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**ORGANIZATION AND  
ADMINISTRATION OF THE  
PUBLIC HEALTH DEPARTMENT**

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**PITMAN'S MUNICIPAL SERIES**

General Editor: W. BATESON, A.C.A., F.S.A.A.

**ORGANIZATION AND  
ADMINISTRATION OF THE  
PUBLIC HEALTH  
DEPARTMENT**

BY

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## PREFACE

MODERN Public Health administration may be said to have commenced with the passing of the great Public Health Act of 1875. This Act consists of no less than 343 sections, the greater number of which are concerned with the general question of local government as touching sanitation and health. The principal sections under which a Public Health Department is administered are found between numbers 13 and 133 relating to—

1. Sewerage and drainage.
2. Privies and water-closets.
3. Scavenging and cleansing.
4. Water supply
5. Cellar dwellings and lodging-houses.
6. Nuisances.
7. Offensive trades.
8. Unsound meat.
9. Infectious diseases.

It will be seen from these headings that originally Public Health administration was mainly concerned with sewerage and drainage, water supply, nuisances injurious to health, and infectious diseases.

In the fifty years that have elapsed since the passing of the Public Health Act, tremendous changes have taken place in the work of the control of Public Health. Almost from the beginning, matters connected with the construction of roads, sewers, etc., have been under the charge of the surveyor, not the medical officer of health, and in all the large areas the Public Health Department has little or nothing to do with sewerage, the laying out of roads, or the construction of new buildings.

On the other hand, many new departures have been witnessed, especially in connection with tuberculosis,

maternity and child welfare, and medical inspection of school children. At the present time the emphasis in Public Health work may be said to be on the educative and preventative rather than on the remedial aspect.

It will be seen from what has been said that Public Health administration, in its widest sense, covers a very extensive field. In practice, the duties placed upon the Public Health Authority vary greatly in extent according to the character of the district over which the authority has jurisdiction. In many areas local Acts of Parliament also affect these duties.

No attempt, therefore, is made in this book to cover the whole of the details which might fall within the scope of the Public Health Department, and reference to the purely medical side has, for obvious reasons, been omitted. Sufficient detail is given, however, to enable the reader to gain an intelligent idea of what Public Health administration is like, and forms suitable for use in various branches of the work are supplied in the hope that they will be of interest and use both to those who are already engaged in Public Health work and to those who wish to qualify themselves for such work.

Three appendices have been added. In the first of these will be found a selection of handbills suitable for distribution in connection with certain aspects of Public Health work. The second contains a number of forms for recording each day's work in various sections of the Department's activities. In the third is given a comprehensive list of the different statutes and orders under which Public Health administration is carried on. This list will be found very useful to the reader who wishes to refer in detail to the powers and duties appertaining to the work of this branch of the public service.

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# APPENDICES

## APPENDIX A

### LEAFLETS FOR DISTRIBUTION

CITY OF.....

#### Public Health Department

#### MEASLES

Measles is a highly infectious and dangerous disease causing more deaths than scarlet fever, diphtheria, and typhoid fever added together.

Parents of children can do much to prevent serious illness and even death by recognizing the cause of the illness early and by keeping the child in bed for at least a week and in a warm room until recovery. It is most important to prevent the child getting Bronchitis and Pneumonia.

Measles is very infectious for about two days before the rash appears. During these two days the child has running at the eyes and nose, sneezing, and perhaps cough. The disease is dangerous in all children, especially in children under four. For at least three weeks the patient should be kept apart from other children of family and of neighbours. It is NOT necessary for all children to have measles.

Children suffering from Measles should be kept away from School for the two days before the rash appears, and for three weeks afterwards. The other children living in the home who have had Measles before may continue at School. The children in the home who have not had Measles before must be kept away from School for three weeks after the rash has appeared on the last patient.

---

#### GERMAN MEASLES

This is an entirely different disease from Measles. There is always a rash, which generally comes out first on the face and neck, and then on the rest of the body, and does not last much more than 24 hours. Before the rash appears there is seldom any running at the eyes and nose, as in Measles. The patient often does not appear ill, but may complain of slight sore throat and stiffness of the neck, and the glands at the back of the neck especially are swollen. Whenever a child in the family develops a rash he should be kept away from school.

---

After either of these illnesses, the clothing and bed linen should be thoroughly washed, the walls of the bedroom should be cleansed, and the floor well scrubbed. The window and door should be left open to admit fresh air, which has a powerful cleansing effect.

(FRONT OF LEAFLET)

CITY OF .....

**WHOOPING COUGH**

---

**Important Advice to Parents**

---

Whooping Cough is one of the most deadly of diseases when it attacks young children. About ..... babies under two years of age die of it every year in this town.

**HOW TO TELL WHEN A CHILD HAS CAUGHT  
WHOOPING COUGH**

**First Stage.** For the first eight to fourteen days the child who has caught Whooping Cough has a short, dry cough, occurring at any time, without any whoop or bout of coughing. Often the cough is very frequent and of gradually increasing severity. After this stage has passed the child may vomit after the severe coughing, and the attacks come at more regular intervals, most marked at night.

**Second Stage.** Then follows the stage when paroxysms of coughing come on and the "whoop" is usually present and easily recognized. The infection spreads most during the first stage—long before the "whoop" appears. Therefore, if whooping cough is known to be present in the district, it is most important to suspect the disease whenever a child has the kind of cough described above.

