

LIST OF TEST-BOOKS

All the books mentioned in this list are on sale and may be ordered direct from the Stores Officer, St. John Ambulance Stores Depot,
1, Red Cross Road, New Delhi-110001.

	PRICE													
	English	Urdu	Hindi	Bengali	Gujarati	Marathi	Tamil	Telugu	Punjabhi	Orya	Assamese	Sindhi	Malayalam	Kannada
FIRST AID.	Rs. P.	Rs. P.	Rs. P.	Rs. P.	Rs. P.	Rs. P.	Rs. P.	Rs. P.	Rs. P.	Rs. P.	Rs. P.	Rs. P.	Rs. P.	Rs. P.
First Aid to the Injured	2.20	5.80	3.00	3.80	3.50	4.20	4.20	4.25	4.25	2.40	—	0.75	—	4.50
Catechism of First Aid	2.25	—	—	—	—	—	—	—	—	—	—	—	—	—
HOME NURSING.														
Home Nursing	5.70	2.00	6.70	3.50	2.70	2.50	—	—	2.70	—	—	—	—	4.45
Catechism of above	0.65	—	—	—	—	—	—	—	—	—	—	—	—	—
Home Nursing for Indian women living in Indian style	—	—	—	—	—	—	—	—	—	—	0.65	—	—	—
Home Nursing Tutor Guide	4.00	—	—	—	—	—	—	—	—	—	—	—	—	—
MOTHERCRAFT AND CHILDWELFARE.														
A Manual of Mothercraft and Child Welfare	4.40	0.90	2.20	—	1.50	1.50	—	—	—	—	0.45	0.45	—	—
HYGIENE.														
A Primer of Tropical Hygiene, by blackham	—	—	—	—	—	—	0.60	—	0.65	—	—	—	0.50	—
A Primer of Hygiene, & Sanitation by Col. Gill	5.10	1.45	6.90	—	1.15	—	—	—	—	—	—	—	—	—
For those under 16.														
Mackenzie School Course in First Aid, Hygiene and Sanitation	1.25	0.45	2.10	1.30	0.45	0.35	—	—	0.75	0.50	—	0.50	—	—

1—Full particulars and regulations regarding the organisation of classes may be obtained from the Secretary-General, St. John Ambulance Association, New Delhi, or from the local Honorary Secretary.

2—All other material for use during courses of instructions under the auspices of St. John Ambulance Association may be obtained from the St. John Ambulance Stores Depot, New Delhi, from whom a price list may be ordered.

St. John Ambulance Association



REGULATIONS

FOR
Organisation, Instruction & Examination of
CLASSES,
Syllabi of the various Courses of Instruction,
Medallion, Label and Pendant Rules,
and other relevant Information.

Headquarters : 1, Red Cross Road,
NEW DELHI-110001
Registered Telegraphic Address : "AMBULANCE" (N.D.)
Revised Edition, 1977

(5,000 Copies)

Price 80 Paise

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REGULATIONS FOR CLASSES

1. Regulations for Adult Classes.

Classes may be organized in the following subjects—

- (a) First Aid (8 lectures) for either sex, but stretcher exercises to be omitted for female classes.
- (b) Home Nursing (8 lectures) for either sex.
- (c) Mothercraft and Child Welfare (12 lectures) intended mainly for school-girls, young married women, Girl Guides and Junior Red Cross Groups (Girls).
- (d) Hygiene and Sanitation (8 lectures) for men or women.

Persons of either sex who have reached the age of 16 years and who have subsequently attended the prescribed course of instruction in accordance with these regulations, and are successful at the examination, will be granted *adult* certificates. Those who are unsuccessful must attend a further course of instruction in the subject in which they failed before they can again be examined. Persons under 16 years of age can be instructed and examined only on the syllabus of the Junior Courses (see Section 6) and on the Mackenzie School Course (see Section 7). All communications regarding the formation and examination of classes should be addressed to the local Association Secretary. If his address is not known, apply to the Secretary-General, St. John Ambulance Association (India), Headquarters, New Delhi for information.

(a) FORMATION OF CLASS

The usual way to form a class is for the organizer to collect a suitable number of names. From twenty-five to thirty is the best number; the number should not be so large as to preclude individual instruction by the lecturer. A Home Nursing class should ordinarily consist of 20 candidates and in no case the number of trainees should exceed 25. Mixed classes of males and females in all subjects may be held both during theoretical and practical instructions.

