.
9	1 May 1979 – 5 Jun 1979	Meeting of 15 May includes a report of the Programme Planning Committee for Maternity Services. 3 folders.
10	19 Jun 1979 – 3 Jul 1979	Meeting of 3 July includes a report of the Programme Planning Committee for Child Health and for Family Planning Services. 2 folders.
11	17 Jul 1979 – 14 Aug 1979	No papers for the meeting of 3 August. 3 folders.
12	21 Aug 1979 – 18 Sep 1979	
13	2 Oct 1979 – 16 Oct 1979	
14	30 Oct 1979 – 6 Nov 1979	
15	20 Nov 1979 – 4 Dec 1979	2 folders.
16	18 Dec 1979 – 22 Jan 1980	
17	5 Feb 1980 – 19 Feb 1980	2 folders.
18	4 Mar 1980 – 22 Apr 1980	2 folders.
19	6 May 1980 – 20 May 1980	

2E Area Executive Group Agendas and Papers, 1978-1985

20	3 Jun 1980 – 17 Jun 1980	2 folders.
21	1 Jul 1980 – 22 Jul 1980	
22	5 Aug 1980 – 19 Aug 1980	2 folders.
23	2 Sep 1980 – 16 Sep 1980	
24	7 Oct 1980 – 21 Oct 1980	
25	4 Nov 1980 – 2 Dec 1980	2 folders.
26	16 Dec 1980 – 20 Jan 1981	2 folders.
27	3 Feb 1981 – 3 Mar 1981	2 folders.
28	17 Mar 1981 – 7 Apr 1981	2 folders.
29	21 Apr 1981 – 2 Jun 1981	3 folders.
30	16 Jun 1981 – 7 Jul 1981	2 folders.
31	21 Jul 1981 – 18 Aug 1981	2 folders.
32	1 Sep 1981 – 15 Sep 1981	2 folders.
33	06 Oct 1981 – 3 Nov 1981	
34	17 Nov 1981 – 15 Dec 1981	2 folders.
35	12 Jan 1982 – 2 Feb 1982	2 folders.
36	16 Feb 1982 – 16 Mar 1982	2 folders.
37	6 Apr 1982 – 4 May 1982	2 folders.
38	18 May 1982 – 8 Jun 1982	2 folders.
39	22 Jun 1982 – 6 Jul 1982	2 folders.
40	20 Jul 1982 – 17 Aug 1982	2 folders.
41	7 Sep 1982 – 21 Sep 1982	
42	5 Oct 1982 – 19 Oct 1982	2 folders.

LHB37**LOTHIAN HEALTH BOARD****2E Area Executive Group Agendas and Papers, 1978-1985**

43	2 Nov 1982 – 7 Dec 1982	2 folders.
44	21 Dec 1982 – 25 Jan 1983	Includes a report to the meeting of 25 January on nurse management structure (originally in separate binder). 2 folders.
45	Feb 1983 – Feb 1985	wanting
46	19 Mar 1985 – 16 Apr 1985	2 folders.

2F Agenda Papers for Contracts Directorate Business Meetings, 1993-1994

These meetings reviewed contracts with other Health Boards and also dealt with referred items from the Policy and Commissioning Team. The files were originally lever arch files and the main series was kept by Graham Lyell, Contracts Manager. Other duplicate sets were also retained by Michael Wagener and Julie Gourley but papers were only retained where they were missing from the main set. The first part of each entry is the file title as given on the original file. Acc 01/28 – AS 5/2010.

- | | | |
|---|---------------------------|---|
| 1 | 19 Jul 1993 – 25 May 1994 | Operations and Contracting Directorate – Business Managers’ Meetings. 6 folders. |
| 2 | 9 Jun 1994 – 7 Jul 1994 | Business Managers’ Meetings. The meetings are variously headed Contracting Directorate Business Meetings, Contract Business Meeting, Contract Performance Review Meeting, or Business Meeting. 5 folders. |
| 3 | 14 Jul 1994 – 17 Nov 1994 | Business Managers’ Meetings. Includes papers for a Waiting Times Task Force meeting 8/8/1994. 3 folders. |
| 4 | 11 Jun 1993 – 11 Sep 1994 | Contract Development Team. Although this was Graham Lyell’s file it was not obviously divided into meetings. 4 folders. |
| 5 | Aug 1993 | 1993/94 Review of the Contracting Process in Lothian – Surgical Specialties – Contract Review Working Group. The provenance of this item is not known. Found in store and added to accession 5.06. |

2G Agenda papers of Finance, Manpower and Establishment Committee, 1975-1979

The committee dealt with financial allocations, approval for new posts, contracts, premises. 1975-1976, 1977-1978 and 1979 were in separate lever arch files.

These files originally belonged to Dr Helen Zealley, Chief Administrative Medical Officer so annotations are presumably hers. Acc 01/28 – AS 5/2010.

- | | | |
|----|-------------|---|
| 1 | 4 Jul 1974 | Constitution and terms of reference of the Finance, Manpower and Establishment Committee. |
| 2 | 25 Feb 1975 | |
| 3 | 27 May 1975 | |
| 4 | 29 Jul 1975 | Papers for October 1975 meeting are wanting. The minutes for July would have been with the October papers so are instead included here. |
| 5 | 5 Feb 1976 | |
| 6 | 22 Apr 1976 | |
| 7 | 29 Jul 1976 | |
| 8 | 9 Sep 1976 | |
| 9 | 21 Oct 1976 | |
| 10 | 20 Jan 1977 | Includes minutes of this meeting. |
| 11 | 10 Mar 1977 | Draft minutes only. Papers for April meeting are wanting. |
| 12 | 16 Jun 1977 | |
| 13 | 20 Oct 1977 | |
| 14 | 15 Dec 1977 | |
| 15 | 16 Feb 1978 | |
| 16 | 20 Apr 1978 | |
| 17 | 15 Jun 1978 | |
| 18 | 19 Oct 1978 | |

LHB37**LOTHIAN HEALTH BOARD****2G Agenda papers of Finance, Manpower and Establishment Committee, 1975-1979**

19 14 Dec 1978

20 15 Feb 1979

21 19 Apr 1979

22 21 Jun 1979

23 18 Oct 1979

Includes minutes of meeting.

24 13 Dec 1979

Minutes only. Found amongst claims files at
LHB37/24A.

**2H Agenda papers of the Policy and Commissioning Team Finance and Corporate Services
Sub-Group, 1994-1995**

These items were from Acc 01/28 – AS 5/2010.

- | | | |
|----|-------------|--|
| 1 | 17 Oct 1994 | |
| 2 | 28 Oct 1994 | Includes paper on information strategy. |
| 3 | 14 Nov 1994 | |
| 4 | 19 Dec 1994 | |
| 5 | 6 Jan 1995 | |
| 6 | 23 Jan 1995 | |
| 7 | 6 Feb 1995 | |
| 8 | 20 Feb 1995 | |
| 9 | 27 Mar 1995 | |
| 10 | 3 Apr 1995 | |
| 11 | 1 May 1995 | |
| 12 | 15 May 1995 | |
| 13 | 29 May 1995 | |
| 14 | 22 Jun 1995 | This meeting and all subsequent meetings were cancelled. Action points from previous meeting only. |

2J Minutes and Papers of the Research Ethics Sub-Committees, 1993-1995

The first part of each entry is the file title as given on the original file. These items were from Acc 01/28 – AS 5/2010.

1 Minutes of Sub-Committees, 1993-1995

- | | | |
|---|---------------------------|--|
| 1 | 18 Feb 1993 – 4 May 1995 | Anaesthetics and Dentistry Research Ethics Sub-Committee. |
| 2 | 4 Feb 1993 – 16 Mar 1995 | General Practice/Public Health Medicine Research Ethics Sub-Committee. |
| 3 | 16 Jun 1993 – 24 Apr 1995 | Orthopaedic Surgery and Surgery Research Ethics Sub-Committee. |
| 4 | 10 Feb 1993 – 5 Apr 1995 | Psychiatry and Clinical Psychology Research Ethics Sub-Committee. |

2 Lothian Research Ethics Sub-Committee Protocols, 1994

Each sheet gives details of the research, who will be conducting the research, the facilities required and the approval given.

- | | | |
|---|---------------------------|---|
| 1 | 11 Jan 1994 – 17 Mar 1994 | Ethics Committee Information System Proposal Details Anaesthetics. |
| 2 | 6 Jan 1994 – 6 Apr 1994 | Ethics Committee Information System Proposal Details Surgery Ethics. |
| 3 | 11 Jan 1994 – 14 Apr 1994 | Ethics Committee Information System Proposal Details Paediatrics/Reproductive Medicine. |
| 4 | 12 Jan 1994 – 25 Feb 1994 | Ethics Committee Information System Proposal Details Psychiatry/Clinical Psychology. |

3 Requests for Ethical Approval, 1993 - 1995

- | | | |
|---|---------------------------|---|
| 1 | 16 Aug 1994 – 20 Sep 1994 | MCO 94/99 to 94/109. Medicine and Clinical Oncology requests. 5 folders. |
| 2 | 20 Sep 1994 – 5 Jan 1995 | MCO 94/110 to 94/119. Medicine and Clinical Oncology requests. 5 folders. |
| 3 | 15 Apr 1993 – 23 Dec 1994 | MCO 94/120 to 94/130. Medicine and Clinical Oncology requests. 5 folders. |

2J Minutes and Papers of the Research Ethics Sub-Committees, 1993-1995**3 Requests for Ethical Approval, 1993 - 1995**

- | | | |
|---|---------------------------|---|
| 4 | 20 Oct 1994 – 4 Apr 1995 | MCO 94/131 to 94/140. Medicine and Clinical Oncology requests. 4 folders. |
| 5 | 12 Apr 1994 – 22 Jun 1994 | ANAE 1/94 to 15/94. Anaesthetic and Dentistry requests. 5 folders. |
| 6 | 19 May 1994 – 18 Aug 1995 | ANAE 16/94 to 31/94. Anaesthetic and Dentistry requests. 6 folders. |
| 7 | 1 Dec 1994 – 7 Apr 1995 | AND 32/94 to 36/94. Anaesthetic and Dentistry requests. 2 folders. |
| 8 | 1993 – 1995 | GP/DPH [General Practice/Director of Public Health]. Requests arranged by application number not date. 5 folders. |
| 9 | 1994 – 1995 | GD/DPH [General Practice and Public Health Medicine]. |

4 Correspondence, 1994

- | | | |
|---|---------------------|--|
| 1 | Aug 1994 – Nov 1994 | Correspondence concerning the formation of the Lothian Research Ethics Committee and the Lothian Area Ethics Medical Research Committee. |
|---|---------------------|--|

3 Annual Reports, 1975-2006

1	1975-1976	1st Annual Statistical Report.
2	1976	2nd Annual Statistical Report.
3	1977	3rd Annual Statistical Report.
4	1978	4th Annual Statistical Report.
5	1979	5th Annual Statistical Report.
5a	1979	Quinquennial Report, 1974-1979.
6	1980	6th Annual Statistical Report.
7	1981	7th Annual Statistical Report.
8	1982	8th Annual Statistical Report.
9	1983	9th Annual Statistical Report.
10	1984	10th Annual Statistical Report.
11	1985	11th Annual Statistical Report.
12	1986	12th Annual Statistical Report.
13	1987 - 1988	Annual Report.
14	1988 - 1989	Annual Report
14a	1988 - 1989	Annual Report leaflet
15	wanting	
16	1990-1991	Annual Report
17	1991-1992	Annual Report.
18	1992-1993	Annual Report.
19	1993-1994	Annual Report.
20	1994-1995	Annual Report (within <i>Health in Lothian</i>)
21	1995-1996	Annual Report.

LHB37**LOTHIAN HEALTH BOARD****3 Annual Reports, 1975-2006**

22	1996-1997	Annual Report
23	1997-1998	Annual Report (2 copies)
24	1998-1999	Annual Report
25	1999-2000	Annual Report (2 copies)
26-28	wanting	
29	2003-2004	Annual report and Financial Information

4 Annual Reports of Director of Public Health, 1989-2008

1	1989	<i>Health in Lothian 1974-1989</i>
2	1990	<i>Health in Lothian</i>
3	1991	<i>Health in Lothian</i>
4	1992	<i>Health in Lothian</i>
5	1993	<i>Health in Lothian</i>
6	1994	<i>Health in Lothian</i> (including 1994-1995 Lothian Health Annual Report)
7	1995	<i>Health in Lothian</i>
8	1996	<i>Health in Lothian</i>
9-11	wanting (not published)	
12	2000	<i>Public Health 2000</i> (includes CD-ROM version)
13	2001	<i>Public Health 2001</i> (includes CD-ROM version and area map)
14	2002	<i>Public Health 2002</i> (includes CD-ROM version)
15	2003	<i>Public Health 2003</i> (includes CD-ROM version)
16	2004	<i>Public Health 2004</i> (includes CD-ROM version)
17	2005	<i>Public Health 2005</i> (includes CD-ROM version)
18	2006	<i>Public Health 2006</i> (includes CD-ROM version)
19	2007	? 2006/07 exists?
20	2008	<i>Public Health 2007/08</i> (includes CD-ROM version)

5 Year Books, 1977-1992

Booklets giving the addresses of the Board's offices and services; names and addresses of members of the Board; and of senior administrative and professional officers; list of names and responsibilities of medical staff; members of committees; Board representatives. Also tables of hospitals with type, number of beds, etc; and of health centres and clinics.

1	1977 - 1978	Second copy, annotated, from Acc 10/22.
2	1978 - 1979	
3	1979 - 1980	
4	1980 - 1981	
5	1981 - 1982	
6	1982 - 1983	
7	1983 - 1984	
8	1984 - 1985	
9	1985 - 1986	
10	1986 - 1987	
11	1987 - 1988	
12	1988 - 1989	
13	1989 - 1990	
14	1991 - 1992	
15	c1993	Titled 'Lothian Health – Directory'. Acc 01/28.

6 Internal Policy Documents and Reports, 1975-2005

1	n.d.	Policy and Procedure on Disciplinary Action and Appeals.
2	July 1975	South Lothian District Review of Hotel Services - Fire Safety.
3	1975 - 1977	North Lothian District Pharmaceutical Services Committee information bulletins: guidelines for the use of disinfectants; emergency and resuscitative drug preparations; policy and procedure for prescribing and dispensing of drugs for patients on discharge.
4	1976	North Lothian District Pharmaceutical Services Committee information bulletin on addition of drugs to intravenous fluids.
5	Oct 1977	South Lothian District Manual of Administrative Procedures.
6	1977-1978	Annual report of operations and deaths compiled from unit statistics presented at Saturday morning meetings during session 1977-1978.
7	Jun 1981 – Apr 1985	Standard Procedures for Safe Handling, Administration, Storage and Custody of Medicinal Products in the Health Service. Five editions from June 1981, December 1981 and April 1985.
8	Oct 1981	Guide to Immunological Services. Two versions, one undated from GD16.
9	Oct 1981	South Lothian District Disinfectant Policy.
10	Sep 1982	Private Medical Practice within Health Service Hospitals: guidance for consultant medical and administrative staff on facilities and arrangements provided in the Lothian Health Board.
11	Mar 1985	Draft statement on security policy.
12	Aug 1985 – Oct 1986	Collection of documents relating to Lothian Health Board management restructure. Includes 'General Management in Lothian'; issue of 'Management News' confirming the board approval for the new unit structure; report by Coopers & Lybrand 'General Management in the Scottish Health Service – application to units'.

6 Internal Policy Documents and Reports, 1975-2005

13	Feb 1987	Area-wide Services Information sheet on the provision of services on area-wide basis produced by General Management Group.
14	Feb 1987	Area transport management review.
15	May 1987	General Management in Lothian - Revised document and charts of Board and sub-district management structure.
16	May 1989	Scottish Health Board Treasurers Procedure for Recording and Reporting on Savings Schemes Prepared by FMS Project Team, Centre of Responsibility.
17	1989	Building for the Future - Lothian's Choices - Acute Hospital Services Option Appraisal.
18	1989	Your hospitals...the way ahead - Publicity leaflet.
19	1989	AIDS in Lothian: Time to Take Care - Report in response to the AIDS (Control) Act 1987.
19a	1990	AIDS in Lothian: Facing the Facts - Report in response to the AIDS (Control Act) 1987.
19b	2001	HIV/AIDS in Lothian 2000-2001 - Report in response to the AIDS (Control) Act 1987. Acc 02/56.
19c	c1990	Lothian Health Board – Food and Health Policy. Includes list of members of Food and Health Policy Development Group. Acc 08/28.
20	Oct 1990	Take Care Campaign - Report on activities Dec1988-Dec 1989 and initiatives to date.
21	n.d.	Local Health Strategy leaflet.
22	1993	Lothian Health 'New Role, New Look' leaflet.
23	1993	Lothian Health in Modern Hospitals leaflet.
24	1993	NHS Trusts Consultation in Lothian pamphlet.
25	1993	Acute Services Strategy professional consultancy document.
26	1993	Acute Services Strategy consultation document.
27	Apr 1995	Strategy for Mental Health Services for People in Lothian Draft document.

6 Internal Policy Documents and Reports, 1975-2005

28	Apr 1995	Strategy for Mental Health Services for People in Lothian - Draft summary.
29	May 1995	A Strategy for Mental Health Services 1995-2000 - Draft consultation document
30	May 1995	A Strategy for Mental Health Services 1995-2000 - Draft summary.
31	Apr 1995	A Joint Strategy for Services for Older People in Lothian 1995-2005 - Draft consultation document.
32	Apr 1995	A Joint Strategy for Services for Older People in Lothian 1995-2005 - Draft summary.
33	May 1995	A Joint Strategy for Services for Older People 1995-2005 - Draft consultation document.
34	May 1995	A Joint Strategy for Services for Older People 1995-2005 - Draft summary.
35	Apr 1995	Primary Care Strategy 1995-2000 - Draft document.
36	Apr 1995	Community Health Services Strategy 1995-2005 Draft document.
37	May 1995	A Strategy for Primary Care and Community Health Services 1995-2005 - Draft consultation document.
38	May 1995	A Strategy for Primary Care and Community Health Services 1995-2005 - Draft summary (two copies).
39	1995	Caring for the Future - Draft consultation document.
40	1995	Caring for the Future - Consultation document.
41	Oct 1995	New Maternity Services - Strategy document.
42	Apr 1987	Employee Guide to Maternity Leave and Pay
43	May 1976	Health and Safety at Work Act 1974 - Report of the Working Party
44	Jun 1980	Establishment Committee - Report on Health and Safety Activities
45	Dec 1980	Board's Health and Safety Policy - Guidance Notes No.2 - The Notification of Accidents and Dangerous Occurrences.

6 Internal Policy Documents and Reports, 1975-2005

46	Jun 1981	Finance and Establishment Committee: Annual Report on Health and Safety Activities
47	Nov 1982	Board's Health and Safety Policy - Guidance Notes No.5 Visual Display Units
48	Apr 1986	Health and Safety at Work Act 1974 - Safety Policy Statement
49	1 Apr 1992 – 31 Mar 1993	Lothian Health Board Service Agreements. Contains agreements for: East Unit Mental Health Unit; Northern General/Royal Victoria/WGH Unit; Primary Care & Community Unit; RIE & Associated Hospitals Unit; United Hospitals Unit; West Lothian Unit
50	1999	Tackling Health Inequalities in Lothian.
51	2002 - 2004	Lothian Health & Life Survey. Includes letter correcting error in blood pressure statistics on p.17 of item 2, 26/10/2004.
		1 General Health and Wellbeing
		2 Self-reported Health Status, Patient Satisfaction & Access to Services
		3 General Lifestyle Factors
		4 Sexual Health and Drug Misuse
52	2005	Edinburgh and the Lothians Sexual Health Strategy, 2005-2010
53	2005	East Lothian Sexual Health Action Plan 2005-2010
54	2005	City of Edinburgh Sexual Health Action Plan 2005-2010
55	Mar 1998	Lothian Health Total Purchasing Pilot Evaluation Report. This report complements the National Evaluation on the Total Purchasing Project (expansion of the GP Fundholding Scheme) carried out by the Department of General Practice at the University of Edinburgh. The project involved Lothian Health, seven GP practices and the six Lothian Trusts over a 3 year period.
56	2002	Lothian Local Health Plan 2002 – Consultation Draft. Acc 02/13.

6 Internal Policy Documents and Reports, 1975-2005

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|----|---------------------|---|
| 57 | Feb 1986 | Preliminary Report on Physiotherapy Service – Lothian Health Board. Acc 01/28. |
| 58 | c1987 | Lothian Health Board – Cook Chill Study. Executive Summary draft report and appendices. Produced by Greene Belfield-Smith. 3 folders. Acc 01/28. |
| 59 | 5 Feb 1993 | Lothian Health – Achieving Integration – A Strategic Framework. Draft. Acc 10/032. |
| 60 | c1988 | Thomas Clouston Clinic – Consultation Document – Lothian Health Board. Concerns the proposed closure of the Clinic and the sale of the buildings and land. Includes photographs. Acc 08/10. |
| 61 | Apr 1993 | Policy Guidelines for Good Practice in Hospital Discharge Arrangements for those requiring community based health and social care services. Produced by the Health Board and Lothian Regional Council Social Work. From GD16. |
| 62 | Jun 1975 | Lothian Health Board – Regional Hormone Laboratory – Handbook and Protocols for Hormone Assays. From GD16. |
| 63 | Sep 1986 – Feb 1987 | Reports of the Lothian Health Board Programme Development Group for Mental Illness: Rosslynlee Hospital – Psychiatric Services Midlothian (two editions); Royal Edinburgh Hospital – Psychiatric Services City of Edinburgh; main report of the Group. Report on East Lothian at LHB7/8/101. From GD16. |

7 Publications, 1960-2002

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|----|-------------|--|
| 1 | Apr 1960 | Classification of Expenditure for Use in Hospital Accounts - Notes issued by NHS(S). |
| 2 | 1969 | Design of Financial Procedures - Guide issued by Scottish Regional Hospital Board Treasurers. |
| 3 | 1969 - 1982 | Miscellaneous SHHD circulars on charges for private resident and non-resident patients; Health Services and Public Health Act 1968 – private patients and patients accommodated on part payment; and other issues. |
| 4 | Jan 1973 | Medical treatment for holiday makers and other temporary visitors to countries of EEC - DHSS pamphlet. |
| 5 | Feb 1973 | Social security arrangements within the EEC – DHSS pamphlet. |
| 6 | 1976 | Sharing Resources for Health in England - Report of Resources Allocation Working Party. |
| 7 | May 1984 | Management Budgeting in the NHS: report from pilot studies at North Tees and Southmead Health Authorities, part 1 - management aspects – Report prepared by Arthur Young McClelland Moores & Co. |
| 8 | June 1984 | Management Budgeting in the NHS: Computer System Overview - Report prepared by Arthur Young McClelland Moores & Co. |
| 9 | Sep 1986 | The Introduction of Management Budgeting – Preliminary report issued by Scottish Home and Health Department. |
| 10 | 1987 | Paymaster Services - Report prepared by Touche Ross. |
| 11 | Oct 1988 | Summary of Touche Ross Workshops in Health Care on making internal markets work. |
| 12 | Oct 1988 | Statement of Capability for Providing Assistance with Competitive Tendering in Local Authorities Statement prepared by Price Waterhouse. |
| 13 | Dec 1988 | Computerised Control and Monitoring of Tenders Report prepared by CSL (Cipfa Services Limited). |

7 Publications, 1960-2002

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|----|-------------|---|
| 14 | 1990 | General Practice Funding Scheme - Assessment criteria of Grampian, North East Thames, North West Thames, South East Thames and South Western Regional Health Authorities and related papers. |
| 15 | Mar 1990 | Introducing Scottish Prescribing Analysis – explanatory information and illustrative case study SHHD document. |
| 16 | n.d. | National Health Service: Scottish Association of Executive Councils: Constitution and Standing Orders |
| 17 | Jul 1988 | NHS 40 th Anniversary Questionnaire – District Health Authority General Managers Views on the Balance Between Cost – Services – Quality. Produced by PA Consulting Group. Acc 01/28. |
| 18 | 1990 | 1989 – Health in Scotland. Produced by the Scottish Home and Health Department. Acc 01/28. |
| 19 | Mar 1990 | National Health Service in Scotland – IS/IT Strategy Following the White Paper – Final Report. Photocopy. Produced by Coopers & Lybrand Deloitte. Acc 01/28. |
| 20 | 1992 | Hib Vaccine Information Pack – Haemophilus influenzae type b. Includes ‘Immunisation Against Infectious Disease’ produced by HMSO. Acc 01/28. |
| 21 | 1992 | Health Services Research Register. Produced by the Scottish Office. Acc 01/28. |
| 22 | Aug 1994 | The Scottish Office – Community Care The Housing Dimension. Acc 01/28. |
| 23 | 1995 | Breastfeeding Facts Pack. Produced by Health Education Board for Scotland. Acc 01/28. |
| 24 | 1996 | FHS [Family Health Services] Disciplinary Procedures – A Guide for Health Boards. Acc 01/28. |
| 25 | 1980s | Directory of hospitals with tables of bed allocations in each hospital under Lothian Health Board. Original reference was LHB37/20/2. |
| 26 | 1983 – 1985 | Directories of Medical, Nursing and Health Care Libraries in Lothian. Two editions. Original reference was LHB37/20/4/1-2. |

7 Publications, 1960-2002

- 27 1981 Lothian Health Board – List of Registered Nursing Homes – South Lothian District. Original reference was LHB37/20/3.
- 28 1988 Lothian Health Board Cervical Screening Information Pack for Health Care Staff, May 1988. Original reference was LHB37/20/6.
- 29 1999 *The NHS in Lothian*, special edition newspaper. Original reference was LHB37/20/7.
- 30 1990 – 1992 Scottish Health Management Efficiency Group (Scotmeg) action plans. Action Plan 16 – Sterile Supplies and the Scotmeg Report on Theatre Supplies; Action Plan 20 – The Organisation and Management of Outpatient Clinics; Practical Approach to Estate Performance Analysis – the Lanarkshire Experience; Action Plan 22 – Office Services and Modern Technology; Efficiency Newsletter Issue No.4; Clerical and Secretarial Services; Modern Office Technology. Other files of Scotmeg reports in LHB37/8b. Acc 01/28. 2 folders.
- 31 c1990 Scotmeg – Monitoring Summary Reports. File including: Action Plan 1 – NHS Linen Services in Scotland; Action Plan 2 – Transport Management in the NHS in Scotland; Action Plan 3 – Uniforms and Protective Clothing; Action Plan 4 – Income Generation Part 1; Action Plan 9 – Medical Disposable Products; Action Plan 10 – Supplies. Acc 01/28.
- 32 Feb 1987 National Health Service – Hospital Medical and Dental Staff – Terms and Conditions of Service. Includes copy of circular from Scottish Home and Health Department on the same subject. Acc 02/02.
- 33 1996 – 1998 Lothian Surgical Audit and South East of Scotland Annual Report. Copies for 1996, 1997 and 1998. Reports collate articles about surgical trends and statistics collected by the Lothian Surgical Audit Central Office at Royal Infirmary of Edinburgh. Acc 10/032.

8 Administrative Papers, 1973-1994**1 Finance Department, 1973-1992**

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|----|-------------|---|
| 1 | n.d. | Information sheet on conditions of employment for administrative and clerical staff. |
| 1a | 1973 - 1981 | Pay and Conditions of Service - Whitley Councils for Health Services handbooks. |
| 2 | Apr 1974 | Schedule of temporary staff duties for financial accounting in Treasurer's Department. |
| 3 | 1977 - 1978 | Payroll Analysis - File. |
| 4 | 1978 | Pool Family Planning - File. |
| 5 | 1987 - 1989 | Paymaster Services - File containing correspondence, # reports and other papers. |
| 6 | 1988-1990 | Community Charge - File containing correspondence and other papers. |
| 7 | 1989-1992 | General Practice Funding Budget Scheme and New Contract - File containing documents, correspondence and other papers. |
| 8 | 1991-1992 | Extra Contractual Referrals - In, day and out patient charges. |
| 9 | 1982 - 1989 | Miscellaneous memoranda and other papers. |

2 Acute Services Strategy, 1988-1994

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|---|------|---|
| 1 | 1993 | Pack containing explanatory letter, Lothian Health Council special edition newsletter, details of public meetings, consultation document and response sheet. |
| 2 | 1993 | Advocate prepared statements, strategy definitions, guidance notes and script for unit staff briefing, list of hospitals affected or not affected, press release on consultation exercise and other papers. |
| 3 | 1993 | Edited summary of responses to consultation process. |
| 4 | 1994 | Photocopy of letter from Scottish Office Minister for Home Affairs and Health approving Acute Services Strategy. |

8 Administrative Papers, 1973-1994**2 Acute Services Strategy, 1988-1994**

5 Aug 1988 Recruitment portfolio for AIDS and Drugs Team Manager.

8A Numbered Administrative Files, 1968-1993

The first part of each entry is the file title as given on the original file. Original file references are included. Other files were discovered after the initial cataloguing was completed. These have been incorporated into the list and given an alphabetical suffix to the preceding number. It is not certain how this sub-fonds relates to LHB37/8b.

A number of files were empty and were not retained. A full list of these are with the accession record. Acc 03/25 – AS 12/2009.

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|----|---------------------|--|
| 1 | Jun 1988 – Jan 1990 | Elsie Inglis [Maternity Hospital]. Includes arrangements for closure and closure review. Original ref: 1/3 |
| 2 | Jul 1989 – Dec 1989 | EIMH. Elsie Inglis Maternity Hospital Closure. Original ref: 1/3 |
| 3 | Jan 1988 – Nov 1992 | Royal Infirmary. Includes storage of case records, service provision, capital endowment and Medical Executive Committee minutes, 6/1/1988-4/10/1989. Original ref: 1/4 |
| 4 | Jun 1987 – Jan 1993 | Royal Infirmary Records Committee. Agendas and minutes. Original ref: 1/4/1 |
| 5 | Feb 1987 – Mar 1991 | Royal Infirmary Computer Advisory Committee. Agenda papers and minutes. Includes guide to the Edinburgh Trauma Coding System. Original Ref: 1/4/2. 2 folders. |
| 6 | Mar 1991 – Mar 1992 | Royal Infirmary Computer Advisory Committee. Agenda papers and minutes. Original Ref: 1/4/3 |
| 7 | Nov 1988 – Nov 1990 | Simpson Memorial. Papers re computerisation. Original Ref: 1/5 |
| 8 | Dec 1987 – Apr 1990 | Simpson Memorial Computer Advisory Group. Agenda papers and minutes. Original Ref: 1/5/3 |
| 9 | Sep 1989 – Nov 1989 | Princess Alexandra Eye Pavilion. Computerisation and a complaint about service. Original Ref: 1/6 |
| 9a | Nov 1989 | Northern General. Letter concerning waiting lists. Original Ref: 2/3 |
| 9b | Feb 1992 | Royal Victoria Hospital. Return of outpatient attendances. Original Ref: 2/4 |

8A Numbered Administrative Files, 1968-1993

10	Jan 1988 – Jan 1992	Western General. Includes Resource Management Initiative Project definition report; computerisation of case files; and minutes of the Medical Staff Committee. Original Ref: 2/6
11	Mar 1988 – Jan 1992	Unit Computer Committee. Includes constitution. Original Ref: 2/7
12	Aug 1986 – Mar 1990	Competitive Tendering – Printing Services. Includes minutes. Original Ref: 2/8. 2 folders.
13	Nov 1990	WGH [Western General Hospital] Action Group. Includes papers re Ancoats, Greater Manchester community consultation. Original Ref: 2/9
14	Mar 1988 – May 1992	Astley Ainslie. Includes medical records meeting minutes. Original Ref: 3/1
15	Nov 1988 – Aug 1990	Bruntsfield [Hospital]. Closure review. Original ref: 3/2
16	Aug 1987 – Sep 1992	City Hospital. Includes correspondence on statistics, a copy of 'Lies, Damned Lies – a review of health service statistics for the United Hospitals Unit', refurbishment, problems filling vacancies etc. Original Ref: 3/3
16a	Feb 1987 – Oct 1989	Longmore. Letters re word processing equipment. Original Ref: 3/6
17	Aug 1987 – Aug 1990	Princess Margaret Rose. Includes paper on proposal for National Spinal Injuries Unit. Original Ref: 3/7
18	Jun 1987 – Mar 1992	RHSC [Royal Hospital for Sick Children] & Records Committee. Includes statistics and papers re computerisation. Original Ref: 3/8
19	Jun 1989 – Feb 1990	East Unit General Management Group Papers Vol 2. Original Ref: 4/8/1/2
20	Mar 1987 – Mar 1989	East Unit Exec. Clinical Staff Committee. Correspondence only, no minutes. Original Ref: 4/8/2
21	Jul 1988 – Feb 1990	East Unit Executive Clinical Staff Committee – Minutes & Agendas. Original Ref: 4/8/2/1
22	Jun 1987 – Jan 1990	East Unit Executive Clinical Staff Committee – Papers Vol 2. Original Ref: 4/8/2/2
23	Nov 1986 – Jun 1990	East Unit Exec. Clinical Staff [Committee]-Rationalisation (East Unit.). Original Ref: 4/8/2/2/A

8A Numbered Administrative Files, 1968-1993

24	Jul 1987 – Dec 1987	East Unit Group General Papers – Community Medicine General. Original Ref: 4/8/3)
25	Jul 1989	East Unit Group – East Unit Clinical Staff Committee – Minutes & Agendas [only contains one letter]. Original Ref: 4/8/3/1
26	Dec 1987 – Jul 1989	East Unit Group – East Unit Clinical Staff Committee – Papers. Original Ref: 4/8/3/2
27	Feb 1985 – May 1990	Infection Control – East Unit Dr Venters 17/11/87. Includes Hepatitis Advisory Group guidelines; minutes of meetings; AIDS booklets; policy papers etc. Original Ref: 4/8/4. 2 folders.
28	Dec 1987 – Dec 1989	Infection Control Committee – East Unit – Minutes & Agendas. Original Ref: 4/8/4/1
29	Mar 1988 – Dec 1989	Infection Control Committee East Unit – Papers. Includes ‘The Hospital Inspection Manual’ produced by The Scottish Home and Health Department and policy documents on handling infectious cases, food poisoning, use of antiseptics, disinfection etc. Original Ref: 4/8/4/2. 2 folders.
30	Feb 1988 – Mar 1990	Community Medicine (General). Includes patient statistics, complaints seminar and report entitled ‘Death and the Procurator Fiscal’. Original Ref: 4/8/5
31	May 1989 – May 1990	East Lothian Services Review Group. Original Ref: 4/8/6
32	Mar 1987 – Aug 1989	Bangour General Hospital. Includes papers re medical records. Original Ref: 5/1
33	Jun 1975 – Apr 1986	Bangour General Burns Unit. Includes plans of Broxburn Uphall Health Centre and draft operational policy for the new burns unit. Original ref: 5/1/1
33a	Apr 1988 – Mar 1992	Bangour Village. Papers re medical records and statistical returns. Original Ref: 5/2

8A Numbered Administrative Files, 1968-1993

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| 34 | May 1989 | Drumshoreland. One report concerning the reprovision of Drumshoreland Hospital services at Bangour General Hospital. Original Ref: 5/3 |
| 35 | Apr 1988 – Sep 1991 | West Lothian District General Hospital. Includes papers re computerisation. Original Ref: 5/6 |
| 36 | Aug 1989 – Nov 1991 | West Lothian Computer Advisory Committee. Original Ref: 5/7 |
| 36a | Jun 1990 – Sep 1990 | Rosslynlee. Papers concerning medical records. Original Ref: 6/2 |
| 37 | Aug 1987 – Sep 1991 | Royal Edinburgh. Mostly concerning medical records and their access. Original Ref: 6/3 |
| 38 | Dec 1986 – Nov 1991 | Psychiatric Case Register (Data Collection Processing Sub-Committee). Original Ref: 6/4 |
| 39 | Jul 1987 – Nov 1991 | Mental Health Unit – General Correspondence & Papers. Includes minutes of the Mental Health Unit Medical Committee. Original Ref: 6/5 |
| 40 | Sep 1988 – Nov 1988 | Computers in Psychiatry Vol 1. Original Ref: 6/6 (13/6/10 scored out) |
| 41 | Jan 1991 – Feb 1992 | Information Systems Mental Illness Working Group Vol II. Original Ref: 6/6 (10/28 scored out) |
| 42 | Feb 1982 - Sep 1987 | St. Columba's Hospice. Includes file 585 'St. Columba's Hospice'. Papers concern the arrangement to make beds available to NHS patients. Original Ref: 7/1 |
| 43 | Mar 1987 – May 1991 | General Management Group. Original Ref: 8/1 |
| 44 | Jan 1990 – Feb 1992 | General Management Team Minutes Vol 2. Original Ref: 8/1/1 |
| 45 | Jul 1987 – Jun 1991 | General Management Group Papers. Original Ref: 8/1/2 |
| 46 | Aug 1987 – Oct 1989 | General Manager/General Management Group – Working Party on Revenue Methodology. Original Ref: 8/1/3 |

8A Numbered Administrative Files, 1968-1993

47	Apr 1989 – Nov 1991	Working Papers/ White Papers/ GM Working Group. Includes working papers produced by the health service and papers concerning accountability reviews. Original Ref: 8/1/4
47a	Apr 1989	United Hospitals Unit. Performance plan of Dr Sheena Parker. Original Ref: 8/4
47b	Mar 1989	East Unit. Performance plan of Dr Lindsay Burley. Original Ref: 8/5
47c	Sep 1979 – Apr 1988	ERCC [Edinburgh Regional Computing Centre]. User requests and charging details. Original Ref: 8/5. 3 folders.
47d	Mar 1989	Mental Health Unit. Performance plan for D J Fraser, unit general manager. Original Ref: 8/7
47e	Dec 1987 – Oct 1989	Primary Care and Community Group. Original Ref: 8/8
47f	Jan 1990 – Aug 1990	Hospital Contracts. NHS guidance notes. Original Ref: 8/11
48	Aug 1987 – Aug 1989	(Scottish) General Managers Group. Original Ref: 8/9
49	Oct 1989 – Nov 1989	Competitive Tendering. Original Ref: 8/10
49a	Apr 1990	Community Nursing. Original Ref: 9/1
50	Dec 1991 – Feb 1992	Edinburgh Medical Group. Includes minutes and agenda for the General Medical Practitioners Committee. Original Ref: 9/2
51	Jan 1988 – Nov 1990	Family Planning. Includes Well Woman services. Original Ref: 9/3
52	Jun 1987 – Oct 1991	Family Planning Computerised Appointments. Original Ref: 9/3/1
52a	Feb 1989	Health Centres G.P. Concerns medical records. Original Ref: 9/4
53	Mar 1989 – Feb 1992	Primary Care. Includes staff performance plan and agenda of General Medical Practitioners Committee. Original Ref: 9/5

8A Numbered Administrative Files, 1968-1993

54	Nov 1986 – Oct 1989	Computerisation of Primary Care Functions. Original Ref: 9/6
55	Aug 1989 – Jan 1992	Computerisation of G.P. Functions. Includes computerisation of general practice records; copies of GPASS [General Practice Administration System for Scotland] newsletter; Primary Care and Community Unit Primary Care Division Computer Interactions Group minutes. Original Ref: 9/7
56	Jun 1990 – Dec 1991	Lothian Area Medical Committee – Minutes, Agendas and Papers, Vol. 7A. Original Ref: 10/2/1. 2 folders.
57	May 1990 – Dec 1990	Lothian Area Medical Committee – Papers, Vol. 5. No agendas so not clear to which meetings the papers refer. Original Ref: 10/2/2. 2 folders.
58	Jul 1990 – Nov 1990	Lothian Area Medical Committee – Papers, Vol. 6. No agendas so not clear to which meetings the papers refer. Original Ref: 10/2/2
59	Jan 1991 – Oct 1991	Lothian Area Medical Committee – Minutes, Agendas and Papers, Vol. 7. Original Ref: 10/2/2. 2 folders.
60	Oct 1990 – May 1992	Hospital Services Sub-Committee Vol 3. Original Ref: 10/2/2/2. 2 folders.
61	May 1991 – Feb 1992	Hospital Services Sub-Committee Vol 4. Original Ref: 10/2/2/2.
62	Aug 1989	Lothian Area Ethics of Medical Research Committee Papers Vol 1. Original Ref: 10/2/2/3
63	Nov 1989 – Dec 1990	Lothian Area Ethics of Medical Research Committee Papers Vol 2. Original Ref: 10/2/2/3. 2 folders.
64	Mar 1991 – Nov 1991	Lothian Area Ethics of Medical Research Committee Papers Vol 3. Original Ref: 10/2/2/3. 2 folders.
65	Jan 1992 – June 1992	Lothian Area Ethics of Medical Research Committee Papers Vol 4. Original Ref: 10/2/2/3. 2 folders.
66	Mar 1988 – Oct 1992	Area Records and Computing Sub-Committee. Original Ref: 10/3. Includes examples of x-ray envelopes.