**WHAT TO DO FOR THE CHILD**

In every case the child should be kept warm and quiet in bed from the time you suspect the disease until at least a week after the "whoop" has developed.

In the case of children under three years of age, and in the case of older children when the disease is severe, always call in a doctor.

The windows of the bedroom should be kept wide open, night and day if the weather is mild, and partly open if it is cold weather. During cold weather there should be a fire in the bedroom. The patient should be sheltered from draughts, as catching cold at this time leads often to serious results. It is most important that the child should be bathed daily.

No Drugs, excepting aperients, should be given without a doctor's advice.

(BACK OF LEAFLET)

Always catch the patient's spit in a piece of paper, and burn this. The spit may spread the disease if allowed to fall on the bedclothes, floor, etc.

It is important to keep up the child's strength by suitable light, nourishing food, given at proper intervals.

**HOW TO PROTECT OTHER CHILDREN**

Whooping cough is very infectious in the first stage, but not nearly so much so in the "whooping" stage.

If your child is suspected of having caught the disease, keep him in a warm, well-ventilated room, and stop others, and particularly babies, from coming near him. After the "whoop" has developed, and if otherwise fit, he may be taken out when the weather is fine, but not allowed to play with other children or go in a tramcar. When nearly well, a week or two in the country often greatly hastens recovery.

After recovery, wash the bed clothing and all personal clothing which has come in contact with the patient, and thoroughly wash the woodwork and furniture; and air the rooms where the patient has been.

**WHAT TO DO WITH SCHOOL CHILDREN**

1. If you suspect Whooping Cough, keep the child from school, and write a note to the Head Teacher. A child suffering from Whooping Cough should be kept from school until the "whoop" stops.
2. Other children who live in the same house and who have not had Whooping Cough previously should be kept from school till one month after the development of the "whoop" in the last case.
3. Other children who have previously had Whooping Cough may continue at school.

CITY OF .....

**Public Health Department****SORE THROAT, DIPHTHERIA, AND  
SCARLET FEVER**

The Public Health Committee have had it brought to their notice that a number of children suffer severely because a doctor is not called in early enough in cases of Sore Throat, or Diphtheria, or Scarlet Fever.

Occasionally what appears to be trivial sore throat may turn out to be the commencement of an attack of Diphtheria or Scarlet Fever.

Whenever a child complains of sore throat, or when a child is obviously ill, it is desirable that the parent should examine the throat. This can best be done by gently pressing the tongue down by means of the handle of a teaspoon.

**Send for the Doctor—**

**1. If the child has got a sore throat accompanied by general illness, particularly if such symptoms as vomiting, headache, running at the nose, or a slight rash are noted.**

**2. Whenever there are on the throat any white patches, even if such are not accompanied by any obvious symptoms of illness.**

By getting a doctor at once in such cases the life of the child may be saved.

CITY OF .....

**Public Health Department****DIARRHOEA**

If a **BABY** (or young child) has Diarrhoea, a **DOCTOR** must be seen **AT ONCE**. Until the Doctor has seen the child, give no Breast Milk, Cow's Milk, or Food of any kind; but only sips of cold boiled water.

**SPECIAL Precautions Against Diarrhoea—**

**EVERY BABY** should be **FED AT THE BREAST** if possible.

Diarrhoea is much commoner, and more dangerous, amongst hand-fed babies than amongst breast-fed babies.

Rooms must be kept as cool as possible by having the windows open day and night.

If the weather is very hot, let the baby sleep in the coolest place in the house with very little clothing.

Dummy Comforters should never be used.

If, for any strong reason, a baby is bound to be hand-fed, then the following measures should be taken—

1. The baby must have nothing but milk, or milk and water, till it is nine months old. Babies must not be fed on bread, biscuits, etc. Overfeeding is particularly to be avoided during days of excessive heat. Four-hourly feeding is sufficient. Give boiled and cooled water freely between feeds. On hot days give half the usual quantity of milk, and make up the amount for the feed with boiled water.

2. All milk (or milk and water) should be boiled just before being used, and the milk jug or basin should be covered, and kept in a cool place, in cold water.

3. Feeding bottles with Tubes must never be used. The bottle should be boat-shaped with a rubber teat. The bottle must be washed, and the teat turned inside out and washed thoroughly after each feed. The teat should be boiled once daily in water in a clean pan, and both the teat and the bottle should be kept in water till again needed.

4. Flies must be kept away from all milk and food by using muslin covers.

**GENERAL Precautions Against Diarrhoea—**

1. The House should be cleaned very frequently, and the slops taken away early in the morning.

2. The yard and drain traps should be kept clean. No tea leaves, cabbage leaves, potato peelings, fish, etc., should be put into the ash-place. They should be burned. Ash-bins should be covered.

3. Offensive closets and bad drains should be reported at once to the Medical Officer of Health.

**Public Health Department****ADVICE ON THE  
PREVENTION OF CONSUMPTION**

1. Consumption is not inherited, but, like many other well-known diseases, it is caught.

2. It is properly called a preventable ailment, and yet it is one of the most fatal diseases, causing one death in every ten in England.