The Centre arranging the training may charge Rs. 5 per candidate which will include fee for lecturer and a Certificate to be awarded to a candidate on successful examination. The local Secretary of the Association will arrange for the lecturer, examiner and necessary equipment. At nearly all the Association's Centres local medical men lecture gratuitously. When the candidates cannot afford an entrance fee, an application should be made to the local Secretary for a grant to cover the expenses, but this should only be done in exceptional cases, as ordinarily the candidate should pay the expenses of their instruction.

A Class Attendance Form (Form A/16) on which the attendances at lectures will be recorded must be obtained from the local Secretary before the course begins and must be completed and returned to him after the examination, so that the particulars may be recorded in the Centre Register.

An examination Report Form must also be completed after the examination, see Section 2.

A class Secretary should be appointed from among the members of the class.

(b) TEXT-BOOKS, EQUIPMENT, ETC.

A list of approved *text-books*, with prices, is published on page 33. Only approved text-books may be used by candidates for an Association certificate. All text-books and other equipment can be ordered direct from the Stores Officer, St John Ambulance Stores Depot, New Delhi. Telegraphic Address : "Ambulance (N.D.)" New Delhi. Prices Prevalent as on 1.4.77 are given but may vary in case of fresh supply.

A set of *large physiological diagrams* for use by the lecturer, comprising the human skeleton, the muscular, arterial and venous systems, the heart and circulation of blood respiration, fractures and dislocations may be ordered from the Depot, price Rs. 27.60. Local Secretaries are advised to purchase a set and hire them out to classes for a small fee.

Stretchers may be obtained from the Depot--

Telescopic handled stretcher (pattern approved for all-India Competitions) complete with a pair of slings	Price Rs. 157.00
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Ordinary stretcher complete with a pair of slings	Price Rs. 117.60
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These should also be stocked by the local Secretary and hired out to classes.

Articulated skeletons are on sale at the Depot, Price Rs. 325 each. These should also be stocked by the local Secretary and hire out to classes.

Triangular bandages may be obtained from the Depot--

Plain	Rs. 1.70 each
Roller bandages 3"	Rs. 6.25 per dozen.

Classes Which Cannot afford these are advised to make their own bandages out of cheap cotton cloth for practice purpose.

All other ambulance material is contained in the price list, a copy of which will be supplied free on application to the Stores Officer, St. John Ambulance Stores Depot, 1, Red Cross Road, New Delhi-110001.

(c) COURSE OF INSTRUCTION

A course of lectures must cover the syllabus as defined by the St. John Ambulance Association. The course shall consist of eight lectures to be completed by giving one lecture a day. Attendance at six out of eight lectures is an essential qualification for taking the examination. The examination may be held on the following day of the last lecture.

Each lecture lasts about two hours, the latter half being devoted to practical work, according to the indications given in the syllabi.

In the case of class for women, a small boy should be hired for demonstration of bandaging :

2—Lecturers' Qualifications, etc.

The following are recognized by the Association as Lecturers, provided the authorized syllabus is adhered to :—

(a) *First Aid Course* :—Any medical practitioner qualified to practise modern scientific medicine and registered with the General Council of Medical Education and Registration of the United Kingdom or with a State Medical Council in India constituted under the following Acts :—

1. Madras Medical Registration Act, 1914.
2. Bombay Medical Act, 1912.
3. The Bengal Medical Act, 1914.
4. The Uttar Pradesh Medical Registration Act, 1917.
5. The Punjab Medical Registration Act, 1916.
6. The Madhya Pradesh Medical Registration Act, 1916.
7. The Bihar and Orissa Medical Act, 1916.
8. The Assam Medical Act, 1916.
9. The Orissa Medical Registration Act, 1936.

A trained nurse (having completed a 3-year course in a recognised training school and obtained the certificates) and an Army Nursing/Assistant Nursing JCo (holding trade efficiency certificate in class I), who have obtained the Association's certificate in First Aid may also lecture on First Aid without having to renew their First Aid certificate.

Practitioners of indigenous system of medicine who are graduates of Colleges recognized by the Board of Homeopathic, Ayurvedic & Unani Systems of Medicine in a State/Union Territory are also qualified to lecture on First Aid.

(b) *Home Nursing Course* :—Any qualified medical practitioner as defined above, Nurses who have obtained the University Degree in Nursing.

(c) *Mothercraft and child Welfare* :—Any qualified Medical practitioner, lady health visitor (certificated), a trained nurse (certificated), or a teacher of domestic science (certificated) may lecture on this course.

(d) *Hygiene and Sanitation* :—Any qualified medical practitioner or Sanitary Inspector.