8A Numbered Administrative Files, 1968-1993

67	Nov 1987 – Oct 1991	Area Records and Computing Sub-Committee Minutes and Papers Vol 1. Original Ref: 10/3/1. 2 folders.
68	Oct 1991 – Feb 1992	Area Records and Computing Sub-Committee Minutes and Papers Vol 2. Original Ref: 10/3/1.
69	Jun 1987 – May 1992	Area Records and Computing Sub-Committee Papers. Includes policy concerning confidentiality. Original Ref: 10/3/2. 2 folders.
70	Feb 1988 – July 1990	Area Records Officers ISD [Information and Statistics Division]. Includes minutes of the Technical Advisory Services Committee and Area Medical Records Officers meetings. Original Ref: 10/4. 2 folders.
71	Jan 1987 – July 1989	Area Records Officers. Includes minutes of meetings of Area Records Officers and Re-organisation of Inpatient Data Collection Committee and report on waiting list statistics, Jun 1987. Original Ref: 10/4/1. 2 folders.
72	Sept 1990 – Feb 1992	Area Records Officers. Includes minutes of meetings of Area Records Officers and Definitions Advisory Group of the Information and Statistics Division. Original Ref: 10/4/1
73	1988 – Mar 1992	Area Records Officers – ISD – papers [Information and Statistics Division]. Original Ref: 10/4/2
73a	Aug 1987 – Mar 1988	C.A.C. [Computer Advisory Committee]. Expenditure statements. Original Ref: 10/5
74	Apr 1981 – Mar 1988	Computer Advisory Committee Minutes. Original Ref: 10/5/1
75	May 1987 – Dec 1987	CASTRID [Committee on Computer Assistance in the Storage, Transmission and Reporting of Radiological and Imaging Data]. Includes tender for computer system for Department of Radiology. Original Ref: 10/6
76	Feb 1986 – May 1990	CASTRID [Committee on Computer Assistance in the Storage, Transmission and Reporting of Radiological and Imaging Data] – Minutes. Original Ref: 10/6/1

8A Numbered Administrative Files, 1968-1993

77	May 1987 – July 1991	CASTRID [Committee on Computer Assistance in the Storage, Transmission and Reporting of Radiological and Imaging Data] - Papers. Original Ref: 10/6/2
78	Apr 1988 - Aug 1989	Ward Attenders Project. Project was part of the definitions of patient types, facilities and patient counts of the Definitions Working Group. Original Ref: 10/9/3
79	June 1989 – July 1992	LIVES [Lothian Immunisation and Vaccination Enquiry System] Concerns computerisation of record keeping and impact on immunisation, GP payments etc. Original Ref: 10/11
80	July 1987 – Mar 1992	LIVES. [Lothian Immunisation and Vaccination Enquiry System] – Minutes and Agendas. Includes papers on adoption policy. Original Ref: 10/11/1
81	Jan 1988 – April 1988	LIVES. [Lothian Immunisation and Vaccination Enquiry System] – Papers. Original Ref: 10/11/2
82	Feb 1988 – April 1991	Planning and Resources Committee. Original Ref: 10/13
83	Nov 1987 – Dec1991	Planning and Resources Committee – Minutes and Agendas. Includes draft minutes of meetings of Lothian Health Board. Original Ref: 10/13/1. 2 folders.
84	May 1988 – Oct 1991	Planning and Resources Committee – Papers. Original Ref: 10/13/2
85	Jul 1991 – Aug 1991	Annual Report 1990. Includes drafts and statistical tables and a paper on 'HIV/AIDS in Lothian: A Joint Response to the Task Force'. Original Ref: 10/13/3
86	Jun 1987 – Aug 1988	RIDCC [Re-organisation of Inpatient Data Collection Committee]. Original Ref: 10/14
87	Jun 1987 – Jun 1990	RIDCC [Re-organisation of Inpatient Data Collection Committee] – Minutes and Agendas. Includes minutes of Technical Advisory Services Committee. Original Ref: 10/14/1
88	Jun 1987 – Mar 1990	RIDCC [Re-organisation of Inpatient Data Collection Committee] – Papers. Includes proposed changes to national data vet specifications. Original Ref: 10/14/2

8A Numbered Administrative Files, 1968-1993

89	May 1987 – June 1992	CMS IS [Consultants in Public Health Medicine - Information Services]. Minutes of meetings. Original Ref: 10/16
90	May 1987 – May 1991	Community Medicine Specialists – Minutes and Agendas. Includes reports on ‘An Information System for Outpatients’, ‘A guide to the work of the Information Services Division’ and ‘Precise Clinical Summaries: the source of high quality SMR data’. Original Ref: 10/16/1. 2 folders.
91	Nov 1987 – July 1990	Community Medicine Specialists – Papers. Original Ref: 10/16/2
92	Apr 1986	SHS [Scottish Health Service] Computer Working Group. One meeting only. Original Ref: 10/17. Filed with item 93 below.
93	May 1991	SHSCWG [Scottish Health Service Computer Working Group] – Papers. Includes Report on Nursing Services. Original Ref: 10/17/2. Filed with item 92 above.
94	May 1987 – Feb 1991	CINAG [Computers in Nursing Advisory Group] - Minutes and Agendas. Original Ref: 10/18/1
95	May 1990 – Aug 1991	Computers in Nursing Advisory Group. Includes reports of sub-group on clinical nursing information systems. Original Ref: 10/18/2
96	Oct 1987 – July 1992	Lothian Hypertension Group. Includes minutes and ‘Guidelines to the Management of Hypertension in General Practice’. Original Ref: 10/19
97	Apr 1988 – Apr 1991	Information Computing Services Strategy Committee (ICSSC). Includes computer equipment register. Original Ref: 10/21
98	Jun 1988 – Jan 1991	Information Computing Services Strategy Committee (ICSSC) – Minutes and Agendas. Original Ref: 10/21/1
99	Jan 1989 – Aug 1990	Vol 2 [Information Computing Services Strategy Committee - Papers] Original Ref: 10/21/2. 2 folders.
100	Jun 1988 – May 1990	Clinical Services Related Applications S/C [Sub-Committee] Original Ref: 10/22

8A Numbered Administrative Files, 1968-1993

101	Aug 1988 – Feb 1991	Clinical Services Related Applications Sub Committee – Minutes and Agendas. Original Ref: 10/22/1
102	Mar 1988 – Apr 1991	Clinical Services Related Applications Sub Committee – Papers. Original Ref: 10/22/2
103	Aug 1988 – Nov 1989	Management & Financial Information Sub-Committee – Minutes and Agendas. Original Ref: 10/23/1
104	Aug 1988 - Nov 1989	Management & Financial Information Sub-Committee – Papers. Original Ref: 10/23/2
105	Jan 1989 – Jan 1990	ISD [Information and Statistics Division] Advisory Group. Two items only. Original Ref: 10/24. Filed with item 106 below.
106	Mar 1989 – Dec 1989	ISD [Information and Statistics Division] Advisory Group – Minutes and Agendas. Original Ref: 10/24/1. Filed with item 105 above.
107	Mar 1989 – July 1990	ISD [Information and Statistics Division] Advisory Group – Papers. Original Ref: 10/24/2
108	May 1989 – May 1990	General Dental Practitioners Committee. Original Ref: 10/25
109	Nov 1989 – Nov 1990	Information Policy Group. Minutes of committee meetings. Original Ref: 10/26
110	1990	CMS [Community Medicine Specialists] Mental Health Committee. Original Ref: 10/27
111	Aug 1986 – Feb 1992	Area Standard Record. Concerns standardisation of record keeping. Includes sample of case note file cover. Original Ref: 11/2
112	Oct 1987 – Feb 1992	Area Standard Record (and Rayner Survey) – Standard Forms and Correspondence. Original Ref: 11/2/1. 2 folders.
113	Feb 1991	Sample Forms Previously Held at ISU [Information Services Unit]. Original Ref: 11/2/1/1
114	Apr 1982 – Feb 1992	Obstetric Records. Includes working party on a common antenatal card and minutes of Medical Records and Computing Sub-Committee. Original Ref: 11/2/2

8A Numbered Administrative Files, 1968-1993

114a	Oct 1983 - Jun 1991	Area Standard Folder – Contracts. Papers relating to the ordering of folders and dividers with examples of folders required. Includes file LAMC [Lothian Area Medical Committee] 4/8 Medical Equipment Part 1, 1983-1986. Original Ref: 11/2/3. 4 folders.
115	Jan 1990	Bed Bureau Correspondence. Concerns computerisation of emergency bed service. Original Ref: 11/3
116	Apr 1986 – May 1990	Child Health Records. Original Ref: 11/5
117	Oct 1983 – Nov 1989	N.A.I. [Non-Accidental Injury] Guidelines. Includes copies of booklets of guidelines for non-accidental injury to children, for children who are abused and diagnosis of child sexual abuse. Original Ref: 11/5/2
118	Jan 1978 – Apr 1978	Lothian Health Board O & M/Work Study Department – Community Nursing Documentation – Health Visiting/School Health Part I and Part II - Appendices
119	Jul 1987 – Mar 1991	Acute Services. Includes report ‘Developing a strategy for the long term deployment of acute hospital services’, Mar 1988. Original Ref: 11/7
120	Feb 1987 – Jan 1991	Acute Services Community Medicine Specialist Group. Minutes of meetings. Original Ref: 11/7/1. 2 folders.
121	May 1989 – Feb 1991	Acute Services C.M.S. [Community Medicine Specialists]. Minutes of meetings. Original Ref: 11/7/1
122	Jul 1987 – 1991	Acute Services – Emergency Medical Admissions (Winter Bed Plan). Minutes. Includes reports ‘Management of Acute Medical Admissions in Lothian’, 1986/1987 and 1991. Original Ref: 11/7/2
122a	May 1987 – Feb 1992	Correspondence Miscellaneous. Concerns individual cases particularly in relation to medical records. Original Ref: 11/8
122b	Jun 1986 – Jun 1990	Correspondence Miscellaneous – Requests for information. Concerns patient records and research requests. Original Ref: 11/8/1

8A Numbered Administrative Files, 1968-1993

122c	Jan 1988 – Nov 1992	I.S.D [Information Services Division] General Correspondence. Includes data protection guidelines and updating of general practitioner directory. Original Ref: 11/11
123	Jun 1981 – Oct 1992	I.C.D. [International Classification of Diseases] 9 (Coding). Gives details of named cases. Original Ref: 11/12
123a	Jan 1986 – May 1988	Identification Documentation (LISA forms) (Macintosh forms). Examples of forms used to gather patient information. Original Ref: 11/13
123b	c1991	Identification Documentation Vol 2. Original Ref: 11/13
124	Jul 1987 – Jul 1990	O.P.C.S. [Office of Population Censuses and Surveys]. Concerns OPCS4 – classification of surgical operations and procedures. Original Ref: 11/12/1
124a	Dec 1984 – Jun 1986	[Labels]. Design of computer labels. Original Ref: 11/15
124b	Jul 1987 – Jul 1991	Labels. Original Ref: 11/15
125	1987	Major Incidents. Concerns disaster planning. Original Ref: 11/17
126	Jun 1987 – May 1991	Major Incidents – Standing Orders. Original Ref: 11/17/1
127	Aug 1978 – Oct 1988	AUN [Area Unique Numbers]. Original Ref: 11/18/1
128	Jan 1979 – Oct 1988	Area Unique Numbers. Includes institution codes. Original Ref: 11/18/1
129	Jun 1983 – June 1988	Area Unique Numbers. Original Ref: 11/18/1
130	Feb 1984 – Mar 1991	Medical Records – Miscellaneous Correspondence. Original Ref: 11/19
130a	1987 – 1989	Scottish Records Association. Conference and membership papers. Original Ref: 11/20
130b	Nov 1985 – Jun 1987	Secretarial Services. Recruitment, retention and regarding of secretarial staff. Original Ref: 11/21

8A Numbered Administrative Files, 1968-1993

130c	Jul 1987 – Sep 1988	Secretarial Services. Includes survey of medical secretarial staff. Original Ref: 11/21
131	Apr 1989 – May 1989	Hydatid Disease Replies. Original Ref: 11/22/2
131a	Dec 1992 – Jan 1993	SMR Monitoring Returns Correspondence. Original Ref: 11/22/15
132	May 1990 – Aug 1990	SMR 22. Concerns notification of drug addiction. Q Original Ref: 11/22/13
133	Feb 1992 – July 1992	SMR 3. Concerns waiting list statistical returns. Original Ref: 11/22/14
133a	Oct 1986 – Apr 1989	Research Requests. Original Ref: 11/23
134	Sep 1987 – Jun 1992	ISD (S.) [Information and Statistics Division] Returns# – General. Original Ref: 11/24/2
135	Jun 1987 – Oct 1992	ISD (S.) 1 [Information and Statistics Division]. Original Ref: 11/24/2/1
136	Feb 1987 – Apr 1990	Information Systems Development. Includes table of health service computing applications in use. Original Ref: 13/1
136a	Sep 1987	Information Systems (Development) – Project Management Tools. Notes from a presentation. Original Ref: 13/1/1
137	Aug 1988 – Sep 1991	Health Service Modelling/SPICE [Structuring of Processes and Information in a Clinical Environment]. Original Ref: 13/1/2. 2 folders.
138	Aug 1988 – Mar 1990	DHSIS FMS [Directorate of Health Service Information Systems - Financial Management System]. Original Ref: 13/1/3
139	Jun 1987 – Mar 1992	Directorate of Health Service Information Systems - Correspondence. Includes published guide to European legislation for purchasers of information technology in the NHS, 1989. Original Ref: 13/2
140	Apr 1990	System Design Specification - Communicable Diseases Information System - Scottish Health Service. Report. Filed with item 141 below.

8A Numbered Administrative Files, 1968-1993

141	Nov 1989	FIP - Caring for Health, Issue No. 5. Newsletter for users of FIP software for ward nursing, theatres, community nursing and paramedical services. Filed with item 140 above.
142	Jul 1988 – Jan 1991	Directorate of Health Services Information Systems - Minutes. Original Ref: 13/2/1
143	Oct 1990 – Mar 1991	Laboratory (Mk V) Computing.
144	Feb 1991 – Feb 1992	IT Directors, Min & Agenda From Feb 1991. Minutes and review of projects. Original Ref: 13/2/1
145	Nov 1988 – Jan 1992	DHSIS [Directorate of Health Service Information Systems] Papers Vol 2. Includes report 'Method for Identifying the Costs and Benefits of Computer Systems Used in Health Care', Nov 1988. Original Ref: 13/2/2. 3 folders.
146	Nov 1986 – Feb 1992	IS/IT Strategy, General Management Team, Clinical Systems, DHSIS [Directorate of Health Service Information Systems] Recovery Plan
147	Sep 1991 – Mar 1992	DHSIS [Directorate of Health Service Information Systems] Procurement. Original Ref: 13/2/3
148	Dec 1991 – Jan 1992	[DHSIS]. Original Ref: 13/2/3/1. Filed with item 147 above.
149	Jan 1991 – Jun 1991	IS/IT Strategy (Price Waterhouse Report). Duplicates removed. Original Ref: 13/2/4
150	Sep 1991 – Jan 1992	IT Steering Group Minutes (LHB). Papers only. Includes draft information strategy, Sep 1991. Original Ref: 13/2/5
151	Feb 1991 – Dec 1991	Management Exec. (SHHD) [Scottish Home and Health Department] Correspondence. Original Ref: 13/2/6
152	Feb 1987 – Sep 1990	Management Information Systems. Original Ref: 13/4
153	Aug 1987 – Oct 1987	Management Information Systems – Minutes and Agendas. Original Ref: 13/4/1

8A Numbered Administrative Files, 1968-1993

154	Oct 1986 – Oct 1991	Management Information Systems – Papers. Includes report ‘Performance Indicators in the Scottish Health Service’. Original Ref: 13/4/2. 2 folders.
155	Feb 1987 – Oct 1987	Management Information Systems Data Point (Front End). Original Ref: 13/4/3. 2 folders.
156	July 1987	Hospital Information Systems Papers. Original Ref: 13/5/2
157	May 1987 – Apr 1990	Computing Projects. Original Ref: 13/6
158	Mar 1988 – Feb 1990	HOMER. Includes user guides to the HOMER patient administration systems for accident and emergency, general operating information and management. Original Ref: 13/6/1. 2 folders.
159	May 1989 - May 1992	Computing projects – HOMER Vol. 2. Includes tender for information systems. Original Ref: 13/6/1
160	Jun 1989 - Mar 1992	HOMER – Papers. Includes an assessment of the implementation of HOMER in the Scottish Health Boards and minutes of the HOMER user group and the Compas Advisory Group. Original Ref: 13/6/1/1. 3 folders.
161	Sep 1990 – July 1991	[HOMER – Papers] Minutes of the HOMER user group and HOMER implementation and strategy group. Original Ref: 13/6/1/2. 3 folders.
162	May 1989 – Oct 1990	HOMER Minutes and Agendas. Original Ref: 13/6/1/2. 2 folders.
163	Dec 1989 – May 1990	HOMER User Group Vol. IV. Minutes and agendas. Original Ref: 13/6/1/2. 2 folders.
164	Apr 1990 – Oct 1991	HOMER User Group Vol. V. Original Ref: 13/6/1/2. 3 folders.
165	Mar 1991 – Sep 1991	HOMER Psychiatric MDISL Spec. Concerns psychiatric module for HOMER and Compas. Original Ref 13/6/1/5
166	Nov 1986 – Aug 1989	Computer Developments General. Original Ref: 13/16

8A Numbered Administrative Files, 1968-1993

167	May 1987 – Dec 1990	Cancer General – Breast (A) Longmore Breast Cancer. Includes report on mammographic and colposcopic screening project. Original Ref: 13/19/1(A)
168	Feb 1980 – Oct 1989	Poisons Information Bureau. Concerns computerisation. Original Ref: 13/20. 2 folders.
169	Mar 1987 – Mar 1990	Patient Records System (PRS). Concerns computerisation using the Richard Pick operating system. Original Ref: 13/21
170	Sep 1988 – Jul 1990	Generic Clinical Record System. Original Ref: 13/21/2
171	Oct 1987 – Jun 1989	Income Generation. Concerns the selling of advertising space on health board literature. Includes minutes of meetings. Original Ref: 13/22. 3 folders.
172	Oct 1987 – Jan 1990	Emergency Planning Advisory Group (Home Defence). Original Ref: 13/23
173	Nov 1988 – May 1990	Projects Miscellaneous – Broken Neck of the Femur. Original Ref: 13/24
173a	Aug 1987 – Jan 1990	Computers including WP [word processors]. Replacement of Apple Lisa and other hardware. Original Ref: 21/2
173b	Mar 1988	Computers Approved by CAC [Computer Advisory Committee]. Original Ref: 21/2/1
173c	Jan 1988 – Nov 1988	Microfilm including commercial firms. Original Ref: 21/3
173d	Jan 1988 – Sep 1989	Equipment – Others. Original Ref: 21/4
174	Apr 1989 – Mar 1990	Planning – Strategic. Original Ref: 27/1
175	Jun 1987 – Jun 1988	Planning – Strategic – Papers. Includes Lothian Health Board Outline Draft Strategy. Original Ref: 27/1/2
176	Feb 1991 – Mar 1992	Planning – Strategic – Papers. Original Ref: 27/1/2. 2 folders.
177	Dec 1985-Aug 1987	R.I.E.[Royal Infirmary of Edinburgh] Option Appraisal. Original Ref: 27/2

8A Numbered Administrative Files, 1968-1993

178	Jul 1987	R.I.E. [Royal Infirmary of Edinburgh] Option Appraisal – Committee Mins. & Agendas. Original Ref: 27/2/1
179	Jun 1987 – Apr 1989	R.I.E. [Royal Infirmary of Edinburgh] Option Appraisal – Papers. Original Ref: 27/2/2
180	Jul 1987 – Feb 1988	Planning Directorate – Minutes & Agendas. Original Ref: 27/3/1
181	Feb 1988 – Feb 1989	Planning Directorate: Papers. Original Ref: 27/3/2
182	Aug 1987 – May 1989	General Planning Papers. Original Ref: 27/4
183	Sep 1989 - Dec 1989	Operational Plan. Original Ref: 27/5
184	Oct 1989 – Aug 1990	Operational Business Plans, GAV [George Venters]. Original Ref: 27/5
185	Jul 1987 - Aug 1990	[Hospital Planning Model] Includes a guide to implementing an Information Systems strategy. Original Ref: 27/6. 3 folders.
186	Jul 1988 - Aug 1988	Hospital Planning Model: Review of Impact of Closures. Original Ref: 27/6/1
187	Mar 1990	Integration of Activity & Financial Information Group (For Planning Purposes). Only one paper. Original Ref: 27/6/2. Filed with item 188 below.
188	Jan 1990	Southern General and New Royal Infirmary. Concerns medical records. Original Ref: 27/7. Filed with item 187 above.
189	Nov 1989 – Aug 1991	Planning – Priority Services. Original Ref: 27/8
190	Aug 1990 - Dec 1990	Maternity & Gynaecology Services Steering Group. Includes closure of obstetrics and gynaecology services at Western General Hospital. Original Ref: 27/9
191	Jul 1987 – Jun 1990	Management Budgeting – General. Original Ref: 28/1. 2 folders.
192	May 1989 – Jun 1991	[Resource Management]. Includes resource management questionnaire for Princess Margaret Rose Hospital and resource management project definition at St John's Hospital. Original Ref: 28/1

8A Numbered Administrative Files, 1968-1993

193	Oct 1988	Management Budgeting - Bangour General. Original Ref: 28/2
194	Jan 1988 – Sep 1989	[Copies of: Radiology Management Information and Standard Cost Systems Procedures; Bangour General Hospital Physiotherapy Management Information System; Proposal to Assist in the Readiness Review for the Introduction of Resource Management by Peat Marwick McLintock]. Original Ref: 28/2/1. 2 folders.
195	Nov 1988 – Jun 1989	Management Budgeting – Bangour General – Management Steering Comm. Original Ref: 28/2/1
196	c.1989	[Resource Management Implementation Proposals from Price Waterhouse, Ernst & Young, PA Consulting Group and Deloitte Haskins & Sells]. Original Ref: 28/2/1. 4 folders.
197	Nov 1988 – Dec 1990	Management Budgeting – Bangour General – Papers Original Ref: 28/2/2
198	Sep 1989 – Sep 1991	Resource Management (Hospitals). Includes Lothian Health Board Resource Management Strategy report and appendices by Price Waterhouse. Original Ref: 28/2/3. 2 folders.
199	Oct 1990 – Jul 1991	Resource Management Steering Group - West Lothian. Original Ref: 28/2/4
200	Jun 1991 – Oct 1991	Resource Management Steering Group – LHB [Lothian Health Board]. Original Ref: 28/2/5
201	Apr 1987 – Oct 1990	Laboratories Liaison Committee – General Progress Meeting. Original Ref: 29/1. Filed with items 202-203 below.
202	Aug 1987 – Aug 1988	Laboratories Liaison Committee – General Progress Meeting – Minutes and Agendas. Original Ref: 29/1/1. Filed with items 201 and 203.
203	Feb 1991	Laboratories Liaison Committee – General Progress Meeting – General Papers. Original Ref: 29/1/2. Filed with items 201-202.

8A Numbered Administrative Files, 1968-1993

204	Jun 1981 – Dec 1986	Laboratory Systems – General – ASSAC [Area Scientific Services Advisory Committee] Advisory Group. Includes minutes. Original Ref: 29/2
205	Nov 1981 – Dec 1990	Labs. L.A.R.C. [Laboratory Records Computing Policy Implementation Group]. Includes minutes. Original Ref: 29/2
206	Dec 1981 – Oct 1987	LARC [Laboratory Records Computing Policy Implementation Group] – Papers. Original Ref: 29/2
207	Feb 1982 – Nov 1988	LARC [Laboratory Records Computing Policy Implementation Group] – Minutes. Original Ref: 29/2
208	Aug 1986 – Mar 1990	Laboratory Record Computing Committee. Includes specification for laboratory computer system. Original Ref: 29/2
209	Oct 1981 – Mar 1992	Labs – Haematology. Concerns computerisation. Original Ref: 29/3
210	Jun 1987 – Feb 1992	Haematology. Concerns computer system. Original Ref: 29/3
210a	Jul 1989	Laboratories – Systems – Bacteriology. Computerisation of Bacteriology Laboratory. Original Ref: 29/4/1
211	Apr 1987 – Mar 1991	Systems – Chemistry. Concerns computer system. Original Ref: 29/4/2
212	Feb 1991 – Oct 1991	Clinical Chem [Chemistry] Laboratory Comp [Computer] Steering Group. Original Ref: 29/4/2/1
213	Jul 1987 – Nov 1990	Systems – Pathology General. Concerns computerisation. Original Ref: 29/4/3
214	Dec 1988	Laboratories – Systems – Pathology R.H.S.C. [Royal Hospital for Sick Children] (D. Bain). Original Ref: 29/4/3/2
215	Dec 1986 – Aug 1991	Laboratories – General. Original Ref: 29/5
216	Apr 1987 – Dec 1991	Division of Community Medicine. Minutes of meetings. Original Ref: 31/1

8A Numbered Administrative Files, 1968-1993

217	Nov 1988 – Jul 1991	Lothian Medical Audit Committee – Quality of Clinical Care LMAC. Original Ref: 34/2. 2 folders.
218	Sep 1989 – Jun 1992	Lothian Medical Audit Committee – Agendas and Minutes. Original Ref: 34/2/1
219	Feb 1990 – July 1991	Medical Audit Committee – Papers – Vol 1. Original Ref: 34/2/2. 2 folders.
220	Aug 1989 – Feb 1992	Lothian Medical Audit Committee – Papers – Vol 2. Original Ref: 34/2/2. 3 folders.
221	Aug 1990 – Mar 1992	Lothian Medical Audit Committee – Papers – Vol 3. Includes selected interim and final medical audit reports, 1989-1991. Original Ref: 34/2/2. 2 folders.
222	Apr 1990 – Dec 1991	CSU [Computer Services Unit] Systems Communication. Original Ref: 38/2
223	Nov 1989 – Aug 1990	CSU [Computer Services Unit] – Computer and Information Strategy. Original Ref: 38/3
224	Feb 1989 – Feb 1991	C.S.U. [Computer Services Unit] Progress + Update Report Vol 2. Original Ref: 38/3/1. 3 folders.
225	Jul 1987 – Dec 1991	Computer Services Unit. Correspondence. Original Ref: 38/4
226	Dec 1968	‘Communications, Control, Decision making and training with television’ by R Foster, University of Strathclyde. Annotated Ian B Laing, Nov 1971. May have come from one of the files in this series.
227	Jul 1974 – Jan 1975	Scottish Health Service Common Services Agency Information Services Division circulars on medical and dental staff statistics; doctors and dentists appointed to posts by Health Boards; and annual returns on community health services. May have come from one of the files in this series.

8B Numbered Registry Files, 1970-1996

The first part of each entry is the file title as given on the original file. Original file references are included.

It is not clear how this sub-fonds relates to LHB37/8a. The numbering system for this sub-fonds starts with four digit numbers but these have been imposed on an existing scheme more similar to sub-fonds 8a. This sub-fonds mixes the two styles of numbering from LHB37/8b/96 although the files continued to be arranged in top number order.

Other files were discovered after the initial cataloguing was completed. These have been incorporated into the list and given an alphabetical suffix to the preceding number. Some of these later files had been top numbered into the emergency planning series LHB37/8d and have been kept there.
Acc 01/28 – AS 5/2010.

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|----|---------------------------|--|
| 1 | 6 Jan 1994 – 22 Oct 1995 | Administrative Complaints Policy. File cover annotated '2 old files with previous years'. Gives details of specific patient complaints. Original ref: 0006 Part No.1. 2 folders. |
| 2 | 18 Sep 1995 – 11 Apr 1996 | Administrative Complaints. Includes 'Interim Guidance on Implementation of the NHS Complaints Procedure' issued by Scottish Office Department of Health and 'Community Care in Scotland – Local Authority Complaints Procedure'. Original ref: 0006 Part 2. 2 folders. |
| 3 | 7 Oct 1991 – 21 Jan 1993 | Conferences. Original ref: 0007. 2 folders. |
| 4 | 5 Apr 1993 – 18 Nov 1993 | Conferences. Original ref: 0007 |
| 5 | 14 Jan 1991 – 20 Mar 1992 | Early Warning Notices. Includes Safety Action Bulletins and Hazard Notifications. Original ref: 0013. 2 folders. |
| 6 | 12 Jan 1993 – 24 Nov 1994 | Early Warning Notices. As LHB37/8b/5 and Health Technical Memorandum 2020 and 2021. Original ref: 0013. 3 folders. |
| 7 | 6 Jan 1995 – 28 Jun 1996 | Early Warning Notices. As LHB37/8b/5. Original ref: 0013. 2 folders. |
| 8 | 1 Apr 1974 – 12 Dec 1991 | Administration – Distribution Lists. Original ref: 0012. |
| 9 | 7 Jan 1986 – 30 Jul 1993 | Laboratory Van Service. Original ref: 0017 |
| 10 | 13 Dec 1991 – 17 Dec 1993 | Health Service Commissioner. Includes published reports for Oct 1992-Mar 1993 and Apr-Sep 1993. Original ref: 0015. 2 folders. |

8B Numbered Registry Files, 1970-1996

11	15 Jan 1993 – 30 Jan 1995	Health Service Commissioner. Includes investigations into individual patient cases and published reports for 1993-1994. Original ref: 0015 Part 1. 2 folders.
12	9 Jan 1979 – 23 Aug 1990	Health Board Directory. Gives updates to lists of significant staff. Original ref: 0014
13	18 May 1993 – 22 Nov 1993	Newsletters. Includes Technical Bulletin of the Scottish Health Service building division, Royal Infirmary of Edinburgh newsletter no.16 etc. Original ref: 0026
14	16 Apr 1993 – 19 Jul 1996	Municipal Year Books – Annual Reports. Includes reports 'Clinical Outcome Indicators', 'The Role of Primary Care in Community Care Services', 'Primary Prevention of Mental Health Problems', 'Mental Health Records – a good practice statement', 'Borders General Hospital annual report' and 'Confidential Enquiry into Stillbirths and Deaths in Infancy'. Original ref: 0025. 2 folders.
15	10 Feb 1989 – 9 Aug 1993	LHB [Lothian Health Board] Year Book. Original ref: 0023
16	20 Dec 1989 – 21 May 1992	Claims – Legal. Contains medical negligence claims and patient information. Original ref: 0020. 2 folders.
17	26 May 1992 – 14 Dec 1993	Claims – Legal. Contains medical negligence claims and patient information. Original ref: 0020
18	3 Sep 1987 – 22 Oct 1990	Laundry Services Policy. Original ref: 0018
19	22 Jan 1993 – 10 Nov 1993	Office Memoranda. Original ref: 0031
20	7 Nov 1990 – 7 Jun 1991	Organisation of the NHS. Includes draft of framework for action document 'The NHS in Scotland'. Original ref: 0033
21	3 Jun 1991 – 9 Jul 1991	Press and Public Relations. Original ref: 0034
22	7 May 1991 – 31 Aug 1992	Security Services Policy – HQ LHB [Headquarters Lothian Health Board]. Original ref: 0036 Part 1. 2 folders.
23	14 Apr 1993 – 8 Jun 1995	Security Thefts. Material relates to Scottish Museums Council. Original ref: 0036

8B Numbered Registry Files, 1970-1996

24	3 May 1993 – Oct 1994	Security. Includes published reports and manuals on IT security policy. Original ref: 0036. 2 folders.
25	15 Feb 1989 – 24 Jun 1992	SHAS [Scottish Hospital Advisory Service] – Policy. Includes discussion document on the future role of the service. Original ref: 0037
26	15 Nov 1991 – 22 Mar 1994	SHAS [Scottish Hospital Advisory Service] Hospital Visits. Includes reports on visits to Royal Edinburgh Hospital, Queensberry House Hospital, Herdmanflat Hospital, Rosslynlee Hospital, East and Midlothian Mental Handicap Service, Gogarburn Hospital, St Joseph's Hospital Rosewell. Original ref: 0038. 2 folders.
27	15 Feb 1993 – 27 Apr 1994	SHHD [Scottish Home and Health Department] Circulars. Original ref: 0039
28	5 Sep 1975 – 13 Jul 1992	Administration – Standing Orders. Copies of Lothian Health Board's standing orders. Originally two parts of one file. Original ref: 0040
29	13 Mar 1983 – 1 Nov 1990	Transport – Use of Taxis. Original ref: 0042
30	16 Aug 1990 – 1 Dec 1992	Transport. Original ref: 0044
31	1 Aug 1988 – 7 Jan 1993	Visits – Board members etc. Includes royal visits. Original ref: 0045. 2 folders.
32	18 Nov 1992 – 27 Apr 1993	Waste Disposal. Original ref: 0046
33	30 Dec 1992	Water Supply. Report of working group on legionellosis. Original ref: 0047
34	8 Jan 1993 – 20 Dec 1993	Notification of Change (address, dept, changes etc). Original ref: 0049
35	6 Nov 1992 – 29 Sep 1993	Fuel Consumption. Includes Lothian Health Board energy report 1991-2. Original ref: 0054
36	22 Jul 1985 – 26 Feb 1987	Appliances – Policy. Concerns aids and equipment for the elderly and disabled. Original ref: 60/1 Part 15
37	13 Jan 1975 – 9 Mar 1988	Appliances – Limbs. Concerns supply of prosthetic equipment. Original ref: 60/7 Part 1. 2 folders.

8B Numbered Registry Files, 1970-1996

38	15 Aug 1974 – 12 Oct 1988	Accident Service – Tetanus. Concerns protection of staff against tetanus. Original ref: 80/14 Part 1
39	16 Jul 1981 – 3 Jun 1992	Accommodation – Contractual Arrangements. Original ref: 0100 Part 4 (top numbered from 100/4)
40	23 Aug 1983 – 21 Aug 1989	Accommodation – Emergency Admissions By Name. Concerns the addition of particular patients names to the emergency admissions lists particularly for the asthma service. Original ref: 0100/13/4 Part 4. 2 folders.
41	9 May 1985 – 6 Sep 1989	Accommodation – Battered Children. Concerns guidelines on child abuse. Original ref: 0100/31 Part 8. 3 folders.
41A	20 Sep 1989	Effective Intervention – Child Abuse – Guidelines. Two publications by the Scottish Office originally in a plastic folder with this file reference. Original ref: 0100/31 Part 9
42	3 Jan 1991 – 17 Aug 1993	Fire Code/Safety. Original ref: 0102
43	1 Mar 1985 – 9 Apr 1992	Grounds and Gardens. Original ref: 0104 (top numbered from 440/12)
44	10 Jan 1986 – 8 Jan 1991	Health Centres. Includes papers concerning the proposed Linlithgow Health Centre. Original ref: 0105 (top numbered from 291/1 and 310/3)
45	7 Jan 1985 – 3 Dec 1991	Purchase and Lease. Papers including various properties including the disposal of Bruntsfield Hospital and Scottish Home and Health Department land transactions guidance. Original ref: 0106 (top numbered from 440/2). See LHB37/8b/193. 2 folders.
46	16 Jan 1992 – 15 Nov 1993	Purchase and Lease. Papers including various properties including Penumbra/Herdmanflat project; 58 Canaan Lane; and 18 Spittal Street. Original ref: 0106
47	7 Jan 1985 – 25 Jun 1990	Accommodation – Stevenson House. Concerns property maintenance. Original ref: 0108 Part 7
48	29 Jan 1993 – 9 Mar 1994	Telephones. Original ref: 0109

8B Numbered Registry Files, 1970-1996

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| 49 | 13 Aug 1990 – 21 Sep 1993 | Alteration Upkeep and Maintenance. Includes section on proposed Lothian College of Nursing and Midwifery with job descriptions and management structure. Original ref: 0111. 2 folders. |
| 50 | 16 Dec 1991 – 18 Dec 1992 | Support Accommodation. Concerns provision of sheltered accommodation for people with mental health problems and disabilities. Original ref: 0112 Part I |
| 51 | 11 Oct 1989 – 4 Jun 1993 | Amenities Policy. Includes music therapy and the Council for Music in Hospitals. Original ref: 0150 Part 2 |
| 52 | 2 May 1986 – 7 Sept 1993 | Amenities – Broadcasts. Includes Edinburgh Hospital Broadcasting Service. Original ref: 0151 Part 3 |
| 53 | 15 Jul 1991 – 28 Oct 1993 | Amenities – Child's Play in Hospital. Includes Publications 'Children First – A study of Hospital services' produced by the Audit Commission and 'At Home in Hospital – a guide to care of children and young people' produced by The Scottish Office. Original ref: 0152 |
| 54 | 7 Jun 1984 – 29 Oct 1992 | Amenities – Creche Facilities. Original ref: 0153 Part 3 (top numbered from 20/19) |
| 55 | 3 Dec 1987 – 29 Apr 1993 | Interpreters. Includes annual report and meeting papers of the Lothian Interpreting and Translating Service Trust. Original ref: 0154 |
| 56 | 15 Jan 1991 – 17 Oct 1992 | Libraries. Mainly concerns Lothian Health Board's library but includes annual reports of Medical Archives Centre (later to become LHSA). Original ref: 0155 (top numbered from 348/1). |
| 57 | 8 Mar 1990 – 22 Mar 1989 | Overseas Visitors. Concerns hospital treatment charges for overseas visitors. Original ref: 0156 (top numbered from 280/12). |
| 58 | 19 Jan 1993 – 30 Nov 1993 | General Enquiries. Original ref: 0157 |
| 59 | Mar 1984 – 7 Jul 1992 | Press Notices. Press releases issued by Lothian Health Board. Original ref: 0158 (top numbered from 420/5) |

8B Numbered Registry Files, 1970-1996

60	11 Jan 1993 – 11 Aug 1993	Private Beds/Practices. Includes details of enquiry by Monopolies and Mergers Commission into private medical services. Original ref: 0159
61	Aug 1985 – Sep 1992	Private Beds/Practices. Includes 'Private Medical Practice within Health Service Hospitals – guidance for consultant medical staff and administrative staff on facilities and arrangements provided in the Lothian Health Board area'; and petition to prevent more private practice at Royal Hospital for Sick Children and City Hospital. Original ref: 0159. 2 folders.
62	7 Dec 1989 – 11 Oct 1993	Problem Patients – Munchausen Syndrome and Drug Abusers. Gives extensive patient details. Original ref: 0160 (top numbered from 100/22/2). 2 folders.
63	21 Jan 1994 – 17 Apr 1995	Problem Patients – Munchausen Syndrome and Drug Abusers. Original ref: 0160
64	5 Oct 1973 – 25 Jun 1991	Amenities – Spiritual Welfare. Includes booklet 'Religions and Cultures – a guide to patients' beliefs and customs for health services staff' produced by the Lothian Community Relations Council. Original ref: 0161 (top numbered from 20/7)
65	5 Jan 1979 – 23 Sep 1988	Amenities – Visiting. Includes booklet 'Western General Hospital information for patients'. Original ref: 0162 (top numbered from 20/18)
66	6 Dec 1990 – 16 Jul 1993	Equal Opportunities. Includes details of training. Original ref: 0164
67	18 Oct 1991 – Aug 1992	Patients' Charter. Includes Lothian Health Board's response to the National Charter for Health; formulation of local charter; and copies of The National Health Service in Scotland's Charter and Framework for Action. Original ref: 0165. 2 folders.
68	9 Sep 1991 – 19 Jun 1992	Patients' Charter. Original ref: 0165. 2 folders.
69	23 Jun 1992 – 23 Sep 1993	Patients' Charter. Includes implementation of charter particularly concerning waiting lists. Original ref: 0165
70	29 Oct 1991 – 22 Nov 1993	Framework for Action. Concerns implementation. Original ref: 0166

8B Numbered Registry Files, 1970-1996

71	28 June 1991 – 16 Sep 1992	Framework for Action. Original ref: 0166. 2 folders.
72	16 Jun 1976 – 27 Jan 1981	Complaint – Allegations of Ill-Treatment of Patients – Gogarburn Hospital. Original ref: 0185/12/9/2. 2 folders.
73	13 Jan 1993 – 12 May 1994	Finance Policy. Includes details of the private finance initiative. Original ref: 0200
74	31 Dec 1992 – 10 Oct 1995	Finance Policy. Includes Lothian Health Board investment manager's reports and NHS finance circulars. Original ref: 0200. 3 folders.
75	22 Jan 1991 – 23 Oct 1992	Finance Policy. Includes Lothian Health Board Investment manager's reports and NHS finance circulars. Original ref: 0200
76	15 Mar 1989 – 26 Nov 1990	Audit Arrangements. Concerns clinical audits. Original ref: 0202 (top numbered from 280/8). See LHB37/8b/111.
77	4 Oct 1985 – 31 Mar 1992	Administration – Finance – Cost Sharing with University. Original ref: 0207 (top numbered from 1/2/20)
78	27 Aug 1991 – 7 Dec 1993	Endowments. Includes applications to the Lothian Health Board endowment fund; copy of accounts 1991/2; and reorganisation of Elsie Inglis and Deaconess. Original ref: 0208. 3 folders. See LHB37/8b/117.
79	16 Sep 1971 – 17 Feb 1992	Finance – Gifts and Hospitality. Original ref: 0209
80	19 Feb 1974 – 19 Nov 1993	Insurance. Original ref: 0210. 2 folders.
81	20 Apr 1988 – 19 Feb 1993	Incapax. Concerns patients' funds accounts. Original ref: 0211
82	22 Jun 1992 – 12 Feb 1993	Joint Funding. Concerns projects funded by charities or the social work department as well as Lothian Health Board. Original ref: 0212. 3 folders.
83	12 Jun 1984 – 20 Mar 1991	Administration – Finance – National Insurance. Includes social security payments for in-patients. Original ref: 0213
84	4 May 1989 – 8 Dec 1993	Administration - Finance – Resources – Use of in NHS. Includes report to the Management Efficiency Unit. Original ref: 0215. See LHB37/8b/113.