3. It is almost always caught, either from a person who is suffering from the disease, or through infected air, milk, and possibly meat.

4. Some persons are born with a constitution which strongly favours their catching Consumption, although it is not born with them. Such persons ought to be very careful to avoid exposure to the disease.

5. The most important predisposing causes are the following: (1) Intemperance, which renders people easily susceptible to the disease; (2) overcrowding and ill-ventilated bedrooms and living rooms, which are frequent predisposing causes where working-class people do not have their bedroom or living room windows open; (3) living in dark rooms, often made so by unnecessary curtains being put up in front of the windows, or by leaving the windows dirty for a long time; (4) living in damp houses, which have the effect of weakening the general health.

6. Good health is the best precaution against the disease, and to maintain good health it is necessary to lead a temperate life, and to live in fresh air and in a dry house, with plenty of sunlight during the day. A proper amount of suitable food is also very necessary. Consumptives should rest before and after a meal when possible.

7. Consumption is caused by a germ which abounds in the spit of consumptive persons, and in the spray given off in the act of coughing.

8. Every person suffering from Consumption is liable to give the disease to other persons, chiefly by means of the spit, but also by the spray given off when coughing.

9. It is very dangerous to allow spit to become dry, for then it may become dust containing consumptive germs which get into the air and are carried to other persons. It is also equally dangerous to cough without holding a piece of rag, paper, or the hand before the mouth. (The rag should be burned, the paper burned or put down a water closet, and the hands washed as soon as possible.)

10. Consumptive persons should never spit upon the floor, nor into a handkerchief which has to be put into the pocket or under a pillow. They should take care that no spit is smeared over their bedclothes or night-dresses, or on their beards or moustaches.

11. The germ causing consumption may also cause disease of other parts of the body besides the chest, such as the bowels,

especially in children, who are often attacked if infected milk is used. All milk should therefore be boiled, by which the germs are killed.

12. When indoors a consumptive person should use a spit-cup containing a little water, or water and carbolic acid, or should spit into a rag or piece of paper which can be burned at once.

13. When out of doors, a pocket spit-bottle, which can be bought for a small sum, should always be used. Carefully avoid spitting in a tramcar, omnibus, cab, or railway carriage, or on the footpath.

14. Consumptive persons must not swallow their spit, as by so doing the disease may be conveyed to parts of the body not already affected.

15. If a handkerchief or any article of clothing has been soiled with spit, it should be kept wet till it can be boiled and washed.

16. The contents of the spit-cup or spit-bottle should be emptied down a water-closet or drain, and the bottle or cup should be cleaned with boiling water, with or without a disinfectant.

17. No spoon, cup, or other article which has touched the mouth of a consumptive person should be used by anyone else until it has been carefully washed in boiling water. It is advisable for men suffering from consumption to be clean shaven.

18. Food which has been left by a consumptive should not be eaten by any other person.

19. No mother who is consumptive should suckle a baby.

20. All persons who are consumptive should, if possible, have sleeping rooms to themselves. The window of the sleeping room should either be taken out altogether, or kept open to its full extent. The room chosen should face the south if possible, as sunlight and fresh air are important disinfectants.

21. If it is impossible for a consumptive to have a bedroom for his own use, it is absolutely necessary for him to have a bed to himself. Neglect of this precaution often results in several members of a family catching the disease.

22. In cleaning rooms, damp dusters should be used and wet tea leaves or sawdust should be put down before sweeping, so that the dust will be removed without being spread through the air. The dusters should be boiled and the sawdust or tea leaves burned.

23. After the removal of a consumptive patient from a house, or after a death, it is essential that disinfection should be thoroughly carried out. This disinfection will be done by the Public Health department free of charge on notice being sent to the Medical Officer of Health.

24. In addition to this disinfection, the floors and woodwork should be washed with soft soap and soda, and all articles of clothing thoroughly washed, so that infection may not be handed on to other occupants of the house.

.....  
MEDICAL OFFICER OF HEALTH.

**N.B.—Any Change of Address should be reported at once to the Medical Officer of Health, so that the house can be disinfected.**

CITY OF .....

**Public Health Department****INFLUENZA**

**Influenza is very catching while the person who has caught it is still able to get about and work. You run less risk by paying attention to the following points—**

**PREVENTION.**

1. Wear warm clothing and keep your windows open.
2. Do not stop in crowded rooms.
3. Do not use crowded trams, trains, or buses if you can help it.
4. Be moderate in the use of alcohol.
5. Ask your doctor if he thinks it desirable to vaccinate you against influenza.

**CURE.**

1. At the first feeling of illness go home and go to bed ; keep warm, and send for the doctor.
2. Keep away from the " Pictures," theatres, and other crowded places for a week after you feel well.

**TO PERSONS NURSING INFLUENZA.**

1. If possible, give the patient a separate bedroom.
2. Keep the patient warm, but do not stop the air moving about the bed by putting curtains round it.
3. Do not take the patient's breath.
4. Wash your hands after touching the patient.
5. Make the patient hold a handkerchief or rag over the mouth and nose when sneezing or coughing.

CITY OF .....

**Public Health Department****TREATMENT OF INFLAMED EYES**

Bathe the eyes frequently with warm boracic lotion.

To do this, lay the child down flat, put a towel round him, and wash away first the discharge from the outside of the eyes.