The name of a lecturer should not be advertised without his previous sanction. The local Secretary will arrange for the lecturer to instruct the class. In cases where the lecturer is unable to offer his services voluntarily, the question of the fee payable is a matter for the local Committee. Medical practitioners who lecture gratuitously become eligible for special recognition for "Indian Honours and Awards" (see Section 8).

LECTURERS

The Executive Committee has carefully considered the question of recognizing lecturers and, in view of the fact that it is difficult to obtain the services of sufficient qualified men or women as lecturers for the Association's certificates the Association is prepared, where necessary, to recognize lecturers on the various subjects of the Associations curricula.

Lecturers on First Aid or Home Nursing must be in possession of the Medallion of the Association and have undergone lecturers' training course. When they wish to lecture on Mothercraft, or Hygiene and Sanitation in addition to First Aid or Home Nursing they must be in possession of the Association's certificates in these subjects.

The application for the recognition of lecturers must be made by the local Centre, through the State U.T., or Railway Centre if any, to the headquarters which will deal with each case on its merits and will keep a roll of recognized lecturers.

3—Examinations and Re-examinations.

Examinations must in all cases be conducted by any commissioned medical officer or medical man or woman possessing European or Indian qualifications of modern scientific medicine and registered under any Indian Medical Act. Trained nurses who fulfil the following conditions may also examine Home Nursing classes :—

1. Members of the Nursing profession who hold or have held with three years prior to the date of an examination posts as Matron, Assistant Matron, Sister Tutor or sister in charge of a ward of a General Hospital.
2. Members of the Nursing profession who have given four approved courses of lectures based on the current editions of the Home Nursing Manuals.

3. The nurses with University Degree are allowed to examine the candidates in Home Nursing.
4. "Public Health Nurses, Sister Tutors and Midwife Tutors are also recognized examiners in Mothercraft and Child welfare Course".
5. Practitioners of indigenous system of Medicines who are graduates of Colleges recognised by the Board of Ayurvedic, Unani & Homeopathic Systems of Medicines in a State/Union Territory are required to obtain a Lecturer's Certificate of the Association to become Examiner in First Aid. These candidates will obtain voucher one month after the Certificate and Medallion one month after the voucher before qualifying for lecturer's certificate.

The Local Association Secretary should be informed in good time by the Class Secretary of the place of examination, convenient date and hour, subject of examination, number for examination, number for re-examination, sex of candidates, an application for an examiner and for an examination report form should be made to him in writing.

(a) GENERAL RULES

(i) A lecturer may not examine the members of a class which he has instructed.

(ii) A list of candidates, with names in full, shall be given to the examiner. The name of candidates, for re-examination should be followed by the following letters : (a) for "Voucher", (b) for "Medallion" (c) for "Label", (d) for "Pendant".

(iii) The number of candidates to be examined at one time shall not exceed thirty.

(iv) Two rooms shall be provided whenever possible; if this is not practicable step shall be taken to prevent the candidates who are awaiting examination from hearing or seeing as the case may be the oral or practical examination of the others.

(v) No one is to be present at an examination except the candidates, the examiner, and any helpers he or she may require, the models required for bandaging, and the Local or class Secretary the latter will only be present when a written examination is held, to watch that no copying or questioning of one another by pupils takes place while the examiner is else where conducting the oral and practical examination of a portion of the class. If persons other than, the above mentioned insist on being present, or are found to be present, the examiner is justified in refusing to conduct the examination, and the promoters of the class will be held liable by the Association for any expense incurred, although the examination may not have taken place. Examiners are requested to insist upon this regulation being strictly adhered to, and to report any departure therefrom.

(vi) In the event of a candidate being detected in any unfair practice, the examiner may request the offender to withdraw and his or her examination may be cancelled. The Class Secretary is responsible for seeing that no text-books or notes of any kind are brought into the room by the candidates.

(b) REQUIREMENTS FOR EXAMINATION

The Class Secretary should provide the following material, in addition to pen, ink (or pencil) and paper :—

(i) *For First Aid Classes (Men)* :—A good supply of plain (not illustrated) triangular bandages, a blanket and pad, material for temporary splinting, and a stretcher.

(ii) *For First Aid Classes (Women)* :—A good supply of plain (not illustrated) triangular bandages, a rubber tubing and pad, material for temporary splinting, two models, a bedstead or charpoy with bedding blankets and sheet.