8B Numbered Registry Files, 1970-1996

85	2 Aug 1989 – 28 May 1992	Scotmeg [Scottish Health Management Efficiency Group]. Includes action plans on specific topics such as out of hours cover in laboratories, medical disposable products etc. Original ref: 0216. 3 folders. See LHB37/8b/114.
86	8 May 1992 – 22 Sep 1992	Scotmeg [Scottish Health Management Efficiency Group]. Includes action plans on specific topics such as sterile supplies and telecommunications. Original ref: 0216. 2 folders. See LHB37/8b/114-116.
87	15 Sep 1992 – 16 Apr 1993	Scotmeg [Scottish Health Management Efficiency Group]. Includes action plans on specific topics. Original ref: 0216. 3 folders. See LHB37/8b/114-116.
88	5 May 1993 – 3 Nov 1993	Scotmeg [Scottish Health Management Efficiency Group]. Includes action plans on specific topics such as operating theatres. Original ref: 0216. See LHB37/8b/114-116.
89	4 Jan 1994 – 25 Apr 1995	Scotmeg [Scottish Health Management Efficiency Group]. Includes action plans on specific topics such as absence, accidents and radiology services. Original ref: 0216. 3 folders. See LHB37/8b/114-116.
90	9 Feb 1989 – 7 Apr 1993	Administration – Finance – Subscriptions and Donations. Original ref: 0217 (top numbered from 280/2).
91	15 Mar 1993 – 4 Oct 1993	Administration – Finance – Supplies Policy. Original ref: 0218.
92	26 Jun 1985 – 15 Oct 1992	Financial Arrangements – Travelling Allowances. Includes patients' travelling expenses scheme. Original ref: 0219
93	18 May 1989 – 28 Apr 1992	Administration - Finance – Welfare Benefits. Original ref: 0221 (top numbered from 325/5)
94	19 Jul 1991 – 10 Sep 1992	Income Generation. Original ref: 0225
95	Jun 1992 – 3 Dec 1992	Bridging Finance – Applications. Original ref: 0228
96	8 Jan 1979 – 25 May 1990	Deaths – Registration. Original ref: 230/3 Part 2. 2 folders.

8B Numbered Registry Files, 1970-1996

97	3 Feb 1983 – 21 Aug 1987	Diabetic Services Policy. Original ref: 234/1 Part II. 3 folders.
98	9 Sep 1986 – 15 Jan 1990	General Practitioners Service Policy. Includes papers relating to the document 'Primary health Care – An Agenda for Discussion'. Original ref: 240/1 Part 3. 3 folders.
99	3 Apr 1979 – 30 Dec 1985	Ear Nose and Throat Services Policy. Original ref: 241/1 Part 2. 2 folders.
100	23 Oct 1986 – 6 Nov 1989	Ear Nose and Throat Services – Hearing Aids. Original ref: 241/3 Part 8. 4 folders.
101	20 Sep 1978 – 5 Oct 1988	Establishment Policy. Concerns staff numbers. Original ref: 260/1 Part I
102	8 Nov 1984 – 13 Jul 1990	Establishment – Dental. Concerns staff numbers. Original ref: 260/7 Part 4.
103	29 Jun 1984 – 30 Jul 1990	Establishment – Nurses (Jay Committee Report). Concerns nurse staffing requirements and statistics. Original ref: 260/10 Part 5. 3 folders.
104	20 Dec 1984 – 7 Aug 1989	Establishment – Registrars. Original ref: 260/15 Part 4. 3 folders.
105	16 Feb 1983 – 17 Jan 1989	Food Poisoning – Policy. Original ref: 276/1 Part 3. 3 folders.
106	17 Jun 1986 – 22 Apr 1988	Food Policy. Includes copy of the draft food and health policy. Original ref: 278/1 Part 1. 3 folders.
107	24 Sep 1986 – 10 Jun 1988	Financial Estimates – Annual Allocations. Original ref: 280/5 Part 22. 3 folders.
108	8 Aug 1989 – 6 Dec 1989	Financial Arrangements – Annual Estimates – Efficiency in the NHS – Scotmeg [Scottish Health Management Efficiency Group]. Includes annual National Staff Suggestion Competition. Original ref: 280/5/4. 2 folders.
109	10 Jul 1985 – 24 Feb 1987	Financial Provisions – Monies Held on Behalf of Patients. Original ref: 280/6 Part 2.

8B Numbered Registry Files, 1970-1996

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| 110 | 3 Mar 1987 – 28 Nov 1989 | Financial Provisions – Monies Held on Behalf of Patients. Includes annual reports of Incapax. Original ref: 280/6 Part 3. 3 folders. |
| 111 | 17 Jun 1974 – 30 Jan 1989 | Financial Arrangements – Audit Arrangements – New File No 0202 – New File Name – Audit Arrangements [see LHB37/8b/76]. Includes computer audit. Original ref: 280/8 Part 1. 3 folders. |
| 112 | 26 Nov 1968 – 24 Jan 1988 | Financial Arrangements – Procedure where Criminal Offences are Suspected. Original ref: 0280/14 Part I |
| 113 | 21 Dec 1979 – 28 Sep 1990 | Financial Allocation Policy – Use of Resources in the NHS – New File 0215 [see LHB37/8b/84]. Original ref: 280/1/5 Part X. 3 folders. |
| 114 | 27 Mar 1985 – 25 Jul 1988 | Financial Arrangements – Subscriptions and Donations - New File 0216. [see LHB37/8b/85-89]. Original ref: 280/2 |
| 115 | 8 Oct 1986 – 16 Feb 1988 | Financial Arrangements – Annual Estimates – Efficiency in the NHS – Scotmeg [Scottish Health Efficiency Management Group]. See LHB37/8b/85-89. Original ref: 280/5/4 Part 2. 3 folders. |
| 116 | Aug 1987 – 17 Jul 1988 | Financial Arrangements – Annual Estimates – Efficiency in the NHS – Scotmeg [Scottish Health Efficiency Management Group]. See LHB37/8b/85-89. Original ref: 280/5/4. 3 folders. |
| 117 | 20 Jun 1978 – 20 Dec 1988 | Finance – Endowments - New File 0208. See LHB37/8b/78. Includes annual reports of the Scottish Hospital Trust. Original ref: 280/10 Part 2 |
| 118 | 16 Dec 1986 – 23 Dec 1988 | Endowments. Original file ref: 280/10 |
| 119 | 3 Dec 1984 – 14 May 1985 | Financial Allocations – Endowment Funds – Lothian Health Board. Concerns applications to the Board for funding from voluntary groups. Original ref: 280/10. 3 folders. |
| 120 | 30 Sep 1986 – 12 Nov 1988 | Financial Allocations – Endowment Funds – Lothian Health Board. Concerns applications to the Board for funding from voluntary groups. Original ref: 280/10. 3 folders. |

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121	29 Dec 1986 – 5 Dec 1989	Confidential – Finance – Losses. Original ref: 0280/20
122	3 Jan 1980 – 15 Oct 1990	Honours and Awards Policy. Original ref: 0282/1. 3 folders.
123	22 Apr 1987 – 1 Jun 1989	Health Care Policy – JWP [joint working party] Health Promotion. Original ref: 296/1/2 Part 2. 3 folders.
124	12 Mar 1981 – 23 Dec 1988	Health Care – Ethnic Minorities – New File 1117. Original ref: 296/6
124A	14 Jan 1985 – 27 Nov 1989	Ambulance Services – Policy – New File 0300. Original ref: 40/1 Part 4. 3 folders.
125	4 Jan 1990 – 1 Dec 1993	Ambulance Policy. Original ref: 0300 (top numbered from 40/1)
126	11 Mar 1970 – 14 Dec 1988	Scottish Hospital Advisory Service – Policy – New File 0037. See LHB37/8b/25. Includes discussion of remit of Service. Original ref: 300/1. 2 folders.
126A	9 Aug 1983 – 18 Aug 1989	Ambulance Services – Air Ambulance. Original ref: 40/4 Part 3. 3 folders.
127	26 Apr 1989 – 30 mar 1993	Air Ambulance. Original ref: 0301 (top numbered from 40/4)
128	18 Dec 1990 – 29 Dec 1992	Ambulance Committee. Includes papers for meetings of the committee. Original ref: 0302. 3 folders.
129	25 Mar 1985 – 7 Feb 1992	Ambulance Service Complaints. Original ref: 0303 (top numbered from 40/13)
130	25 Aug 1980 – 2 Jul 1992	Ambulance Services - Conveyance of Cases. Includes guidance notes on the transportation of patients suffering from communicable diseases. Original ref: 0304 (top numbered from 40/3/1). 2 folders.
131	31 Jan 1984 – 13 Feb 1986	Functions of Hospitals – Policy. Includes copy of consultation document on the proposed rationalisation of hospitals in North Edinburgh and Surrounds. Original ref: 310/1 Part 2. 3 folders.
132	12 Feb 1986 – 5 Jun 1986	Functions of Hospitals – Policy. Concerns proposed rationalisation of hospitals in North Edinburgh and East Lothian. Original ref: 310/1 Part 3

8B Numbered Registry Files, 1970-1996

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| 133 | 17 Apr 1990 – 15 Nov 1990 | Functions of Hospitals – Policy. Includes discussion of bed complements and administrative boundaries in West Lothian. Original ref: 310/1 Part 5. 2 folders. |
| 134 | 28 Nov 1983 – 28 Nov 1986 | Functions of Hospitals – Policy – North Lothian District – Leith Hospital. Original ref: 310/1/1/10. 3 folders. |
| 135 | 22 Feb 1984 – 19 Dec 1984 | Functions of Hospitals – Policy – South Lothian Unit – Deaconess Hospital. Includes proposed closure of Deaconess Hospital, Bruntsfield Hospital and Royal Victoria Hospital. Original ref: 310/1/2/6 Part 1. 2 folders. |
| 136 | 10 Dec 1984 – 17 Sep 1985 | Functions of Hospitals – Policy – South Lothian Unit – Deaconess Hospital. Includes proposed closure of Deaconess Hospital, Bruntsfield Hospital and Royal Victoria Hospital. Original ref: 310/1/2/6 Part 2. 3 folders. |
| 137 | 22 May 1986 – 2 May 1989 | Functions of Hospitals – Policy. Includes papers for meetings concerning the winter bed plan. Original ref: 310/1 Part 4. 3 folders. |
| 138 | 4 Jan 1984 – 30 Aug 1984 | Functions of Hospitals – Policy – South Lothian District – Bruntsfield Hospital. Original ref: 310/1/2/3 Part 5. 2 folders. |
| 139 | 3 Jun 1975 – 31 Aug 1988 | Functions of Hospitals – Policy – Bruntsfield Hospital. Original ref: 310/1/2/3 Part 8. 3 folders. |
| 140 | 22 Jan 1979 – 14 Dec 1981 | Infectious Diseases – Policy. Includes details of vaccination and immunisation programmes. Gives patients' names. Original ref: 320/1 Part X |
| 141 | 5 Jan 1979 – 11 Nov 1983 | Infectious Diseases – Policy. Includes copies of Communicable Diseases Weekly Report. Gives patients' names. Original ref: 320/1 Part XI. 3 folders. |
| 142 | 8 Nov 1983 – 24 Oct 1985 | Infectious Diseases – Policy. Includes details of tropical screening and advice to travellers. Gives patients' names. Original ref: 320/1 Part 12. 2 folders. |
| 143 | 18 Jul 1985 – 9 Dec 1988 | Infectious Diseases – Policy. Includes details of hospital control of infection. Original ref: 320/1 Part 13. 2 folders. |

8B Numbered Registry Files, 1970-1996

144	19 Jan 1979 – 14 Aug 1985	Infectious Diseases – Influenza. Original ref: 320/4 Part 2
145	15 Jan 1986 – 23 Mar 1990	Infectious Diseases – Infectious Hepatitis. Includes report on Hepatitis B notification in Edinburgh and guidelines on the care of patients. Original ref: 0320/9 Part 3.
146	24 Nov 1979 – 29 Aug 1988	Infectious Diseases – Rubella. Includes information on the MMR (measles mumps and rubella) vaccine. Original ref: 320/12 Part 4. 2 folders.
147	3 Nov 1986 – 20 Jan 1987	Infectious Diseases – AIDS. Includes correspondence of the working party on services for patients with AIDS. Original ref: 320/19 Part 4. 3 folders.
148	25 Jan 1983 – 17 Jun 1992	Blood Transfusion Service. Original ref: 0350 Part 3 (top numbered from 142/1)
149	10 Oct 1990 – 31 Jul 1992	Borders Health Board. Minutes of meetings. Original ref: 0352
150	25 Jan 1979 – 30 Mar 1993	Children's Panel JCC [Joint Consultative Committee]. Papers of meetings. Original ref: 0353. 2 folders.
151	15 Dec 1977 – 16 Aug 1991	Common Services Agency. Original ref: 0354 (top numbered from 1/5).
152	13 Jan 1988 – 15 May 1991	Administration – Housing and Social Work. Includes papers of City of Edinburgh District Council Housing Committee and reports on policy on single homeless and shared accommodation. Original ref: 0356 (top numbered from 1/2/28/5). 2 folders.
153	5 Oct 1990 – 4 Oct 1991	Other Organisations – LRC [Lothian Regional Council]. Includes Joint Liaison Committee with the Health Board and Local Authorities in the Lothian Region papers. Original ref: 0357.
154	26 Nov 1985 – 23 Dec 1992	Scottish Health Education Group. Includes annual reports and consultation document produced by Health Education Board for Scotland. Original ref: 0358 (top numbered from 390/52)
155	29 Mar 1993 – 21 Jun 1994	Scottish Health Education Group. Includes operational plan. Original ref: 0358

8B Numbered Registry Files, 1970-1996

156	1 Mar 1983 – 13 Dec 1985	Maternity Services Policy. Original ref: 360/1 Part 6. 2 folders.
157	28 Nov 1985 – 26 Jan 1986	Maternity Services Policy. Original ref: 360/1 Part 7. 3 folders. [NB water damage on file]
157a	2 Aug 1988 – 9 Aug 1989	Maternity Services Policy. Original ref: 360/1
158	3 Jan 1985 – 15 Jan 1990	Maternity Services – Births Survey (Perinatal Mortality and Cot Deaths). Original ref: 0360/14/1 Part 5. 2 folders.
159	3 Apr 1990 – 15 Oct 1992	Multi-Agency Steering Group on Racial Incidents. Meeting papers and correspondence. Original ref: 0361. 2 folders.
160	6 Jun 1983 – 29 Nov 1985	Mental Health Policy – Regional Strategy. Concerns services for people with a mental handicap not mental health problems. Original ref: 365/1/6 Part 1. 3 folders.
161	4 Jan 1979 – 13 Apr 1988	Mental Health Violence in Hospitals. Original ref: 365/34 Part 2
162	3 Mar 1978 – 6 Jan 1977	Medical Archive Centre – Policy. Concerns the origins of Lothian Health Services Archive. Original ref: 368/1 Part 1
163	29 Dec 1989 – 28 Aug 1990	Medical Records – Waiting Lists – New File 0514. Includes statistics for waiting lists and waiting list initiatives. Original ref: 370/8 Part 6. 3 folders.
164	22 Feb 1979 – 6 May 1981	Paediatric Services – Policy. Original ref: 404/1 Part 2.
165	10 Aug 1983 – 22 Feb 1988	Paediatric Services – Policy. Original ref: 404/1 Part 4. 3 folders.
166	20 Mar 1987 – Jan 1990	Paediatric Services – Policy. Original ref: 404/1 Part 5. 3 folders. [NB water damage on file]
167	26 Mar 1976 – 16 Aug 1988	Organisations outwith NHS – National Association for the Deaf. Original ref: 0410 (top numbered from 390/4).
168	23 Sep 1985 – 24 Feb 1987	Pharmaceutical Services – Drug Addiction. Original ref: 0411/4 Part 7. 2 folders.

8B Numbered Registry Files, 1970-1996

169	17 Mar 1986 – 4 Nov 1986	Organisation outwith NHS – National Association for Health. Original ref: 0412 (top numbered from 390/16/1)
170	30 May 1980 – 14 Nov 1988	National Association for the Welfare of Children in Hospital. Includes report 'Parental Access and Family Facilities in Wards Admitting Children in Scotland'. Original ref: 0413 (top numbered from 390/114). 2 folders.
171	9 Feb 1989 – 27 Nov 1990	Organisations outwith NHS – National Children's Bureau. Original ref: 0414. 2 folders.
172	4 Jun 1983 – 26 Jun 1985	Organisations outwith NHS – National Schizophrenia Fellowship. Original ref: 0415 (top numbered from 390/104).
173	11 Apr 1980 – 30 Jul 1986	Nurses, Midwives and Health Visitors Policy. Original ref: 0417 (top numbered from 372/1)
174	15 Nov 1984 – 23 Jul 1993	Organisations outwith NHS – RIPA [Royal Institute of Public Administration]. Original ref: 0418 (top numbered from 390/29). 3 folders.
175	10 Dec 1991 – 6 Apr 1992	Organisations outwith NHS – ROSPA [Royal Society for the Prevention of Accidents]. Original ref: 0419
176	20 Sep 1990 – 7 Sep 1993	Organisations outwith NHS – Scottish Accident Prevention Council. Original ref: 0420
177	2 Oct 1985 – 5 Sep 1990	Organisations outwith NHS – Scottish Association for the Deaf. Original ref: 0421 (top numbered from 390/77).
178	2 Apr 1985 – 8 Dec 1988	Organisations outwith NHS – Scottish Information Services for the Disabled. Original ref: 0422 (top numbered from 390/4). 2 folders.
179	21 Nov 1975 – 27 May 1988	Organisations outwith NHS – Scottish Council on Alcoholism. Original ref: 0423 (top numbered from 390/79).
180	17 Nov 1980 – 9 Oct 1987	Organisations outwith NHS – Scottish Council for Single Homeless. Original ref: 0424 (top numbered from 390/68). 2 folders.

8B Numbered Registry Files, 1970-1996

181	5 Apr 1978 – 28 Feb 1989	Scottish Council for Single Parents. Original ref: 0425 Part 1 (top numbered from 390/7).
182	21 Feb 1983 – 23 Oct 1989	Organisations outwith NHS – Scottish Child and Family Alliance. Annotation on file that the name was Scottish Association of Voluntary Child Care Organisations – 390/123. Original ref: 0426 (top numbered from 390/140).
183	23 Feb 1988 – 16 Jul 1990	Organisations outwith NHS – Scottish National Board [for Nursing, Midwifery and Health Visiting]. Includes publications 'Preparation for Practice'. Original ref: 0427
184	8 Jun 1990 – 3 Jun 1993	Organisations outwith NHS – Sea and Airport Health Authority. Original ref: 0428
185	19 Jul 1990 – 5 Oct 1992	Organisations outwith NHS – Social Work Policy. Includes report on Comcare – an Edinburgh Community Care Initiative. Original ref: 0429
186	30 Sep 1980 – 25 May 1993	Thistle Foundation Policy. Original ref: 0430 (top numbered from 506/1). 2 folders.
187	5 Apr 1979 – 14 Apr 1989	Organisations outwith NHS – WASP [We Are Seeking Progress – a self-help group for phobics]. Original ref: 0431 (top numbered from 390/117).
188	12 Nov 1975 – 13 May 1991	Voluntary Services – WRVS [Women's Royal Voluntary Service]. Original ref: 0432 (top numbered from 580/2). 2 folders.
189	31 Jan 1991 – 9 Dec 1993	Waverley Care Trust. Original ref: 0433. 2 folders.
190	18 Jun 1991 – 8 Dec 1993	Wester Hailes Partnership. Original ref: 0434.
191	Nov 1990 – 9 Dec 1991	Local Government Structure. Original ref: 0435
192	25 Apr 1994 – 5 Jun 1995	Local Government Structure. Original ref: 0435. 2 folders.
193	28 Sep 1984 – 28 Jun 1990	Property and Works – Transfer Acquisition or Lease – New File 0106. [see LHB37/8b/45-46]. Includes Stevenson House, Gorgie Road. Original ref: 440/2 Part 6. 2 folders.

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194	25 Sep 1985 – 19 Feb 1990	Property and Works – Alteration and Upkeep – Lothian Health Board – Drumsheugh Gardens. Original ref: 440/3/0/9 Part 19. 2 folders.
195	16 Jan 1987 – 3 Oct 1988	Research - Ethics of Clinical Investigation. Concerns membership of Ethics of Medical Research Committee. Original ref: 460/9 Part 9. 2 folders.
196	23 Jan 1979 – 29 Nov 1989	Research Policy – New File 1700. Includes report 'Management Role of Scottish Health Boards: Review and Assessment of Relevant Research' and research registers. Original ref: 460/1 Part IV. 3 folders. [NB some water damage]
197	25 Mar 1985 – 9 Dec 1985	Radiological Services Policy. Concerns ionising radiation regulations and includes papers of the Area Radiation Safety Committee. Original ref: 461/1 Part 9. 3 folders.
198	25 May 1987 – 18 May 1988	Reports and Returns – Type B Schemes – New Developments in Health Care. Includes applications for funding. Original ref: 463/30 Part 22. 2 folders.
199	7 Jul 1988 – 5 Sep 1989	Reports and Returns – Type B Schemes – New Developments in Health Care. Original ref: 463/30 2 folders.
200	7 Sep 1989 – 3 Apr 1990	Reports and Returns – Type B Schemes – New Developments in Health Care. Original ref: 463/30
201	13 Feb 1975 – 18 Aug 1989	Rheumatological Service Policy – New File 1136. Original ref: 470/1 Part 1. 3 folders.
202	25 Feb 1976 – 17 Sep 1985	Security Services Policy. Original ref: 0473/1 Part 3. 2 folders.
203	23 Aug 1983 – 17 Sep 1987	Security Services – Antiques and Valuables. Includes list of antiques and paintings at the Royal Infirmary of Edinburgh. Original ref: 0473/2 Part 1. 3 folders.
204	22 Oct 1987 – 5 Jul 1990	Security Services – Antiques and Valuables. Includes report 'The Management of the Collections of Artistic, Cultural, Medical, Technical and Scientific Interest of the Lothian Health Board' by Scottish Museums Council. Original ref: 0473/2 Part 2. 2 folders.

8B Numbered Registry Files, 1970-1996

205	21 Feb 1979 – 27 Oct 1981	Supplies Policy. Original ref: 480/1 Part 3
206	28 Oct 1981 – 30 Aug 1983	Supplies Policy. Original ref: 480/1 Part IV
207	31 Aug 1983 – 10 Dec 1984	Supplies Policy. Original ref: 480/1 Part 5. 2 folders.
208	12 Dec 1984 – 11 Dec 1985	Supplies Policy. Original ref: 480/1 Part 6. 2 folders.
209	12 Dec 1985 – 28 Oct 1986	Supplies Policy. Original ref: 480/1 Part 7
210	16 Jan 1987 – 31 Jul 1988	Supplies Policy. Original ref: 480/1 Part 4. 2 folders.
211	9 Jan 1976 – 3 Feb 1989	Surgical Services – Organ Transplant. Includes 'UK Transplant Service Review 1981'; papers relating to appointment of transplant co-ordinator; and papers relating to the code of practice relating to the removal of organs. Original ref: 481/2 Part I. 3 folders.
212	25 Jul 1978 – 4 Jul 1989	Surgical Services – Bone Marrow Transplant. Includes report 'Bone Transplantation in Lothian'. Original ref: 481/4 Part 1
213	10 Jan 1975 – 11 May 1990	Specialist Services – Domiciliary Consultations. Concerns medical services and supplies provided in the patient's home. Includes statistics and patient details. Original ref: 490/2 Part 1
214	3 Aug 1981 – 6 Jan 1982	Social Work Policy. Concerns provision of social work services in hospitals by Lothian Regional Council. Original ref: 498/1 Part 17
215	30 Aug 1983 – 30 Jul 1984	Social Work Policy. Includes papers concerning research into the deployment of hospital social workers. Original ref: 498/1 Part 20. 2 folders.
216	31 Jul 1984 – 7 Oct 1985	Social Work Policy. Includes revised constitution for the Joint Liaison Committee with the Health Board and Local Authorities in the Lothian Region and a progress report on the capital building programme. Original ref: 498/1 Part 21. 3 folders.
217	7 Oct 1985 – 27 Jun 1986	Social Work Policy. Original ref: 498/1 Part 22. 2 folders.
218	16 Jun 1986 – 19 Jun 1989	Social Work Policy. Includes papers relating to AIDS services. Original ref: 498/1 Part 23. 4 folders.

8B Numbered Registry Files, 1970-1996

219	16 May 1986 – 22 Apr 1987	Social Work Policy – Joint Support Financing. Concerns services jointly funded by the Health Board and Lothian Regional Council. Original ref: 498/1/1 Part 14. 3 folders.
220	12 Sep 1986 – 25 Apr 1989	Social Work Policy – Joint Planning/Support Finance. Original ref: 498/1/1. 2 folders.
221	24 Mar 1986 – 5 Sep 1986	Social Work Policy – Joint Finance – Physically Handicapped JWC [Joint Working Committee]. Original ref: 498/1/2 Part 3
222	18 Sep 1986 – 20 Jul 1988	Social Work Policy – Physically Handicapped JWC [Joint Working Committee]. Original ref: 498/1/2 Part 4. 3 folders.
223	25 Sep 1984 – 10 Jun 1987	Social Work Policy – Joint Finance – Elderly Joint Working Party. Original ref: 498/1/3 Part 1. 3 folders.
224	13 Mar 1987 – 23 Dec 1987	Social Work Policy – Joint Finance – Elderly Joint Working Party. Original ref: 498/1/3 Part 2. 3 folders.
225	5 Jan 1988 – 31 Aug 1988	Social Work Policy – Joint Planning – Elderly Joint Working Party. Original ref: 498/1/3 Part 3. 3 folders.
226	23 Jul 1991 – 4 Oct 1993	Information Policy. Includes reports 'NHS in Scotland Management Executive – A Framework for the Development of Information Strategies' and 'Health Information in Lothian'. Original ref: 0500
227	2 Dec 1980 – 12 Oct 1988	Staffing – Staff Associations – Lothian Health Board – Consultations – Joint Trade Union Liaison Committee. Includes meeting papers and Area Staff Organisation Liaison Committee remit. Original ref: 500/11/0/4/3 Part 1. 4 folders.
228	28 Aug 1986 – 7 May 1990	Staffing – Gradings – General Practitioners. Original ref: 500/30/17 Part 5
229	21 May 1987 – 10 Nov 1987	Computer Services – CASTRID – Committee on Computer Assistance in the Storage Transmission and Reporting of Radiodiagnostic and Imaging Data. Meeting papers. Original ref: 0501 Part II (top numbered from 195/15)

8B Numbered Registry Files, 1970-1996

230	6 Jan 1983 – 6 Oct 1992	Community Health Statistics. Original ref: 0503 (top numbered from 476/3).
231	17 Jan 1990 – 7 Feb 1992	Computer Services. Original ref: 0504 (top numbered from 195/1). 3 folders.
232	15 Mar 1991 – 26 Aug 1993	Computer Services. Original ref: 0504
233	20 Sep 1990 – 17 Jan 1991	Information and Computing Services Strategy Committee – ICCSC. Original ref: 0505 (top numbered from 195/16).
234	31 Oct 1975 – 19 Sep 1990	Computer Services – Vaccination and Immunisation and LIVES [Lothian Immunisation, Vaccination and Examination System] – Births Systems. Original ref: 0506 (top numbered from 195/11)
235	28 Nov 1973 – 26 Feb 1992	Medical Records Policy. Original ref: 0507 (top numbered from 370/10). 3 folders.
236	28 Mar 1990 – 4 Nov 1992	Medical Statistics. Original ref: 0508 (top numbered from 370/5/1).
237	30 Mar 1990 – 24 Sep 1990	National Manpower Statistics. Original ref: 0509 (top numbered from 476/2).
238	11 Jun 1990 – 2 Nov 1992	Administration – Out Patient Facilities. Includes paper on GP referrals to outpatient clinics and model specification for outpatient departments. Original ref: 0510 (top numbered from 370/9).
239	7 Feb 1985 – 1 Dec 1994	Statistics of Population. Includes ‘Scottish Health Statistics Supplement 1984’ and population statistics and projections for West Lothian. Original ref: 0512 (top numbered from 1/1/10).
240	21 Aug 1990 – 30 Oct 1991	Waiting Lists. Includes papers on initiatives to reduce lists, statistics and targets. Original ref: 0514 (top numbered from 370/8). 3 folders.
241	22 Oct 1991 – 21 Jul 1992	Waiting Lists. Includes papers on initiatives to reduce lists, statistics and targets. Original ref: 0514. 3 folders.
242	27 May 1991 – 8 Jun 1992	Waiting Lists. Includes papers on initiatives to reduce lists; waiting list reports; and Board resolution on waiting times. Original ref: 0514. 5 folders.

8B Numbered Registry Files, 1970-1996

243	15 Jan 1993 – 27 Jan 1993	Waiting Lists. Includes 'Report of Seminar for Waiting Times Task Forces'. Original ref: 0514
244	14 May 1992 – 27 Jul 1992	Resource Management. Original ref: 0515
245	24 Mar 1993 – 21 Apr 1993	Discharge Arrangements. Original ref: 0518
246	24 Oct 1984 – 29 Jan 1990	Respiratory Diseases – Policy – New File 1134. Includes reports on tuberculosis notifications. Original ref: 520/1. 3 folders.
247	5 Aug 1987 – 23 Oct 1989	Transport Services – Policy. Original ref: 525/1 Part 9. 3 folders.
248	3 Feb 1987 – 8 Aug 1988	Urological Services - Policy. Includes report on the development of a Scottish Lithotripsy Centre. Original ref: 550/1 Part 3. 3 folders.
249	2 Jul 1975 – 9 Aug 1989	Administration – Central – Meeting of Chief Administrative Medical Officers. Original ref: 0602 Part I (top numbered from 1/1/6).
249A	3 Nov 1986 – 18 Apr 1989	Administration – Areas – NHS Reorganisation (General Management) – Consultation Document. Original ref: 1/1/24/3 Part 4. 4 folders.
250	1 Dec 1986 – 11 Jan 1993	Administration – Lothian Health Board – General Management Group. Original ref: 0603 (top numbered from 1/2/2).
251	23 Oct 1973 – 19 Mar 1993	Administration – Lothian Health Board – Professional Advisory Structure. Includes report of the Lothian Area Nursing and Midwifery Committees. Original ref: 0606 Part I (top numbered from 1/2/10). 2 folders.
252	1 Apr 1974 – 6 Sep 1993	Administration – Lothian Health Board – Professional Advisory Structure – General Practitioner Sub-Committee of Area Medical Committee. Original ref: 0607 Part I (top numbered from 1/2/10/1/1).
253	5 Jan 1979 – 7 Dec 1992	Administration – Areas – Professional Advisory Structure – Dental. Original ref: 0609 Part 2 (top numbered from 1/2/10/2).

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254	23 Apr 1979 – 28 Jun 1993	Administration – Areas – Professional Advisory Structure – Area Medical Committee. Original ref: 0611 Part I (top numbered from 1/2/10/1). 2 folders.
255	16 Feb 1979 – 6 Nov 1991	Area Nursing and Midwifery Committee. Original ref: 0613 Part 2 (top numbered from 1/2/10/3).
256	14 Feb 1974 – 28 Jun 1991	Administration – Area Optical Committee. Original ref: 0614 Part I (top numbered from 1/2/10/5).
257	5 Sep 1991 – 5 Aug 1993	Finance Committee. Original ref: 0615
258	12 Oct 1973 – 14 Oct 1993	Administration – Area Pharmaceutical Committee. Original ref: 0616 Part I (top numbered from 1/2/10/4).
259	20 Nov 1989 – 26 Jun 1991	Team Briefing. Original ref: 0617
260	15 Jun 1990 – 25 Sep 1992	Lothian Local Health Council. Includes minutes of West Lothian Health Council; discussion of future of health councils; annual reports of East Lothian, Edinburgh and Midlothian Health Councils. Original ref: 619 Part 3 (top numbered from 1/2/11). 3 folders.
261	4 Nov 1991 – 25 Oct 1994	Local Health Council. Includes report on a proposed NHS Helpline; Lothian Health Council newsletters. Original ref: 0619
262	16 Dec 1992 – 10 Feb 1994	Service Committees. Includes minutes of Scottish Health Service Advisory Council, Medical Advisory Committee, Disability and Continuing Healthcare Research Committee, Health Services and Public Health Research Committee, Acute Healthcare Committee and Clinical and Biomedical Research Committee; reports on vascular surgery services, management of patients with strokes and the Scottish diet. Original ref: 0620 Part III . 4 folders.
263	17 Aug 1992 – 30 Nov 1992	University Liaison Committee. Concerns review of the joint planning process. Original ref: 0621
264	21 Apr 1992 – 1 Sep 1992	Joint Working Party on Health Promotion. Original ref: 0622.
265	30 Aug 1991 – 16 Apr 1992	Joint Working Party – Health Promotion. Original ref: 0622 (top numbered from 296/1/2). 3 folders.

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266	29 Jul 1992 – 8 Mar 1993	Advisory Committees. Original ref: 0623
267	3 Jan 1979 – 23 Dec 1991	Accident Services Policy. Includes firework injury enquiries. Original ref: 1000 (top numbered from 80/1).
268	2 Jun 1987 – 14 Oct 1991	Accident and Emergency Services in the Lothian Area. Original ref: 1001 Part 6.
269	14 Oct 1991 – 18 Dec 1991	Accident and Emergency Services. Original ref: 1001 Part 7.
270	30 Sep 1986 – 20 Aug 1991	Accidents. Concerns health and safety and accident reporting by staff. Original ref: 1002 (top numbered from 288/4).
271	20 Aug 1982 – 24 Mar 1992	Accommodation – Emergency Admissions – Bed Bureau. Gives patients' details. Original ref: 1003 (top numbered from 100/13/1). 3 folders.
272	23 Nov 1989 – 30 Jul 1992	Medical – Accidents – Emergency Admissions. Original ref: 1004 (top numbered from 100/13).
273	21 Jan 1992 – 10 Sep 1993	Health and Safety at Work Act. Original ref: 1005
274	29 Dec 1978 – 22 Sep 1992	Health and Safety at Work Act. Concerns headquarters health and safety committee. Original ref: 1006
275	6 Jun 1989 – 11 May 1992	Accidents – Accidents and Emergency Services – Intensive Care. Includes report on intensive care facilities in Lothian. Original ref: 1009 (top numbered from 80/12 /1).
276	4 Jan 1989 – 8 Dec 1992	Medical – Accidents – Major Casualty Arrangements. Original ref: 1010 (top numbered from 80/4).
277	1 Sep 1977 – 13 Jan 1992	Medical Cover for Sporting Events. Original ref: 1011 (top numbered from 80/2).
278	14 Jan 1985 – 20 Nov 1991	Accidents – Major Casualty Arrangements – Nuclear. Includes Rosyth Public Safety Scheme and amendments; planning guidance for incidents involving ionising radiation; disposal of radioactive oil at Hunterston and Torness. Original ref: 1013 Part 2 (top numbered from 80/4/2).

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279	26 Jan 1979 – 15 Jul 1991	Accidents – Traffic Accidents – Road Traffic Act. Original ref: 1014 Part 2 (top numbered from 80/6/2).
280	2 Mar 1979 – 12 Sep 1991	Health and Safety at Work Act – Safety Committees and Representatives. Original ref: 1015 (top numbered from 288/3).
281	28 Mar 1990 – 6 Aug 1991	Medical – Accidents – Violence in Hospitals. Includes review of nursing in prisons. Original ref: 1016 (top numbered from 365/34).
282	11 Feb 1987 – 20 Oct 1992	Appliance – Policy. Original ref: 1050 (top numbered from 60/1). 3 folders.
283	27 Dec 1989 – 13 Apr 1993	Medical Appliances – Artificial Limbs and Bio-Engineering. Original ref: 1051 (top numbered from 60/1).
284	4 Jan 1989 – 2 Jun 1993	Major Items of Medical Equipment. Concerns purchase of equipment costing more than £2,500. Original ref: 1052 (top numbered from 480/51). 2 folders.
285	3 Mar 1975 – 30 Sep 1993	Appliances – Wheelchairs. Original ref: 1056 (top numbered from 60/2). 2 folders.
286	1 Apr 1979 – 14 Aug 1992	Appliances – Walking Aids. Original ref: 1054 (top numbered from 60/9).
287	5 Apr 1979 – 22 Sep 1992	Audio Visual – Medical Illustration. Includes discussion with University of Edinburgh on the joint medical illustration service; and a proposed cochlear implants centre. Original ref: 1058 (top numbered from 130/1). 2 folders.
288	5 Dec 1989 – 2 Aug 1993	Acute Services – Policy. Original ref: 1100
289	3 Aug 1978 – 1991	Allergic Diseases. Original ref: 1101

8B Numbered Registry Files, 1970-1996

290	29 Dec 1989 – 30 Jun 1992	AIDS. Includes National Audit Office (NAO) report on HIV and AIDS Related Health Services; two reports by Lothian Health Board in response to the AIDS (Control) Act 1987 - 'AIDS in Lothian: Time to Take Care 1989' and 'HIV/AIDS in Lothian – Building Together 1992'; two reports on Milestone House 'Residential Care for People with AIDS' and 'Hospice and Respite Care for People with AIDS'; 'The Use of Clinical Resources in Early HIV Infection' published by The Scottish Office; 'AIDS-HIV Infected Health Care Workers' published by the Department of Health; and 'HIV and AIDS in Scotland – Prevention the Key' – report by Ministerial Task Force. Original ref: 1102 Part 8 (top numbered from 320/19). 9 folders.
291	7 Jan 1993 – 30 Dec 1993	AIDS. Includes report on Acquired Immune Deficiency Syndrome and HIV-Related Disease in Scotland – predictions to the end of 1995'. Original ref: 1102 Part 10
292	18 Jan 1989 – 20 Jun 1990	Asthma – Emergency Admission Services. Original ref: 1103 (top numbered from 0100/13/4)
293	6 Jul 1988 – 18 Oct 1991	Battered Children. Includes maintenance of child protection registers. Original ref: 1104 Part 9. 3 folders.
294	6 Nov 1991 – 26 Nov 1993	Battered and Abused Children. Original ref: 1104
295	20 Jul 1988 – 1 Dec 1992	Breast Screening. Includes papers for Breast Cancer Screening Group meetings. Original ref: 1106. 2 folders.
296	26 Mar 1993 – 29 Apr 1993	Breast Screening. Includes Scottish Breast Screening Programme report. Original ref: 1106
297	20 Jan 1994 – Jan 1997	Cancer Policy. Includes report on a screening strategy for Scotland and report 'Cancer in Lothian 1983-1992' by Lothian Health Monitoring Group, Jan 1995. Original ref: 1107 Part 1. 2 folders.
298	Dec 1995 - Nov 1997	Cancer Policy. Includes reports on commissioning cancer services in Scotland by Scottish Cancer Co-ordinating and Advisory Committee (SCCAC). Original ref: 1107 Part 2

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299	11 Apr 1990 – 10 Dec 1993	Cancer Policy. Includes papers of Scottish Partnership Agency for Palliative and Cancer Care, Cancer Relief Macmillan Fund and Bacup. Original ref: 1107 (top numbered from 166/1). 3 folders.
300	15 May 1989 – 12 May 1992	Cardiology. Original ref: 1108 (top numbered from 160/1). 2 folders.
301	17 Nov 1992 – 6 Dec 1993	Cardiology. Original ref: 1108
302	18 Oct 1988 – 9 Sep 1993	Cervical Cytology. Original ref: 1109
303	14 Mar 1989 – 24 Aug 1992	Child Feeding. Concerns breast feeding initiatives. Original ref: 1110
304	14 Nov 1974 – 9 Dec 1992	Childhood Cancers. Concerns survey of childhood cancers. Original ref: 1111 (top numbered from 166/9).
305	26 Mar 1987 – 2 Oct 1992	Cigarette Smoking. Includes reports on prevention of smoking-related diseases. Original ref: 1112 (top numbered from 166/3). 3 folders.
306	7 Jan 1993 – 26 Oct 1993	Cigarette Smoking. Concerns smoking on NHS premises. Original ref: 1112
307	1 Jul 1986 – 3 Apr 1992	Cigarette Smoking. Includes minutes of Working Group on Management of Diabetes. Original ref: 1113 Part III. 2 folders.
308	17 Feb 1993 – 10 Nov 1993	Drugs – Solvent Abuse. Original ref: 1114
309	28 Oct 1987 – 11 Apr 1989	Endoscopy Advisory Group. Concerns papers of the Respiratory Endoscopy Advisory Group. Original ref: 1115
310	20 Feb 1987 – 1 Sep 1994	Epilepsy. Includes Livingston & District Epilepsy Group Bloom House appeal and a research study on Epilepsy Association of Scotland. Original ref: 1116. 2 folders.
311	25 Feb 1992 – 22 Jun 1992	Ethnic Minorities. Includes examples of leaflets in Hindi, Urdu and Arabic. Original ref: 1117 (top numbered from 296/6).