Then take a fresh piece of rag or cotton wool and gently drop some of the lotion inside the lids.

Smear boracic ointment along the lids at night to prevent them sticking.



CITY OF .....

**Public Health Department****TREATMENT OF IMPETIGO (" SORES ")**

Bathe off the scabs with warm water.

When the scabs are removed, smear on white precipitate ointment several times a day.

Do not allow the child to pick the sores.

The child's nails must be kept clean and short.

Burn all dressings, etc., used.

Keep a separate towel for each child, as the complaint is easily conveyed to others by towels.

**N.B.**—It is useless to put ointment on the scabs. These must be bathed off first.

CITY OF .....

**Public Health Department****SCABIES OR ITCH**

Scabies, or Itch, is a disease due to a small mite, which burrows under the skin, and can be easily conveyed from one person to another by bedclothes or other clothing. The fact that the mite burrows under the skin protects it from any lotion which may be put on the hands for cure purposes. Unless there is an intense amount of inflammation the disease can be easily got rid of if the following precautions are taken—

The infected person should have a warm bath, with plenty of soap, and should stay in the bath for 20 minutes at least. While in the bath the affected parts should be scrubbed with a nail brush so as to open the burrows of the skin made by the Itch mite.

A soft towel should be used to dry the body, then sulphur ointment should be well rubbed into the affected parts, and left on all night.

Next morning the sulphur ointment can be washed off, and clean clothing put on.

The bath should be repeated on three nights, but not oftener.

Sulphur ointment is cheap, and enough can be purchased for a few pence from any chemist.

It is most important that the underclothing and the sheets and pillow-cases used by the person affected should be washed and boiled, so as to kill any mites in them.

CITY OF .....

**Public Health Department****INSTRUCTIONS FOR CLEANSING****CLEANSING HEADS FROM LICE AND NITS**

1. Comb the hair carefully with a fine tooth comb. (N.B.—The teeth of comb must be unbroken.)

2. Wash the head thoroughly with soap and hot water, and dry thoroughly.

3. The same day and for next six days dip a small tooth comb in paraffin and well comb the hair, making it quite damp. Afterwards dry with a clean cloth.

4. Cut off every hair on which there are nits.

N.B.—Do not use the paraffin near a fire or light, as it is very inflammable.

**TO KEEP HEAD CLEAN**

Wash the head once a week with soap and water. Comb thoroughly with a fine tooth comb every day.

**TO CLEANSE AND HEAL ULCERATED HEADS  
DUE TO LICE**

1. Cut the hair quite short. Wash thoroughly with soap and hot water, then dry with a clean cloth.

2. Then take one teaspoonful of Cyllin or Izal disinfectant (from chemist) and add to half-pint of hot water. Well bathe the sores with this quantity of lotion three times a day, removing the scabs when soft.

Repeat this treatment daily until the sores are quite healed.

**BODY LICE**

All persons in the same house having body lice should be treated at or about the same time and in the same way. If any inmate be left untreated all the trouble taken will be rendered useless. The bed clothing of the beds in which persons having body lice have slept should be cleansed at the same time.

The furniture and woodwork in the house should be washed ; and cushions and padded articles should be well beaten in the open air.

Persons having body lice should wash themselves completely with soap and water and afterwards use clothing and bedding which have been treated as below—

1. Cotton underclothing, sheets, pillow-cases, and similar articles should be steeped in soap and water, boiled for half an hour, and afterwards washed with soap and water.

2. Woollen articles which cannot be boiled, such as blankets, coats, jerseys, waistcoats, trousers, mufflers, caps, etc., should be treated with a mixture of equal parts of Cyllin or Izal and hot water. This should be rubbed on the inner side of such articles with a scrubbing brush and allowed to remain in contact with the material for four hours. Afterwards wash thoroughly and rinse in cold or lukewarm water.

NOTE.—Lice and their eggs are found in the inside seams of clothing and stockings, and it is therefore necessary to pay particular attention to these parts of the articles and to ensure that they are well soaked and well scrubbed.

**APPENDIX B**  
**DAILY RECORD SHEETS**  
 CITY OF .....

**Public Health Department**  
**GENERAL SANITARY WORK**

DISTRICT NO..... INSPECTOR.....

WEEK ENDING.....