(iii) *For Home Nursing Classes* :—A good supply of roller bandages, and of material for making poultices and hot formentations, an ordinary thermometer, a bedstead or charpoy with bedding, blankets and sheets, and two models. A watch with second hand should also be available.

(iv) *For Mothercraft and Child Welfare Classes* :—Paper and pencils, Measuring tapes, Basin or small tub for baby's bath, Weighing scales materials for preparing a baby's bottle, and any other food for baby or mother the examiner may select. Triangular and roller bandages, bed (or charpoy) and bedding. Thermometer, Materials for making fomentations and poultices (linseed).

(c) SUBJECTS FOR EXAMINATION

Candidates will be examined in any of the subjects covered by the syllabi of the courses (see Section 5).

The examinations in First Aid, Home Nursing and Mothercraft and Child Welfare shall be written, oral and practical, but the examiner may omit the written part if the local Secretary gives to the examiner satisfactory reasons in writing (such as that the candidates are unaccustomed to expressing themselves in writing) three days before the date of the examination.

The examination in Hygiene and Sanitation may be either oral or written and oral.

Detailed instructions regarding the conduct of the examination are given on the appropriate examination report forms.

(d) NOTIFICATION OF RESULTS

The examination report form, after being signed by both instructor and examiner, must be forwarded by the local Secretary, along with the

appropriate fee for certificates to the State-Railway—U.T. Centre concerned which will forward it to the Indian Headquarters for issue of certificates to successful candidates. Enquiries regarding the result must be addressed to the local Secretary and not direct to the examiner.

As the examinations of the Association are not competitive but qualifying, the examiner does not place candidates in order of merit; nor does the Association publish the marks awarded to them, nor the reason for a candidate's failure at the examination. No information is disclosed except the names of the candidates who pass and fail respectively.

Candidates who have failed for a certificate must attend a further course of lectures on the subjects in which they failed before they can again be examined.

(c) RE-EXAMINATION

1. Second or subsequent examinations of certificate holders in any particular subject are known as re-examinations. Subject to the proviso that two examinations in the same subject may not be attended in the same calendar year, the holder of certificate is entitled to be re-examined yearly in the subject for which the certificate was issued.

2. The following awards for re-examination may be earned by certificate holders :—

(a) *The Voucher* is a First Aid Home Nursing award which can be gained by the holder of a First Aid Home Nursing certificate on passing a re-examination in the subject for the first time. If, however, such person had also passed previously for a Home Nursing, or Hygiene and Sanitation certificate and twelve months had elapsed between the two First Aid examinations, he would automatically qualify for the medallion (see next paragraph).

(b) *The Medallion* is proficiency a First Aid Home Nursing award. For medallion regulations see Section 4.

(c) *The Label* is a First Aid award which can be gained by the holder of a medallion once a year on passing a re-examination in First Aid. For label regulations see Section 4.

(d) *The Pendant* may be either a Home Nursing or Hygiene and Sanitation or Mothercraft and Child Welfare award. It may be gained by the holder of a medallion who passes a re-examination in one (or more) of those subjects provided a certificate in that subject is also held. For pendant regulations see Section 4.

3. A pass in the Junior or Mackenzie School Course cannot be reckoned as any qualification towards the voucher or medallion.

4. Attendance at lectures before a re-examination is optional but is strongly recommended. Candidates are warned that the severity of the test given by the examiner will increase with each First Aid examination

qualifying for the medallion, and in later re-examinations for labels the medallion standard must be maintained. Similarly the test for candidates for the pendant will be more severe than those for certificate holders.

5. Local Secretaries should arrange for re-examinations to be conducted by local medical practitioners, in accordance with the Association's rules.

4.—Medallion, Label and Pendant Regulations.

MEDALLIONS

Medallions with names and registered numbers engraved on the back, will be issued, on payment, to those who become entitled to them under the following conditions :—

Those who have undergone three examinations as specified in the table below will be eligible to receive a medallion, to be carried in the pocket or worn as an ornament. In the case of women it may be suspended from a narrow black riband worn round the neck, so adjusted as to bring the medallion close up under the collar. It must not be allowed to fall on the breast. In the case of men it may be affixed to the watch chain. *Neither in the case of men or women must it be worn as a decoration.* It may be exhibited when necessary as a certificate of competency to render first aid to the injured.