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| 312 | 23 Jan 1986 – 15 Apr 1992 | ENT [Ear Nose and Throat] Policy. Includes ENT Working Party recommendations and correspondence with the Scottish Association of Sign Language Interpreters. Original ref: 1118 (top numbered from 241/1). 2 folders. |
| 313 | 16 Jun 1976 – 10 Aug 1992 | Foster Care/Adoption. Concerns regulations on the fostering of children. Original ref: 1119 (top numbered from 404/9). 2 folders. |
| 314 | 25 May 1989 – 2 Jun 1993 | Hearing Aids. Includes management of ear nose and throat services; interpreting for the deaf; and waiting times for audiology services. Original ref: 1120 (top numbered from 241/3). 2 folders. |
| 315 | 15 Jan 1990 – 12 Aug 1992 | Hospital Eye Service. Original ref: 1121 (top numbered from 401/3). |
| 316 | 3 Mar 1976 – 16 Dec 1991 | Human Genetics. Original ref: 1122 Part 1 (top numbered from 285/1). |
| 317 | 7 Sep 1978 – Feb 1991 | Hyperbaric Facilities. Includes report by the advisory group on health care aspects of industrial developments in the North Sea. Original ref: 1123 (top numbered from 296/2). |
| 318 | 31 Mar 1983 – 22 Nov 1990 | Neonatal Services. Includes review of in-patient paediatric facilities in West Lothian and rationalisation in Edinburgh to allow transfer of staff to West Lothian. Original ref: 1124 (top numbered from 404/13). |
| 319 | 13 Jan 1976 – 17 Mar 1989 | Neonatal Surgery. Includes memorandum on concentration of services in the Royal Hospital for Sick Children and statistics on admissions. Original ref: 1125 Part I (top numbered from 404/5). |
| 320 | 24 Feb 1988 – 28 May 1993 | Neurosurgical Management. Includes establishment of head and neck surgery unit and draft booklet for Edinburgh Centre for Brain Injured Patients with Behavioural Disorders. Original ref: 1126 (top numbered from 381/3). 2 folders. |
| 321 | 23 Jul 1985 – 6 Jul 1992 | Neurosurgery Policy. Includes proposal for National Centre for Assessment and Rehabilitation of Head Injured Patients. Original ref: 1127 Part 2. 2 folders. |

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322	10 Mar 1989 – 12 Oct 1992	Ophthalmic Services Policy. Original ref: 1128 Part 4 (top numbered from 401/1). 3 folders.
323	14 Jan 1993 – 5 Nov 1993	Ophthalmic Services Policy. Original ref: 1128
324	26 Apr 1977 – 14 Jul 1992	Surgical Services - Organ Transplant. Includes guidelines for organ removal and donor registration. Original ref: 1129 (top numbered from 481/4). 3 folders.
325	3 Oct 1984 – 15 Feb 1990	Oxygen. Concerns supply for patients with long-term oxygen therapy. Includes liquid nitrogen supplies. Original ref: 1130 Part 4. 3 folders.
326	11 Jan 1989 – 16 Jul 1992	Paediatric Services. Includes provision of services at Western General Hospital and St John's Hospital. Original ref: 1131. 2 folders.
327	25 Apr 1975 – May 1992	Plastic Surgery. Original ref: 1132 (top numbered from 422/1).
328	25 Jan 1984 – 2 Mar 1992	Poisons Information Bureau. Original ref: 1132
329	15 Apr 1988 – 9 Jan 1992	Procedure Packs. Concerns provision of sterile supplies. Original ref: 1134 (top numbered from 481/7).
330	24 Oct 1989 – 25 Nov 1992	Respiratory Diseases. Includes report from Rayne Laboratory. Original ref: 1135
331	11 Apr 1974 – 12 Aug 1992	School Eye Service. Original ref: 1137 (top numbered from 401/2). 2 folders.
332	12 Feb 1988 – 5 Nov 1990	Single Homeless. Original ref: 1138
333	11 Jan 1979 – 23 Nov 1992	Surgical Services Policy. Includes survey of theatre usage. Original ref: 1139. 3 folders.
334	Jan 1990	Tuberculosis. Includes reports on tuberculosis notifications. Original ref: 1140
335	10 Jul 1985 – 15 Dec 1992	Urological Services. Includes renal dialysis and kidney transplant services. Original ref: 1141 (top numbered 550/2). 4 folders.

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336	27 Jul 1984 – 24 Jul 1989	Ventilator Dependent Patients. Includes application to the Advisory Group on New Development in Health Care for a co-ordinated programme of community care for patients on long-term assisted ventilation. Original ref: 1142 (top numbered from 520/2).
337	1 Feb 1980 – 22 Dec 1993	Orthopaedic Services. Includes establishment of a working group for the management of orthopaedic services in Lothian. Original ref: 1143 Part 3 (top numbered from 400/1). 4 folders.
338	8 Apr 1974 – 11 Jun 1993	Dermatological Service Policy. Original ref: 1144 (top numbered from 235/1).
339	15 Apr 1991 – 10 Dec 1991	Obstetric and Gynaecology – and Menopausal Services. Includes Change the Change Campaign. Original ref: 1145
340	12 May 1992 – 16 Dec 1993	Day Surgery. Includes report on current activity. Original ref: 1147
341	23 May 1986 – 5 Jun 1991	Maternity Services Policy. Includes papers on cytogenetics, amniocentesis and perinatal deaths; and report of the programme development group for reproductive medicine. Original ref: 1200 (top numbered from 360/1 and 360/3). 4 folders.
342	19 Nov 1992 – 11 Oct 1994	Maternity Services Policy. Includes forecasting model for maternity beds. Original ref: 1200. 3 folders.
343	16 Jan 1990 – 6 Apr 1992	Medical – Maternity – Family Planning Association. Original ref: 1203 (top numbered from 360/5/3)
344	11 Jul 1978 – 1 Sep 1975	Maternity Services – Family Planning – Medical Staff Remuneration. Includes family planning arrangements in hospitals. Original ref: 1205. 2 folders.
345	8 Mar 1993 – 1 Sep 1993	Infertility Services. Includes report by Scottish Home and Health Department Feb 1993. Original ref: 1206
346	9 Nov 1976 – 4 Sep 1992	Care of the Dying. Includes guidelines for procedures after a death in hospital; papers of the Advisory Council Working Group for the Care of the Dying. Original ref: 1300. 3 folders.

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347	25 Mar 1987 – 27 Nov 1992	Geriatric Services Policy. Original ref: 1301 Part 16
348	12 Jul 1990 – 25 Nov 1991	Medical – Mental Health and Long Stay – JPT [Joint Planning Team] Elderly. Original ref: 1302 (top numbered from 498/1/3). 2 folders.
349	Dec 1991 – 23 Dec 1992	Special Needs for Children. Includes child protection. Original ref: 1304
350	19 Apr 1993 – 30 Mar 1995	Special Needs for Children. Includes Children's Act (Scotland) 1995 implementation and integration of children with special needs. Original ref: 1304 Part 1
351	16 Jan 1991 – 2 Jun 1992	Medical – Mental Health and Long Stay – Mentally Handicapped. Includes resources available at State Hospital at Carstairs. Original ref: 1305. 2 folders.
352	8 Feb 1993 – 15 Apr 1994	Mental Health Policy. Includes appeals under Mental Health Act. Original ref: 1306
353	22 Aug 1994 – 23 Apr 1996	Mental Health Policy. Includes set of forms relating to the Mental Health (Patients in the Community) Act 1995. Original ref: 1306 Part 1. 3 folders.
354	29 Apr 1974 – 24 Oct 1990	Mental Health – Psychiatry – Adolescents. Includes extensive patient details and report on arrangements for long term care of severely disturbed adolescents. Original ref: 1307 Part 1
355	14 Jul 1987 – 9 Jan 1992	Mental Health – Treatment of Alcoholics/Drink Driving Offenders. Includes Health Board policy on drinking on NHS premises; and questionnaire on prevention and management of alcohol misuse. Original ref: 1308 Part 9. 3 folders.
356	9 Mar 1992 – 24 Nov 1993	Alcoholics/Drink Driving. Original ref: 1308
357	Aug 1988 – Sep 1988	Medical – Mental Health and Long Stay – Mental health – Bangour Village Hospital. Includes report for the West Lothian Mental Health Forum on accommodation issues relating to community living. Original ref: 1309
358	17 Jun 1975 – 27 Jun 1991	Criminal Procedure. Concerns committal of prisoners with possible mental health problems. Original ref: 1310

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359	2 Oct 1990 – 9 Dec 1993	Medical – Mental Health and Long Stay – Mental Welfare Commission. Concerns visits by the commission to hospitals in Lothian. Original ref: 1311. 2 folders.
360	15 Jul 1988 – 31 Aug 1992	Mental Health – Approved List of Practitioners. Original ref: 1312 Part 10. 3 folders.
361	14 Nov 1990 – 4 Aug 1992	Royal Edinburgh Hospital. Includes Mental Welfare Commission hospital visiting programme and list of approved medical practitioners. File cover annotation states that this file incorporates file 3200 Mental Health Unit. Original ref: 1313
362	7 Apr 1982 – 2 Oct 1991	Multiple Sclerosis – Crossroads Care Attendant Scheme. Original ref: 1315 Part 3 (top numbered from 367/1). 3 folders.
363	8 Jan 1990 – 21 Dec 1993	Medical – Mental Health and Long Stay – Physically Disabled Policy. Includes proposal for a pilot scheme in care management produced by the Joint Planning Team. Original ref: 1316 (top numbered from 498/1/2). 2 folders.
364	6 May 1981 – 17 Feb 199	Spinal Paralysis. Includes report on proposals for an integrated rehabilitation engineering service in the Lothian area. Original ref: 1318
365	15 Jan 1985 – 2 Oct 1991	Chronic Sick – Young Chronic Sick. Gives patient details. Original ref: 1319 (top numbered from 163/2). 2 folders.
366	30 Aug 1988 – 20 Nov 1992	Castle Craig Clinic. Concerns referrals to the clinic and charging. Original ref: 1320 (top numbered from 365/2). 2 folders.
367	25 Feb 1992 – 30 Nov 1992	Respite Care. Gives patient details. Includes Braid House Day Care Centre annual report. Original ref: 1321 Part 1.
368	19 Mar 1990 – 23 Oct 1992	Medical – Public Health/Environmental Health – Community Medicine Policy. Original ref: 1400
369	5 Nov 1975 – 13 Jul 1992	Environmental Health – Driving and Medical Fitness. Gives patient details. Includes orange badge scheme. Original ref: 1401 Part 1 (top numbered from 258/2). 2 folders.

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370	27 May 1991 – 20 May 1993	Med/Vet [Medical Veterinary] Environmental – Health Liaison Group. Includes meeting papers. Original ref: 1402
371	6 Mar 1987 – 8 Jun 1992	Environmental Health Policy. Includes copy of Leith Pollution Survey and report on the arrangements in Scotland for the provision of environmental control equipment through health boards. Original ref: 1403 (top numbered from 258/1). 3 folders.
372	27 Jan 1989 – 31 Dec 1993	Medical – Public Health/ Environmental Health – Food Poisoning. Concerns Scottish Office notification of food regulations. Original ref: 1404. 4 folders.
373	5 Jan 1994 – 9 May 1994	Food Poisoning – Food Additives. Concerns Scottish Office notification of food regulations. Includes folic acid campaign. Original ref: 1404. 4 folders.
374	13 May 1994 – 6 Feb 1995	Food Poisoning – Additives. Concerns Scottish Office notification of food regulations. Original ref: 1404. 4 folders.
375	1 Mar 1995 – 22 Sep 1995	Food Poisoning – Additives. Concerns Scottish Office notification of food regulations. Original ref: 1404. 4 folders.
376	9 Jan 1989 – 9 Aug 1993	Medical – Public Health /Environmental Health – Infectious Diseases/Immunisation Programme. Includes disinfection policy; infectious diseases returns from general practitioners; MMR (measles mumps and rubella) vaccine uptake; HIB [haemophilus influenzae B) vaccine; Hepatitis B guidelines. Original ref: 1405 (top numbered from 320/12). 4 folders.
376a	16 Oct 1981 – 31 Oct 1984	Influenza – Surveillance and Vaccination. Original ref: 320/4
377	29 Jan 1990 – 30 Mar 1993	Medical – Public Health /Environmental Health – Immunisation Programme – Influenza. Original ref: 1406 (top numbered from 320/4).
378	15 Jan 1980 – 25 May 1990	Infectious Diseases – Meningococcal Infections. Original ref: 1407 (top numbered from 320/18).
379	15 Jan 1991 – 14 Oct 1992	Inspection of Hospital Kitchens. Includes inspector's reports and improvement notices. Original ref: 1409

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380	3 May 1974 – 10 Dec 1992	Milk Policy. Original ref: 1411 (top numbered from 356/1).
381	19 Mar 1974 – 8 Jul 1990	Medical – Public Health /Environmental Health – Pest Destruction. Original ref: 1412 (top numbered from 421/1). 2 folders.
382	9 May 1991 – 30 Sep 1992	General Practitioners Service Policy. Includes alterations to the central list of medical practitioners; cost rent scheme to help general practitioners buy their surgeries. Original ref: 1413. 4 folders.
383	19 Aug 1991 – 31 Dec 1992	General Practitioners Service Policy. Includes separated papers on the Scottish health Service Advisory Council report 'The Management of Primary Health Care Services – Recommendation for Action'. Original ref: 1413. 2 folders.
384	10 Sep 1992 – 21 Apr 1994	General Practitioners Service Policy. Includes cost rent and improvement grant schemes. Original ref: 1413. 3 folders.
385	9 May 1994 – 20 Jan 1999	Primary Care Policy. Includes Scottish office circulars on Primary Care Development Fund and Personal Medical Services pilots. Original ref: 1413. 3 folders.
386	Jan 1985 – 28 Oct 1992	School Health Service Policy. Original ref: 1415
387	2 Apr 1984 – 3 Jun 1992	Medical – Public Health /Environmental Health – Sexually Transmitted Diseases – Sex Problems. Includes report on Department of Genito-Urinary medicine at Royal Infirmary of Edinburgh. Original ref: 1416 (top numbered from 560/1).
388	25 Sep 1989 – 8 Jun 1992	Medical – Public Health /Environmental Health – Tropical Diseases. Original ref: 1417
389	8 May 1992 – 26 Mar 1993	Needs Assessment. Includes purchasing plans and team meeting papers and the draft Lothian Health Challenge Strategy. Original ref: 1421
390	6 Jan 1992 – 11 Dec 1992	Community Care Plan. Concerns comments on the second and copies of the third draft. Original ref: 1422

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391	12 Feb 1993 – 2 Feb 1995	Community Care Plan. Includes Scottish Office circulars, regulations and guidance on Community Care in Scotland. Original ref: 1422. 4 folders.
392	19 Dec 1994 – 25 Sep 1995	Community Care Plan. Includes copy of The National Health Service (General Medical Services) (Scotland) Regulations 1995. Original ref: 1422 Part 1. 3 folders.
393	1 Mar 1995 – 26 Oct 1998	Community Care Plan. Includes copy of published Community Care Plan 1994-95 and Scottish Office circulars. Original ref: 1422. 3 folders.
393a	11 Jul 1985 – 30 Aug 1989	Dental Services – Policy. Includes report on undergraduate medical and dental education. Original ref: 220/1 Part 7. 4 folders.
394	19 Jan 1993 – 30 Sep 1994	Dental Services Policy. Includes Scottish Office circulars. Original ref: 1500
395	5 Oct 1994 – 2 May 1996	Dental Services Policy. Includes Scottish Office circulars. Original ref: 1500 Part 1. 3 folders.
396	16 Nov 1994 – 14 Sep 1998	Pharmaceutical. Concerns Scottish Office circulars on regulations. Original ref: 1553 Part 1. 3 folders.
397	25 Oct 1989 – 31 Dec 1992	Laboratory Policy. Includes Clinical Resource and Audit Group (CRAG) draft report on clinical guidelines. Original ref: 1600 (top numbered from 340/1). 2 folders.
398	28 Jan 1981 – 2 Mar 1992	Laboratory Services – Bacteriology. Includes details of cost sharing between the University of Edinburgh Department of Bacteriology and the Health Board and Scottish Mycobacteria Reference Laboratory report for 1989. Original ref: 1601 Part III (top numbered from 340/4). 2 folders.
399	8 Oct 1984 – 15 Jul 1992	Cytogenetic Services. Includes application for funding a Scottish Children's Tumour Register. Original ref: 1602 (top numbered 340/30).
400	8 Jan 1985 – 21 May 1992	Laboratory Services – Pathology. Includes proposed new cost sharing agreement with the University of Edinburgh Pathology Laboratory. Original ref: 1603 Part 3 (top numbered from 340/7).

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401	2 Jun 1980 – 15 Apr 1988	Laboratory Services – Pathology – Post Mortem and Mortuary Facilities. Original ref: 1604 (top numbered from 340/7/1). 2 folders.
402	20 Nov 1984 – 4 May 1990	Laboratory Services – Policy – Safety in Laboratories. Includes handling of AIDS specimens. Original ref: 1605 Part 6 (top numbered from 340/1/17). 2 folders.
403	4 Jan 1989 – 4 Oct 1989	Medical – Public Health/Environmental Health – Scientific Equipment. Original ref: 1606 (top numbered from 340/21).
404	4 Jan 1979 – 9 Oct 1991	Laboratory Services – Clinical Chemistry. Original ref: 1607 (top numbered from 340/14). 2 folders.
405	20 Dec 1989 – 17 Feb 1992	Cystic Fibrosis. Original ref: 1608
406	20 Aug 1992 – 22 Dec 1992	Radiological Services Policy. Original ref: 1650
407	26 Feb 1979 – 18 Jul 1990	Radiological Services – Certificates of Authorisation. Gives statistics for use of radiation equipment. Original ref: 1651 (top numbered from 461/6/1). 2 folders.
408	18 Nov 1974 – 17 Jul 1990	Radiological Service – Film Badge Service. Original ref: 1652 (top numbered from 461/6/3).
409	26 Feb 1986 – 27 Mar 1991	Radiological Services – Mass Radiography. Original ref: 1653 (top numbered from 461/3).
410	6 Jul 1989 – 29 Sep 1992	Radiological Services – Radioactive Substances. Original ref: 1654 (top numbered from 461/6).
411	27 Apr 1989 – 11 Jun 1992	Radiation Protection Committee. Includes committee's reporting relationships but no meeting papers. Original ref: 1655 (top numbered from 461/1).
412	27 Aug 1993 – 14 Dec 1993	Research – Policy. Original ref: 1700
413	18 Apr 1990 – 3 Jun 1992	Research – Annual Allocations. Original ref: 1701
414	24 Jun 1988 – 1 Jul 1992	Ethical Approval. Includes application for research on HIV in ante-natal population. Original ref: 1702

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415	21 Nov 1988 – 18 Jun 1992	Medical – Public Health/Environmental Health – Research – Ethics. Includes discussion of the memorial stones to Dr Alexandra Mary Chalmers Watson at the Elsie Inglis Hospital. Original ref: 1703
416	9 Jan 1976 – 19 Apr 1991	Human Genetics. Includes health service research register 1982. Original ref: 1704 (top numbered from 460/4).
417	19 Jun 1974 – 10 Dec 1992	Operational Research – Policy. Original ref: 1705 Part 1 (top numbered from 463/30)
418	28 Feb 1990 – 31 Oct 1991	Research – New Developments in Health Care. Includes applications for funding to the Advisory Group on New Developments in Health Care. Original ref: 1706 (top numbered from 463/30). 2 folders.
419	Nov 1990	Ethics Sub-Committee Minutes. Only one letter; no minutes. Original ref: 1707
420	7 Jun 1985 – 15 Dec 1992	Advertising. Concerns recruitment advertising and costs. Original ref: 2000 Part 7 (top numbered from 500/1). 3 folders.
421	13 Sep 1985 – 23 Sep 1992	Agency Nurses. Original ref: 2001 Part 2 (top numbered from 260/10/20). 2 folders.
422	18 Apr 1985 – 9 Sep 1992	Census of Medical and Dental Staff. Gives staff names and numbers. Original ref: 2003 (top numbered from 463/22). 3 folders.
423	22 Apr 1974 – 5 May 1992	Compensation and Redundancy. Includes policy on staff matters during NHS reorganisation. Original ref: 2004 (top numbered from 500/38). 3 folders.
424	13 Jul 1987 – 16 Aug 1991	Contracts Policy. Original ref: 2005 (top numbered from 500/14).
425	16 Jan 1987 – 29 Jun 1992	Disabled Persons Act. Includes curriculum vitae and print outs of names of disabled employees. Original ref: 2006 (top numbered from 500/2). 3 folders.
426	15 Jan 1974 – 1 Mar 1993	Retirals. Includes early retirement on organisational grounds. Original ref: 2007 (top numbered from 500/7).

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427	28 Jan 1992 – 18 Jun 1992	Establishment and Vacancies. Concerns creation of posts including consultants and future staffing requirements. Original ref: 2008. 4 folders.
428	26 May 1992 – 30 Jul 1992	Establishment and Vacancies. Includes Scottish Office circulars on senior registrar establishment. Original ref: 2008
429	19 Jun 1992 – 29 Jan 1993	Establishment and Vacancies. Includes regulations on appointment of consultants. Original ref: 2008. 4 folders.
430	6 Oct 1989 – 25 Apr 1995	Establishment and Vacancies. Includes report on the manpower requirements in community medicine; and national panel of specialists, May 1995 (list of consultants throughout Scotland and their specialities). Original ref: 2008. 3 folders.
431	9 May 1974 – 28 Feb 1992	Job Evaluation. Includes proposal to introduce job grading system. Original ref: 2011
432	17 Jan 1983 – 2 Dec 1992	Job Sharing. Includes procedure for two doctors to share a whole time hospital post. Original ref: 2012 (top numbered from 500/40). 2 folders.
433	10 May 1991 – 8 Oct 1992	Pay and Conditions. Includes pilot research into low pay at the Western General Hospital and pay and conditions of service handbook of the Whitley Council, 1991. Original ref: 2019. 2 folders.
434	29 Jul 1987 – 30 Dec 1992	Race Relations. Original ref: 2021 (top numbered from 500/63). 3 folders.
435	2 Oct 1989 – 21 Dec 1992	Superannuation. Concerns Scottish Office circulars. Original ref: 2030 (top numbered from 500/8). 3 folders.
436	11 Jan 1994 – 22 Oct 1998	Superannuation. Concerns circulars from the Scottish Office Pensions Agency (SOPA). Original ref: 2030. 4 folders.
437	26 Nov 1976 – 22 Dec 1992	Training Need Identification. Original ref: 2108 (top numbered from 440/13/4).
438	20 Mar 1990 – 30 Oct 1992	Medical and Dental Training. Original ref: 2113. 4 folders.

8B Numbered Registry Files, 1970-1996

439	21 Jun 1990 – 14 Dec 1992	Non Medical Training. Includes a strategy for nursing. Original ref: 2114. 3 folders.
440	Aug 1991 – 29 Apr 1994	Nurse Training. Includes the new Diploma in Professional Studies and a consultation paper on a national strategy for substance misuse training. Original ref: 2115. 3 folders.
441	23 Sep 1991 – 2 Dec 1993	Management Development Group. Concerns training courses run by the NHS in Scotland Management Development Group and the final report of the information training initiative. Original ref: 2116. 3# folders.
442	Nov 1991 – 22 Feb 1993	Management Development Group. Includes reports on career transitions, management development programme, communication within Health Boards, using telecommunications to improve services to patients; National Association of Health Authorities and Trusts information; and National Management Training Scheme course material. Original ref: 2116. 3 folders.
443	22 Mar 1977 – 15 Dec 1987	Amalgamated Engineering Union (AEU). Original ref: 2300 (top numbered from 500/11/51).
444	19 Dec 1984 – 26 Feb 1988	Association of Scientific Technical and Managerial Staffs. Original ref: 2302 (top numbered from 500/11/37). 2 folders.
445	6 Dec 1978 – 8 Jun 1988	British Association of Occupational Therapy. Original ref: 2308 (top numbered from 500/11/60).
446	26 Jun 1978 – 15 Dec 1987	British Medical Association. Original ref: 2304 (top numbered from 500/11/59).
447	25 Apr 1978 – 10 Feb 1986	British Orthoptic Society. Original ref: 2305 (top numbered from 500/11/57).
448	8 Nov 1973 – 14 Jun 1988	Chartered Society of Physiotherapists. Original ref: 2306 (top numbered from 500/11/47).
449	12 Jan 1990 – 22 Jul 1991	COHSE [Confederation of Health Service Employees]. Very few papers. Original ref: 2308 (top numbered from 500/11/5).
450	17 Jan 1980 – 26 Apr 1989	Consultations. Concerns Area Staff Organisation Liaison Committee and NHS disputes procedure. Original ref: 2309 (top numbered from 500/11/0/4).

8B Numbered Registry Files, 1970-1996

451	23 May 1973 – 12 Dec 1986	Electrical Electronic Telecommunication and Plumbing Union. Original ref: 2310 (top numbered from 500/11/46).
452	22 Feb 1989 – 29 Jan 1990	Employees Associations. Gives numbers in each union recognised by the NHS, March 1988. Original ref: 2311 (top numbered from 500/11).
453	5 Mar 1985 – 11 Aug 1992	Facilities for Staff Organisations. Concerns arrangements for time off for meetings. Original ref: 2312 (top numbered from 500/11/0/2).
454	17 Feb 1976 – 31 Jul 1987	Health Visitors Association. Original ref: 2313 (top numbered from 500/11/50).
455	20 Mar 1985 – 15 Nov 1991	NALGO [National and Local Government Officer's Association]. Original ref: 2314 (top numbered 500/11/4). 2 folders.
456	Jan 1990	NUPE [National Union of Public Employees]. Very few papers. Original ref: 2315 (top numbered from 500/11/6).
457	5 May 1987 – 20 Aug 1990	Procedure for Settling Differences. Original ref: 2316 (top numbered from 500/13). 2 folders.
458	26 Jun 1986 – 14 Aug 1992	RCN [Royal College of Nursing]. Mainly concerns individual memberships. Original ref: 2317 (top numbered from 500/11/42).
459	1 Nov 1980 – 13 Feb 1987	USDAW [Union of Shop Distributive and Allied Workers]. Original ref: 2318 (top numbered from 500/11/39).
460	13 Jan 1977 – 23 Feb 1989	Shop Stewards' Training. Original ref: 2319 (top numbered from 500/11/0/3). 2 folders.
461	10 Apr 1980 – 19 Mar 1993	Staff Organisation Liaison Committee. Original ref: 2320. 2 folders.
462	9 Jan 1979 – 9 Jun 1993	Trades Union. Includes papers of the Lothian Health Service Joint Trade Union Committee. Original ref: 2321 Part 2 (top numbered from 500/11/0/1). 2 folders.
462a	24 Jan 1984 – 30 Mar 1992	TULC [Trade Union Liaison Committee]. Original ref: 2322 (top numbered from 500/11/0/4/1). 2 folders.

8B Numbered Registry Files, 1970-1996

462b	13 Jan 1978 – 2 Oct 1985	UCATT [Union of Construction, Allied Trades and Technicians]. Original ref: 2323 (top numbered from 500/11/55). 2 folders.
463	11 May 1988 – 26 Jun 1992	Ancillary. Concerns pay and conditions for ancillary staff. Original ref: 2401 (top numbered from 500/30/8/4). 2 folders.
464	16 Jan 1989 – 20 Dec 1993	Administrative and Clerical. Concerns pay and conditions. Original ref: 2400 (top numbered from 500/30/2).
465	27 Jul 1993 – 21 Dec 1993	Medical Staff. Concerns pay and conditions. Original ref: 2400
466	24 Dec 1985 – 28 Apr 1987	Area Health Education Officers. Original ref: 2402 (top numbered from 500/30/2/0/13).
467	Jan 1990	Biochemists. Concerns pay and conditions for scientists. Original ref: 2403 (top numbered from 500/30/24).
468	Aug 1990 – Aug 1991	Building Supervisors. Concerns pay and conditions. Original ref: 2404
469	29 Mar 1989 – 17 Jul 1991	Chiropodists. Concerns pay and conditions. Original ref: 2406
470	16 Feb 1989 – 13 Mar 1990	Cooks. Concerns pay and conditions. Original ref: 2408
471	18 Jan 1990 – 23 Dec 1993	Dental Staff. Concerns pay and conditions. Original ref: 2409. 2 folders.
472	25 May 1988	Dieticians. Concerns pay and conditions. Original ref: 2410 (top numbered from 500/30/4/3).
473	20 Mar 1984 – 10 Jan 1990	Environmental Health Re-Housing. Concerns re-housing on medical grounds. Gives patient details. Original ref: 1414 (top numbered from 258/7). Misfiled – should be after LHB37/8b/385.
474	29 Dec 1989 – 6 Oct 1992	Engineers and Engineering Apprentices. Concerns pay and conditions. Original ref: 2413 (top numbered from 500/9/9/1).
475	25 Feb 1993 – 16 Nov 1993	General Practitioner. Concerns rates of fees for doctors. Original ref: 2414

8B Numbered Registry Files, 1970-1996

476	31 Jan 1994 – 13 May 1997	General Practitioners. Concerns rates of fees for doctors. Original ref: 2414. 3 folders.
477	Dec 1986 – 11 Mar 1992	Midwives. Concerns pay and conditions. Original ref: 2421
478	6 Feb 1991 – 19 Nov 1992	Nurses. Includes pay and conditions, agency nurses, nurse bank. Original ref: 2422. 3 folders.
479	20 Apr 1989 – 13 Mar 1992	Occupational Therapists and Helpers. Concerns pay and conditions. Original ref: 2423 (top numbered from 500/30/12/4, 18).
480	7 Feb 1990 – 21 Dec 1992	Outdoor Staff. Concerns pay and conditions. Original ref: 2428 (top numbered from 500/30/11).
481	15 Feb 1988 – 2 Nov 1992	Pharmacists. Concerns pay and conditions. Original ref: 2429 (top numbered from 500/9/12/2, 500/30/12/10, 12).
482	11 May 1990 – 4 Jul 1990	Physiotherapists. Concerns pay and conditions. Original ref: 2431 (top numbered from 500/9/12/6).
483	5 Oct 1989 – 26 Feb 1990	Porters. Concerns pay and conditions. Original ref: 2432 (top numbered from 500/30/8/2).
484	11 Jul 1989 – 12 Oct 1990	Prosthetists. Concerns pay and conditions. Original ref: 2433 (top numbered from 500/30/12/6).
485	27 Jul 1989 – 30 Jun 1990	Psychological [Physiological] Technicians – Deaf. Includes optometrists and a pilot scheme for physiological measurement technicians. Original ref: 2434 (top numbered from 500/9/12/7).
486	5 Apr 1989 – 24 Aug 1992	Psychologists. Concerns pay and conditions. Original ref: 2435 (top numbered from 500/30/21, 500/9/21, 500/1/21, 500/4/21).
487	1 Sep 1989 – 25 Aug 1992	Radiographers. Concerns pay and conditions. Original ref: 2437 (top numbered from 500/9/12/2, 500/30/12/2).
488	Oct 1989 – 31 Oct 1991	Scientific Staff. Concerns pay and conditions. Original ref: 2438 (top numbered from 500/30/25, 500/1/35).

8B Numbered Registry Files, 1970-1996

489	9 Nov 1988 – 23 Jul 1991	Speech Therapists. Concerns pay and conditions. Original ref: 2439 (top numbered from 500/1/12/14, 500/30/12/14).
490	15 May 1984 – 22 Oct 1987	Surgical Instrument Repairers. Original ref: 2443 (top numbered from 500/30/8/6).
491	12 Jul 1989 – Dec 1993	Accountability Review. Original ref: 3000
492	13 Nov 1990 - 5 Dec 1991	Bed Complement. Original ref: 3001
493	2 Feb 1989 – 2 Sep 1992	Bed Usage. Includes report on management of acute medical admissions in Lothian 1988/9. Original ref: 3002
494	18 Feb 1992 – 11 Dec 1992	Capital Programme. Concerns building project approvals and monitoring. Original ref: 3003. 3 folders.
495	29 Jan 1993 – 29 Oct 1993	Capital Programme. Includes Scottish Hospital Planning Notes on different aspects of hospital design and circulars produced by the Scottish Office. Original ref: 3003 Part III.3 folders.
496	17 Dec 1993 – 13 Oct 1995	Capital Programme. Includes Scottish Hospital Planning Notes, NHS Estates Health Building Notes and circulars produced by the Scottish Office. Original ref: 3003 Part I.3 folders
497	30 Sep 1987 – 2 Dec 1992	Closure of Hospital Beds – Permanent. Includes notebook for recording temporary closures of wards and departments. Reasons for closures included maintenance, reallocation and holiday arrangements. Original ref: 3004. 3 folders.
498	12 Apr 1990 – 19 Aug 1991	Closure of Hospital Beds – Permanent. Original ref: 3005. 3 folders.
499	31 Mar 1993 – 10 Dec 1993	Contracts. Includes reports on service level agreements in the public sector and clinical outcome measures. Original ref: 3006. 2 folders.
500	17 Jan 1994 – 22 Aug 1995	Contracts. Includes contract reviews and report on foundations for effective contracting. Original ref: 3006 Part 1. 3 folders.

8B Numbered Registry Files, 1970-1996

501	2 Aug 1995 – 18 Mar 1996	Contracts. Includes extra-contractual referral. Original ref: 3006 Part 2
502	16 Feb 1990 – 7 Apr 1992	Cross Boundary Flow/Contracts. Original ref: 3007
503	16 Sep 1986 – 9 Feb 1987	Day Hospitals. Includes plans of psychogeriatric day hospital at Newbattle Lodge and proposed day care area at Belhaven Hospital. Original ref: 3008. 2 folders.
504	7 Feb 1989 – 19 May 1989	Fife Health Board Strategic Plan. Original ref: 3009 (top numbered from 296/1/3)
505	4 Apr 1989 – 23 Oct 1991	Forth Valley Health Board Strategic Plan. Original ref: 3010 (top numbered from 296/1/4).
506	8 Jun 1990 – 8 Jul 1992	Health Care Policy. Includes national policy statement on Health Education in Scotland; Clinical Resource and Audit Group (CRAG) report on health care outcome indicators. Original ref: 3011. 3 folders.
507	29 May 1992 – 20 Dec 1992	Hospital and Community Health – Allocation and Finance. Original ref: 3012
508	4 Apr 1991 – 31 Dec 1992	Manpower Planning. Original ref: 3014
509	18 Feb 1988 – 13 May 1992	Operational Plan. Includes proposal for a new Southern General Hospital. Original ref: 3015
510	6 Jun 1988 – 18 Dec 1991	Option 2. Concerns the Board's chosen option for financial recovery and the public response. Includes the published consultation document 'Proposed Rationalisation of Hospital Services in North Edinburgh and Surrounds'. Original ref: 3016 (top numbered from 310/1/1). 4 folders.
511	8 Aug 1989 – 25 Sep 1992	Southern General Hospital. Concerns proposed site for new hospital. Original ref: 3017
512	Aug 1989 – 23 Nov 1992	Strategic Planning. Original ref: 3018
513	5 Jul 1989 – 5 Oct 1992	Strategic Plan – Acute Services. Includes meeting papers for the Acute Services Strategy Approval in Principle Group and accessibility reports for staff and patients to the three proposed sites for the new Southern General Hospital. Original ref: 3019. 2 folders.

8B Numbered Registry Files, 1970-1996

514	13 Jun 1989 – 16 Nov 1992	Strategic Plan – Long Stay Services. Original ref: 3020
515	14 Jun 1979 – 11 Dec 1990	Theatre Utilisation. Concerns audit of operating theatre usage. Original ref: 3021
516	2 May 1991 – 30 Dec 1992	Town and Country Planning. Original ref: 3022
517	17 Nov 1989 – 28 May 1992	White Papers. Concerns government white papers on care in the community, NHS contracts, NHS trusts. Original ref: 3023. 3 folders.
518	13 Mar 1990 – 2 Apr 1993	Medical Audit. Includes reports by Clinical Resource and Audit Group on a clinical directorate workshop and the interface between clinical audit and management; and the Lothian Surgical Audit annual report 1991. Original ref: 3024. 3 folders.
519	8 Mar 1994 – 22 Feb 1996	Medical Audit – Dental – Nursing. Includes Lothian Surgical Audit annual report 1992, Lothian Health Board Operating Theatre Audit and Scottish Office report on Clinical Outcome Indicators. Original ref: 3024. 3 folders.
520	24 Apr 1991 – 10 Dec 1993	NHS – Trusts. Concerns NHS trust applications by different parts of the Health Board. Includes copies of applications by Royal Scottish National Hospital and Community Trust, Larbert and South Ayrshire Hospitals Trust. Original ref: 3024. 6 folders.
521	31 Jul 1991 – 3 Nov 1992	Business Plan. Includes annual report of the Mental Health Unit. Original ref: 3027. 2 folders.
522	19 Dec 1991 – 10 Sep 1992	Restructuring of Headquarters and Units. Original ref: 3028
523	8 Jan 1986 – 10 Nov 1989	Eastern General Hospital. Concerns closure of the hospital. Includes setting up of the hospital planning model at Eastern General. Original ref: 3104 (top numbered from 310/1/1/5).
524	27 Feb 1986 – 2 Mar 1989	Edenhall. Concerns proposed 30 bed unit at Edenhall Hospital and campaign to keep a national spinal injuries unit in Edinburgh. Original ref: 3105 (top numbered from 310/1/1/7).

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525	4 Dec 1986 – 23 Oct 1991	Leith. Concerns the closure of Leith Hospital. Includes a report on the potential for conversion of the buildings to housing. Original ref: 3107 (top numbered from 310/1/1/10). 3 folders.
526	2 Jul 1992 – 2 Apr 1992	Leith Hospital. Original ref: 3107
527	7 May 1985 – 10 Oct 1989	Roodlands Hospital. Concerns possible risk of closure. Original ref: 3109
528	3 Jan 1979 – 1 Aug 1990	Corstorphine. Concerns possible risk of closure of Corstorphine Hospital. Original ref: 3202 (top numbered from 3301 and 310/1/1/5).
529	13 Mar 1989 – 28 Nov 1991	Mental Health – Gogarburn. Concerns resettlement strategy for residents of Gogarburn Hospital. Original ref: 3203 (top numbered from 3201).
530	8 Sep 1976 – 19 Dec 1991	Northern General [Hospital]. Concerns redevelopment of the site. Original ref: 3204 (top numbered from 3302 and 310/1/1/15).
531	19 Apr 1989 – 13 Nov 1991	Royal Edinburgh [Hospital]. Concerns industrial action and upgrading at Royal Edinburgh Hospital. Original ref: 3205 (top numbered from 3203 and 296/1).
532	25 Jun 1985 – 12 Dec 1986	Royal Victoria [Hospital]. Concerns redevelopment at Royal Victoria Hospital. Original ref: 3302 (top numbered from 3303 and 310/1/1/15).
533	11 Sep 1985 – 20 Feb 1991	Western General [Hospital]. Concerns closure of the maternity unit and the accident and emergency services. Original ref: 3304 (top numbered from 310/1/1/17). 3 folders.
534	25 Nov 1987 – 5 Oct 1992	Royal Infirmary. Concerns future developments at the Royal Infirmary of Edinburgh site and the new structure of Royal infirmary of Edinburgh and Associated Hospitals Unit. Includes Lothian Surgical Audit annual report 1990. Original ref: 3404
535	22 Aug 1989 – 5 Dec 1991	Dental Hospital. Concerns the possible closure of the Edinburgh Dental Hospital and School and the development of a new hospital and postgraduate school. Original ref: 3403 (top numbered from 3402).