	MON.	TUES.	WED.	THUR.	FRI.	SAT.	TOTAL
Number of Visits Paid—							
House Inspection . . . . .							
Infectious Diseases . . . . .							
Nuisances or Complaints . . . . .							
Work Ordered or in Progress . . . . .							
Inspection of Dirty Courts . . . . .							
Drain Tests . . . . .							
Calls on Owners or Agents . . . . .							
Other Visits . . . . .							
Nuisances, etc., Reported and Notices Served—							
Houses to be Disinfected after—							
Scarlet Fever . . . . .							
Diphtheria . . . . .							
Typhoid Fever . . . . .							
Repairs to Houses . . . . .							
Houses to be Cleaned . . . . .							
Houses to be provided with separate Water Supply . . . . .							
Cases of Overcrowding to be Remedied . . . . .							
Water to be Removed from Cellars . . . . .							
Spouting to be Repaired or Disconnected . . . . .							
Rain Water Cisterns to be Disconnected or Abolished . . . . .							
Water Closets to be Repaired or Reconstructed . . . . .							
Water Closets to be Limewashed . . . . .							
Additional Water Closets to be Provided . . . . .							
Ashplaces to be Repaired or Limewashed . . . . .							
Drains to be Relaid or Repaired . . . . .							
Drains to be Opened and Cleaned . . . . .							
Gully Traps to be Provided . . . . .							
Premises to be Supplied with Additional Drains . . . . .							
Sink Bend Pipes to be Repaired or Affixed . . . . .							
Sanitary Sinks to be Provided . . . . .							
Yards to be Paved . . . . .							
Yards to be Repaired . . . . .							
Courts or Yards to be Cleaned by Tenants . . . . .							
Houses to be Cleaned by Tenants . . . . .							
Wash Houses to be Repaired or Limewashed . . . . .							
Keeping of Fowls to be Discontinued . . . . .							
Nuisances from Swine and Swine Styes to be Abated . . . . .							
Accumulations of Rubbish, Manure, etc., to be Removed . . . . .							
Other Work to be done, viz.—							

CITY OF .....

**Public Health Department  
SPECIAL SANITARY SUPERVISION**

DISTRICT No..... INSPECTOR.....

WEEK ENDING.....

	MON.	TUES.	WED.	THUR.	FRI.	SAT.	TOTAL
<b>COMMON LODGING HOUSES—</b>							
No. of Visits . . . . .							
Contraventions . . . . .							
<b>HOUSES LET IN LODGINGS—</b>							
No. of Visits . . . . .							
Contraventions . . . . .							
<b>CANAL BOATS—</b>							
No. of Visits . . . . .							
Contraventions . . . . .							
<b>WORKSHOPS—</b>							
No. of Visits . . . . .							
Contraventions . . . . .							
<b>OUTWORKER'S PREMISES—</b>							
No. of Visits . . . . .							
Prohibited . . . . .							
<b>OFFENSIVE TRADES—</b>							
No. of Visits . . . . .							
Contraventions . . . . .							
<b>MANURE RECEPTACLES—</b>							
No. Inspected . . . . .							
Contraventions . . . . .							
<b>SMOKE—</b>							
Observations . . . . .							
Contraventions . . . . .							
<b>BAKEHOUSES—</b>							
No. of Visits . . . . .							
Contraventions . . . . .							
<b>DAIRIES, COWSHEDS, &amp; MILKSHOPS:</b>							
No. of Visits . . . . .							
Contraventions . . . . .							
<b>SLAUGHTERHOUSES—</b>							
No. of Visits . . . . .							
Contraventions . . . . .							
<b>FOOD STORES, ETC.—</b>							
No. of Visits . . . . .							
Contraventions . . . . .							
<b>SHOPS AND MARKETS—</b>							
No. of Visits . . . . .							
Seizures or Surrenders . . . . .							
<b>FOOD AND DRUGS—</b>							
Samples Taken . . . . .							

CITY OF .....

Public Health Department

MATERNITY AND CHILD WELFARE

WEEK ENDING .....19.....

CENTRE ..... VISITOR.....

	MON.	TUES.	WED.	THUR.	FRI.	SAT.	TOTAL
<b>INFANTS AND CHILDREN—</b>							
Live Births Reported . . . . .							
Stillbirths Reported . . . . .							
Primary Visits Paid to Infants . . . . .							
Primary Visits to Stillbirths . . . . .							
Periodical Revisits to Infants and Children . . . . .							
Special Revisits on account of Illness . . . . .							
Babies seen at Six Months old (amongst above) . . . . .							
No. of these Breast-fed for First Six Months . . . . .							
<b>MOTHERS—</b>							
Ante-natal Primary Visits . . . . .							
Ante-natal Revisits . . . . .							
<b>TOTAL VISITS AND REVISITS (MOTHERS AND CHILDREN)</b>							
No. of Households Visited . . . . .							
Useless Calls . . . . .							
<b>CHILDREN'S CONSULTATIONS— (No. HELD)</b>							
<b>Total Attendances of Children—</b>							
Under One Year . . . . .							
Over One Year . . . . .							
No. Seen by Doctor . . . . .							
<b>Fresh Children Attending—</b>							
Under One Year . . . . .							
Over One Year . . . . .							
Mothers Advised (Own Health) . . . . .							
<b>MOTHER'S CONSULTATIONS— (No. HELD)</b>							
<b>Total Mothers at Consultations—</b>							
Ante-natal . . . . .							
Post-natal . . . . .							
<b>Fresh Mothers at Consultations—</b>							
Ante-natal . . . . .							
Post-natal . . . . .							
<b>OTHER ATTENDANCES AT CENTRE—</b>							
Attendances on Weighing Day (Apart from Consultations) . . . . .							
Attendances at Sewing Classes . . . . .							
Attendances at Cookery Classes . . . . .							
Attendances at Health Lectures . . . . .							

NOTE.—A visit or revisit is to be counted for each entry made on a home-visiting card.

CITY OF .....  
**Public Health Department**  
**HEALTH VISITORS**

WEEK ENDING.....19.....

DISTRICT No..... VISITOR .....