The following table shows the several systems by which it is possible to secure the medallion in First Aid :—

Examination	Shortest interval after First Aid Examination	Subject	Award
SYSTEM I			
First	—	First Aid (50%)	Certificate
Second	Following year	Do (55%)	Voucher
Third	Do (after 2nd Exam.)	Do (60%)	Medallion
SYSTEM II			
First	—	First Aid (50%)	Certificate
Second	No prescribed interval	Home Nursing, or Hygiene and Sanitation or Mothercraft and Child Welfare (50%)	Certificate
Third	12 months (after 1st Exam.)	First Aid (60%)	

Examination	Shortest interval after First Aid Examination	Subject	Award
SYSTEM III			
First	—	Home Nursing, or Hygiene and Sanitation or Mothercraft and Child Welfare (50%)	Certificate
Second	No prescribed interval	First Aid (50%)	
Third	12 months (after 2nd Exam.)	Do (60%)	Medallion

The following three tables will show the systems by which it is possible to secure the Medallion in Home Nursing :

Examination	Shortest interval after First Aid Examination	Subject	Percentage of pass marks	Award
SYSTEM I				
First	—	Home Nursing	50%	Certificate
Second	No prescribed interval	First Aid	50%	Certificate
Third	12 months after second examination	Home Nursing	60%	Medallion
SYSTEM II				
First	—	First Aid	50%	Certificate
Second	No prescribed interval	Home Nursing	50%	Certificate
Third	12 months after second examination	do	60%	Medallion
SYSTEM III				
First	—	Home Nursing	50%	Certificate
Second	Following year	do	55%	Voucher
Third	12 months after second examination	do	60%	Medallion

A teacher can obtain a medallion in 2 months. If he qualifies for a certificate (50% marks), he can appear in Re-examination for

voucher (55% marks) after 4 weeks of his first aid certificate and Medallion (60% marks) after 4 weeks of the date of Voucher.

Holders of the medallion may be re-examined in First Aid for a label. A label bearing the number of the medallion may be earned by medallion holders for each successful First Aid re-examination passed in years subsequent to that in which the medallion was obtained. The label bears on the obverse the year in which it was obtained and the reverse the number of the medallion. The labels may be attached to the medallion. Missing a year's re-examination does not prevent a label being earned the following year.

PENDANTS

A Pendant bearing the number of medallion and year of passing may be earned by medallion holders for each successful re-examination in Home Nursing, or Hygiene and Sanitation or Mothercraft and Child Welfare under the conditions specified in the preceding paragraph, with the exception that it is not necessary to postpone re-examination in any of these subjects until the year after the medallion has been earned, but only until the year after previous examination in that particular subject.

The pendant bears on the obverse "H.N." (Home Nursing) "S." (Hygiene and Sanitation) or "M." Mothercraft and Child Welfare and on the reverse the number of the medallion and years of passing for the pendant.

HOW TO APPLY FOR AWARDS

(a) Persons entitled to vouchers, medallions, labels or pendants obtain them at the following prices*

Vouchers	Re. 1.00 each	Postage extra
Medallions	...	Bronze	...	Rs. 3.00	„ „
Labels	...	Bronze	...	Rs. 1.25	„ „
Pendants	...	Bronze	...	Rs. 1.25	„ „

(b) Applications for vouchers, medallions, labels or pendants must be made by the local Secretary on the printed form supplied for that purpose (see section 10) and addressed to the Secretary General, St. John Ambulance Association, Headquarters, New Delhi.

(c) Persons who are entitled to medallions but who have not applied for them at the time and who, after the necessary interval qualify for labels or pendants can apply for both together.

(d) No application for vouchers, medallions, labels or pendants will be entertained unless report on the re-examination of the candidates is filed at Indian Headquarters.

(e) Recipients of vouchers, medallions, labels or pendants who may desire at any subsequent period to obtain duplicates must pay the above prices.

* These prices are subject to revision from time to time.

(f) All orders for vouchers, medallions, labels or pendants *must be prepaid*, and to facilitate numbering and engraving of names it is requested that, as far as possible, they may be ordered periodically in batches, and not singly.

5—Syllabi of Adult Courses.

The list of authorised text-books will be found on page 33.

FIRST AID TO THE INJURED

SYLLABUS OF INSTRUCTION

First Lecture

- A. Principles of First Aid.
- B. A brief description of the Structure and Functions of the Body.

Practical :—The triangular bandage and its application to the Head, Chest, Back, Shoulder, Elbow, Hand, Hip, Knee and Foot. Arm Slings (large, small and St. John.)

Second Lecture

- A. Fractures—causes, varieties, signs and symptoms.
- B. Treatment of fractures—general rules.
- C. Individual fractures—The skull, Lower Jaw, Spine, Ribs, Breastbone, Collar-bone, Shoulder-blade, Arm, Forearm, Hand.