8B Numbered Registry Files, 1970-1996

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| 536 | 13 Feb 1986 – 7 Oct 1988 | City Hospital. Concerns the sterilising centre at City Hospital and other services on the site. Original ref: 3404 (top numbered from 3502 and 310/1/2/5). |
| 537 | 14 Jun 1988 – 29 Nov 1991 | PMROH [Princess Margaret Rose Orthopaedic Hospital]. concerns the proposal for a national spinal injuries unit at the hospital. Includes a report on the future of the Hospital. Original ref: 3406 (top numbered from 3507 and 310/1/12/17). |
| 538 | 30 Jan 1986 – 19 Jun 1989 | Royal Hospital for Sick Children. Includes campaign for a new wing. Original ref: 3501 (top numbered from 310/1/2/20). |
| 539 | 20 Jan 1989 – 23 Jul 1990 | Douglas House. Concerns the closure of Douglas House facility for the mentally handicapped and includes report with recommendation. Original ref: 3502 |
| 540 | 28 Feb 1985 – 13 Dec 1988 | West Lothian Trust. Concerns plans for services at the new hospital (St John's), a proposed psychiatric unit in Buchan Road, Bathgate and disposal of the Bangour General Hospital site. Original ref: 3600 (top numbered from 310/1/3). 2 folders. |
| 541 | 26 May 1989 – 23 Nov 1989 | St John's [Hospital]. Includes the transfer of services from Drumshoreland Hospital to Bangour General Hospital and the closure of Drumshoreland and four separate files on: layout of new West Lothian District General Hospital (St John's); opening of the hospital; and the naming of the hospital. Original ref: 3601 (top numbered from 310/1/3). 4 folders. |
| 542 | 21 May 1985 – 14 Dec 1989 | Queensberry House. Concerns the legal agreement between the Board and the Queensberry House Hospital. Original ref: 3700 (top numbered from 100/4/8). |
| 543 | 25 Mar 1987 – 15 Mar 1992 | Deaconess [Hospital]. Concerns transfer of medical services to the Western General and the conversion of the building. Original ref: 3706 (top numbered from 3406). |
| 544 | 12 Mar 1986 – 15 Dec 1992 | Longmore [Hospital]. Concerns transfer of the breast cancer unit from Longmore Hospital and the Hospital's closure. Original ref: 3706 (top numbered from 310/1/2/12). |

8B Numbered Registry Files, 1970-1996

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| 545 | 6 Mar 1974 – 18 Jun 1987 | Fairmile Nursing Home – Marie Curie Foundation. Concerns contractual arrangement with the Board for beds at the home. Original ref: 3707 (top numbered from 100/4/12). 3 folders. |
| 546 | 2 Apr 1991 – 15 Apr 1992 | Bangour General Hospital. Concerns the transfer of services to St John's Hospital and the sale of the site. Original ref: 3709 (top numbered from 3601). |

8C Unregistered Files, 1971-1997

These files were created by various members of the Executive Team and other senior staff. Although they often contain copies of papers from the registered files they do not form part of that series and were probably the official's personal files. Original order is not known and they have been catalogued in an approximate subject order. The first part of each entry is the file title as given on the original file. All files are from Acc 01/28 unless otherwise indicated in the entry. Acc 01/28 – AS 5/2010; Acc 02/02 – 6/2010.

1 Files of the Director of Operations, 1989-1995

During the period that these files were created the post-holder was Paul Wilson. It is less clear whether items 37-39 were generated by the Director of Operations but they contain papers from his office.

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|---|---------------------------|---|
| 1 | 10 Dec 1990 – 8 Mar 1993 | Management Arrangements (Clinical Directorates). Concerns the involvement of clinicians in management. Includes job descriptions and organisational structure for a Unit Management Team. 3 folders. |
| 2 | 9 Oct 1992 – 7 Jul 1993 | Unit Management Teams. |
| 3 | 21 Jul 1993 – 6 Dec 1993 | Western General Hospital Unit – Financial Position/Budget 93/94 – and Manpower Controls. Includes setting up of Western General Hospital Trust. 3 folders. |
| 4 | 15 Oct 1992 – 25 Mar 1994 | Headquarters Accommodation – Includes Development of Services from Stevenson House – Includes Transfer of Other Board Functions to Stevenson House. Includes space audit at Deaconess House; user requirement study; Stevenson House plans; and Deaconess House plans. 6 folders. |
| 5 | Jan 1993 – Mar 1994 | Telecomms – Lothian Health – Managed Voice Telecoms Network – BT Dispute. Dispute with BT over their exclusion from the tendering process. |
| 6 | 14 Jul 1992 – 31 Mar 1994 | Telecommunications. Concerns the signing of the managed voice network service contract and includes telecommunications strategy documents. 3 folders. |
| 7 | Jul 1991 – Sep 1992 | United Hospitals Unit – Correspondence. Includes papers on a new anaesthetist at Royal Edinburgh Hospital for Sick Children (RHSC); reports on nursing establishment at RHSC; performance appraisal for the unit general manager; patient activity information; service agreement between Health Board and the unit. 3 folders. |

8C Unregistered Files, 1971-1997**1 Files of the Director of Operations, 1989-1995**

8	Aug 1992 – Apr 1994	Urological Service. Includes Western General Hospital Urology Unit patient activity and a review of the service. 3 folders.
9	Feb 1993 – Apr 1993	Patients Friend Initiative. Includes reports on the initiative operating at St John's Hospital and an overview by the Lothian Health Council.
10	Dec 1992 – Feb 1993	Minimally Invasive Therapy. Concerns establishment of training units in the therapy.
11	Mar 1992 – Oct 1992	Liaison Nurse for Multiple Sclerosis Patients.
12	Apr 1993 – Oct 1993	West Lothian NHS Trust – Finance and Activity Reports. Original ref: 01
13	Apr 1993 – Sep 1993	Western General [Hospital] – Finance and Activity Reports. Original ref: 03. 2 folders.
14	Apr 1993 – Nov 1993	East and Midlothian – Activity and Finance Reports. Original ref: 04
15	Apr 1993 – Nov 1993	Edinburgh Priority Services – Finance and Activity Reports. Original ref: 05
16	Apr 1993 – Nov 1993	Edinburgh Child Health – Finance and Activity Reports. Original ref: 06
17	Apr 1993 – Oct 1993	Royal Infirmary of Edinburgh and Associated Hospitals – Activity and Finance Reports. Original ref: 07
18	Jan 1993 – Aug 1994	Incineration of Clinical Waste. Concerns a new incinerator at St John's Hospital and includes an option survey by consulting engineers. Also includes General Practitioner Fundholders' business plans 1995-96 which may be from another file. 6 folders.
19	Jul 1993 – Feb 1994	Clinical Waste Disposal. Includes specification for safe disposal of waste. 4 folders.
20	Jan 1994 – May 1995	Incineration of Clinical Waste.

8C Unregistered Files, 1971-1997

1 Files of the Director of Operations, 1989-1995

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| 21 | Nov 1992 | Improvement Notices. Includes notices issued by the Council's Department of Environmental Health on two of the Board's kitchens. |
| 22 | Aug 1993 – Oct 1994 | Infertility. Includes costs of the services provided. |
| 23 | Jun 1992 – Oct 1993 | Lithotripsy. Concerns the creation of a national lithotripsy service for the removal of kidney stones at Western General Hospital. 2 folders. |
| 24 | Oct 1992 – Jun 1994 | Lothian Joint Services Consortium. Includes minutes of inaugural meeting and agreement that only large scale services be managed by the consortium. 2 folders. |
| 25 | 1992 – 1993 | GP [General Practitioner] Fundholders. Gives statistics for hospital discharges and in patient care by medical specialty. 2 folders. |
| 26 | c1991 – 1992 | Geriatric Liaison Officer Post. Includes report on North Edinburgh Geriatric Medicine Service and report by a liaison officer on service provision. |
| 27 | Jun 1992 – Jul 1992 | General Managers for New Units 1992. Includes job description. |
| 28 | Feb 1991 – Jan 1994 | Failure to Agree Contract Variations with WL [West Lothian] Trust. Includes report on devolution of financial services to the operational units. 2 folders. |
| 29 | Nov 1991 – May 1993 | Non-recurring General. Concerns the allocation of non-recurring funds. |
| 30 | Nov 1991 – Feb 1993 | Neurology Services. Concerns transfer of services to the Western General Hospital. |
| 31 | Mar 1992 – Jan 1993 | Neo-Natal Intensive Care. Concerns agreement with Borders Health Board to allow their use of intensive care unit at Simpson Memorial Maternity Pavilion. |
| 32 | Jan 1991 – May 1992 | Mental Health Unit – General Correspondence. Includes copy of service agreement. |
| 33 | Apr 1992 – Oct 1992 | Mental Health Unit. Includes Mental Health Unit business plan and service contract. |

8C Unregistered Files, 1971-1997**1 Files of the Director of Operations, 1989-1995**

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| 34 | Jan 1991 – Dec 1992 | Medical Physics Services. Includes purchaser/provider management scheme and organisational scheme. 2 folders. |
| 35 | Mar 1994 | Medical Negligence Claims. Includes audit of claims for the period October 1992 to March 1993. |
| 36 | Mar 1989 – Feb 1993 | Managers on Fixed Term Contracts. |
| 37 | Jun 1993 – Jul 1993 | Copies of Our Units Contracts with Other Boards. Copies of agreements between units of Lothian Health Board and: Dumfries and Galloway, Fife, Borders, Forth Valley, Highland and Tayside Health Boards and Northumberland Health Authority for Lothian to provide services. Originally in ring binder. 2 folders. |
| 38 | Feb 1992 – Feb 1994 | Service Agreements. Agreements between specialist services and Lothian Health Board for the provision Of services to the Board. 4 folders. |
| 39 | Nov 1993 – Jul 1994 | Units Monthly Activity and Finance Reports. Includes penalties incurred on contracts and information on waiting lists. 4 folders. |
| 40 | 20 Mar 1992 – 12 Jan 1994 | UPM [Unit Personnel Managers] File Papers. Includes detail of the structure of units and agenda for meetings of personnel managers. 3 folders. |
| 41 | Nov 1991 | Family Planning Services Review. Copy of the draft review. Found amongst claims files at LHB37/24a. |

2 Files of the Assistant Director of Operations, 1990-1995

During the period that these files were created the post-holder was Ken Dobson. Prior to his taking the post, he was the Unit General Manager for the United Hospitals Unit.

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| 1 | 16 Feb 1993 – 10 Dec 1993 | Pharmacy/Paramedic Services Devolution. Includes business plan for area pharmacy store and Edinburgh Child Health Unit pharmacy service development proposal. 2 folders. |
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8C Unregistered Files, 1971-1997**2 Files of the Assistant Director of Operations, 1990-1995**

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| 2 | Sep 1992 – Jul 1993 | West Lothian NHS Trust – Application – Post-Consultation – Trust Status. Concerns transfer of assets, action list of activities associated with the application and devolution of services. |
| 3 | Jan 1993 – Oct 1995 | Residential Accommodation – Upgrading to Achieve Licensing Standard. Includes review of staff accommodation and papers of the working group. 5 folders. |
| 4 | Oct 1993 – Nov 1994 | Florence Nightingale Nurses' Home. Concerns the transfer of ownership to the Royal Infirmary of Edinburgh NHS Trust and the division of costs of improvements. |
| 5 | May 1993 – May 1994 | Establishment of NHS Trust Assets. Includes an appraisal of surplus property with site plans. 2 folders. |
| 6 | Nov 1992 – Mar 1993 | [NHS Objectives 1992/93]. Concerns management education for clinicians. |
| 7 | Apr 1992 – Apr 1994 | Devolution of Functions – Area Laboratory Services. 3 folders. |
| 8 | Jun 1992 – Jan 1994 | Devolution of Functions – Financial Services. Includes reports by Teamwork Facilities Ltd. 7 folders. |
| 9 | Sep 1992 – Oct 1993 | Devolution of Functions – Information Services. 2 folders. |
| 10 | May 1992 – Dec 1992 | Devolution of Functions – Capital Services Department. |
| 11 | Aug 1992 – Nov 1993 | Restructuring of Units – Unit Budgets. 3 folders. |
| 12 | Jul 1992 – Feb 1993 | Restructuring and Devolution – Meetings with Director of Operations and Unit General Managers. 3 folders. |
| 13 | Sep 1992 – May 1994 | Meetings of the Lothian Joint Services Consortium. Includes meeting papers. 4 folders. |

8C Unregistered Files, 1971-1997**2 Files of the Assistant Director of Operations, 1990-1995**

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| 14 | Sep 1992 – Mar 1994 | Devolution of Functions – Correspondence. Includes discussion of management structure. 3 folders. |
| 15 | Dec 1992 – May 1993 | [Computer Services Unit]. Report by Computer Services Unit on its functions and costs and report by Coopers and Lybrand on the transfer of computer services unit, area supplies and transport services to the Child Health Support Unit. Possibly originally with another file in this series. |
| 16 | Jan 1993 – Jun 1993 | [Trust Consultation Papers]. Includes application for NHS Trust status by the Edinburgh Child Health Unit; business plan proposals by the East and Midlothian Unit; and publicity brochure produced for the Royal Infirmary of Edinburgh NHS Trust application. 2 folders. |
| 17 | Feb 1993 – Apr 1993 | [Accountability Review]. Includes copy of achievements under the review under the headings prevent ill health, improve treatment and improve health care and report on junior doctors' hours. |
| 18 | Oct 1992 – Jul 1993 | Area Forestry 92-93. Concerns maintenance of woodlands owned by the Health Board. |
| 19 | Jan 1993 – Jan 1994 | [Service Level Agreement for Laboratory Service]. Includes specification for laboratory medicine services; discussion of competitive tendering; and a sample service level agreement for Royal Infirmary of Edinburgh and Associated Hospitals Unit. |
| 20 | c1993 | Service Level Agreements. Includes blank sample agreements for various financial services and application system support and a completed agreement with the Computer Services Unit for payroll services. |
| 21 | Apr 1990 – Jan 1993 | Misc UHU [United Hospitals Unit] Papers. Concerns issues carrying over from Dobson's time as general manager of the unit and the unit restructuring. Includes a health management award given to the Princess Margaret Rose Hospital and staff regrading. |

8C Unregistered Files, 1971-1997**3 Files of the General Manager, 1988-1991**

During the period that these files were created the post-holders were W J Tayler, then John Lusby. From approximately April 1991 the post was also titled Chief Executive.

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|---|---------------------|---|
| 1 | Aug 1989 – Sep 1991 | Acute Services Strategy. Includes consultation documentation with details of strategic principles; draft strategic framework; comparison of different costing options. 6 folders. |
| 2 | Jan 1991 – Oct 1991 | Financial Situation – Revenue Allocation – Cash Limit. Includes details of medical audit. 6 folders. |
| 3 | Apr 1991 – Jul 1991 | Personnel – Area Directors. Concerns the appointment of area directors in different specialties such as Pathology Services, Laboratory Medicine, Haematology Services etc. |
| 4 | Jul 1991 – Nov 1991 | A & E [Accident and Emergency] – Minor Injury Services. Includes profiles of general medical practices in different parts of Edinburgh; proposal for general practice surgery based minor injury service; closure of accident and emergency at Western General Hospital; report by Programme Development Group on accident and emergency services. 6 folders. |
| 5 | Oct 1990 – Nov 1991 | NHS Reforms and Contracting. Includes report by Information and Statistics Division of Scottish Health Service on contractual arrangements; and papers of monitoring meetings for service agreements. 2 folders. |
| 6 | Apr 1989 – Dec 1989 | Most ‘User-Friendly’ Hospital Department Competition. Includes application by Leith Hospital Out Patients Department and patient statistics from other departments. |
| 7 | Sep 1988 – Jan 1990 | [Financial Situation of Lothian Health Board]. Concerns the Board’s serious financial position and possible solutions. [NB bad water damage]. |

8C Unregistered Files, 1971-1997**4 Files of Senior Officials of Lothian Health Board, 1971-1997**

- | | | |
|---|---------------------|--|
| 1 | Feb 1994 – May 1997 | Dental Services. File of Dr Lindsay Burley, Director of Planning and Development. Includes discussion on the establishment of a postgraduate dental institute and option appraisal for new dental hospital. 4 folders. |
| 2 | Aug 1990 – Jan 1992 | Health Board/Faculty Liaison Committee. Started as a file of George Brechin, Assistant General Manager but may have been taken over by Dr Lindsay Burley, Director of Planning and Development. Includes agendas and papers for committee meetings. 2 folders. |
| 3 | Sep 1992 – Apr 1993 | Service Agreement – LRC [Lothian Regional Council] Education Department and LHB [Lothian Health Board]. File of Fiona Hume, Senior Planning Assistant. Concerns the provision of speech therapy services and the service agreement between LRC and LHB. |
| 4 | Dec 1991 – Mar 1992 | [Lothian Community Care Plan]. File of Helen Donald, Principal Planning Assistant. Concerns the drafting of the community care plan. Includes reports of the Scottish Hospital Advisory Service visit to Royal Edinburgh Hospital and the restructuring of maternity services. |
| 5 | Sep 1996 – Oct 1996 | Geriatric Assessment. File of Janet Kells, Director of Commissioning. Includes reports on assessment bed statistics, analysis of acute care of the elderly and future trends. 6 folders. |
| 6 | Nov 1996 – Feb 1997 | Integrated Health Care Plan. File of Janet Kells, Director of Commissioning. Includes copy of plan for 1997/98 to 2002/03. 4 folders. |
| 7 | Oct 1996 – Jan 1999 | Delayed Discharges. File of Janet Kells, Director of Commissioning. Includes Standards for Hospital Discharge Planning and delayed discharge statistics. 3 folders. |
| 8 | Jan 1990 – Jul 1990 | Financial Position 1989/90. File of R B Weatherstone, Chairman. Includes review of services in light of the financial crisis and possible savings. |
| 9 | Mar 1990 – Apr 1990 | Finance Sub-Committee of P&R [Policy and Resources] Committee. Concerns the financial problems facing the Board. |

8C Unregistered Files, 1971-1997**4 Files of Senior Officials of Lothian Health Board, 1971-1997**

- | | | |
|----|---------------------|---|
| 10 | 1990 | Waiting Lists Initiatives 1990/91. Possibly file of David Kennedy, Planning Department. |
| 11 | Mar 1971 – Jan 1992 | Private Practice – Policy. File of A G Box, Administration Manager. Includes circulars from the Scottish Home and Health Department on the treatment of private and overseas patients and a report by the Board on private medical practice within health service hospitals. 3 folders. |
| 12 | Jul 1990 – Nov 1990 | Accountability Review – Correspondence. Possibly a file of George Brechin, Assistant General Manager. Includes progress meeting papers and statistical information. 2 folders. |
| 13 | 1990 | [Accountability Review – Working Papers and Notes]. Possibly file of George Brechin, Assistant General Manager. Includes consultation document on proposed service changes due to the financial situation and review of services in East Lothian. |
| 14 | 20 Jul 1990 | [Crown Immunity]. Two papers concerning the financial effects of the removal of crown immunity from hospital property. Papers of George Brechin, Assistant General Manager. |
| 15 | Jun 1990 | [Scottish Health Management Efficiency Group – Report on Uniforms and Protective Clothing]. File of J Barrie, Administration Manager. |
| 16 | Apr 1990 | 1990/91 – Unit Budgets. File of Douglas Weir, Executive Assistant. Consists of meetings of the Board to discuss the budget. |
| 17 | May 1989 – Jul 1990 | Weekly Review. Gives summary of current position on subjects such as staffing, health and safety, accommodation etc. File of Douglas Weir, Executive Assistant. |
| 18 | May 1990 – Jun 1990 | [Scottish Health Management Efficiency Group – Report on Transport Management]. File of Douglas Weir, Executive Assistant. |

8C Unregistered Files, 1971-1997

4 Files of Senior Officials of Lothian Health Board, 1971-1997

- | | | |
|----|---------------------|--|
| 19 | Jun 1990 – Jul 1990 | [General Management Team Follow-Up Actions]. Memoranda sent to Board members to obtain action resulting from team meetings. File of Douglas Weir, Executive Assistant. |
| 20 | Sep 1989 – Mar 1990 | GMT [General Management Team] Follow-up Letters. File of Douglas Weir, Executive Assistant. Extracts from team meeting minutes with correspondence on actions. |
| 21 | Jun 1990 – Jul 1990 | General Management Team Agenda. File of Douglas Weir, Executive Assistant. Papers for issues to be raised at team meetings on fire code and rehabilitation of patients with brain injury. Includes plans of MacKinnon House Hospital. |
| 22 | May 1990 – Jun 1990 | Takare plc. File of Douglas Weir, Executive Assistant. Brief papers relating to the sale or lease of hospital buildings to the private sector. |
| 23 | Sep 1990 | [Contracts for Hospital Services Group]. File of Douglas Weir, Executive Assistant. Concerns possible addition to the agenda of the general management team. |
| 24 | May 1990 | [Finance Sub-Committee]. File of Douglas Weir, Executive Assistant. Follow-up on actions from the committee. |
| 25 | Jun 1988 – Nov 1988 | Working Party on Distribution and Confidentiality of Board Papers. File of Richard Walter, Senior Administrative Assistant. |
| 26 | Feb 1991 | Queen Margaret College – IHSM [Institute of Health Services Management] Lecture Material. File of Richard Walter, Senior Administrative Assistant. Concerns lecture given by Walter with Helen Donald on the administrative structure of the Board to IHSM students at the College with background papers. |

8C Unregistered Files, 1971-1997**4 Files of Senior Officials of Lothian Health Board, 1971-1997**

- | | | |
|----|--------------------------|---|
| 27 | Jul 1990 – Nov 1990 | Clinical Chemistry – Majority Report – Minority Report – Comments on Minority Report – RMS [Resource Management Services] Report. Concerns review of clinical chemistry laboratory services by the Board's general management team. Possibly file of D Bolton, Chief Area Pharmaceutical Officer. |
| 28 | Feb 1989 – Jan 1991 | Operating Theatre Utilisation Working Party. Possibly a file of J Anderson, Principal Administrative Assistant. Minutes and papers of the working party. 4 folders. |
| 29 | 1988 – 1990 | [Working for Patients]. Possibly a file of Douglas Weir, Executive Assistant. Concerns implementation of the NHS review. Includes discussion paper on the role of the Board. 2 folders. |
| 30 | 1977 – 1981 | Scottish Hospital Advisory Service Reports Part II. File of Dr A M Anderson, Community Medicine Specialist. Includes reports of the Service's visits to various Hospitals and units. Documents have been top numbered and a list is included at the front of the file. 3 folders. |
| 31 | 6 Jun 1977 – 12 Jul 1985 | Planning and Resources Committee – Minutes of Meetings. File of J Barrie, Administration Manager. Duplicates minutes at LHB37/2a but includes follow-up action sheets and some amendments. 5 folders. |

5 Files of Personnel Officers, 1978-1990

- | | | |
|---|---------------------|---|
| 1 | Jan 1986 – Jul 1989 | Summaries and Agendas. File of A W Penman, Assistant Director of Manpower. Concerns the computerisation of the staff profile and redundancy and pension payments. Includes staff details. 2 folders. |
| 2 | Nov 1986 – Nov 1986 | HB [Health Board] Unit – Profiles. File of Frank Daly, Area Personnel Officer. Gives extensive statistical information on the hospitals in each proposed unit; job grading questionnaires; job descriptions; and a report on general management in Lothian. |
| 3 | Jun 1987 – Mar 1988 | Disabled People and Employment Regional Steering Group – Sub Group on Employment. |

8C Unregistered Files, 1971-1997**5 Files of Personnel Officers, 1978-1990**

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|---|---------------------|---|
| 4 | Nov 1979 – May 1988 | Policy and Procedure on Time Off and Facilities for TU [Trade Union] Duties and Activities. 2 folders. |
| 5 | May 1978 – Aug 1981 | Trade Unions – Time Off and Facilities. |
| 6 | Nov 1980 – Nov 1983 | Area Personnel Officers – Time Off Sub-Group. Concerns paid time off for trade union officials' attendance at meetings. |
| 7 | Sep 1986 – Aug 1990 | PTB [Professional and Technical Staffs B] Whitley Current Briefing Papers. Minutes of Whitley Council meetings and circulars on particular pay bands or posts. Originally in ring binder. 3 folders. |
| 8 | Aug 1985 – Dec 1989 | Professional Studies I and II – Working Party. File of DJ MacDonald, latterly Director of Manpower and Nursing Services. Concerns continuing education for nurses and a proposed scheme for approval of professional studies courses for nurses. Original ref: 55/3. Acc 02/02. |

8D Files of the Health Emergency Planning Officer, 1978-1993

These files were held in a numbered sequence by the Health Emergency Planning Officer (HEPO). At the time these files were created the post-holder was Mary Ann Peach then Brian Day. Not all of the sequence was retained. Items LHB37/83/10-14 have the same numbering as files in series 8b but have been top numbered into this series. The first part of each entry is the file title as given on the original file. Acc 01/28 – AS 5/2010.

- | | | |
|----|---------------------------|---|
| 1 | 13 Jun 1988 – 11 Oct 1990 | Lothian Post-Disaster Counselling Service Part 1. Includes report to directorate on the service. Original ref: 6 Registry |
| 2 | 3 Mar 1989 – 10 Jan 1993 | Lothian Post-Disaster Counselling Service – Minutes of Meetings. Original ref: 7 Registry. 2 folders. |
| 3 | Oct 1988 – Aug 1991 | Lothian Post-Disaster Counselling Service – Papers Presented. Background reading on the psychology of post-traumatic stress including leaflets produced after Lockerbie and Piper Alpha. Original ref: 8 Registry. 2 folders. |
| 4 | 5 Aug 1985 – 12 Jun 1992 | Disasters Working Party. Original ref: 9 Registry |
| 5 | 25 May 1989 – 29 Jun 1989 | LRC [Lothian Regional Council] – Civil Emergencies Seminar – Siren (Scottish Initiatives on Resources and Emergency Needs). Original ref: 10 Registry |
| 6 | 17 Feb 1983 – 8 Sep 1989 | Course/Conferences/Seminars. Includes talk given by Home Defence Officer at Medical Campaign Against Nuclear War conference. Original ref: 11 Registry |
| 7 | 5 Dec 1988 – 30 Sep 1991 | Joint Exercise Planning Group. Original ref: 12 Registry. 2 folders. |
| 8 | 30 Aug 1990 – 8 Nov 1990 | Emergency Planning – Jaguar Exercise. [Original ref: 13 Registry] |
| 9 | 31 Mar 1987 | Emergency Planning at Lothian Health Board – a Report to the General Manager. Original ref: 16 Registry |
| 10 | Feb 1978 – May 1986 | Civil Defence – HB [Health Board] Liaison – HEPO Meetings. Original ref: 18 Registry (top numbered from 180/5 Part 1). 2 folders. |
| 11 | Aug 1986 – 26 Jan 1993 | Civil Defence – HB [Health Board] Liaison – HEPO Meetings. Original ref: 19 Registry (top numbered from 180/5 Part 2). 4 folders. |

8D Files of the Health Emergency Planning Officer, 1978-1993

12	5 May 1989 – 12 Dec 1990	Civil Defence – HB [Health Board] Liaison – HEPO Meetings. Original ref: 20 Registry (top numbered from 180/5 Part 3). 2 folders.
13	6 Jul 1987 – 4 Sep 1987	Emergency Planning Advisory Group (EPAG) Part 1. Original ref: 22 Registry (top numbered from 0180/6). 3 folders.
14	12 May 1988 – 10 Nov 1989	Emergency Planning Advisory Group (EPAG) Part 2. Original ref: 23 Registry (top numbered from 0180/6). 3 folders.
15	23 Dec 1988 – 25 Sep 1989	EPAG [Emergency Planning Advisory Group]. Original ref: 24 Registry
16	Sep 1987 – 25 Oct 1989	EPAG [Emergency Planning Advisory Group] – Minutes – Distribution/Membership Lists. Original ref: 25 Registry. 2 folders.
17	28 Aug 1989 – 16 Aug 1991	BR Day - Emergency Planning Advisory Group. Original ref: 26 Registry. 3 folders.
18	24 Aug 1988 – 18 Jan 1989	EPAG [Emergency Planning Advisory Group] – Dr Zealley's file. Original ref: 27 Registry. 2 folders.
19	21 Nov 1980 – 26 Feb 1993	Lothian Displan Correspondence. Concerns Lothian Region Major Incident Plan. Original ref: 28 Registry. 2 folders.
20	10 Feb 1987 – 21 Mar 1989	Training Study Group. Concerns training for HEPOs. Original ref: 29R. 3 folders.
21	4 Mar 1987 – 23 Oct 1989	Torness – Potassium Iodate Tablets. Original ref: 31R. 2 folders.
22	26 Jul 1988 – 26 Jan 1989	RosPubSafe [Rosyth Public Safety Scheme] – Review Group. Original ref: 32R
23	21 Feb 1984 – 19 Dec 1990	Rosyth Public Safety Scheme – Local Liaison Committee. Original ref: 33 Registry
24	8 Nov 1985 – 3 Apr 1989	Torness Local Liaison Committee – Minutes and Correspondence. Original ref: 34R. 3 folders.
25	14 Feb 1989 – 6 Nov 1989	Torness Local Liaison Committee – Correspondence. Original ref: 35R

8D Files of the Health Emergency Planning Officer, 1978-1993

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|----|---------------------------|---|
| 26 | Feb 1992 | Environmental Statement Draft for Consultation – Proposed Dry Store for Spent Nuclear Fuel at Torness Power Station. Original ref: 39R |
| 27 | 22 Dec 1986 – 16 Nov 1989 | SSEB [South of Scotland Electricity Board] – Exercises. Concerns emergency planning exercises. Original ref: 40R |
| 28 | 23 May 1989 – 18 Dec 1989 | SSEB [South of Scotland Electricity Board] – Exercise Boxer III. Includes description of exercise and debrief. Original ref: 41R. 2 folders. |
| 29 | 12 Feb 1990 | South of Scotland Electricity Board – Nuclear Division – Nuclear Safety Branch – Report of the 1989 Irradiated Fuel Flask Emergency Plan Exercise. Concerns the Boxer III exercise. Original ref: 42R |
| 30 | 1993 | Oscar 6 – 3 Jun 93 – Exercise Papers. Includes examples of message forms and bulletins from the exercise at Torness Power Station. Original ref: 44R. 3 folders. |
| 31 | 8 May 1990 – 29 Aug 1990 | Lothian Displan Exercise – Exercise Jaguar. Concerns Lothian Region Major Incident Plan exercise. Original ref: 45R |
| 32 | 21 Jun 1991 – 29 Jan 1992 | Exercise Icarus – Lothian Displan Table Top Exercise – 28 November 1991. Original ref: 46R. 2 folders. |
| 33 | Dec 1988 – 24 Jan 1989 | External Disaster Relief. Concerns the Health Board's involvement in the Lockerbie disaster and co-ordination of requests for help from abroad. Original ref: 51R |

9 Annual Financial Reviews, 1974-1987

1 1974-1975

2 wanting

3 1976-1977

4 1977-1978

5 1978-1979

6 1979-1980

7 1980-1981

8 1981-1982

9 1982-1983

10 1983-1984

11 1984-1985

12 1985-1986 .

13 1986-1987

LHB37**LOTHIAN HEALTH BOARD****10 Annual Accounts, 1976-1992**

1-2	wanting	
3	1976-1977	(2 copies).
4	wanting	
5	1978-1979	
6	1979-1980	
7	1980-1981	(2 copies).
8	1981-1982	
9	1982-1983	
10	1983-1984	
11	1984-1985	
12	1985-1986	(2 copies).
13	1986-1987	
14	1987-1988	
15	1988-1989	
16	1989-1990	
17	1990-1991	
18	1991-1992	

10A Requests for a major item of equipment, 1987-1990

The requests were made on a form for non-recurring funds and give the name of the hospital, the department, the area division, the item and the cost. The justification of need section gives useful synopses of the function and history of the division making the request. The forms were originally stored in lever arch files. Acc 03/25 – AS 12/2009; Acc 01/28 – 5/2010.

- | | | |
|---|-------------|--|
| 1 | 1987 – 1988 | Divided into area divisions of paediatrics, medicine, gastro-intestinal endoscopy, psychiatry, surgery, anaesthetics and orthopaedic surgery. 4 folders. Acc 03/25. |
| 2 | 1987 – 1989 | Divided into area divisions of orthopaedic surgery, laboratory, anaesthesia, medicine, obstetrics and gynaecology, surgery, clinical oncology and psychiatry. 3 folders. Acc 03/25. |
| 3 | 1989 – 1990 | Divided into area divisions of anaesthetics, medicine, paediatrics, clinical oncology, obstetrics and gynaecology, surgery, cardiac surgery, and gastro-intestinal endoscopy. Acc 03/25. |
| 4 | 1988 – 1989 | Includes mostly imaging equipment applications. Acc 01/28. |

11 Lothian Medical Audit Committee, 1988-1997

The Lothian Medical Audit Committee was established in 1989, with a remit to define and recommend for Lothian Health Board policies to facilitate medical audit throughout the service. The Committee co-ordinates and supervises a register of medical audit activities throughout Lothian and reports their outcome to the Board, and through the Board to CRAG (Clinical Resources Audit Group).

1 Agenda and Minutes, 1989-1996

1	Sep 1989 - Feb 1995	Agenda and minutes.
2	Apr 1995-Mar 1996	
3	Apr 1989-Mar 1990	Agenda, minutes and other key papers.
4	Apr 1990-Mar 1991	
5	Apr 1991-Mar 1992	
6	Apr 1992-Mar 1993	
7	Apr 1993-Mar 1994	
8	Apr 1994-Mar 1995	
9	Apr 1995-Mar 1996	

2 Annual Reports, 1989-1996

1	Oct 1989 - Oct 1990	Lothian Medical Audit Committee Annual Report.
2	Nov 1990 - Mar 1992	Lothian Medical Audit Committee Annual Report.
3	Nov 1990 - Mar 1992	Lothian Medical Audit Committee Annual Report Sections 4.1-2: CRAG (Clinical Resource and Audit Group) pro-formas for LMAC funded and other local medical audit projects.
4	Nov 1990 - Mar 1992	Lothian Medical Audit Committee Annual Report Appendices 4: LMAC supported projects collated by speciality.
5	Nov 1990-Mar 1992	Lothian Medical Audit Committee Annual Report Selection of interim and final medical audit reports.

11 Lothian Medical Audit Committee, 1988-1997**2 Annual Reports, 1989-1996**

- | | | |
|----|--------------------|--|
| 6 | Apr 1992-Mar 1993 | Lothian Annual Audit Report Volume I: medical, nursing and midwifery, clinical, pharmaceutical and dental audit committee reports. |
| 7 | June 1993 | Lothian Medical Audit Committee Volume II: LMAC supported medical and multidisciplinary audit projects. |
| 8 | Apr 1993-Mar 1994 | Lothian Annual Clinical Audit Report Volume I: overview. |
| 9 | July 1994 | Lothian Annual Clinical Audit Report Volume II: clinical audit project outcomes. |
| 10 | Apr 1994- Mar 1995 | Lothian Annual Clinical Audit Report Volume I: overview. |
| 11 | Sep 1995 | Lothian Annual Clinical Audit Report Volume II: clinical audit project outcomes. |

Lothian Clinical Audit Projects listed by 'Outcome Type' extracted from Lothian Annual Clinical Audit Report Volume II, Appendix II:

- | | | |
|----|----------|-----------------------------------|
| 12 | Sep 1995 | Clinical Improvements. |
| 13 | Sep 1995 | Communication. |
| 14 | Sep 1995 | Reduction in Risk. |
| 15 | Sep 1995 | Patient Satisfaction. |
| 16 | Sep 1995 | Clinical Guidelines. |
| 17 | Sep 1995 | Quality Standards. |
| 18 | Sep 1995 | Outcome Measures. |
| 19 | Sep 1995 | Evaluation. |
| 20 | Sep 1995 | Change in Patient Administration. |
| 21 | Sep 1995 | Working Practice. |
| 22 | Sep 1995 | Training/Education. |

11 Lothian Medical Audit Committee, 1988-1997**2 Annual Reports, 1989-1996**

23	Sep 1995	Health Care Professional Statistician.
24	Sep 1995	Resource Management.
25	Sep 1995	Additional Resources.
26	Sep 1995	Decreased Workload.
27	Sep 1995	Waiting List.
28	Sep 1995	Service Reorganisation.
29	Sep 1995	Clinical Information Management.
30	Sep 1995	Health Need.
31	Sep 1995	Incidence/Prevalence of Disease.
32	Sep 1995	Equity.
33	Sep 1995	Follow-on Study.
34	Sep 1995	Audit in Routine Progress.
35	Apr 1995 - Mar 1996	Lothian Annual Clinical Audit Report Overview.

3 Correspondence, 1991-1996

1	Apr 1991 - Mar 1992
2	Apr 1992 - Mar 1993
3	Apr 1993 - Mar 1994
4	Apr 1994 - Mar 1995
5	Apr 1995 - Mar 1996

11 Lothian Medical Audit Committee, 1988-1997**4 Funding Sub-Group Committee: Agenda, Minutes and other Key Papers, 1992-1995**

1 Apr 1992 - Mar 1993

2 Apr 1993 - Mar 1994

3 Apr 1994 - Mar 1995

5 Funding and Allocations, 1989-1996

Internal memoranda, correspondence and other papers concerning clinical audit funding and allocations.

1 Jan 1989 - Mar 1991

2 Apr 1991 - Mar 1992

3 Apr 1992 - Mar 1993

4 Apr 1993 - Mar 1994

5 Mar 1994 - Apr 1995

6 1995 - 1996

6 Lothian Clinical Audit Department, 1989-1996

Administrative files and other papers.

1	Sep 1989-Nov 1993	Medical Audit Committee constitution, remit and guidelines.
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2	Apr 1991-Mar 1992	General Medical Audit Correspondence.
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3	Apr 1992-Mar 1993	General Medical Audit Correspondence.
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4	Apr 1993-Mar 1994	General Medical Audit Correspondence.
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5	Apr 1994-Mar 1995	General Medical Audit Correspondence.
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6	Apr 1991-July 1993	Clinical Audit Correspondence.
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7	Nov 1994-Dec 1994	Correspondence concerning audit participation.
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11 Lothian Medical Audit Committee, 1988-1997**6 Lothian Clinical Audit Department, 1989-1996**

8	Oct 1991-Apr 1992	Medical Audit Open Day - Area Wide.
9	Apr 1992-Mar 1993	Medical Audit Open Days.
10	Apr 1993-June 1994	Medical Audit Open Days.
11	Oct 1991-Mar 1993	Medical Audit Newsletter.
12	Apr 1993-Mar 1994	Medical Audit Newsletter.
13	June 1994-Mar 1995	Clinical Audit Newsletter.
14	Jan 1993	Interface between Clinical Audit and Management Report of CRAG working group.
15	July 1994-Dec 1994	Lothian Health Quality Development Committee.
16	Apr 1994-Sep 1994	COPPISH (Core Patient Profile Information in Scottish Hospitals) Project.
17	Jan 1995	Poster Project.
18	Jan 1995	Audit assistant project work.
19	Jan 1995	Clinical Audit Projects within Royal Infirmary and Associated Hospitals Unit - Report for Clinical Audit Committee

Other Health Board Business:

20	Dec 1993-Feb 1995	Department of Public Health weekly meetings.
21	Feb 1991-Mar 1992	Lothian Health Board Business.
22	Apr 1992-Mar 1993	Lothian Health Board Business.
23	Apr 1993-Mar 1994	Lothian Health Board Business.
24	Apr 1994-Mar 1995	Lothian Health Board Business.
25	Apr 1995-Mar 1996	Lothian Health Board Business.
26	Mar 1993-Mar 1994	Headquarters Staff Liaison Committee.

11 Lothian Medical Audit Committee, 1988-1997**6 Lothian Clinical Audit Department, 1989-1996**

27	June 1992-Nov 1992	CRAG Conferences.
28	Apr 1993-Oct 1994	CRAG Conferences.
29	Sep 1994-Dec 1995	CRAG Conferences.
30	Apr 1992-May 1995	Miscellaneous papers.

7 Lothian Clinical Audit Department Final Project Reports

These reports are in the main interim reports, but may have been/be the only report produced.

1 Final Project Reports, 1989-1995

1	June 1992	Postoperative analgesia in High Dependency Unit of Royal Infirmary of Edinburgh.
2	1992-1993	Non steroidal anti-inflammatory drug audit.
3	1992-1993	Prescribing of antibiotics.
4	Aug 1993	Audit of gestational ultrasound scanning in a health centre.
5	May 1994	Surgical Nursing audit project.
6	1994	Availability of appointments.
7	1995	SMMP anaesthetic report.
8	June 1995	Feasibility study of Lothian anaesthetic audit.
9	Aug 1995	Radiotherapy treatment planning simulator audit.
10	Mar 1995	Lothian GP asthma study.
11	1994-1995	Stockbridge shared database audit project.
12	June 1995	Urology Audit - incidence of prostate problems in 50-59 year olds in a Practice.
13	1995	Audit of surgical wound infection following hospital discharge.

11 Lothian Medical Audit Committee, 1988-1997**7 Lothian Clinical Audit Department Final Project Reports****1 Final Project Reports, 1989-1995**

14	Feb 1995	Use of portable barcode-reader based data acquisition system to increase accuracy of assessment of urine workload in a clinical microbiology laboratory.
15	Apr 1994	Audit of laboratory diagnosis of mycobacterial infections in Scotland.
16	1993	Audit of prescribing oral anticoagulant therapy in two hospitals in Lothian with follow-up in general practise: comparison with national guidelines.
17	Feb 1991	General Practitioners' requirements of the General Medical Outpatient Service, Royal Infirmary of Edinburgh.
18	1993	Clinical importance of symptomatic but not excess gastroesophageal reflux.
19	1993	Heart failure: audit of management strategies at Acute Medical Admissions Unit, Royal Infirmary of Edinburgh.
20	n.d.	Audit of follow-up of patients with liver disease.
21	June 1994	Audit of casenotes in Royal Infirmary of Edinburgh. 3 folders.
22	1994	Audit of procedure related to outcome of chest clinic consultation.
23	May 1994	Referral pattern and outcome of patients with intracranial tumours in South-East Scotland.
24	Feb 1995	Computerisation of clinical data for patients with diabetes attending the Royal Infirmary of Edinburgh NHS Trust Diabetes Clinic.
25	1992	Appraisal of cervical spine surgery in patients with rheumatoid arthritis.
26	1992	Management of lung cancer in South-East Scotland.
27	1994	Audit of invasive prenatal diagnostic procedures.