CAUSE OF VISIT.	MON.	TUES.	WED.	THUR.	FRI.	SAT.	TOTAL
Systematic House Inspection .							
Other House Inspection . .							
Measles . . . . .							
German Measles . . . . .							
Chicken Pox . . . . .							
Whooping Cough . . . . .							
Mumps . . . . .							
Influenza . . . . .							
Pneumonia . . . . .							
Scabies . . . . .							
Impetigo . . . . .							
Conjunctivitis . . . . .							
Enlarged Glands . . . . .							
Bronchitis, Colds, etc. . . . .							
Neglect, Insufficient Clothing, etc. . . . .							
Verminous Cases. . . . .							
Health Talks . . . . .							
Other Visits . . . . .							
<b>TOTAL . . . . .</b>							

CITY OF .....

**TUBERCULOSIS**

WEEK ENDING.....19.....

DISTRICT No.....

	MON.	TUES.	WED.	THUR.	FRI.	SAT.	TOTAL
New Cases Received . . . . .							
<b>PRIMARY VISITS—</b>							
Civilians . . . . .							
Ex-Soldiers . . . . .							
Shares Bed . . . . .							
Shares Bedroom (separate bed) .							
<b>PERIODICAL REVISITS—</b>							
Civilians . . . . .							
Ex-Soldiers . . . . .							
Shares Bed . . . . .							
Shares Bedroom (separate bed).							
Shelter Used . . . . .							
Additional Bed Issued . . . . .							
<b>SPECIAL VISITS . . . . .</b>							
<b>Useless Calls . . . . .</b>							
<b>HOUSE—</b>							
Reported to Sanitary Inspector							
(Nuisance) . . . . .							
Occupied by more than One							
Family . . . . .							
Overcrowded . . . . .							
Disinfected . . . . .							
Time at Office . . . . .							

Signed.....

## APPENDIX C

### PRINCIPAL ACTS OF PARLIAMENT RELATING TO PUBLIC HEALTH WORK

**NOTE**—P.H. Act means Public Health Act ; P.H.A.A. Act means Public Health Acts Amendment Act ; I.D.P. means Infectious Disease (Prevention) Act ; P.H.(L.) Act means Public Health (London) Act.

#### ANIMAL—

Intended for food, inspection, etc.—P.H. Act, 1875 : s. 116–119.  
[In London, P.H. (L.) Act, 1891 : s. 47.]  
Nuisance from (By-laws)—P.H. Act, 1875 : s. 44, 91. [In London, P.H. (L.) Act, 1891 : s. 16.]

#### ASHPIE—

Insufficient, or nuisance—P.H. Act, 1875 : s. 36, 41, 91 ; P.H.A.A. Act, 1890 : s. 11. [In London, P.H. (L.) Act, 1891 : s. 2, 37, 62.]

#### BAKEHOUSE, RETAIL BAKEHOUSE—

Sanitary conditions, power of entry, inspection, proceedings.—  
Factory and Workshop Act, 1901 : s. 97 to 102. [In London, P.H. (L.) Act, 1891 : s. 26.]

#### BEDDING—

*See* Disinfection.

#### BIRTHS—

Notification.—Notification of Births Acts, 1907 and 1915.

#### BY-LAWS—

Model series of by-laws have been prepared by the Ministry of Health upon most of the subjects for which by-laws can be made.  
General provisions.—P.H. Act, 1875 : s. 182–187. P.H. (Confirmation of By-laws) Act, 1884 : s. 2–4. [In London, P.H. (L.) Act, 1891 : s. 114.]  
Particular enactments enabling the making of, are as follows—  
Animals, keeping of.—P.H. Act, 1875 : s. 44. [In London, P.H. (L.) Act, 1891 : s. 16.]  
Common lodging-houses.—P.H. Act, 1875 : s. 80.  
Fruit-pickers' and hop-pickers' lodgings.—P.H. Act, 1875 : s. 314. P.H. (Fruit Pickers' Lodgings) Act, 1882 : s. 2.  
Houses let in lodgings.—P.H. Act, 1875 : s. 90. Housing Act, 1885 : s. 8, 10. [In London, P.H. (L.) Act, 1891 : s. 94.]  
Houses divided into separate tenements.—Housing Act, 1925 : s. 6. [In London, P.H. (L.) Act, 1891 : s. 14.]  
Markets.—P.H. Act, 1875 : s. 167 ; Markets, etc., Act, 1847 : s. 42.  
Offensive trades.—P.H. Act, 1875 : s. 113. P.H.A.A. Act, 1907 : s. 1. [In London, P.H. (L.) Act, 1891 : s. 19.]  
Prevention of nuisances.—P.H. Act, 1875 : s. 44. [In London P.H. (L.) Act, 1891 : s. 16.]



**By-Laws (contd.)—**

- Removing offensive matter.—P.H.A.A. Act, 1890 : s. 26. [In London, P.H. (L.) Act, 1891 : s. 16.]  
 Sanitary conveniences.—P.H.A.A. Act, 1890 : s. 20.  
 Scavenging.—P.H. Act, 1875 : s. 44. [In London, P.H. (L.) Act, 1891 : s. 16.]  
 Slaughter-houses.—P.H. Act, 1875 : s. 169.  
 Tent, van, shed.—Housing Act, 1885 : s. 9. [In London, P.H. (L.) Act, 1891 : s. 95.]  
 Underground rooms as sleeping places.—Housing Act, 1925 : s. 18.  
 Water-closets, etc.—P.H. Act, 1875 : s. 157. P.H.A.A. Act, 1890 : s. 23. [In London, P.H. (L.) Act, 1891 : s. 39.]