11 Lothian Medical Audit Committee, 1988-1997**7 Lothian Clinical Audit Department Final Project Reports****1 Final Project Reports, 1989-1995**

28	1995	Knee arthroscopy audit.
29	1993	Audit of medical paediatric outpatient appointments and letters.
30	1994	SMMP Neonatal Unit.
31	1995	Audit and evaluation of community based service for drug users in Lothian.
32	Mar 1994	Audit of medical negligence claims.
33	n.d.	Women's perceptions of Hysterosalpingography.
34	n.d.	Audit of repeat x-rays in orthopaedic clinic at Princess Margaret Rose Orthopaedic Hospital.
35	Oct 1994	Open access radiology of lumbar spine.
36	Sep 1995	Audit of Surgical Audit.
37	n.d.	Lothian and Borders large bowel cancer project: immediate outcome following surgery.
38	Jan 1993	Operations Audit PAEP.
39	1993	Uvulopalatopharyngplasty: process and outcome audit.
40	Feb 1995	Audit of treatment of tonsillar and peritonsillar sepsis in ear, nose and throat unit.
41	1995	Diabetic retinopathy audit.
42	1993	Effects of emergencies seen at ward level on provision of ENT services, bed occupancy and junior doctors workload.
43	1995	Operations audit Princess Alexandra Eye Pavilion.
44	n.d.	Surgical nursing audit project - Western General Hospital NHS Trust.

11 Lothian Medical Audit Committee, 1988-1997**7 Lothian Clinical Audit Department Final Project Reports****1 Final Project Reports, 1989-1995**

- | | | |
|----|----------|---|
| 45 | Oct 1993 | Implementation of discharge prescription checking system for medical inpatients. |
| 46 | May 1996 | Occupational therapy - timescale of home assessment visits for elderly patients with physical disabilities. |
| 47 | 1996 | Occupational therapy area wide audit project. |
| 48 | 1995 | Audit of dysphagia management in stroke patients admitted to an acute hospital. |
| 49 | May 1995 | Standards in Stoke Care. |

2 Final Project Reports, 1989-1995

- | | | |
|----|-----------|--|
| 1 | 1994 | Nursing, midwifery and health visiting audit activity. |
| 2 | 1992 | High Dependency Surgical Nursing Unit - audit of first six months activity. |
| 3 | May 1993 | Audit of Intensive Therapy Unit, Royal Infirmary of Edinburgh. |
| 4 | 1992 | Audit of nutritional support provided to surgical patients by a nutrition team. |
| 5 | July 1993 | Vascular Surgery audit. |
| 6 | Aug 1992 | Edenhall Hospital Spinal Unit inpatient morbidity study. |
| 7 | Nov 1993 | Audit of Scottish Mortality Record 1: returns from an ENT Unit. |
| 8 | 1992 | Lothian and Borders large bowel cancer project: immediate outcome following surgery. |
| 9 | 1990 | Is diagnosis of 'non-specific abdominal pain' safe in the elderly? |
| 10 | 1995 | Long-term follow-up to determine prognostic value of imaging following urinary tract infections. |

11 Lothian Medical Audit Committee, 1988-1997**7 Lothian Clinical Audit Department Final Project Reports****2 Final Project Reports, 1989-1995**

11	1993	Audit of medical negligence claims.
12	Feb 1992	Liaison between hospital-based and community-based services for people with HIV infection in Lothian.
13	1995	Audit and evaluation of a community based service for drug users in Lothian.
14	1994	SMMP Neonatal Unit.
15	Nov 1992	Community Child Health Audit Group questionnaire to parents.
16	n.d.	Assessment of treatment and management of proximal humeral fractures.
17	n.d.	Evaluation of conservative methods of treatment of pre-invasive carcinoma of cervix at Lothian Area Coloscopy Clinic.
18	1994	Audit of procedures related to outcome of chest clinic consultation.
19	n.d.	Audit of follow-up of patients with liver disease.
20	1995	Acute renal failure/renal consultative service.
21	Apr 1992 – Apr 1992	Clinical Resource and Audit Group Medical Audit Sub-Committee report.
22	May 1990	Bangour General Hospital Physiotherapy Department FIM initial user requirements.
23	Dec 1991	Western General Hospital Geriatric Assessment Unit.
24	1990	Geriatric Unit Bangour General Hospital, St John's Hospital at Howden: objective assessment of effectiveness.
25	July 1991	Follow-up of breast cancer patients.
26	May 1992	Follow-up of breast cancer patients.

11 Lothian Medical Audit Committee, 1988-1997**7 Lothian Clinical Audit Department Final Project Reports****2 Final Project Reports, 1989-1995**

27	June 1993	Audit of Intensive Therapy Unit, Royal Infirmary of Edinburgh.
28	Mar 1993	Confidential enquiry of cardiac catheterisation complications.
29	1993	Audit of sudden deaths in general practice.
30	July 1991	Geriatric audit (phase 2) report.
31	1991	Assessment of older people: survey of Lothian general practitioners.
32	n.d.	Audit of management practices and outcome in patients with lung cancer in South-East Scotland.
33	Feb 1995	Audit in clinical oncology.
34	n.d.	EMLA cream applied by parents reduces distress of venepuncture in children.

3 Final Project Reports, 1996-1997

1	1995-1996	Investigation of client perception of effectiveness of current clinical genetics service for South-East Scotland.
2	Aug 1996	Area wide, multispeciality surgical wound infection audit.
3	July 1997	Care of GP-only non-insulin dependent diabetic mellitus patients.
4	Oct 1995	Audit of diabetes care in West Lothian.
5	Dec 1995	Audit of aspects of discharge planning documentation at Royal Infirmary of Edinburgh.
6	Aug 1996	Evaluation of magnetic resonance imaging as a clinical outcome measure in treatment of temporomandibular joint dysfunction.

11 Lothian Medical Audit Committee, 1988-1997**7 Lothian Clinical Audit Department Final Project Reports****3 Final Project Reports, 1996-1997**

7	Sep 1996	Dental audit consumer satisfaction survey.
8	1996	General dental care for anxious adults - a retrospective clinical audit.
9	Jan 1996	Dental out-patient general anaesthetic referral services in Lothian: views of referring practitioners.
10	May 1996	Occupational therapy:
11	Oct 1995	Audit of dietary advice given to newly diagnosed non-insulin dependent diabetes mellitus patients prior first consultation with dietician.
12	1995	Distribution and uptake of guidelines for adult diabetic patients amongst GPs in Lothian.
13	1996	Antibiotic prescribing audit report.
14	Feb 1997	Audit of acute myocardial infarction management in South-East Scotland.
15	Dec 1995	Feedback from radiology log of audit activity.
16	July 1996	Stroke: guideline for management of stroke patients.

4 Extracts from Final Project Reports, 1994

1 Sep 1994 – Dec 1994

8 Speciality Audit Groups, 1988- 1996**1 Reports, 1988-1995**

1	1988	Surgical Audit annual report.
2	1989	Surgical Audit annual report.
3	1990	Surgical Audit annual report.

11 Lothian Medical Audit Committee, 1988-1997**8 Speciality Audit Groups, 1988- 1996****1 Reports, 1988-1995**

4	1991	Surgical Audit annual report.
5	1992	Surgical Audit annual report.
6	1993	Surgical Audit annual report.
7	1994	Surgical Audit annual report.
8	1995	Surgical Audit annual report.
9	1991	Day Surgery Study report.
10	1991-1992	General Practice Audit Packages first report.
11	1992-1994	General Practice Audit Packages second report.

2 Administrative files, 1989-1996

1	Jan 1990-Nov 1990	Anaesthetic Audit Group.
2	Apr 1990-Jan 1996	Anaesthetic Audit Group.
3	Apr 1989-July 1990	Clinical Oncology Audit Group.
4	May 1990-Sep 1995	Clinical Oncology Audit Group.
5	Aug 1989-Sep 1990	General Practice Audit Group.
6	Mar 1990-Jan 1993	General Practice Audit Group.
7	Jan 1992-Mar 1993	General Practice Audit Group.
8	Apr 1993-Mar 1994	General Practice Audit Group.
9	May 1994-Feb 1996	General Practice Audit Group.
10	Aug 1989-Jan 1995	General Practice/Laboratory Medicine Liaison# Committee.
11	Sep 1989-Nov 1990	Laboratory Medicine Audit Group.
12	Feb 1990-Jan 1996	Laboratory Medicine Audit Group.

11 Lothian Medical Audit Committee, 1988-1997**8 Speciality Audit Groups, 1988- 1996****2 Administrative files, 1989-1996**

- | | | |
|----|--------------------|--|
| 13 | Sep 1989-Dec 1992 | Medicine Audit Group. |
| 14 | May 1990-July 1996 | Medicine Audit Group. |
| 15 | Nov 1989-Oct 1990 | Obstetrics and Gynaecology Audit Group. |
| 16 | May 1991-Oct 1995 | Obstetrics and Gynaecology Audit Group. |
| 17 | Feb 1990-Nov 1990 | Orthopaedic Audit Group. |
| 18 | Sep 1991-Apr 1995 | Orthopaedic Audit Group. |
| 19 | Nov 1989-Nov 1990 | Paediatrics Audit Group. |
| 20 | May 1990-Nov 1995 | Paediatrics Audit Group. |
| 21 | Mar 1990-Nov 1990 | Psychiatrics Audit Group. |
| 22 | May 1990-Aug 1995 | Psychiatrics Audit Group. |
| 23 | Nov 1989-Nov 1990 | Public Health Medicine Audit Group. |
| 24 | Apr 1991-May 1995 | Public Health Medicine Audit Group. |
| 25 | Nov 1989-Mar 1990 | Radiology Audit Group. |
| 26 | May 1990-June 1995 | Radiology Audit Group. |
| 27 | July 1989-Apr 1990 | Surgery Audit Group. |
| 28 | May 1990-May 1990 | Surgery Audit Group. |
| 29 | Jan 1994-June 1995 | Surgical Paediatric Audit Group. |
| 30 | 1994-1995 | Non-LMAC funded speciality audit project outcomes. |
| 31 | 1994-1996 | Speciality Audit pro-formas. |

11 Lothian Medical Audit Committee, 1988-1997**9 Trust Clinical Audits, 1993-1996**

1	Apr 1993-Nov 1995	East and Midlothian NHS Trust.
2	Jan 1995-Aug 1995	East and Midlothian NHS Trust.
3	Apr 1994-Aug 1995	Edinburgh and Sick Children's NHS Trust.
4	July 1993-Aug 1995	Edinburgh Healthcare NHS Trust.
5	Apr 1993-Mar 1994	Royal Infirmary Hospitals NHS Trust.
6	Apr 1994-Mar 1995	Royal Infirmary Hospitals NHS Trust.
7	Apr 1995-Mar 1996	Royal Infirmary Hospitals NHS Trust.
8	Apr 1993-Aug 1995	West Lothian NHS Trust.
9	Feb 1993-Apr 1995	Western General Hospital NHS Trust.
10	Jan 1995-Mar 1996	Western General Hospital NHS Trust.

10 Professional Clinical Audits, 1990-1996

The Clinical Audit Committee within Lothian Health Board represented all professions, excluding medicine and nursing. From 1 November 1993 the Committee was reconstituted as the Paramedical Audit Committee.

1	Feb 1992-Nov 1993	Clinical Audit Committee agenda and minutes.
2	Mar 1992-Nov 1993	Clinical Audit Committee finance papers, general correspondence and papers on seminars and conferences.
3	Mar 1992-Nov 1993	Clinical Audit Committee projects, funded and rejected.
4	Apr 1990-Feb 1996	Nursing Audit.
5	Mar 1995-Feb 1996	Nursing Audit.
6	Sep 1992-Mar 1996	Dental Audit.
7	Apr 1993-Mar 1994	Pharmacy Audit.

11 Lothian Medical Audit Committee, 1988-199711 National Audit Groups, 1990-1995

- | | | |
|---|--------------------|--|
| 1 | Jan 1991-June 1995 | Medical Audit Training and Conferences general file. |
| 2 | Apr 1990-Mar 1991 | Medical Audit Training and Conferences. |
| 3 | Apr 1991-Mar 1992 | Medical Audit Training and Conferences. |
| 4 | Apr 1992-Mar 1993 | Medical Audit Training and Conferences. |
| 5 | Apr 1993-Mar 1994 | Medical Audit Training and Conferences. |

12 Newsletters, 1992-1995

- | | | |
|---|--------------------|---|
| 1 | Mar 1992-July 1995 | Medical Audit Matters - Lothian Medical Audit Committee newsletter - issues nos. 1-15 |
|---|--------------------|---|

12 Records of the Finance Department, 1976-1997**1 Statements of Capital Expenditure, 1976-1979**

Capital expenditure is defined as expenditure on works of construction, reconstruction or alterations and associated purchases of furniture, equipment etc. Originally numbered LHB37/12/1-5.

1-2 wanting

3 1976-1977

4 1977-1978

5 1978-1979

2 Files relating to Staff Establishment, 1984-1990

These files relate to changes in staff salaries due to qualifications, pay awards etc. Acc 02/02 – AS 6/2010.

- | | | |
|---|-------------|---|
| 1 | 1985 – 1988 | Specialists – Establishment. Concerns arrangements for funding of particular posts, funding impact of creation of posts, regradings etc. 2 folders. |
| 2 | 1985 – 1989 | Specialists Correspondence. Includes details of the pharmacy pay award and the rotational scheme. |
| 3 | 1985 – 1989 | Specialists – General Correspondence. Includes details of funding for mass radiography and funding for senior posts. |
| 4 | 1988 – 1989 | Specialists – General Correspondence. Includes lists of employees; and financing of changes in hours for junior doctors. 2 folders. |
| 5 | 1989 – 199 | Specialists – Establishment. Includes print-out of senior staff. |
| 6 | 1985 – 1990 | Specialists – Distinction Awards. Lists staff receiving awards. 2 folders. |
| 7 | 1984 – 1990 | IDC [Infectious Disease Control] Nurses. Includes lists of nurses and arrangements for their training. |

12 Records of the Finance Department, 1976-1997**3 Files relating to Extra Contractual Referrals [ECR], 1991-1992**

These files contain the price lists for services and procedures of both Lothian Health Board and other Health Boards around the country. Acc 02/02 – AS 6/2010.

1 1991 – 1992

2 1991 – 1992 ECR price lists 91-92 A-Z. 5 folders.

4 Files of the Finance Directorate, 1992-1997

The majority of these were created by Susan Moffat in her capacity as both Deputy Director of Finance and Acting Financial Controller. Files by previous post holders and the Director of Finance are included. Although the majority of the files were registered, unregistered material has been included as probably coming from the same source. Acc 01/47 – AS 8/2010.

- | | | |
|---|---------------------------|--|
| 1 | 3 Mar 1994 – 26 Jun 1996 | Dental Hospital. Includes report on the long-term funding of dental hospitals in Scotland and issue paper on contracting for dental hospital services. Original ref: ADF12 |
| 2 | Mar 1994 – Oct 1994 | IT [Information Technology] Strategy. Includes information systems strategy report. Original ref: ADF14. 2 folders. |
| 3 | 1 Jun 1994 – 1 Aug 1997 | Care of the Elderly Strategy. Includes minutes of Elderly Services Project Group meetings. Original ref: ADF22. 3 folders. |
| 4 | 1 Dec 1993 – 23 Aug 1995 | Learning Disabilities. Includes copies of joint strategic agreements on future services and services at St Joseph's Hospital and Gogarburn Hospital. Original ref: ADF23 |
| 5 | 20 May 1994 – 27 Feb 1995 | Acute Services Strategy. Includes activity and bed projections. Original ref: ADF24 |
| 6 | 4 Mar 1993 – 2 Dec 1993 | General Medical Practitioners Committee. Includes meeting papers. Original ref: F215. 2 folders. |
| 7 | 22 Sep 1992 – 6 Jun 1994 | Endowments General. Original ref: F312. 4 folders. |
| 8 | 26 Jan 1993 – 21 Dec 1994 | GP [General Practice] Fundholders. Includes report 'Funding General Practice' produced by the Scottish Home and Health Department and audit of savings. Original ref: F316. 3 folders. |

12 Records of the Finance Department, 1976-1997**4 Files of the Finance Directorate, 1992-1997**

- | | | |
|----|---------------------------|--|
| 9 | 4 Mar 1994 – 12 Oct 1994 | RIE [Royal infirmary of Edinburgh] – Audit Committee File. Includes interim audit reports. |
| 10 | 30 Dec 1993 – 19 Dec 1994 | Dental Hospital Investigation. Fraud investigation at the Dental Hospital. |
| 11 | Feb 1994 – May 1994 | GPFM [General Practice Fund Managers] – Budget Setting Process. |
| 12 | 1994 – 1995 | A & E [Accident and Emergency] Waiting Times. Originally a lever arch file with statistics on waiting times for Edinburgh Sick Children's NHS Trust; Royal Infirmary of Edinburgh; WLT [West Lothian Trust – primarily St John's Hospital]. 3 folders. |
| 13 | 1994 – 1995 | Edinburgh Sick Children's NHS Trust – Correspondence. Includes standing financial instructions. |
| 14 | 1994 – 1995 | Contracts – GP [General Practice] Fundholders. Originally a lever arch file of agreements with individual practices, arranged alphabetically. 6 folders. |
| 15 | 1995 | Lothian Brook Advisory Centre Annual Report 1994/95. |
| 16 | 1994 | NHS – The Patient's Charter – Raising the Standards in Scotland. |

13 Endowment Fund Accounts, 1972-2004**1 Lothian Health Endowment Fund Accounts, 1976-2004**

1-2 wanting

3 1976-1977

4 1977-1978

5 1978-1979

6 1979-1980

7 1980-1981

8 1981-1982

9 1982-1983

10 1983-1984

11 1984-1985

12 1985-1986

13 1986-1987

14 1987-1988

15 1988-1989

16 1989-1990

17 1990-1991

18 1991-1992

19 wanting

20 1993-1994

21 1994-1995

22 1995-1996

23 1996-1997

13 Endowment Fund Accounts, 1972-2004**1 Lothian Health Endowment Fund Accounts, 1976-2004**

24	1997-1998
25	1998-1999
26	1999-2000
27	2000-2001
28	2001-2002
29	2002-2003
30	2003-2004

2 NHS Trust Endowment Fund Accounts, 1993-2004

1	1993-1994	West Lothian NHS Trust.
2	1994-1995	East and Midlothian NHS Trust
3	1994-1995	Edinburgh Healthcare NHS Trust
4	1994-1995	Edinburgh Sick Children's NHS Trust
5	1994-1995	Royal Infirmary of Edinburgh
6	1994-1995	West Lothian NHS Trust
7	1994-1995	Western General Hospitals NHS Trust
8	1995-1996	East and Midlothian NHS Trust
9	1995-1996	Edinburgh Healthcare NHS Trust
10	1995-1996	Edinburgh Sick Children's NHS Trust
11	1995-1996	Royal Infirmary of Edinburgh
12	1995-1996	West Lothian NHS Trust
13	1995-1996	Western General Hospitals NHS Trust
14	1996-1997	East and Midlothian NHS Trust

13 Endowment Fund Accounts, 1972-2004**2 NHS Trust Endowment Fund Accounts, 1993-2004**

15	1996-1997	Edinburgh Healthcare NHS Trust
16	1996-1997	Edinburgh Sick Children's NHS Trust
17	1996-1997	Royal Infirmary of Edinburgh
18	1996-1997	West Lothian NHS Trust
19	1996-1997	Western General Hospitals NHS Trust
20	1997-1998	East and Midlothian NHS Trust
21	1997-1998	Edinburgh Healthcare NHS Trust
22	1997-1998	Edinburgh Sick Children's NHS Trust
23	1997-1998	Royal Infirmary of Edinburgh NHS Trust
24	1997-1998	West Lothian NHS Trust
25	1997-1998	Western General Hospitals NHS Trust
26	1998-1999	East and Midlothian NHS Trust
27	1998-1999	Edinburgh Healthcare NHS Trust
28	1998-1999	Edinburgh Sick Children's NHS Trust
29	1998-1999	Royal Infirmary of Edinburgh NHS Trust
30	1998-1999	West Lothian NHS Trust
31	1998-1999	Western General Hospitals NHS Trust
32	1999-2000	Lothian Primary Care NHS Trust
33	1999-2000	Lothian University Hospitals NHS Trust
34	1999-2000	West Lothian Healthcare NHS Trust
35	2000-2001	Lothian Primary Care NHS Trust
36	2000-2001	Lothian University Hospitals NHS Trust

13 Endowment Fund Accounts, 1972-2004**2 NHS Trust Endowment Fund Accounts, 1993-2004**

37	2000-2001	West Lothian Healthcare NHS Trust
38	2001-2002	Lothian Primary Care NHS Trust
39	2001-2002	Lothian University Hospitals NHS Trust
40	2001-2002	West Lothian Healthcare NHS Trust
41	2001-2002	Lanarkshire Acute Hospitals NHS Trust (share of Lothian NHS Endowments Common Investment Scheme)
42	2002-2003	Lothian Primary Care NHS Trust
43	2002-2003	Lothian University Hospitals NHS Trust
44	2002-2003	West Lothian Healthcare NHS Trust
45	2003-2004	Lothian Primary Care NHS Trust
46	Dec 2003	Lothian University Hospitals NHS Trust
47	2003-2004	West Lothian Healthcare NHS Trust

3 Lothian NHS Endowment Funds (Consolidated), 1995-2004

1	1995-1996
2	1996-1997
3-6	wanting
7	2001-2002
8	2002-2003
9	2003-2004

13 Endowment Fund Accounts, 1972-20044 Scottish Hospital Trust Annual Reports, 1972-1989

1 1972-1973

2 1973-1974

3 1974-1975

4 1975-1976

5 1976-1977

6-9 wanting

10 1981-1982

11-15 wanting

16 1987-1988

17 1988-1989

5 Lothian NHS Endowments Portfolio Valuations, 2002

1 10 Jun 2002 Wider, as at 10/6/2002

2 10 Jun 2002 Narrow, as at 10/6/2002

6 Presentation to Lothian NHS Endowments Investment Advisory Committee, 20021 11 Jun 2002 Copies of overheads for First State Investments
presentation to Lothian NHS Endowments Investment
Advisory Committee

14 Statistical Papers, 1974-1990**1 Scottish Health Service Common Services Agency: Information Services Division
Hospital Services Statistics, 1977-1982**

1	1977-1979	Bangour General Hospital.
2	1977-1979	Bangour Village Hospital.
3	1980-1982	Bangour Village Hospital.
4	1977-1978	Cambridge Street Day Centre.
5	1978-1979	Cambridge Street Day Centre.
6	1980-1982	Cambridge Street Day Centre.
7	1980-1982	Chest X-Ray Centre.
8	1977-1979	Corstorphine Hospital.
9	1980-1982	Corstorphine Hospital.
10	1977-1979	Dalkeith Day Centre.
11	1980-1982	Dalkeith Day Centre.
12	1980-1982	Deaconess Hospital.
13	1977-1979	Douglas House, Royal Hospital for Sick Children.
14	1980-1982	Douglas House, Royal Hospital for Sick Children.
15	1977-1979	Drumshoreland Hospital.
16	1980-1982	Drumshoreland Hospital.
17	1977-1979	East Fortune Hospital.
18	1980-1982	East Fortune Hospital.
19	1977-1979	Eastern General Hospital.
20	1980-1982	Eastern General Hospital.
21	1977-1979	Edenhall Hospital.
22	1980-1982	Edenhall Hospital

14 Statistical Papers, 1974-1990**1 Scottish Health Service Common Services Agency: Information Services Division
Hospital Services Statistics, 1977-1982**

23	1980-1982	Edinburgh Dental Hospital.
24	1977-1979	Edinburgh Foot Clinic.
25	1980-1982	Edinburgh Foot Clinic.
26	1977-1979	Edinburgh Orthopaedic Clinic.
27	1980-1982	Edinburgh Orthopaedic Clinic.
28	1977-1979	Edington Hospital.
29	1980-1982	Edington Hospital.
30	1980-1982	Elsie Inglis Maternity Hospital.
31	1980-1982	Glencorse Day Centre.
32	1977-1979	Herdmanflat Hospital.
33	1980-1982	Herdmanflat Hospital.
34	1977-1979	Leith Hospital.
35	1980-1982	Leith Hospital.
36	1977-1979	Mass Miniature Radiography Unit.
37	1977-1979	McLeod Street Clinic.
38	1980-1982	McLeod Street Clinic.
39	1980-1982	Newbattle Day Centre.
40	1977-1979	Northern General Hospital.
41	1980-1982	Northern General Hospital.
42	1977-1979	Princess Margaret Rose Hospital.
43	1980-1982	Princess Margaret Rose Hospital.
44	1977-1979	Roodlands Hospital.

14 Statistical Papers, 1974-1990**1 Scottish Health Service Common Services Agency: Information Services Division
Hospital Services Statistics, 1977-1982**

45	1980-1982	Roodlands Hospital.
46	1977-1979	Royal Edinburgh Hospital – Hostels
47	1980-1982	Royal Edinburgh Hospital - Hostels.
48	1980-1982	Royal Edinburgh Hospital - Jardine Clinic.
49	1977-1979	Royal Edinburgh Hospital - Sighthill Health Centre.
50	1980-1982	Royal Edinburgh Hospital - Sighthill Health Centre.
51	1977-1979	Royal Victoria Dispensary.
52	1980-1982	Royal Victoria Dispensary.
53	1977-1979	Royal Victoria Hospital.
54	1980-1982	Royal Victoria Hospital.
55	1977-1979	Royal Victoria Hospital - Psychogeriatric.
56	1980-1982	Royal Victoria Hospital - Psychogeriatric.
57	1977-1979	St Michael's Hospital.
58	1980-1982	St Michael's Hospital.
59	1977-1979	Simpson Memorial Maternity Pavilion.
60	1977-1979	Southfield Hospital.
61	1980-1982	Southfield Hospital.
62	1977-1979	Tippethill Hospital.
63	1980-1982	Tippethill Hospital.
64	1977-1979	Western General Hospital.

14 Statistical Papers, 1974-1990**2 General Register Office for Scotland Registration Lists, 1974-1990**

1	Sep 1974-Sep 1975	Deaths.
2	Sep 1975-Sep 1976	Deaths.
3	Sep 1976-Jan 1976	Deaths.
4	Jan 1977-July 1977	Deaths.
5	July 1977-Mar 1978	Births and deaths.
6	Apr 1978-June 1978	Deaths.
7	Jul 1978-Dec 1978	Births and deaths.
8	Jan 1979-June 1979	Births and deaths.
9	July 1979-Dec 1979	Deaths.
10	1984	Deaths.
11	1985	Deaths.
12	1986	Deaths.
13	1987	Deaths.
14	1978-1984	Deaths of persons aged 0 - 16 years.
15	1984-1987	Deaths of persons aged 0 - 16 years.
16	Aug 1974-Aug 1975	Births.
17	Sep 1975- Aug 1976	Births.
18	Sep 1976-Dec 1977	Births.
19	Jan 1977-June 1977	Births.
20	Apr 1978-June 1978	Births.
21	1974-1979	Stillbirths.
22	1980	Domiciliary births and stillbirths.

14 Statistical Papers, 1974-1990**2 General Register Office for Scotland Registration Lists, 1974-1990**

23	1981	Domiciliary births and stillbirths.
24	1982	Domiciliary births and stillbirths.
25	1983	Domiciliary births.
26	1983	Stillbirths.
27	1984-1986	Domiciliary births.
28	1984	Stillbirths.
29	1985	Stillbirths.
30	1986	Stillbirths.
31	1987	Domiciliary births and stillbirths.
32	Oct 1986 - Jun 1987	Notification of SCSR patient deaths by hospital of treatment.
33	1983-1988	Community Medicine Department health centre and clinic attendance statistics (file).
34	1988	Sheets detailing adult patients contacted as part of waiting list review (3 bundles).
35	1988	List of adult patients with changes noted.
36	1988	Sheets detailing child patients contacted as part of waiting list review (2 bundles).
37	1988	List of child patients with changes noted.
38	1988 - 1989	Summary of mailing returns; examples of questionnaire sent to patients as part of waiting list review; mailings not sent to doctors due insufficient clerical detail.
39	Sep 1990	Hospital Activity Statistics for financial year 1989-1990. Information Services Unit report.

15 Scottish Health Service Costs, 1975-1987

These publications contain information derived mainly from financial and statistical input to the annual accounts of the Scottish Health Service.

- | | |
|----|-------------|
| 1 | wanting |
| 2 | 1975 - 1976 |
| 3 | 1976 - 1977 |
| 4 | 1977 - 1978 |
| 5 | 1978 - 1979 |
| 6 | 1979 - 1980 |
| 7 | wanting |
| 8 | 1981 - 1982 |
| 9 | 1982 - 1983 |
| 10 | 1983 - 1984 |
| 11 | 1984 - 1985 |
| 12 | 1985 - 1986 |
| 13 | 1986 - 1987 |

16 *Focus on Health, 1982-1986*

This single page newsletter was launched in July 1982 to 'encourage communication between health professionals...'. It took a 'sabbatical' in 1986 after issue No.21.

1	July 1982	Issue No. 1 (photocopy)
2	Sep 1982	Issue No. 2
3	Nov 1982	Issue No. 3
4	Jan 1983	Issue No. 4
5	Mar 1983	Issue No. 5
6	May 1983	Issue No. 6
7	July 1983	Issue No. 7
8	Sep 1983	Issue No. 8
9	Nov 1983	Issue No. 9
10	Jan 1984	Issue No. 10 (wrongly numbered 11)
11	Mar 1984	Issue No. 11
12	May 1984	Issue No. 12
13	July 1984	Issue No. 13
14	Sep 1984	Issue No. 14
15	Nov 1984	Issue No. 15
16	Jan 1985	Issue No. 16
17	Mar 1985	Issue No. 17
18	May 1985	Issue No. 18
19	July 1985	Issue No. 19
20	Oct 1985	Issue No. 20
21	Feb 1986	Issue No. 21

17 *Lothian Health News, 1973-2001*

This is an information sheet for employees and takes the form of a newspaper with articles and photographs. It was not produced between November 1977 and August 1982.

1	Sep 1973	No.1. Second copy from Acc 06/04.
2	Jan 1974	No.2. Second copy from Acc 06/04.
3	Mar 1974	No.3. Second copy from Acc 06/04.
4	June 1974	No.4 (2 copies)
5	May 1975	No.5 (2 copies)
6	Dec 1975	No.6 (2 copies)
7	May 1976	No.7 (2 copies)
8	Nov 1976	No.8 (2 copies)
9	Dec 1976	No.9 Special Issue
10	July 1977	No.10
11	Nov 1977	No.11 Special Issue (2 copies)
12	Nov 1977	No.12 Special Issue (2 copies)
13	Aug 1982	Vol.2, No.1
14	Jan 1983	Vol.2, No.2
15	June 1983	Vol.2, No.3
16	Oct 1983	Special Issue
17	June 1984	Vol.2, No.4 including Board re-structuring insert
18	Jan 1985	Vol.2, No.5
19	June 1985	Vol.2, No.6
20	Nov 1985	Vol.2, No.7
21	May 1986	Vol.2 No.8
22	Jan 1987	

17 *Lothian Health News, 1973-2001*

23 June 1987

24 Dec 1987

25 Sep 1988

26 Dec 1988

27 Mar 1989

28 June 1989

29 Nov 1989

30 Dec 1989 St. Johns Special. Second copy from Acc 06/04.

31 Mar 1990

32 July 1990 St. Johns Royal Opening. Second copy from Acc 06/04.

33 Dec 1990

34 Mar 1991

35 Jan 1992 No.1

36 Feb 1992 No.2

37 Apr 1992 No.3

38 May 1992 No.4

39 July 1992 No.5

40 Oct 1992 No.6

41 Nov 1992 No.7

42 Jan 1993 No.8 Patient's Charter Special Issue

43 Mar 1993 No.9

44 June 1993 No.10

45 Oct 1993 Issue 11

17 *Lothian Health News, 1973-2001*

46	wanting	
47	Dec 1993	Issue 13
48	1993	Acute Services Strategy Special Issue
49	Feb 1994	Issue 14
50	Mar 1994	Issue 15
51	Apr 1994	Issue 16
52	May 1994	Issue 17
53	July 1994	Issue 18
54	Oct 1994	Issue 19
55	Dec 1994	Issue 20
56	Feb 1995	Issue 21
57	Mar 1995	Issue 22
58	Apr 1995	Issue 23
59	June 1995	Issue 24
60	July 1995	Issue 25
61	Sep 1995	Issue 26
62	Nov/Dec 1995	Issue 27
63	Feb 1996	Issue 28
64	Apr 1996	Issue 29
65	June 1996	Issue 30
66	Aug 1996	Issue 31
67	Dec 1996	Issue 32
68	Feb 1997	Issue 33

17 *Lothian Health News, 1973-2001*

69	Apr 1997	Issue 34
70	Aug 1997	Issue 35
71	Nov 1997	Issue 36
72	Feb 1998	Issue 37
73	Jun 1998	Issue 38
74	Jul 1998	Issue 39
75	Aug 1998	Issue 40
76	Jan 1999	Issue 41
77	Nov 1999	Issue 42
78	May 2000	Issue 43
79	Dec 2000	Issue 44
80	Feb 2001	Issue 45
81	Jul 2001	Issue 46

18 Press Office, 1978-1998

- 1 1979 The 250th and 100th Anniversaries of the Royal Infirmary of Edinburgh and the 100th Anniversary of the Simpson Memorial Maternity Pavilion programme.
- 2 1979 Anniversaries mailings with envelopes (6 items).
- 3 1978 - 1979 Anniversaries newsletters (5 issues).
- 4 1979 Anniversaries leaflet.
- 5 1979 Press office news release giving background information on Sir James Young Simpson and Simpson Maternity Pavilion.
- 6 1979 Prints of the Old Royal Infirmary - the Adam Building, the Royal Infirmary and the Old Simpson.
- 7 1979 Postcards of Original Infirmary - Robertson's Close, the Old Royal Infirmary - the Adam Building, the New Royal Infirmary, the Old Simpson, George Drummond and Sir James Young Simpson.
- 8 1979 History of the Infirmary, 1730. Facsimile booklet.
- 9 1979 Girdwood, R H, *The Royal Infirmary of Edinburgh, 1729-1979 – Its Influence on Medicine Overseas* (reprinted from Scottish Medical Journal).
- 10 1979 *Evening News* Royal Infirmary Souvenir supplement.
- 11 1979 Edinburgh - Montreal Symposium. Programme including speakers' papers of Anniversaries symposium with contributors from Royal Victoria Hospital Montreal and Royal Infirmary (hard and soft bound copies).
- 12 1979 Edinburgh's Infirmary. Programme including speakers' papers of Anniversaries symposium arranged by Scottish Society of History of Medicine.
- 13 June 1998 Celebrating success: 50 years of the NHS. Audiotape recordings of speakers at the conference "Celebrating success: 50 years of the NHS" held in the Royal College of Physicians, Edinburgh. (6 tapes). Also copies of Lothian Health News in which extracts of the talks are published. (3).

19 Press Cuttings, 1947-1981

1	1947 – 1948	Miscellaneous cuttings (notebook).
2	1948 - 1949	Miscellaneous cuttings (bound volume, indexed).
3	1948 - 1951	Recruitment advertisements (bound volume, indexed).
4	1949 - 1950	Miscellaneous cuttings (bound volume, indexed).
5	1950	Miscellaneous cuttings (bound volume, indexed).
6	1950 - 1952	Miscellaneous cuttings from the 'Scotsman' (file).
7	1950 - 1951	Miscellaneous cuttings from the 'Glasgow Herald' (file).
8	1967 - 1974	Astley Ainslie Board of Management (file).
9	1969 - 1972	Borders Board of Management (file).
10	1972 - 1973	Borders Board of Management (file).
11	1969 - 1973	Buildings programme (file).
12	1967 - 1968	Capital building programme, postponement of, Royal Infirmary of Edinburgh (file).
13	1966 - 1968	Child Care, births and babies (file).
14	1968	Child Care, births and babies (file).
15	1969	Child Care, births and babies (file).
16	1969 - 1970	Child Care, births and babies (file).
17	1967 - 1973	Dingleton Hospital Board of Management (file).
18	1967 - 1968	Drugs addiction (file).
19	1968 - 1969	Drugs addiction and accidents (file).
20	1971 - 1972	East Fife Board of Management (file).
21	1972 - 1974	East Fife Board of Management (file).
22	1967 - 1973	East Lothian Board of Management (file).

19 Press Cuttings, 1947-1981

23	1969 - 1973	Edinburgh Central Board of Management (file).
24	1969 - 1970	Edinburgh Northern Board of Management (file).
25	1972 - 1973	Edinburgh Northern Board of Management (file).
26	1970 - 1973	Edinburgh Southern Board of Management (file).
27	1973 - 1974	Fife Geriatrics (file).
28	1972	Food Poisoning, South Eastern Regional Hospital Board (file).
29	1972	Fraud case, East and West Fife Boards of Management (file).
30	1969 - 1974	Glenrothes Maternity situation (file).
31	1966 - 1967	Kidney Unit, Royal Infirmary of Edinburgh (file).
32	1968	Lung transplant, Royal Infirmary of Edinburgh (file).
33	1971	Paraquat poisoning cases, Royal Hospital for Sick Children (file).
34	1972-1973	Quintuplets, Bangour General Hospital (file).
35	1969 - 1973	Royal Edinburgh Board of Management (file).
36	1971 - 1972	Royal Hospital for Sick Children, Ward 7 (file).
37	1970 - 1972	Royal Infirmary of Edinburgh Board of Management (file).
38	1972 - 1973	Royal Infirmary of Edinburgh Board of Management (file).
39	1967 - 1973	Royal Victoria Board of Management (file).
40	1970 - 1972	Siamese twins, Royal Hospital for Sick Children (file).
41	1972 - 1974	South Eastern Regional Hospital Board (file).
42	1969 - 1972	Stratheden Board of Management (file).
43	1972 - 1973	Thalidomide compensation (file).

19 Press Cuttings, 1947-1981

44	1971 - 1973	University of Edinburgh Faculty of Medicine (file).
45	1972 - 1974	West Fife Board of Management (file).
46	1970 - 1972	West Lothian Board of Management (file).
47	1972 - 1973	West Lothian Board of Management (file)
48	1968	Miscellaneous (file).
49	1977 - 1981	Miscellaneous (file).
50	1979	250th and 100th Anniversaries of the Royal Infirmary of Edinburgh and the 100th Anniversary of the Simpson Memorial Maternity Pavilion (file of photocopies).
51		Mounted cuttings (box).
52		Mounted cuttings (box)
53	1976	Changes in use of hospitals, including copy of LHB News No.9 December 1976

20 Lists of Doctors, 1983-1984

Original reference was LHB37/20/1/1-5.

1	1983	Lothian Health Board Medical List
2	1983	Note of alterations in list of doctors for quarter to 1 July 1983.
3	1984	Note of alterations in list of doctors for quarter to 1 Jan 1984.
4	1984	Note of alterations in list of doctors for quarter to 1 Apr 1984.
5	1984	Note of alterations in list of doctors for quarter to 1 July 1984.

21 NHS Trust applications, 1993

1	1993	East and Midlothian Unit - Full application for NHS status
2	1993	East and Midlothian Unit - Summary application for NHS status
3	1993	Edinburgh Child Health Unit - Full application for NHS status
4	1993	Edinburgh Priority Services Unit - Full application for NHS status
5	1993	Edinburgh Priority Services Unit - Summary application for NHS status
6	1993	Royal Infirmary of Edinburgh Unit - Full application for NHS status
7	1993	Royal Infirmary of Edinburgh Unit – Summary application for NHS status
8	1993	Western General Hospitals Unit - Summary application for NHS status

22 Reports of Lothian Health Board Work Studies Department, 1976-1986

In the Health Board context, O & M meant Operations and Methods.

1 Annual Reports of the O & M/Work Study Department, 1977-1984

Originally bound together and kept in the Lothian Health Board library. Original reference LHB37/24/1.

1 20 Oct 1977

2 19 Oct 1978

3 18 Oct 1979

4 16 Oct 1980

5 19 Nov 1981

6 18 Nov 1982

7 8 Dec 1983

8 26 Sep 1984

2 Reports of the O & M/Work Study Department, 1976-1986

Original reference for this series LHB37/22/1-38, LHB37/23/1/1-3 and LHB37/23/2/1.

1 Dec 1984 Astley Ainslie Hospital - Young Disabled Unit -
Assessment of Domestic Staffing.

2 Apr 1984 - Nov 1984 Bangour General Hospital -Incentive Bonus Scheme for
Domestic Staff.

3 Nov 1985 - Mar 1986 Bangour General Hospital - Operating Department
Orderlies - Review of Incentive Bonus Scheme.

4 Dec 1984 - Jan 1985 Bangour Village Hospital -Incentive Bonus Scheme for
Vehicle Mechanics - Feasibility Report.

5 Dec 1984 - Mar 1985 Bangour Village Hospital - Incentive Bonus Scheme for
Portering Staff.

6 Sep 1985 Bangour Village Hospital - Incentive Bonus Scheme for
Theatre Sterilising Service Unit Staff - Feasibility
Report.

22 Reports of Lothian Health Board Work Studies Department, 1976-1986**2 Reports of the O & M/Work Study Department, 1976-1986**

- | | | |
|----|---------------------|---|
| 7 | Mar 1984 - Jul 1984 | Cameron Hospital – Incentive Bonus Scheme for Domestic, Linen/Sewing Room and Laundry Staff. North East Fife Unit of Management. |
| 8 | Jan 1985 | City Hospital - Extension to Regional Virus Laboratory: Assessment of Domestic Staffing. |
| 9 | Apr 1985 | City Hospital - Incentive Bonus Scheme for Domestic Staff - Feasibility Report. |
| 10 | Jun 1985 | City Hospital - Incentive Bonus Scheme for Portering Staff' Feasibility Report (Revised). |
| 11 | Feb 1985 - Sep 1985 | City Hospital - Catering Department - Report of Proposed Incentive Bonus Scheme. |
| 12 | Dec 1985 | City Hospital - Incentive Bonus Scheme for Domestic, Linen Keepers, Caretakers and Laundrette Staff – Final Report. |
| 13 | Aug 1986 - Sep 1986 | City Hospital - Sterilising Centre Study - Interim Report. |
| 14 | Jul 1986 | Edinburgh Community Unit - Incentive Bonus Scheme for Drivers - Feasibility Report |
| 15 | Jul 1979 - Sep 1979 | Edinburgh Orthopaedic Surgery Services - Out Patient Arrangements - General Report Covering Princess Margaret Rose Orthopaedic Hospital, Royal Infirmary of Edinburgh and Western General Hospital. |
| 16 | Feb 1985 - Sep 1985 | Gogarburn Hospital - Incentive Bonus Scheme for Domestic Staff - Final Report. |
| 17 | Mar 1986 | Gogarburn Hospital - Incentive Bonus Scheme for Drivers - Feasibility Report. |
| 18 | Jun 1983 - Feb 1984 | Leith Hospital - Porter / Telephonist Staff - Review of Incentive Bonus Scheme. |
| 19 | Sep 1985 | Longmore Hospital - Incentive Bonus Scheme for Domestics, Laundrette, Linen Room - Final Report. |

22 Reports of Lothian Health Board Work Studies Department, 1976-1986**2 Reports of the O & M/Work Study Department, 1976-1986**

20	Oct 1976 - Feb 1977	Lothian Health Board - Administrative and Clerical Staff Survey - Lothians Area.
21	Oct 1985 - Apr 1986	Lothian Health Board - Area Transport Survey.
22	Nov 1978 - Mar 1979	Edinburgh Orthopaedic Surgery Services – Out Patient Arrangements - Princess Margaret Rose Orthopaedic Hospital.
23	Dec 1984	Princess Margaret Rose Orthopaedic Hospital - Domestic Staffing Assessment - Spinal Paralysis & Locomotor Disability Units.
24	Mar 1986	Princess Margaret Rose Orthopaedic Hospital - Incentive Bonus Scheme for Domestic Staff - Feasibility Report.
25	Mar 1986	Roodlands, Herdmanflat and East Fortune Hospitals – Incentive Bonus Scheme for Catering Staff – Feasibility Report.
26	Aug 1985	Rosslynlee Hospital - Incentive Bonus Scheme for Porter Staff - Feasibility Report.
27	Jan 1979 - May 1979	Edinburgh Orthopaedic Surgery Services – Out Patient Arrangements - Royal Infirmary of Edinburgh.
28	Feb 1981 - Jul 1981	Royal Infirmary - Haematology Department - O & M Survey.
29	Feb 1984 - Jun 1984	Royal Infirmary of Edinburgh - Cardiac Theatres - Proposed Staffing for Medical Physics Technicians, Physiological Measurement Technicians and Secretarial/Clerical Staff.
30	Jul 1985 - Mar 1986	Royal Infirmary of Edinburgh - Porter Staff - Report of Proposed Incentive Bonus Scheme.
31	Feb 1986 - Apr 1986	Royal Infirmary of Edinburgh - Survey of Medical Secretary Staff.
32	Jun 1985 - Jun 1986	Royal Infirmary of Edinburgh & Associated Hospitals – Incentive Bonus Scheme for Domestic Staff

22 Reports of Lothian Health Board Work Studies Department, 1976-1986**2 Reports of the O & M/Work Study Department, 1976-1986**

33	Jan 1985 - Jun 1985	Royal Victoria Hospital - Portering Department - Report of Proposed Incentive Bonus Scheme.
34	Jan 1985 - May 1985	Royal Victoria Hospital - Catering Department - Report of Proposed Incentive Bonus Scheme.
35	Mar 1985 - June 1985	Royal Victoria Dispensary and Chest X-ray Centre - Incentive Bonus Scheme for Domestic Staff- Final Report.
36	Aug 1984 - Oct 1984	Stockbridge Health Centre - Incentive Bonus Scheme for Domestic Staff - Final Report.
37	Jun 1979	Western General Hospital - Edinburgh Orthopaedic Surgery Services - Out patient Arrangements.
38	May 1984 - Jan 1985	Western General Hospital - Operating Department Assistants, Orderlies, Theatre Attendants and Plaster Orderlies - Review of Incentive Bonus Scheme.
39	Jul 1983 - Oct 1984	College of Nursing, Selkirk - Survey of Secretarial and Clerical support Services. Report for Borders Health Board.
40	Oct 1982 - Nov 1982	Peel Hospital – Building and Engineering - Survey of Clerical/Secretarial Support. Report for Borders Health Board.
41	Feb 1983 - Oct 1984	Peel Hospital / Galashiels Hospital - Survey of Clerical and Secretarial Staff. Report for Borders Health Board.
42	Mar 1984 - Nov 1984	Victoria Hospital, Kirkcaldy – Central Laundry - Review Study of Incentive Bonus Scheme. Report for Fife Health Board.

23 Parliamentary Questions, 1971-1990

This is an artificial series. Although both items are from the same accession, they were not kept in the same format. Acc 01/28 – AS 5/2010.

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|---|---------------------------|--|
| 1 | 1 Jul 1971 – 28 Jul 1976 | Official notices of parliamentary questions. Questions relate to bed usage, bed closures, waiting times etc. Includes instructions on how to deal with complaints referred to the Health Commissioner. Although majority relate to Lothian Health Board, some questions addressed to South Eastern Regional Hospital Board. The items have obviously been kept together due to similar water damage throughout the file. |
| 2 | 11 May 1987 – 31 May 1990 | Members of Parliament Correspondence. Questions relate to service provision, possible closures, patient complaints etc. Includes list of parliamentary constituencies in the Lothians. 6 folders. |

24 Complaints Made to Lothian Health Board, 1992-1993

The papers for each case can include the original complaint and a referral to the relevant member of staff for reply. Final response is not included. The complaints were originally in a series of lever arch files. Each complaint is numbered and a list at the start of each file gives the patients' name and the hospital. Where case notes have not been stapled together they are separated by a sheet of archive paper. For further cases of complaint see also LHB1/78 - Correspondence of the Legal Adviser, 1973-1984. The first part of each entry is the file title as given on the original file. Acc 01/28 – AS 5/2010.

1 Complaints from Patients, 1992-1993

- | | | |
|----|---------------------------|---|
| 1 | 21 Apr 1992 – 26 Oct 1992 | Complaints Received at Royal Infirmary of Edinburgh And Associated Hospitals Unit. The complaints start at no.43 so the first volume may be missing. 6 folders. |
| 2 | 18 Sep 1992 – 4 Dec 1992 | RIE [Complaints Received at Royal Infirmary of Edinburgh and Associated Hospitals Unit]. Continuation of the file at LHB37/24/1. 6 folders. |
| 3 | 3 Mar 1992 – 18 Mar 1993 | Complaints Received at Primary Care Unit. 5 folders. |
| 4 | 17 Mar 1993 – 25 Mar 1993 | Primary Care [Complaints Received at Primary Care Unit]. |
| 5 | 4 May 1992 – 22 Mar 1993 | Complaints Received at Priority Services Unit. 6 folders. |
| 6 | 2 Apr 1992 – 28 Aug 1992 | Complaints Received at United Hospitals Unit. 5 folders. |
| 7 | 14 Sep 1992 – 21 Jan 1993 | WGH [Complaints Received at Western General Hospital]. 7 folders. |
| 8 | 9 Jun 1992 – 9 Oct 1992 | Complaints Received at WGH/RVH/NGH Unit [Western General Hospital/Royal Victoria Hospital/Northern General Hospital]. 6 folders. |
| 9 | 23 Mar 1992 – 25 Mar 1993 | Complaints Received at West Unit. 5 folders. |
| 10 | 15 Mar 1992 – 30 Mar 1993 | Complaints Received at East Unit. 4 folders. |
| 11 | 15 Aug 1992 – 31 Mar 1993 | Edinburgh Child Health Centre [Complaints Received]. |

2 Reports by Health Service Commissioner for Scotland, 1974-1977

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|---|-------------|--|
| 1 | 1974 – 1977 | Reports on six complaints received by the Health Service Commissioner. |
|---|-------------|--|

LOTHIAN HEALTH BOARD

Each file dealt with one patient's claim. The patients have not been named in this list for reasons of confidentiality. The files were arranged by file number. Two of the files came from Acc 02/02 which has been indicated on the reverse of the file. Acc 01/28 – AS 6/2010.

1 c1979 – c1990 148 files.

25 Health Promotion: Antonia Ineson's Papers, 1960s-2001

1	1960s - 1970s	Photographs, mainly of exhibitions and events
2	1988	Joint Trade Union Committee, reports and correspondence
3	1988	" Summary of Activities ", Lothian Health Board Health Education Department
4	Oct 1988	"Nature and Extent of Health Promotion in Lothian", Lothian Health Board Health Education Department, (2 copies)
5	1991 - 1992	Health Education Department Strategic Planning papers
6	1992 - 1995	Lothian Health Monitoring Group II, ring binder
7	Sep1993	"The Social Image of Smoking Among Young People in Edinburgh", Lothian Health Education Department
8	1993	"Women Unlimited 10 Years On: a women's health project for the women of Gorgie/Dalry, Edinburgh, 1983-1993", Women Unlimited
9	<u>University of Edinburgh Dept of General Practice Complementary Care in the Community: Craigmillar Health Project, 1993-1994</u>	
1	Aug 1993	Report 1: "Interviews with General Practitioners"
2	Aug 1994	Report 2: "Interviews with Project Users"
3	Nov 1994	"Evaluation of the Natural Health Service at the Craigmillar Health Project"
10	1994-1997	Work and Research Team, ring binder
11	Jun 1994	"Smoking: Prevalence in Edinburgh" factsheet, Research Unit in Health and Behavioural Change & Lothian Health Promotion Department
12	Jul 1994	"Evaluation of Barri Grubb Food Project"
13	1994	Well Being Project - Ethnic Minorities and Mental Health, correspondence, minutes, etc
14	1994-1997	Lothian Occupational Health Promotion, minutes and papers

25 Health Promotion: Antonia Ineson's Papers, 1960s-2001

15	Jul 1995 – Feb 1996	Health Promotion Officer meetings etc
16	1995	Fotofeis 95 papers etc
17	1995	"Images of Health and Sickness", Blackburn Young Families Project photographic project in association with Fotofeis, pamphlets and photo-stories
18	1996	"Perceptions Research", questionnaire and mailing list papers
19	<u>Audio cassettes, 1996</u>	
	1	22 Oct 1996
		"GP 2 Schools"
	2	5 Nov 1996
		"GP 5 Occ. Health", 10am
	3	18 Nov 1996
		"Community Ed'n", 10am
	4	18 Nov 1996
		"Community Health Project", 2pm
	5	19 Nov 1996
		"Vol'y Orgs", 10am
	6	19 Nov 1996
		"HV & Managers", 2pm
	7	25 Nov 1996
		"Trusts – RIE/WGH", 10am
	8	25 Nov 1996
		"Trusts – WLT, E+M, EHCT", 2pm
20	1996	"Perceptions transcripts"
21	Mar 1996 - Jul 1996	Health Promotion Officer memos and papers
22	1996	"Deaf Health in Scotland", Health Education Board for Scotland & Centre for Deaf Studies University of Bristol
23	1996-1997	Fotofeis 3 papers
24	1997	Perceptions 2, papers
25	Jul 1997 - Nov 1998	Health Promotion Officer agendas, memos, etc,
26	1997 – 1998	MTGs and HPOs folder I
27	1997 – 1998	MTGs and HPOs folder II

25 Health Promotion: Antonia Ineson's Papers, 1960s-2001

28	1998	"Primary and Community Care Plan 1998-2001", West Lothian Community Care, 1998
29	1999	Health Promotion Officer and Senior Management Team, papers,
30	1999	Health Promotion and Senior Management Team papers
31	1990s	Photographs relating to a workplace survey conducted by Lothian Health, 1990s (photographs © Franki Raffles)
32	n.d.	Workplace transcript 4/4, folder

26 Health Promotion: Anne Maree Wallace's Papers, 1983-1997**1 Reports, 1983-1997**

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|----|---------|--|
| 1 | c. 1983 | <i>Shared Care in Obstetrics: a report by the National Medical Consultative Committee, Scottish Health Service Planning Council & Scottish Home and Health Department</i> |
| 2 | c. 1988 | Lothian Health Board, <i>Management of Acute Medical Admissions in Lothian 1987/1988</i> , Health Board Edition, Acute Services CMS Group |
| 3 | 1989 | <i>General Practice in the National Health Service the 1990 Contract: the Government's programme for changes to GPs' terms of service and remuneration system</i> , Health Department of Great Britain (photocopy) |
| 4a | 1990 | <i>Precise Clinical Summaries: the source of high quality SMR data: Guidelines for Clinicians</i> , Information & Statistics Division, Scottish Health Service Common Services Agency |
| 4b | 1990 | as above: <i>Summary of Recommendations</i> |
| 5 | 1991 | <i>Public Health Common Data Set for Scotland 1990</i> , Information & Statistics Division, Scottish Health Service Common Services Agency |
| 6 | 1991 | Lothian Health Board, <i>Management of Acute Medical Admissions in Lothian: for Area Co-ordinator</i> |
| 7 | 1992 | <i>1991 census user guide: 39: Topic Statistics: Report for Health Areas: Prospectus</i> , Office of Population Censuses and Surveys & General Register Office Scotland (photocopy) |
| 8 | 1993 | <i>Clinical Guidelines: a report by a Working Group set up by the Clinical Resource and Audit Group</i> , The Scottish Office |
| 9 | 1995 | <i>Lothian Annual Clinical Audit Report: Volume 1 Overview (April 1994-March 1995)</i> , Lothian Health (2 copies, 1 with covering letter) |

26 Health Promotion: Anne Maree Wallace's Papers, 1983-1997**1 Reports, 1983-1997**

- | | | |
|----|------|--|
| 10 | 1995 | <i>Audit Update '95: Public Health Medicine: Lothian Medical Audit Initiatives: uni-professional and multi-professional (to September '95) [extracted from Lothian Annual Clinical Audit Report], Lothian Health</i> |
| 11 | 1995 | <i>Audit Update '95: "Outcome Type" Clinical Guidelines: Lothian Clinical Audit Projects With Clinical Guideline Outcomes (to September '95) [extracted from Lothian Annual Clinical Audit Report], Lothian Health</i> |
| 12 | 1995 | <i>Audit Update '95: Appendix II: Lothian Clinical Audit Projects Listed by "Outcome Type" [extracted from Lothian Annual Clinical Audit Report], Lothian Health</i> |
| 13 | 1995 | <i>Report on Examination of Newborn and Neonatal Resuscitation, CRAG/SCOTMEG Working Group on Maternity Services (with covering letter)</i> |
| 14 | 1996 | <i>A Guide to the Use of Tables of Equivalence Between ICD-9 and ICD-10, NHS Centre for Coding and Classification (with covering memo regarding introduction of ICD-10)</i> |
| 15 | 1996 | <i>Recording of Procedures and Operations Performed on Outpatients, Information Services Division, Common Services Agency (with covering letter)</i> |
| 16 | 1996 | <i>Health Board Survey Results, SIGN</i> |
| 17 | 1997 | <i>Report of the Working Party on Ultrasound Screening for Fetal Abnormalities, The Royal College of Obstetricians and Gynaecologists</i> |
| 18 | n.d. | <i>Health Statistics and Health Records, Scotland, Information Services Division (photocopy)</i> |

2 Locality Profiles, 1987-1996

- | | | |
|---|------|--|
| 1 | 1987 | <i>L'Abbé, Detsky & O'Rourke, "Meta-Analysis in Clinical Research", <i>Annals of Internal Medicine</i> 107</i> |
|---|------|--|

26 Health Promotion: Anne Maree Wallace's Papers, 1983-19972 Locality Profiles, 1987-1996

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|---|--|--|
| 2 | 1993 | Health Profiles |
| | | 1 West Lothian Health Profile, 1993 |
| 3 | 1 Jun 1993 | "Monitoring Health Targets in Localities", Lothian Health Board PACT Meeting |
| 4 | 1993 | <i>Lothian Locality Health Monitor</i> , Lothian Health Monitoring Group |
| 5 | Health Profiles, 1994 | |
| | 1 | 1994 |
| | | Edinburgh City Health Profile, Information Services Unit Lothian Health |
| | 2 | 1994 |
| | | Midlothian Health Profile, Information Services Unit Lothian Health |
| | 3 | 1994 |
| | | East Lothian Health Profile, Information Services Unit Lothian Health |
| | 4 | 1994 |
| | | West Lothian Health Profile, Information Services Unit Lothian Health |
| 6 | 1994 | <i>Report to the Board of Lothian Health: Health Targets Analysis by Localities</i> , Lothian Health Monitoring Group |
| 7 | 1994 | <i>Deprivation in Lothian Region: Identifying Areas and Populations</i> , Lothian Regional Council Officer Member Working Group – Social Strategy (with covering memo) |
| 8 | 1995 | B. Murray <i>et al.</i> , <i>Cancer in Lothian 1983-1992</i> , Lothian Health Monitoring Group (2 copies) |
| 9 | <i>Lothian Regional Council Area Profiles: Lothian Local Priority Areas</i> , Social Policy Sub-Committee 1995 | |
| | 1 | Armadale – Local Priority Area Profile |
| | 2 | Blackburn – Local Priority Area Profile |
| | 3 | Broxburn – Local Priority Area Profile |

26 Health Promotion: Anne Maree Wallace's Papers, 1983-19972 Locality Profiles, 1987-1996

9 *Lothian Regional Council Area Profiles: Lothian Local Priority Areas*, Social Policy Sub-Committee 1995

4 Fauldhouse – Local Priority Area Profile

5 Livingston (Deans South, Ladywell, Knightsbridge) – Local Priority Area Profile

6 Mayfield – Local Priority Area Profile

7 North Leith – Local Priority Area Profile

8 Old Town/Meadows – Local Priority Area Profile

9 Oxfords – Local Priority Area Profile

10 Prestongrange – Local Priority Area Profile

11 Sighthill/Broomhouse – Local Priority Area Profile

10 1995 *Variations in Health in Different Areas*, Grampian Health Board (with covering letters)

11 Health Inequalities Conference, 1995

1 1995 *Health and Social Profile: The City of Edinburgh*, Lothian Regional Council & Lothian Health

2 1995 *Health and Social Profile: Midlothian*, Lothian Regional Council & Lothian Health

3 1995 *Health and Social Profile: East Lothian*, Lothian Regional Council & Lothian Health

4 1995 *Health and Social Profile: West Lothian*, Lothian Regional Council & Lothian Health

12 1996 *Vital Statistics Return: Weeks 45 to 48 1996*, Registrar General for Scotland

27 Property Records, 1969-19971 8-14 Drumsheugh Gardens, 1969-1970, c.1997

- | | | |
|---|----------|--|
| 1 | Dec 1969 | Basement plan |
| 2 | Dec 1969 | Ground and first floor plan |
| 3 | Jan 1970 | Ground and first floor plan with revisions |
| 4 | Feb 1970 | Second and third floor plans with revisions |
| 5 | c1997 | DTZ Debenham Thorpe Residential sales brochure for 13-14 Drumsheugh Gardens |
| 6 | c1997 | Polaroid photographs of sales signs outside 13 and 14 Drumsheugh Gardens (2 items) |
- 2 n.d. Floor plans for Student Nurses' Training Centre, Carlton House, 15-17 Carlton Terrace.
- 3 n.d. Photograph of defaced For Sale sign outside Longmore Hospital.

4 Lothian Health Board Asset files, c1990-c1991

These files contain sheets describing each building and major piece of equipment at each hospital. Each sheet gives the name of the building, the year it was completed, what it was used for and the cost. Sheets at the front of the majority of files contain analysis of the value versus the age of the building. Some files also contain site plans. Acc 02/02 – AS 6/2010.

- | | | |
|---|-------|---|
| 1 | c1991 | Astley Ainslie Hospital Book 1. |
| 2 | c1990 | Bangour General Hospital. |
| 3 | c1990 | Bangour Village Hospital. |
| 4 | c1990 | Belhaven [Hospital], Edington [Hospital], Park House. |
| 5 | c1990 | City Hospital Book 1. |
| 6 | c1990 | Eastern Gen [General Hospital] and Leith Hospital. includes computer print-out of the asset register for Eastern General. |
| 7 | c1990 | East Fortune Hospital. |

27 Property Records, 1969-19974 Lothian Health Board Asset files, c1990-c1991

8	c1990	Edenhall Hospital.
9	c1990	Royal Edinburgh Hospital.
10	c1990	Dental Surgeries – Clinics/Health Centres and Day Hospitals.
11	c1990	Herdmanflat Hospital.
12	c1990	Loanhead Hospital.
13	c1990	Longmore Hospital.
14	c1990 – c1991	Primary Care and Community Unit. Includes clinics and health centres.
15	c1990	Princess Margaret Rose [Hospital].
16	c1990	Roodlands Hospital.
17	c1990	Royal Edinburgh Hospital – Thomas Clouston Clinic – Roslynlee Hospital – Gogarburn Hospital – Community Properties. These are separate files but they were originally bundled together. Community Properties relates to buildings in residential areas used as nurses' and patients' hostels, clinics etc. 5 folders.
18	c1990	Royal Hospital for Sick Children.
19	c1990	St John's Hospital.
20	c1990	St Michael's [Hospital].
21	c1990	Southfield [Hospital] and Liberton Hospital.
22	c1990	Tippethill [Hospital].
23	c1990	Western General [Hospital] – Royal Victoria [Hospital] – Corstorphine Hospital – Northern General [Hospital]. These are separate files but they were originally bundled together. 4 folders.

27 Property Records, 1969-1997**5 Property Asset Registers, c1991**

Computer print-outs for each hospital listing assets in each building, their current value and their date of purchase or completion. Originally kept in computer print-out binders. Acc 02/02 – AS 6/2010.

- | | | |
|---|-------|--|
| 1 | 1991 | Mental Health Unit. Includes Gogarburn Hospital and the constituent clinics of the Royal Edinburgh Hospital. |
| 2 | c1991 | RIE and Assoc Hosps [Royal Infirmary of Edinburgh and Associated Hospitals]. |
| 3 | c1991 | United Hospitals Unit. Includes Longmore Hospital, Princess Margaret Rose Hospital, Royal Hospital for Sick Children, City Hospital, Astley Ainslie Hospital and Loanhead Hospital. 2 folders. |
| 4 | c1991 | [Royal Victoria Northern and Western General Unit]. Includes Corstorphine Hospital, Royal Victoria Hospital, Northern General Hospital and Western General Hospital. 2 folders. |
| 5 | c1991 | [Primary Care and Community Unit]. Includes health centres. |
| 6 | c1991 | East Unit. Includes Edenhall Hospital, Edington Hospital, Herdmanflat Hospital, Roodlands Hospital, Park House, East Fortune Hospital, Eastern General Hospital, Belhaven Hospital. 2 folders. |
| 7 | c1991 | [West Unit]. Includes St John's Hospital, Bangour General Hospital, Bangour Village Hospital, Tippethill Hospital and clinics. 3 folders. |

28 Files relating to stillbirth and neonatal deaths, 1980-1992

The first part of each entry is the file title as given on the original file. Acc 03/25 – AS 12/2009.

- | | | |
|---|---------------------|---|
| 1 | 1989 | [Stillbirth and neo-natal death statistics]. Overview by hospital; case details with patient information for Simpson Memorial Maternity Pavilion, Western General Hospital, Borders Hospital, Bangour General Hospital, Royal Hospital for Sick Children, Eastern General Hospital and home, 1989. 7 folders. |
| 2 | 1991 | List from ISD (Dr Cole) 1991. Stillbirth and neonatal death statistics divided by hospital. Gives patient information. |
| 3 | Dec 1984 – Mar 1990 | [Perinatal mortality survey]. Includes Simpson Memorial Maternity Pavilion statistics. Gives patient names. |
| 4 | 1989 | Stillbirth & Neonatal Death Enquiry Monthly Summary 1989. Gives overview and case details. |
| 5 | 1988 | [Perinatal deaths]. Divided by hospital and gives patients' postcodes. |
| 6 | 1990 - 1992 | Abortions & Terminations < 20 weeks Gest – Deaths >28 Days Old [greater than 20 weeks gestation and deaths at less than 28 days old]. Gives extensive case details. |
| 7 | 1980 - 1990 | Perinatal Deaths. Original Ref: 13/12. 2 folders. |

29 Files of Dr George Venters, 1970-1995

Dr George Venters was the Principal Assistant Senior Medical Officer under the South-Eastern Regional Hospital board and Director of Information Services under Lothian Health Board. His files do not appear to have been arranged in a consistent filing system. They were originally in six boxes and the original box number is given in each entry with the order in each box retained. Box 1 was alphabetical by subject. The first part of each entry is the file title as given on the original file. Acc 03/25 – AS 12/2009.

1	May 1974 – Aug 1985	Management Plans/Standing Orders. Box 1.
2	Nov 1970 – Jun 1974	Medical Computing – Elsewhere – chronological. Box 1
3	Feb 1972 – Jan 1974	Medical Computing – General (S E Scotland). Box 1.
4	May 1973 – Feb 1975	Miscellaneous Correspondence. Mostly concerns computerisation. Box 1.
5	Sep 1975 – Apr 1977	Multiple Deprivation. Concerns the recording of data on deprivation. Box 1.
6	c1977 – May 1982	Out-patients Surveys. Includes minutes of meetings of outpatient data development committee. Box 1. 2 folders.
7	Mar 1978 – Jul 1979	Perinatal Survey. Box 1.
8	Apr 1979 – Jun 1979	Programme Planning Committee for Maternity Services. Box 1.
9	Feb 1976 – Jan 1977	Programme Planning Committee for Mental Disorder. Box 1.
10	Feb 1974 – Nov 1976	SHHD [Scottish Home and Health Department] circulars. Box 1. 2 folders.
11	Mar 1975 – Jun 1977	Social Work. Concerns social work services in the health service. Box 1.
12	Mar 1976 – Sep 1979	Specialty Advisory Group in Community Medicine. Includes minutes and papers. Box 1. 2 folders.
13	Feb 1973 - Jul 1975	Standing Orders – Admin Arrangements – Committee Members. Box 1.
14	Nov 1975 – Dec 1977	SPSS [Statistical Package for Social Sciences]. Guidelines for using the computer programme. Box 1.
15	c1977	Tonsillectomy. Research and papers. Box 1. 2 folders.

29 Files of Dr George Venters, 1970-1995

16	Aug 1975 – Oct 1977	Wtg [Waiting] Lists. Box 1
17	Oct 1978 – Apr 1979	Young Chronic Sick (Paper and Survey). Box 1.
18	Jul 1979 - Oct 1979	[Reports and minutes of the District Medical Officers meetings]. Box 2.
19	Apr 1972	The Livingstone Medical Records System Coding Manual. Box 2.
20	Ag 1973 - Feb 1978	Tony Hedley [Papers relating to Livingston Medical Records System Project]. Box 2.
21	Sep 1976 - Jan 1980	[Papers, forms and files relating to the Livingston Medical Records System Project]. Includes file 'Livingstone Child Health Study – Draft Spec. 15/09/76' and example of a patient's file. Box 2. 2 folders.
22	Jan 1972 - 1975	Guides to Edinburgh University Library, Oxford Medical Publications and 'Medline' [online reference retrieval system]. Box 2.
23	Apr 1973 – Sep 1977	Private Pts [patients]. Box 2.
24	Jun 1974 – Oct 1975	[Papers relating to the establishment of local health councils (LHC)]. Includes minutes of first meetings (Edinburgh District LHC, Jul 1975; East Lothian District LHC, Aug 1975; Midlothian District LHC, Jun 1975; West Lothian District LHC, Jul 1975). Box 2
25	c1975	[ISD. Coding – General, L.A. Forms and L.A.I.D. Forms]. Box 2.
26	Nov 1973 - Oct 1978	[Files relating to the ISD(S)1 statistics system]. Box 2. 2 folders.
27	Apr 1977 – Dec 1977	[Computerisation of vaccination and immunisation systems]. Originally three files. Box 2. 3 folders.
28	Jun 1973 – Feb 1975	[Papers and forms relating to returns and notifications of infectious diseases]. Box 2
29	Feb 1972 – Jun 1977	Rehabilitation. Papers relate to rehabilitation services in Lothian. Box 2

29 Files of Dr George Venters, 1970-1995

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| 30 | Jan 1974 - Oct 1975 | [Papers relate to Family Planning Services record systems]. Box 2. |
| 31 | Nov 1976 – Sep 1977 | Not FP. [Not For Publication]. Papers of a Working Group on a Standard Family Planning Record (National Medical Consultative Committee, Speciality Sub-Committee for Obstetrics and Gynaecology. Box 2. 2 folders. |
| 32 | Jun 1973 – Feb 1978 | Terms & Conditions of Service. Box 2. 2 folders. |
| 33 | May 1978 – Sep 1979 | Confidentiality General. Box 2. |
| 34 | Nov 1972 – Oct 1979 | Copy Circulars. Scottish Home and Health Department. Box 2. |
| 35 | Jun 1974 - Aug 1974 | [Forms and papers relating to medical and dental staff statistics]. Box 3. Filed with item 36 below, |
| 36 | Nov 1974 – Dec 1974 | [Correspondence relating to mental health statistics]. Filed with item 35 above. Box 3. |
| 37 | Sep 1976 – Oct 1979 | [Papers relating to the Register of Social and Medical Indices by Local Government Area in Edinburgh]. Box |
| 38 | Nov 1978 – Dec 1979 | EPCR [Edinburgh Psychiatric Case Register]. Minutes and reports of the Service Data Collection Sub-Committee. Box 3. |
| 39 | Jan 1974 – Jul 1979 | [Papers relating to in-patient statistics]. Box 3. |
| 40 | Nov 1976 – Oct 1979 | E.P.C.R [Edinburgh Psychiatric Case Register] User Specification Input. Box 3. |
| 41 | Feb 1972 – Dec 1974 | Livingston Corresp - WP on Computers. Papers and minutes relating to the Working Party on Computer Development in Livingston]. Box 3. |
| 42 | Jul 1975 – May 1978 | SHHD [Scottish Home and Health Department] Med. Information Group Meetings. Papers and minutes relating to the reorganisation of in-patient data collection. Box 3. 2 folders. |
| 43 | May 1973 | [Papers relating to Problem-Orientated Medical Records]. Box 3. |

29 Files of Dr George Venters, 1970-1995

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| 44 | Jan 1974 – Sep 1979 | Three files originally kept together: Psychotic After Care – WHO Project c. Feb 1976-1979; [Minutes and papers relating to the Data Collection Sub-Committee and the Edinburgh Psychiatric Case Register], Apr 1975-Sep1979; [Papers relating to the Register of Social and Medical Indices by Local Government Area in Edinburgh], Jan 1974-Oct 1976. Box 3. 3 folders. |
| 45 | Jan 1978 - Jun 1978 | [Miscellaneous correspondence, mainly relating to anaesthetics]. Box 3. |
| 46 | Feb 1976 – Jun 1977 | Graham Crompton, BTTA [British Thoracic and Tuberculosis Association], Asthma PRJCT [project]. Box 3. |
| 47 | Jun 1978 | Letter from Dr Venters to Miss C.J. Cuthbertson at Western General concerning coding protocols. Box 3. |
| 48 | Nov 1976 – Dec 1977 | Local Projects - J BPF/VR Surgical Services - PONDES – Skin - H Education W Lothian - Breast Cancer Screening (AM Scott). Papers relating to projects to collect data for statistical analysis. Box 3. |
| 49 | Mar 1979 | [Papers relating to the Faculty of Medicine Distributed Computing Group]. Box 3. |
| 50 | Apr 1973 – Jul 1979 | Confidentiality. Concerns medical records. Box 3. |
| 51 | Oct 1983 – May 1985 | [Papers relating to remote diagnosis and medical confidentiality]. Box 3. |
| 52 | Apr 1980 – Sep 1981 | Confidentiality University Computers. Includes minutes of Working Party on Security of Medical Information on University Computers. Box 3. |
| 53 | Nov 1974 - Feb 1978 | [Minutes of and papers of the Royal Infirmary of Edinburgh Computer Steering Committee]. Includes reports and reviews of the RIE Computer Assisted Records System (CARES). Box 4. 2 folders. |
| 54 | Dec 1973 - Apr 1975 | Med Rec Comm Minutes. Minutes of the Ad Hoc Committee of Medical Records. Box 4. |

29 Files of Dr George Venters, 1970-1995

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| 55 | Oct 1973 - Apr 1977 | Med Comp. Wg Group. Minutes and papers of the Steering Committee for the Computer Development of Medical Records in the Royal Infirmary of Edinburgh. Box 4. 2 folders. |
| 56 | Aug 1975 - Sep 1975 | [Papers of the Steering Committee for the Computer Development of Medical Records in the Royal Infirmary of Edinburgh]. Box 4. |
| 57 | Jan 1975 - Mar 1977 | Storage, Destruction, Miniaturisation. Papers and minutes of the Working Group on Policy for the Retention/ Destruction/Miniaturisation of Medical Records. Box 4. |
| 58 | Nov 1976 - Sep 1980 | Rcd. Linkage. Ppapers relating to Record Linkage Project. Box 4. 3 folders. |
| 59 | Nov 1974 – Jan 1979 | [Papers relating to medical records, computer systems and SE Consortium Medical Computing Project Steering Committee]. Box 5. 3 folders. |
| 60 | Nov 1974 – Jan 1980 | [Papers relating to the Royal Infirmary of Edinburgh and Simpson Memorial Maternity Pavilion medical records committee]. Box 5. 3 folders. |
| 61 | Dec 1978 – Aug 1979 | Cares [Computer Assisted Record System]. Box 5. |
| 62 | Apr 1974 – Mar 1975 | [Papers concerning Consortium Computer Committee and ad hoc Committee on Medical Records]. Box 5. |
| 63 | Sep 1973 – Oct 1979 | MRO [Medical Records Officers] Meeting. Includes file of Working group on standardisation of hospital medical records with an example patient file (Oct 1973 – Feb 1974). Box 5. 4 folders. |
| 64 | Feb 1978 | [Computer Advisory Committee]. Box 5. |
| 65 | Dec 1973 – Feb 1980 | [Computer Advisory Committee]. Includes feasibility report into the provision of computer based personnel information. Box 5. 4 folders. |
| 66 | Feb 1973 – Oct 1977 | [Papers relating to Scottish Association of Medical Administrators, Scottish Association of Community Medicine Specialists, various associations and articles relating to Huntington's Chorea]. Box 5. 3 folders. |

29 Files of Dr George Venters, 1970-1995

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| 67 | March 1989 | Scottish Working Papers - 2 – Medical Audit, 6 – NHS Consultants, 1 – Implication for Primary Healthcare Services. Published by Health Service Scotland. Box 5. |
| 68 | Nov 1979 | ‘Cancer Services in Scotland’ published by Scottish Home and Health Department. Annotated on inside cover ‘letter from LHB. LADC/13/6 dated 22/6/81’. Box 6. |
| 69 | May 1995 | ‘Lothian Health - Caring for the Future - A Strategy for: Mental Health Services, 1995-2000 - Summary Document - Draft for consultation’. Box 6. |
| 70 | May 1995 | ‘Lothian Health - Caring for the Future - A Joint Strategy for: Services for Older People, 1995- 2000 - Summary Document - Draft for consultation’. Box 6. |
| 71 | May 1995 | ‘Lothian Health - Caring for the Future – A Strategy for: Primary Care and Community Health Services, 1995-2000 - Summary Document, Draft for consultation’. Box 6. |
| 72 | May 1995 | ‘Lothian Health, Caring for the Future - A Strategy for Mental Health Services, 1995-2000 – Strategy Document - Draft for consultation’. Box 6. |
| 73 | May 1995 | ‘Lothian Health - Caring for the Future - A Strategy for: Primary Care and Community Health Services, 1995-2000 - Strategy Document - Draft for consultation’. Box 6. |
| 74 | c1995 | ‘Lothian Health - Caring for the Future – A Consultation Document on Proposed Care Services in the Lothians’. Box 6. |
| 75 | Mar 1980 -Jun 1980 | [Minutes and reports relating to the Committee of the Reorganisation of Inpatient Data Collection and Data Vet]. Box 6. |
| 76 | Feb 1976 - Sep 1976 | [Papers relating to an experimental nursing workload information system; and file ‘Nigel Bruce’, relating to research study of Socio-Medical Preventative Work with Young Children]. Box 6. |
| 77 | Jul 1974 – Aug 1978 | [Reports and Minutes of various working groups on the medical care of homeless people]. Box 6. |

29 Files of Dr George Venters, 1970-1995

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| 78 | Nov 1976 – Jul 1979 | [Papers relating to the Programme Planning Committee for Maternity Services, includes copies of Lothian Health Board News]. Box 6. |
| 79 | Sep 1973 – Mar 1974 | [Correspondence from The Royal College of General Practitioners - General Practice Research Unit relating to auditing in General Practice]. Box 6. |
| 80 | Sep 1977 – Oct 1979 | M.O.s Meetings. Reports and minutes of District Medical Officer's meetings. Includes report of the review group on the administration of the National Health Service in Scotland. Box 6. 2 folders. |
| 81 | Jul 1977 – Mar 1979 | CMS (IS) Mtgs [Community Medicine Specialists with responsibility for Information Services]. Reports and minutes of meetings. |
| 82 | Jul 1978 – Jun 1981 | Melanoma. Papers and minutes of the Scottish Melanoma Group and the Edinburgh Melanoma Group. |
| 83 | c1978 | Melanoma. Papers and minutes of the Scottish Melanoma Group and the Edinburgh Melanoma Group. |

30 Register of transfers of medical records, 1974-1990

This register is arranged chronologically and records requests for medical records both to and from Lothian Health Board. Gives the health board holding the patient records, the name of the patient, what was requested and the health board making the request. Not indexed by patient name.
Acc 03/25 – AS 12/2009.

1 20 Dec 1974 – 27 Feb 1990

31 Child Health Services Files, c1960-1999

These files were transferred as part of one accession. Each box had a short description of the service to which the files related and the file content which was presumably written by the department which made the transfer. Abridged versions of this information have been included in each series description. The files were probably created by the office of Dr Helen Zeally, Community Medicine Specialist. From file titles, there seems to be some overlap in subject matter between series.

The series created within this sub-fonds reflect the box arrangement and the order of files reflects that listed in the department's descriptions. The first part of each entry is the file title as given on the original file. Throughout the series what is now called the Royal Edinburgh Hospital for Sick Children is called the Royal Hospital for Sick Children so this name and abbreviation has been used. Acc 01/47 – AS 7/2010.

1 Child Health and Paediatric Policy, 1973-1988

The 1974 integration of health services stimulated extensive discussion to improve the health services for children as provided by the former Local Authority public health departments, GPs and hospital paediatricians. Integration was slow to achieve and much of the substantive action in Scotland to implement the Brotherston report 'Towards an Integrated Child Health Service' had to await a long delayed similar report in England (the Court report). This was because of the implications for the training and terms and conditions of doctors working in the community child health services – a group who were often overlooked by leaders of the profession.