**CANAL BOATS—**

- Registration and sanitary regulation.—Canal Boats Acts, 1877, 1884 ; Registration of Canal Boats Order, 20th March, 1878.

**CELLAR DWELLINGS AND UNDERGROUND ROOMS—**

- Unlawful occupation.—P.H. Act, 1875 ; s. 71-75 ; Housing Act, 1925 : s. 18. [In London, P.H. (L.) Act, 1891 : s. 96 to 98.]

**CESSPOOL—**

- Nuisance.—P.H. Act, 1875 : s. 41, 91 ; P.H.A.A. Act, 1907 : s. 46. [In London, P.H. (L.) Act, 1891 : s. 2.]

**CHILDREN—**

- Health of school children ; Employment.—Education Act, 1921, Parts vii and viii. Employment of Women, Young Persons, and Children Act, 1920.  
 And *see* School Hygiene, Maternity and Child Welfare.

**CLOSET ACCOMMODATION—**

- Insufficient, or nuisance.—P.H. Act, 1875 : s. 36, 41, 91. [In London, P.H. (L.) Act, 1891 : s. 2, 37-43.]  
 Provision and conversion.—P.H.A.A. Act, 1907 : s. 39-42.

**COMMON LODGING-HOUSE—**

- Control.—P.H. Act, 1875 : s. 76-89 ; P.H.A.A. Act, 1907 : s. 69-75. [In London, Common Lodging-House Acts, 1851 and 1853 ; L.C.C. General Powers Acts, 1902, 1904, 1907.]  
 Infectious disease in.—P.H. Act, 1875 : s. 84.

**CONVEYANCES, INFECTED—**

- Notification to M.O.H.—P.H.A.A. Act, 1907 : s. 64.

**CREAM—**

- See* Milk.

**DAIRIES, COWSHEDS, AND MILKSHOPS—**

- Control.—Dairies, Cowsheds, and Milkshops Orders, 1885, 1886, 1899 ; Contagious Diseases (Animals) Act, 1878 : s. 34 ; 1886 : s. 9 ; I.D.P. Act, 1890 : s. 4. [Also in London, P.H. (L.) Act, 1891 : s. 28, 71, London Government Act, 1899 : s. 5 ; L.C.C. (General Powers) Act, 1907.]  
 And *see* Milk.

**DISINFECTION—**

Infected premises, articles, bedding, conveyances.—P.H. Act, 1875 : s. 120, 122 ; I.D.P. Act, 1890 : s. 5, 6, 7, 11 ; P.H.A.A. Act, 1907 : s. 55, 64, 66. [In London, P.H. (L.) Act, 1891 : s. 59–61.]

**DRAIN—**

Nuisance, or defective, or insufficient, P.H. Act, 1875 : s. 41 ; P.H.A.A. Act, 1907 : s. 34, 45, 49. [In London, P.H. (L.) Act, 1891 : s. 2, 42, 43.]

**FACTORY—**

Duties.—Factory and Workshop Act, 1901 : s. 132, 133.  
Nuisance.—P.H. Act, 1875 : s. 91. [In London, P.H. (L.) Act, 1891 : s. 2.]  
And *see* Bakehouse.

**FILTH—**

Certifying as to filthy house and accumulations.—P.H. Act, 1875 : s. 46, 49. [In London, London County Council (General Powers) Act, 1904 : s. 19.]

**FOOD—**

Importation, preparation, storage, distribution—P.H. (Regulations as to Food) Act, 1907.  
Inspection, etc.—P.H. Act, 1875 : s. 116–119 ; P.H.A.A. Act, 1890 : s. 28.  
Sale of food and drugs.—Sale of Food and Drugs Act, 1875, 1879, 1899 ; Margarine Act, 1887 ; Butter and Margarine Act, 1907.  
And *see* meat, milk, unsound food.

**HOMEWORK—**

Prohibited where infectious disease.—Factory, etc., Act, 1901 : s. 110.

**HOUSING—**

House unfit for habitation.—Housing Act, 1925 : s. 8.  
House to house inspection of district.—Housing Act, 1925 : s. 8 ; Housing (Inspection of District) Regulations, 1910.  
Obstructive building.—Housing Act, 1925 : s. 19, 20, 21, 22.  
Powers of entry.—Housing Act, 1925 : s. 127.  
Unhealthy areas and houses.—Housing Act, 1925 : s. 35, 36.  
Unfit, unhealthy, or obstructive dwellings ; representation.—Housing of Working Classes Act, 1925, s. 9, 10, 11.

**INFECTED PREMISES—**

Cleansing.—I.D.P. Act, 1890 : s. 5 ; P.H.A.A. Act, 1907 : s. 66. [In London, P.H. (L.) Act, 1891 : s. 60.]

**INFECTIOUS DISEASE—**

General control.—P.H. Act, 1875 : s. 120–130 ; I.D.P. Act, 1890 ; P.H. Acts, 1896, 1904 ; P.H.A.A. Act, 1907 : Part 4 ; P.H. (Prevention and Treatment of Disease) Act, 1913. [In London, P.H. (L.) Act, 1891 : s. 58–74.]