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| 1 | Sep 1974 – Jun 1987 | Child Health Programme Planning Committee Reports and PDG [Programme Development Group] Report. As well as the first, second and final reports and some associated correspondence of the Child Health Programme Planning Committee, the file includes 'Reorganisation of the School Health Service – report of the sub-committee of the Consultative Committee of Medical Officers of Health' published by the Scottish Home and Health Department, 9/1974; report on current position of Community Child Health Service, 1/1976; Lothian Health Board – Health Services for Children report, 6/1987. 2 folders. |
| 2 | Oct 1986 – Jan 1987 | Gen [General] Management in Lothian and Paed [Paediatric] Services. Correspondence and papers concerning the introduction of unit general management in Lothian and the impact on Community Child Health Services. |
| 3 | Jan 1984 – Nov 1988 | Paediatric Services including child health (summaries). Includes summary of services, 1/1984; progress report, 2/1986; terms of reference of Community Child Health Medical Staff Committee. |

31 Child Health Services Files, c1960-1999**1 Child Health and Paediatric Policy, 1973-1988**

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| 4 | Jun 1978 – Apr 1979 | Quinquennial Report – child health - mental health. Includes child health programme planning committee position paper, 6/1978; drafts of Lothian Health Board Quinquennial Review 1974-1978 section on child health services. |
| 5 | Aug 1980 – Jun 1987 | Children's Health Services Lothian – general correspondence. Includes staff and patient details. 4 folders. |
| 6 | 27 Nov 1975 – 19 Apr 1984 | Children's Hospital Developments – Preparation of Case. Includes questionnaire sent out to paediatric medical staff and responses. 2 folders. |
| 7 | 9 Jul 1973 – Mar 1974 | Paediatric Services. Includes analysis of Local Authority Child Health Services, March 1974; and discussion papers on the school health and child health services. |
| 8 | 23 Oct 1974 – 10 Apr 1975 | Lothian Health Board – Paediatric Services and Beds. Includes papers for meetings of working party on paediatric bed requirements and statistics. |
| 9 | 24 Mar 1976 – 3 Oct 1984 | Redeployment of Paediatrics. Includes papers relating to the long term rationalisation of hospital services; and press cuttings on Leith Hospital. 2 folders. |

2 Community Child Health (CCH) Service, 1967-1989

Until 1974 the Community Child Health service – pre-school and school health – was an integral component of the Local Authority Public Health Departments.

In 1974 the public health departments were divided and transferred as follows:

- core public health, including communicable disease control and the investigation of environmental hazards to health – to Lothian Health Board
- health education – to Lothian Health Board
- environmental health statutory control – to the four district councils
- community child health services – to Lothian Health Board

In the initial stages (c.1974-early 1980s) the leadership of the CCH medical service remained with the senior medical staff who had been in charge of the service in the Local Authorities. While bold steps were taken to achieve integration with the NHS the task was not easy and took many years. In addition there was a separation of health visitors and school nurses from the medical staff as they were managed separately by Directors of Nursing and there was relatively little contact between the two groups at management level.

31 Child Health Services Files, c1960-1999**2 Community Child Health (CCH) Service, 1967-1989**

The 1980s saw tangible steps towards the newly emerging community paediatric service with its own leaders – consultant community paediatricians.

The files contain detail of the medical staff involved; what they were doing and the gradual transition of the senior posts from SCMO (Senior Clinical Medical Officer) to consultant. In addition the personnel files contain details of cost savings that were required in the 1980s.

Training for the emerging sub-specialty of community paediatrics was critical for the evolution of the former community child health service into a consultant-led service of community paediatricians.

Lothian was one of the first areas in the UK to develop a community paediatric training programme as well as a 3-year vocational training programme providing the basic skills for either general practice or the community paediatric service.

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| 1 | Dec 1967 – Jun 1988 | Clinical MO [Medical Officer] – Training and History of CCH Service – sample papers from 1968. Includes summary of report of the Standing Medical Advisory Committee of the Central Health Services Council on Child Welfare Centres, 12/1967; articles on training community paediatricians. 3 folders. |
| 2 | Dec 1987 – Jan 1988 | An Integrated Child Service. Correspondence relating to the report of that name (not enclosed). |
| 3 | Jan 1970 – Jun 1975 | Community Child Health Service Lothian – initial stages of integration 1974/5. Includes proposals for the integration of the preschool and school health services into a unified child health service, 1/1970; draft 'North and South Lothian Districts Child Health Service Reorganisation, 5/1975; analysis of Local Authority Child Health Services, 3/1974; a review of pre-school services in North Lothian, 6/1975. |
| 4 | May 1984 – Mar 1985 | Personnel – Community. Includes details of provision of administrative support and personnel services to Community Child Health Service staff. |
| 5 | Dec 1983 – Mar 1985 | Clinical MO [Medical Officer posts] – Job Description and CVs – enquiry letters from some who were successful. Includes job description for the post of Clinical Medical Officer to the community child health service. |
| 6 | Jun 1986 – Mar 1989 | CMO budget – achievement of savings 1987/88. Includes training budgets; and list of posts in the service. |

31 Child Health Services Files, c1960-1999**2 Community Child Health (CCH) Service, 1967-1989**

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| 7 | Nov 1976 – Mar 1985 | Senior Clinical Medical Officers – budgets (1976-1985) – establishing posts – allocating of time. Includes papers for a special meeting of senior medical staff in CCH, 2/5/1985; apportionment of staff time between clinical and administrative duties. |
| 8 | Mar 1971 – Oct 1977 | Child Health Services Personnel 1976-1979. Includes memo on deployment of full-time medical officers in the Child Health Service; list of community medicine doctors in Lothian Health Board; description of child health services, 1974; separate papers on job specifications. 2 folders. |
| 9 | Jan 1981 – Sep 1983 | Child Health Services Personnel 1981-1982. Includes questionnaires for staff on different aspects of child health. |
| 10 | Mar 1983 – Nov 1986 | Child Health Service Staffing (SCMOs, CMOs, CON/SCMO) – 1984/1985/1986. 2 folders. |
| 11 | Dec 1986 – Dec 1988 | Child Health Service Staffing (SCMOs, CMOs, CON/SCMO) – 1984/1985/1986. 2 folders. |
| 12 | Mar 1975 – Apr 1983 | Medical Staffing – Community Child Health Service. Includes memorandum on services for patients with cerebral palsy, 1970; application forms and referee reports on applicants to senior clinical medical officer posts. 3 folders. |
| 13 | May 1974 – Feb 1988 | Role of Clinical Medical Officers 1988. Includes draft guidelines for new clinical medical officers on specialist areas such as child abuse, visual impairment, solvent abuse etc (annotation that intended booklet was never finalised); separate papers on child health doctors which includes papers for meetings and published report of a special working party on public health clinical medical officers, 1974. |
| 14 | 8 Jun 1976 – 15 Oct 1986 | Community Child Health Clinical Meetings. Concerns arrangements for and programmes of lectures on matters of specific clinical interest. |
| 15 | 27 Jul 1983 – 4 Jan 1989 | East Lothian – Child Health. Includes arrangements for school health service. 2 folders. |

31 Child Health Services Files, c1960-1999**2 Community Child Health (CCH) Service, 1967-1989**

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| 16 | 25 Feb 1983 – 12 May 1986 | West Lothian Zone SCMO [Senior Clinical Medical Officers] Meetings. Includes some meeting papers of West Lothian Paediatric Division and a list of the doctors allocated to each school. |
| 17 | 19 Dec 1983 – 17 Jun 1985 | Community Child Health Service Administrative Support. Includes work study report on North/South Lothian Districts Community Health Service clerical support. |
| 18 | 21 Apr 1978 – 31 Aug 1984 | Child Health Medical Officers – Courses. 2 folders. |
| 19 | 18 Jun 1985 – 3 Nov 1987 | Accreditation of Community Paediatric Training. Includes South East Regional Committee for Post Graduate Medical Education approval of Community Child Health training. |
| 20 | 18 Feb 1982 – 25 Nov 1988 | 3 Year Training Programme Community Child Health. Includes details of training posts. 2 folders. |
| 21 | Feb 1979 – 4 Jun 1989 | Loose papers on pay and conditions of service for junior hospital medical staff; possible training programme for registrars in paediatrics; and training in the Community Child Health Service. |
| 22 | 31 Aug 1982 – 23 Jan 1985 | National Discussions re CMO [Clinical Medical Officer] training – SCMO regrading etc. Includes report on the career structure and training for Community Health doctors by the British Medical Association. |

3 Services for pre-school children, 1974-1993

Baby clinics were an important component of the Local Authority Public Health Department maternity and child welfare service. The medical contribution to the service was mainly provided by part-time doctors led by senior staff in the public health departments.

In 1974 the service transferred from the four local authorities to Lothian Health Board with mostly the same staff, including the senior staff appointed as Community Medicine Specialists (later changed to Public Health Consultants).

By 1988 the CCH service was led by Consultant Community Paediatricians (CCPs) and by the 1990s virtually all Lothian children were covered by a routine surveillance programme in primary care with the CCPs providing specialist advice with particular reference to the child's educational needs.

31 Child Health Services Files, c1960-1999**3 Services for pre-school children, 1974-1993**

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| 1 | 2 Jun 1981 – 21 Nov 1983 | Pre-School Health – Co-ordinated Services for Under 5s. Includes examples of the Woodside System of pre-school developmental screening documents. |
| 2 | 13 Oct 1987 – 1 Nov 1988 | Working Group – Integration of Health Services to Pre-school children. Includes meeting papers; details of staffing; draft leaflet for parents on Community Child Health Services. 2 folders. |
| 3 | May 1976 – 9 Jul 1981 | Pilot Projects. This file was divided into two parts (still in separate files). Part I – papers of the Child Health Steering Committee. Part II – titled ‘to demonstrate different arrangements for integrating preschool health surveillance’. Further sub-divided into Pilot Projects Steering Committee Executive Group; Pilot Projects – General; Child Health Pilot Project – Dalkeith Medical Centre; Sighthill Health Centre – Pilot Projects. 2 folders. |
| 4 | 30 Aug 1974 – 16 May 1986 | Community Health Services – Child Health Services - Clinics. Concerns the establishment and management of Child Health Clinics. 2 folders. |
| 5 | 5 Dec 1978 – May 1993 | Preschool Children Health Surveillance 1989. Includes appendices 4 and 7 with data on preschool surveillance and School Health Services c.1985; and revised core programme of surveillance, May 1993. |

4 School Health Service, c1960-1999

Until 1974 school health services were provided by the Local Authority Public Health departments. In 1974 these services were absorbed with the rest of the community child health service into Lothian Health Board. After that time the school health service evolved from its earlier focus on medical inspections to identifying children with problems, as those were largely diagnosed and managed by GPs in the pre-school period.

By the 1990s the focus was on:

- professional liaison with teachers, GPs and paediatric specialists to support children with special educational needs ie with specific disabilities likely to affect their education
- health education and promotion.

Initially the service was led by senior staff in the Local Authority Public Health Department and relied heavily on part time medical and nursing staff many of whom had had no specialist training. In 1974 the management of the school nurses passed to Directors of Nursing and the

31 Child Health Services Files, c1960-1999**4 School Health Service, c1960-1999**

medical staff were coordinated by Community Medicine Specialists (later renamed Public Health Consultants).

By 1988 the medical leadership in Lothian had been transferred to Consultant Community Paediatricians (CCPs), doctors with recognised specialist training for this role. This was well before the rest of the country made this transition. The changes required considerable investment in training for the staff concerned and complex negotiations relating to their terms and conditions.

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| 1 | c1960 | Public Health Scotland – School Health Survey. Typewritten survey results of 11 schools in the West of Scotland divided by medical condition. Note with the survey states that it was found amongst Jean Willison or Margaret Laughton’s papers in 2001 - origin unknown. |
| 2 | Aug 1971 – 23 Feb 1973 | Reorganisation and the School Health Service – Report (1974) – and SHHD [Scottish Home and Health Department] circulars on School Health Service and Reports by Child Health Programme Group of the Scottish Health Service Planning Council. File title does not reflect contents. Includes discussion paper on development of integrated Child Health Service in Edinburgh and draft Child Health Services paper. |
| 3 | 23 Feb 1978 – 8 Jul 1981 | School Health Service – Medical Fitness. Concerns fitness for outdoor pursuits. Original file ref: 478/20 |
| 4 | 27 Jul 1979 – 10 Oct 1980 | Education – Outdoor Pursuits. Original file ref: H.13/07/3 |
| 5 | 26 Jan 1976 – 30 Oct 1981 | Health Education in Schools. Includes report of working party on mothercraft/parentcraft. |
| 6 | 20 Feb 1976 – 20 Jul 1983 | Employment Medical Advisory Service. Concerns provision of information to career officers and Employment Medical Advisers on pupils leaving school who are not have medical conditions affecting their employment. |
| 7 | 24 Jul 1985 – 30 Jul 1985 | Community Health Services – School Health 1983 – Advice and Accommodation. Includes publication ‘Index of First Aid and Health Problems for Schools’. |
| 8 | 20 Dec 1978 – 5 Mar 1984 | Colleges of Further Education – Medical Services. Concerns provision of medical services to students. |
| 9 | 8 Dec 1978 – 28 Apr 1981 | Further Education – Medical Support Services. |

31 Child Health Services Files, c1960-1999**4 School Health Service, c1960-1999**

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| 10 | Oct 1972 – 25 Oct 1988 | Control of Infection in Schools. Includes list of communicable diseases and exclusion periods from school. |
| 11 | 30 Dec 1976 – 6 Jun 1988 | Cleanliness of Pupils. Includes treatment of head lice. |
| 12 | Jan 1988 | [Primary School Management Development Programme – Personnel Management Course]. Concerns talk given by Dr Zealley as Chief Administrative Medical Officer. |
| 13 | 23 Jan 1980 – 26 Mar 1986 | Health related research proposals in schools – for comment. Includes Dr Zealley's comments on named research proposals giving research titles. 2 folders. |
| 14 | Mar 1988 | Hospital Schools. Concerns notification of Education Department when pupil enrolls in a school at a hospital. |
| 15 | 3 Dec 1986 – 7 Jan 1988 | School Health Questionnaire of CMO [Clinical Medical Officer] activity. Includes lists of community medicine and community health staff. 3 folders. |
| 16 | 23 Jul 1980 – 21 Feb 1989 | Consultation in relation to Administrative Memoranda with medical relevance – ie guidance to teachers from the Education Authority. Includes guidance on administration of drugs and AIDS awareness. 2 folders. |
| 17 | 26 Nov 1976 – 13 Jan 1989 | Education/Health Board Group. Concerns formation of group; meeting papers; school nutrition; list of main responsibilities of the health board in relation to schools. 3 folders. |
| 18 | 16 Mar 1977 – 4 Jan 1989 | School Swimming Pools – Dr Willison. Concerns water treatment. |
| 19 | Jan 1999 – 26 May 1999 | Safer routes to Schools. |
| 20 | 17 Aug 1988 – 20 Jan 1989 | Placing in Schools (Medical Advice). Concerns medical advice given to parents in choosing an appropriate school. |
| 21 | Jan 1990 | [School Team Sports]. Health Education Officer's response to a consultative paper on school-aged team sport. |

31 Child Health Services Files, c1960-1999**5 Specific Services for Children, 1973-1991**

Within the period 1974-1988 certain services were the subject of more detailed review and/or action.

The cytogenetics files mainly relate to the pre-natal diagnosis of trisomies. The service was reviewed by two working parties both of which recommended the transfer of the service to the Western General Hospital to link with its Department of Human Genetics. This was eventually achieved in the late 1990s.

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| 1 | 5 Jul 1973 – 28 Mar 1977 | Paediatric Services. Includes information on service provision and bed requirements across Lothian, Fife and Borders Health Boards. 2 folders. |
| 2 | 15 Jun 1977 – 10 Dec 1984 | Prenatal Diagnostic Services – Cytogenetics and AFP [Alpha-Fetoprotein] – including Tannahill working papers. Includes paper on sudden infant death syndrome (SIDS) in Scotland; and handbook for the biochemical genetics unit. 3 folders. |
| 3 | 10 Dec 1979 – 24 Mar 1982 | Cytogenetics. Includes questionnaires on staffing and policies of cytogenetic centres across the UK; and guidelines for the area cytogenetic service at Royal Hospital for Sick Children. |
| 4 | 6 Mar 1981 – 26 Jun 1986 | RHSC [Royal Hospital for Sick Children] Cytogenetics Service. Includes questionnaires on staffing and policies of cytogenetic centres across the UK. 2 folders. |
| 5 | 12 Sep 1985 – 23 Jul 1987 | Prenatal Diagnostic Services – including Cytogenetic Service 1986 – Tannahill/Zealley report – P&R [Planning and Resources] June 1986 – Restriction of Service. Includes processing of amniocentesis tests; staffing issues; use of the service for plasma alphafetoprotein assay (PAFP), amniotic fluid alphafetoprotein assay (AFAFP), cytogenetics, biochemical genetics, DNA studies and chorionic villus sampling. 4 folders. |
| 6 | 30 Nov 1984 – 28 Jun 1991 | Diagnostic Cytogenetic Studies for Leukaemic Patients. |
| 7 | 24 Oct 1979 – 20 Nov 1981 | Labs – Organisation of Work and Conditions of Service. Original ref: H.05/11/0 |
| 8 | 15 Oct 1984 – 14 Feb 1989 | Haematology/Oncology. Includes details of the Leukaemia Unit Fund at Millerfield Place and statistics for the children's unit at Royal Edinburgh Hospital for Sick Children and Astley Ainslie Hospital. 2 folders. |

31 Child Health Services Files, c1960-1999**5 Specific Services for Children, 1973-1991**

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| 9 | 5 Feb 1974 – 29 Jul 1980 | Paediatric Surgical Services. Includes proposal for a 5-day paediatric surgery unit in Leith Hospital. 2 folders. |
| 10 | 5 Jan 1977 – 7 Oct 1982 | Paediatric Surgery. |
| 11 | 14 Sep 1977 – 24 Feb 1982 | Paediatric Surgical Cardiology. |
| 12 | 26 Nov 1980 – 16 Nov 1982 | Paediatric Cardiac Surgery. Includes inserted folder on new paediatric cardiology post. 2 folders. |
| 13 | 7 Nov 1975 – 7 Oct 1976 | Neonatal Surgery. Includes discussion papers on the concentration of services at Royal Hospital for Sick Children with statistics on cases. Includes inserted file Neonatal Surgical Services original ref: H.14/15/0. 2 folders. |
| 14 | 8 Sep 1980 – 11 May 1981 | ENT [Ear Nose and Throat] Ward – RHSC [Royal Hospital for Sick Children]. |
| 15 | 11 Oct 1977 – 6 Nov 1986 | Department of Psychology – Royal Hospital for Sick Children. |
| 16 | 23 Apr 1980 – 10 Mar 1982 | Services for Teenagers. Includes computer print-outs of statistics on admissions of adolescents for 1977-1978. |

6 Services for Specific Groups of Children, 1974-1990

These files relate to children with specific disabilities. While pre-school child health surveillance was designed to cover all children and identify any problems needing attention, certain specific screening programmes were also developed:

- hearing screening – incorporated in pre-school health surveillance
- hip screening – mainly for neo-nates
- scoliosis screening – proposed as a means of early detection but never introduced because of the absence of an effective intervention.

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| 1 | 24 Jun 1977 – 27 Dec 1989 | Services for Visually Impaired. Includes school eye clinics. 3 folders. |
| 2 | 29 Mar 1974 – 26 Nov 1985 | Hearing Impaired Children – Services for. Includes phonic ears, hearing aids; St Giles' School and school ENT [Ear Nose and Throat] clinics. 3 folders. |
| 3 | Jun 1984 – 24 Jun 1986 | [Services for Deaf-Blind People]. |
| 4 | 11 Jan 1979 – 9 Mar 1982 | Cot Deaths Survey. Includes application to undertake research into sudden infant death. |

31 Child Health Services Files, c1960-1999**6 Services for Specific Groups of Children, 1974-1990**

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| 5 | 15 Aug 1978 – 25 Jun 1982 | Diabetic Children – School Health Services. Original ref: H.13/06/8(a) |
| 6 | 7 Oct 1986 – 19 Mar 1987 | [Scottish Cry-Sis Society]. Concerns a possible clinic for problem crying. |
| 7 | 6 Jan 1978 – 10 Mar 1986 | Liaison with Dentists. |
| 8 | 18 Nov 1987 – 24 Mar 1988 | Scottish Survey of Hearing Screening. Survey found that Lothian was unusual in having school audiological testing. |
| 9 | Mar 1974 – 5 Jan 1988 | Hearing Screening. Includes pre-school hearing testing and a comparison of results in 1977/78 and 1978/79. 3 folders. |
| 10 | 5 Jun 1981 – 7 Jul 1986 | Scoliosis Screening. Concerns curvature of the spine. |
| 11 | 6 Nov 1990 | MF MacNicol, "Results of a 25-Year Screening Programme for Neonatal Hip Instability," British Editorial Society of Bone and Joint Surgery. MacNicol was at Princess Margaret Rose Orthopaedic Hospital. |

7 Children with Special Educational Needs, 1976-1993

Over the years different terminology was used to describe children with disabilities which may affect their learning, and the process of their identification. Until 1981 the process was called ascertainment and children were labelled as mentally handicapped, physically handicapped etc.

In 1981 following the publication of an important report from a group chaired by Lady Warnock, the focus shifted from identifying handicaps to the assessment of children's special educational needs. The Education (Scotland) Act 1981 provided the legal framework for contributions to the assessment by teachers, psychologists, doctors and parents – and for a future needs assessment on leaving school to involve social work.

It took some years for existing staff to change their focus. Later still the philosophy of normalising children with special needs extended to an active programme to integrate them wherever possible into mainstream schools.

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| 1 | 18 Feb 1976 – 8 Sep 1977 | Schools Council for Special Education. Minutes and papers for meetings of the Council. |
| 2 | c1981 | Ascertainment Letters. Examples of form letters to be used regarding children who may be in need of special education. |

31 Child Health Services Files, c1960-1999**7 Children with Special Educational Needs, 1976-1993**

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| 3 | 21 Aug 1981 – 22 Dec 1982 | Education (Scotland) Act 1981. Concerns regulations on assessment procedures. 3 folders. |
| 4 | 28 Sep 1982 – 3 May 1983 | 1981 Education (Scotland) Act – Special Educational Needs. Concerns recording and assessment of children. 5 folders. |
| 5 | 10 Mar 1988 – 31 Dec 1993 | Children with Special Educational Needs – General. |
| 6 | 6 Sep 1988 – 14 Feb 1989 | Improved Co-ordination and Assessment of Children Under 5 with Special Needs. |
| 7 | 12 Oct 1987 – 17 Mar 1988 | Integration of Children with Disabilities into Mainstream Education. |
| 8 | 25 Sep 1987 – 27 Jul 1988 | Medical Confidentiality. Concerns records of children at Astley Ainslie Hospital School. |
| 9 | 6 Jul 1979 – 3 Nov 1988 | Special Schools. Divided into sections for Graysmill School, Willowpark School, Westfield/Lugton School, Oaklands School and Willowbrae House School. Includes specialised equipment required and the construction of a Willowpark Special School replacement. 5 folders. |
| 10 | 4 May 1979 – 3 Mar 1987 | Mental Handicap in Children - General. Includes counselling for parents, treatment at Peto Insitutue in Budapest for cerebral palsy and services in schools. 3 folders. |
| 11 | 8 Mar 1984 – 24 Nov 1987 | M H [Mental Handicap] Register – Proposal. Includes details of an information system to co-ordinate services to the mentally handicapped. 2 folders. |
| 12 | 30 Apr 1984 – 10 May 1984 | Profoundly Handicapped Youngsters [Transferring to] Adult Services. |
| 13 | 4 Jul 1986 – 3 Sep 1986 | Young Adults with Multiple Disabilities. |
| 14 | 27 Feb 1986 – 24 Nov 1986 | Equipment for Disabled Children. Includes equipment for children in the community with special needs. 2 folders. |
| 15 | 25 Jan 1988 – 3 Nov 1988 | Early Counselling – Children with Special Needs. Includes ‘Start Right – Lothian Strategy for People with a Mental Handicap’. 2 folders. |

31 Child Health Services Files, c1960-1999**7 Children with Special Educational Needs, 1976-1993**

16 19 Mar 1986 – 10 Jul 1989 Douglas House – I/P Facilities for Severe M H [Mental Handicap]. Concerns plans to replace services provided by Douglas House. 5 folders.

8 Royal Hospital for Sick Children, Edinburgh (RHSC) Management, 1971-1989

In the period 1974-1988 there were close links between the RHSC management and the health board – either directly or until about 1982 through the South Lothian District.

The RHSC has always functioned as the major regional centre for paediatric care in addition to providing routine paediatric care for children in South Edinburgh, Midlothian and, in the past, West Lothian. However with the closure of Paediatric Units in Leith Hospital and the Western General Hospital serving north and east Edinburgh and East Lothian and the opening of a new Paediatric Unit at St John's, Livingston, the RHSC had become the sole paediatric hospital service for all Lothian children except for West Lothian.

Capital developments have been required at RHSC to accommodate these changes. Some were covered within a programme for the maintenance of services while proposals for a new wing at RHSC emerged towards the end of the 1980s.

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| 1 | 1974 – 1983 | RHSC [Royal Hospital for Sick Children] General Administration. Includes annual report of the Department of Psychological Medicine; report on theatre service centre; minutes of Multi-Disciplinary Group; loose papers of later date, 1984-1988, including correspondence on the prescribing of growth hormone. 4 folders. |
| 2 | 2 Mar 1976 – 22 Aug 1988 | Children in Hospital. Concerns arrangements for in-patient care and the input of the National Association for the Welfare of Children in Hospital (NAWCH). |
| 3 | 1984 – 3 Nov 1987 | Children's Play in Hospital. Includes report of a study on play in Lothian hospitals. |
| 4 | 17 Oct 1988 – 30 Jan 1989 | Autopsy Arrangements – Children. Includes report on Paediatric Pathology Service. |
| 5 | 1 Feb 1984 – 4 Aug 1986 | RHSC [Royal Hospital for Sick Children] – Hospital Infection Policy. Includes draft of Hepatitis Advisory Group guidelines. |
| 6 | Complaints, 1983-1989 | |
| 1 | 19 Sep 1984 – 26 Nov 1987 | Complaints Procedures – General Correspondence. |

31 Child Health Services Files, c1960-1999**8 Royal Hospital for Sick Children, Edinburgh (RHSC) Management, 1971-1989****6 Complaints, 1983-1989**

2 30 Mar 1983 – 17 Mar 1987 Legal Matters – General

3 1983 – 1987 Specific Complaints and Legal Enquiries. Includes separate file titled 'Specific Paediatric Complaints'. Gives individual patients' details. Arranged alphabetically. 5 folders.

4 1987 [Specific Patient Claim]. Gives patient details.

5 May 1985 – May 1989 [Specific Patient Claim]. Gives patient details. 4 folders.

7 26 Jul 1983 – 24 Nov 1988 Future of Paediatric Services. Includes consultative document on provision of services, 1988.

8 28 May 1980 – 21 Nov 1988 RHSC [Royal Hospital for Sick Children] – Preparing Case for 'New Wing'. Includes calculations of requirements for new facilities.

9 Oct 1971 – 24 Apr 1985 H20 – RHSC [Royal Hospital for Sick Children] – Maintenance of Services including Redevelopment Plan. Concerns maintenance of services during redevelopment and includes plans of the Hospital. 3 folders.

10 21 Nov 1983 – 20 Jun 1988 Maintenance of Services – RHSC [Royal Hospital for Sick Children]

11 11 Mar 1983 – 28 May 1985 Ordinary Capital Programme. Concerns capital development projects in all the hospitals in Lothian Health Board.

12 16 Jan 1984 – 6 Jul 1984 RHSC [Royal Hospital for Sick Children] Assessment Unit. Concerns a proposed neurological assessment unit. Includes plans.

13 25 Jan 1978 – 5 Dec 1978 Spina Bifida Unit – Royal Hospital for Sick Children.

14 5 Oct 1988 – 24 Nov 1988 A & E [Accident & Emergency] Department RHSC [Royal Hospital for Sick Children]. Concerns the implications of closing the A & E Department at Western General Hospital.

31 Child Health Services Files, c1960-1999**8 Royal Hospital for Sick Children, Edinburgh (RHSC) Management, 1971-1989**

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| 15 | 2 Jun 1977 – 24 Nov 1977 | Laboratory Accommodation – Rillbank - RHSC [Royal Hospital for Sick Children] – Haematology – Cytogenetics – Pathology – Biochemistry. |
| 16 | 18 Jun 1980 – 30 Jun 1982 | Riyadh Scheme. Concerns the help of Health Board consultants in setting up a child health course in Saudi Arabia. |

9 Children in other hospitals than RHSC, 1975-1996

Improvements in the health of children, as well as an increased focus on shorter hospital stays and home-based treatment have, over the years 1974-1988, reduced the need for in-patient facilities for children. In addition the requirement to provide junior hospital doctors with reasonable hours of duty made it increasingly difficult to staff multiple units. This led to the closure of the children's unit at Leith Hospital within a rationalisation of children's services in North Lothian in which it transferred initially to the Western General Hospital. Later, as a result of the opening of the paediatric unit at St John's and the withdrawal of A&E services from the Western General, the paediatric unit in the Western also transferred to RHSC in 1991. A smaller service at Bruntsfield Hospital had also been withdrawn, as had services at the Astley Ainslie Hospital with the final transfers being the Infectious Diseases and ENT children's services from the City Hospital in the late 1990s when space became available for them in RHSC with their much reduced need for in-patient accommodation.

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| 1 | 6 Sep 1983 – 18 Sep 1986 | Rationalisation of Services – North Lothian – Transfer of Paeds [Paediatrics] to WGH [Western General Hospital]. Includes a proposal for a paediatric surgery unit at Leith Hospital; consultation document on proposed rationalisation of Hospital Services in North Edinburgh and Surrounds. 3 folders. |
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31 Child Health Services Files, c1960-1999**9 Children in other hospitals than RHSC, 1975-1996****2 Neonatal Services, 1981-1989**

This was a large bundle of material with further subdivisions within it all relating to Neonatal Services.

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| 1 | 9 Jun 1981 – 4 Dec 1987 | Neonatal. Folder containing: file titled 'Neonatal Services – SMMP – RHSC including a business case for an additional paediatric registrar at SMMP, details for bed complement, staffing; and loose correspondence including reports by Scottish Health Service on 'Evaluation of a Neonatal Discharge Record as a Monitor of Congenital Malformations' and 'Birthweight, Head Circumference and Length by Gestational Age Scotland 1973-1979'. 2 folders. |
| 2 | 5 Mar 1981 – 22 Aug 1989 | Neonatal Services Review and Development. Includes staffing; statistics; appointment of a Neonatal Fellow at the university; and file titled 'Data for Analysing Neonatal IT [Intensive Care] and SC [Special Care] Demand'. 9 folders. |
| 3 | 13 Jun 1996 – 24 Aug 1996 | City Hospital and Children's ID [Infectious Diseases]. Papers relating to the closure of the infectious diseases ward at the City Hospital and the possible transfer to Royal Hospital for Sick Children. |
| 4 | 21 Jun 1978 – 13 Jan 1989 | Hospitals in District – Astley Ainslie Hospital Children's Unit. Gives patient admission details. Includes details of future use of the unit. 3 folders. |
| 5 | Mar 1978 – Dec 1980 | Children Who Are Not Patients – REH [Royal Edinburgh Hospital]. Concerns the procedure for the admission of a mother to the REH with an accompanying child. |
| 6 | 16 Jan 1975 – 17 Nov 1976 | Development of Paediatric Services – Fife. Concerns the sharing of information on children resident in Fife. Includes a report by Fife Health Board to the University Liaison Committee on the development of the service. |

31 Child Health Services Files, c1960-1999**10 Children's health service – clinical records, 1978-1988**

Following the transfer in 1974 of the Community Child Health Service (CCH) to Lothian Health Board, extensive efforts were made to achieve a common integrated child health record incorporating neo-natal, pre-school and school age records and making use of emerging computer technology.

For various reasons it took many years to achieve a working system. The main causes of the delay were:

- the state of tension between the CCH service, GPs and hospital paediatricians
- the evolving nature of computer technology
- the multiplicity of interests involved.

The LIVES (Lothian Immunisation Vaccination and Examination System) went live at the beginning of 1984 with the automated call-up of children for immunisation. Later call-up for examination was added, as well as a parent-held record to supplement the record held by the NHS. Later still LIVES was superseded by a national system covering all children in Scotland.

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| 1 | 30 Nov 1978 – 15 Jan 1987 | Community Health Services – Child Health Records – General. Includes examples of medical record keeping and the relevant coding needed; separate file titled 'Development of Child Health Record – Child Health Records and Growth Charts From Various Health Authorities/Boards (now discarded)'; sample Royal Hospital for Sick Children's medical file. 3 folders. |
| 2 | c1980 | Development of Child Health Record. Includes flow chart of medical record keeping with notes on each stage; example consultation record; example computer printout. |
| 3 | Aug 1980 | Feasibility Report into the Provision of a Standard Child Health Information Processing System for Lothian Health Board (LIVES). Report written by the South East Consortium Computer Services Unit. |
| 4 | 1 Mar 1979 – 6 Apr 1984 | LIVES – Objectives and Suggested Proposals. Includes suggestions for content from Child Health Programme Planning Committee, community medicine specialist etc; clerical procedures; current date captured; discussion paper on community medical records in relation to district management; vaccination call up flow chart; implementation of LIVES. |
| 5 | c1983 – c1984 | LIVES – Data Relevant to Steering Group. Includes history and background to the LIVES project and procedures for different aspects of the system. |

31 Child Health Services Files, c1960-1999**10 Children's health service – clinical records, 1978-1988**

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| 6 | 29 Oct 1981 – 24 May 1982 | LIVES – SHHD [Scottish Home and Health Department] LHB {Lothian Health Board} Correspondence – Now Inactive. Includes letter concerning confidentiality of records on computer. |
| 7 | Nov 1979 – Jun 1982 | LIVES – Computer Technology – Hardware and Software. |
| 8 | 16 Oct 1979 – 30 Apr 1987 | LIVES Steering Group – Minutes and Agenda and Affiliated Papers. 4 folders. |
| 9 | 10 Jul 1985 – 11 Apr 1986 | LIVES Steering Group – Minutes and Agendas and Affiliated Papers. |
| 10 | Jan 1984 | Lothian Health Board – Lothian Immunisation and Vaccination Enquiry System User and Operating Procedures Manuals. Dr H Zealley's copy. Includes sample of a child health record file. Originally in a red ring binder. 3 folders. |
| 11 | 12 Nov 1980 – 19 Jul 1985 | LIVES – Documentation. Notes of meetings on child health service documentation. |
| 12 | 19 Apr 1983 – 6 May 1986 | LIVES Correspondence. |
| 13 | Mar 1986 | LIVES – East Lothian Replies. Replies from general practices in East Lothian on participation in the LIVES system. |
| 14 | Aug 1986 | LIVES – Edinburgh Replies. List of general practices in Edinburgh participating in the LIVES system. |
| 15 | 21 Jan 1982 – 30 May 1985 | LIVES – Comments and Suggestions from GPs [General Practitioners]. Comments from doctors trialling the system. 2 folders. |
| 16 | 5 Oct 1984 | LIVES – Liaison with Dentists. One letter only. |
| 17 | 2 Apr 1982 – 20 May 1983 | LIVES – Education. Correspondence with Lothian Regional Council's Divisional Education Officer on implementation of the Education (Scotland) Act 1981 in the recording of child health. |
| 18 | 18 Mar 1988 – 8 Apr 1988 | Pre School – Proposed National Records. Includes functional specification for the pre-school health module of the LIVES system. |

31 Child Health Services Files, c1960-1999**10 Children's health service – clinical records, 1978-1988**

- 19 May 1978 – 23 Oct 1981 Proposed Audit of Maternal and Child Care. Includes proposal for an Institute of Perinatal Medicine for the Lothian area.

11 Co-ordinated Action for Child Protection, 1970-1988

The protection of children from harm involved contributions from many different agencies – police, courts, social work, education, health, voluntary sector, report to the Children's Panel – as well as from communities themselves. Initially the focus of the extensive multi-agency/multi-professional Lothian Child Protection Committee was on non-accidental injury (NAI) with the development of guidance on how to respond including referral to a Register.

During the late 1970s and 1980s two new hazards for children emerged and were addressed in this multi-agency group:

- child sexual abuse
- glue sniffing/solvent abuse.

- 1 4 Aug 1970 – 17 Apr 1984 Child Abuse – Reports to Lothian Health Board and General. Includes review of procedures on non-accidental injury to children.
- 2 13 Mar 1984 – 8 Dec 1987 Sexual Abuse. Concerns diagnosing abuse, prevention and intervention. 4 folders.
- 3 25 Jan 1988 – 29 Aug 1988 Child Sexual Abuse. Concerns the 'Feeling Yes, Feeling No' preventive programme, the Cleveland Inquiry and guidelines for children who are abused produced by the Lothian Regional Review Committee. 3 folders.
- 4 5 Apr 1984 – 22 May 1986 Appointment of Regional Co-ordinator on Non-Accidental Injury [NAI]. Includes progress on a computerised at risk register.
- 5 1981 – 1982 Solvent Abuse. Includes leaflets and articles and guidelines for doctors. 3 folders.
- 6 16 Nov 1979 – 24 Jun 1982 Solvent Abuse and Misuse of Drugs. Includes report on drug misuse in schoolchildren, publication 'Solvent Abuse – a report for professionals working in Scotland' c1982. 2 folders.
- 7 21 Sep 1982 – 25 Jan 1983 Glue Sniffing in Children. Agenda and papers for meetings of the Lothian Region Children's Panel Advisory Committee Joint Consultative Committee on 21/9/1982 and 25/1/1983.

32 Scottish Home and Health Department Circulars, 1972-1992

This series of circulars was kept by the secretary to the Board. They are arranged by circular number and date but are only occasionally indexed. Originally kept in ring binders, some of them were badly water damaged prior to accession, to the extent of not being able to separate pages in some cases, and this is indicated in each entry. The January to June 1981 general circulars and the 1990 DGM circulars were so badly damaged that no informational content remained and the affected items were de-accessioned. There were no general circulars for 1989. Acc 01/28 – AS 5/2010.

1	20 Mar 1974 – 26 Jul 1974	General Circulars 1-43. Badly water damaged.
2	23 Jul 1974 – 23 Dec 1974	General Circulars 44-93. Badly water damaged
3	15 Jan 1975 – 3 Jun 1975	General Circulars 1-45. Water damaged.
4	3 Jun 1975 – 22 Dec 1975	General Circulars 46-103. Badly water damaged.
5	8 Jan 1976 – 14 Sep 1976	General Circulars 1-70. Water damaged.
6	21 Sep 1976 – 29 Dec 1976	General Circulars 71-106. Water damaged.
7	28 Jan 1977 – 4 May 1977	General Circulars 1-35. Includes index. Water damaged.
8	6 May 1977 – 29 Dec 1977	General Circulars 36-90. Includes index for 36-73.
9	Jan 1978 – 1 Aug 1978	General Circulars 1-39. Includes index for 1-75. Badly water damaged.
10	Sep 1978 – Dec 1978	General Circulars 40-75. Includes index. Very badly water damaged – pages cannot be separated but index legible.
11	26 Jan 1979 – 28 Jun 1979	General Circulars 1-35. Includes index for 1-42. Water damaged.
12	3 Jul 1979 – 19 Dec 1979	General Circulars 36-55. Includes index. Water damaged.
13	Jan 1980 – 27 Jun 1980	General Circulars 1-21. Badly water damaged.
14	23 Jul 1980 – 15 Dec 1980	General Circulars 1-38. Includes index. Badly water damaged.
15	26 Jun 1981 – 22 Dec 1981	General Circulars 1-46. Includes index for 1-42. Water damaged.
16	27 Jan 1982 – 16 Dec 1982	General Circulars 1-38. Includes index for 1-24. 2 folders.

32 Scottish Home and Health Department Circulars, 1972-1992

17	25 Jan 1983 – 29 Dec 1983	General Circulars 1-28. Includes index. 2 folders.
18	19 Jan 1984 – 6 Nov 1984	General Circulars 1-26. Includes index for 1-25. 2 folders.
19	23 Jan 1985 – 3 Dec 1985	General Circulars 1-31. Includes index for 1-20. 2 folders.
20	10 Jan 1986 – 2 Dec 1986	General Circulars 1-23.
21	15 Jan 1987 – 23 Dec 1987	General Circulars 1-26.
22	18 Mar 1988 – 16 Dec 1988	General Circulars 1-41. Water damaged. 3 folders.
23	30 Jan 1990 – 13 Dec 1990	General Circulars 1-39.
24	10 Jan 1991 – 14 Jan 1992	General Circulars 1-33. 2 folders.
25	17 Sep 1987 – 23 Dec 1987	DGM [NHS General Manages] Circulars 50-78.
26	10 Jan 1989 – 29 Dec 1989	DGM [NHS General Manages] Circulars 5-103. 3 folders.
27	10 Jan 1990 – 17 Aug 1990	DGM [NHS General Manages] Circulars 1-68. 2 folders. Water damaged.
28	12 Jan 1987 – 22 Dec 1987	PCS [Pay and Conditions of Service] Circulars 1-34. 3 folders.
29	12 Jan 1988 – 13 Sep 1988	PCS [Pay and Conditions of Service] Circulars 1-22. 2 folders.
30	1989 – 1990	PCS [Pay and Conditions of Service] Circulars. Badly water damaged.
31	1986 – 1987	Lists of General, PCS and DGM circulars issued: PCS – 1 July to 31 December 1986 and 1 July to 31 December 1987; DGM – 1 July to 31 December 1987; General – 1 July to 31 December 1987.
32	1972 – 1974	Blue Band Circulars – HSR [Health Service Reorganisation] 72 C1-C5, 73 C1-C45, 74 C1-C12. Includes subject list. 2 folders.

33 Photographs and Videos, 1977-1986

Original reference was LHB37/20/8/1-3.

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| 1 | 1977-1980 | Photo album containing photographs of health education displays etc. |
| 2 | c1986 | Two envelopes of photographs, mainly of the 1986 Edinburgh Fun Run. |
| 3 | 16 Jun 1986 | Video: programme on "Health and Fun Run" |