**INFECTIOUS DISEASE (contd.)—**

In common lodging-house.—P.H. Act, 1875 ; s. 84.  
 Notification.—Infectious Disease Notification Acts, 1889 and 1899. [In London, P.H. (L.) Act, 1891 : s. 55-57.]  
 Notification, by dairymen.—P.H.A.A. Act, 1907 : s. 54.  
 Suspected milk supply.—P.H.A.A. Act, 1907 : s. 53.

**LODGING-HOUSES—**

Houses let in lodgings.—P.H. Act, 1875: s. 90. Housing Act, 1885: s. 8, 10. [In London, P.H. (L.) Act, 1891: s. 94.]  
 But *see* common lodging-houses.

**MATERNITY AND CHILD WELFARE—**

Administrative arrangements—Notification of Births (Extension) Act, 1915 : s. 2 ; Maternity and Child Welfare Act, 1918.

**MEAT—**

Inspection, general.—P.H. Act, 1875 : s. 116-119.  
 Slaughter, inspection, and marking, marketing, cleanliness.—P.H. (Meat) Regulations, 1924.

**MIDWIVES—**

Supervision and inspection.—Midwives Acts, 1902, 1918.

**MILK—**

General control.—Dairies, Cowsheds, and Milkshops Orders, 1885, 1886, 1899 ; Contagious Diseases (Animals) Acts, 1878, 1886 ; Milk and Dairies (Consolidation) Act, 1915 ; Milk and Dairies (Amendment) Act, 1922. [Also, in London, P.H. (L.) Act, 1891 : s. 71 ; L.C.C. (General Powers) Acts, 1907, 1908.]  
 Prohibiting suspected milk supply.—I.D.P. Act, 1890 : s. 4. [In London, P.H. (L.) Act, 1891 : s. 71.]  
 Suspected sources : dairyman to furnish.—P.H.A.A. Act, 1907 : s. 53.

**NUISANCES, GENERAL—**

Supervision of suppression.—P.H. Act, 1875 : s. 44, 91-111. [In London, P.H. (L.) Act, 1891 : s. 1-18, 23, 24.]

**OFFENSIVE TRADES—**

Nuisances from.—P.H. Act, 1875 : s. 112-115 ; P.H.A.A. Act, 1907 : s. 51. [In London, P.H. (L.) Act, 1891 : s. 19, 21.]

**OPHTHALMIA NEONATORUM—**

Notification.—Public Health (Ophthalmia Neonatorum) Regulations, 1914. [In London, Notification of Infectious Disease (London) Regulations, 1920.]

**OVERCROWDING—**

Of house, a nuisance.—P.H. Act, 1875 : s. 91. [In London, P.H. (L.) Act, 1891 : s. 2, 4, 7.]  
 Of tent, van, shed.—Housing Act, 1885 : s. 9. [In London, P.H. (L.) Act, 1891 : s. 95.]

**RAG FLOCK—**

Control of manufacture.—Rag Flock Act, 1911.

**RATS AND MICE—**

Destruction.—Rats and Mice Destruction Act, 1919.

**SCHOOL HYGIENE—**

Health and well-being of scholars; medical inspection and treatment; meals; cleansing verminous children.—Education Act 1921: Part vii.

Prevention of infectious disease.—P.H.A.A. Act, 1907: s. 57, 58. [In London P.H. (L.) Act, 1891, s. 55.]

**SLAUGHTER-HOUSES—**

Administration, licensing, by-laws.—P.H. Act, 1875: s. 169, 170; P.H.A.A. Act, 1890: s. 29-31. [In London, P.H. (L.) Act, 1891: s. 20.]

Powers of control extended to all rural districts.—Rural District Councils (Slaughter-houses) Order, 1924.

**SMOKE—**

Nuisance.—P.H. Act, 1875: s. 91. [In London, P.H. (L.) Act, 1891: s. 23, 24.]

**TUBERCULOSIS—**

Notification duties—P.H. (Tuberculosis) Regulations, 1912, 1921, and 1924.

Treatment.—National Insurance Act, 1911: s. 64; P.H. (Tuberculosis) Act, 1921; National Health Insurance Act, 1924: s. 120 (10).

**UNHEALTHY AREAS—**

Representation to Local Authority.—Housing of the Working Classes Act, 1890: s. 5.

**UNSOOUND FOOD—**

Inspection, seizure, search warrant.—P.H. Act, 1875: s. 116-119. P.H.A.A. Act, 1890: s. 28. [In London, P.H. (L.) Act, 1891: s. 47, 115]; also P.H. (Regulations as to Food) Act, 1907.

**WATER SUPPLY—**

Sufficiency of supply to house.—P.H. Act, 1875: s. 62, 70; P.H. (Water) Act, 1878: s. 3, 6. [In London, P.H. (L.) Act, 1891: s. 48, 54.]

General control.—P.H. Act, 1875: s. 51-70, s. 299; P.H. (Water) Act, 1878; P.H.A.A. Act, 1890: s. 47. [In London, P.H. (L.) Act, 1891: s. 48-54.]

**WORKSHOPS AND WORKPLACES—**

Abstract of Act not posted up, duty.—Factory and Workshop Act, 1901: s. 133.

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