Practical :—Treatment of fractures. Application of splints.

Third Lecture

- A. Individual fractures (*cont.*)—Pelvis, Thigh, Knee-cap, Leg and Foot.
- B. Dislocations, Sprains, Strains—Signs, symptoms and treatment.

Practical :—Treatment of fractures. Treatment of strains.

Fourth Lecture

- A. General description of the Heart and Blood vessels.
- B. Circulation of the Blood.
- C. Wounds and Haemorrhage.
- D. Wounds accompanied by Arterial Haemorrhage.
- E. The situation of the main arteries—Pressure points.
- F. Wounds accompanied by Capillary or Venous Haemorrhage—Varicose Veins.
- G. Haemorrhage from special regions—Bruises.

Practical :—Compression of arteries.

Fifth Lecture

- A. Injuries to Internal Organs—Haemorrhage.
- B. Burns, Scalds, Stings bites of snakes and rabid animals, frost bite.
- C. Foreign bodies in Eye, Ear and Nose.

Practical :—Treatment of fractures and haemorrhage.

Sixth Lecture

- A. Respiration—Natural and Artificial.
- B. Asphyxia.
- C. The Nervous System.
- D. Insensibility.

Practical :—Artificial Respiration.

Seventh Lecture

- A. Poisons.
- B. Transport of the Injured.
 - (i) For Males, Hand Seats and Stretcher Exercises.
 - (ii) For Females, Hand Seats.*

Practical :—Transport of the Injured.

Eighth Lecture

- A. Preparation for the Reception of Accident Cases.
- B. Recapitulation.

Practical :—Preparation of the bed, removing clothes, etc.

Note I.—The subject of poisons should be treated in a general manner ; the common positions classified, and only their general symptoms, effects and treatment taught.

Note II.—The latter part of each lecture should be devoted to practical work, such as the application of bandages and splints, lifting and carrying on stretchers.

Note III.—Male classes must pass in that system of stretcher exercise most suitable for the locality.

Note IV.—As little time as possible is to be spent on instruction in anatomical and physiological details. Lecturers and examiners are particularly requested to remember that it is "First Aid" that has to be taught and tested, and not anatomy and physiology.

Note V.—When a candidate is under instruction for the voucher, the number and date of his previous certificate should be stated in the column for Remarks in the examiner's Reprint Form.

*It is desirable that female students of First Aid should receive, in addition to instruction in Hand Seats, instruction in the theory of loading and unloading a stretcher, in order that they may direct by-standers how to handle a case which requires removal on a stretcher. Stretcher exercises will remain outside the syllabus of instruction for female students, and they will not be examined on the subject.

HOME NURSING

SYLLABUS OF INSTRUCTION

First Lecture

1. Definition of Home Nursing. Qualifications of the Nurse.
2. Structure and functions of the Human Body.
3. The Roller Bandage, and its application.

Practical :—Roller bandaging.

Second Lecture

1. The Sick room choice preparation, cleaning and lighting.
2. Ventilation and warming.
3. The Bed and bed-making. Beds for special cases.

Practical :—Bed-making, changing sheets, Roller bandaging.

Third Lecture

1. Details of Nursing : Washing the Patient, Pulse, Respiration, Temperature.

2. Observation of the Sick : Signs and Symptoms to be noted; Reports.
- Practical* :—Taking and recording pulse, Respiration and Temperature Roller bandaging.

Fourth Lecture

1. Food : Digestion and the Digestive System.
2. Diets : Milk; Serving Food.
3. Beverages and Invalid Cookery.

Practical :—Feeding a helpless patient. Roller bandaging.

Fifth Lecture

1. Medicines and their Administration.
2. External Applications : Cold Heat, Counter-irritants.

Practical :—Measuring medicines. Poultices and fomentations.

Sixth Lecture

1. Fever.
2. Infection and Disinfection.
3. Specific Infectious Diseases.

Practical :—Mixing disinfectant solutions, Sponging and giving packs.

Seventh Lecture

1. Surgical Nursing; Sepsis and Asepsis; Antiseptics.

2. Operation; after-care; dressing a wound.
Practical :—Dressing wounds. Roller bandaging.

Eighth Lecture

1. Sick Children : Common Ailments.
 2. Recapitulation.
Practical :—General revision.

MOTHERCRAFT AND CHILD WELFARE

LECTURE I

INTRODUCTION

Home ...Choice.
 Ventilation.
 Water Supply.
 Sanitation.

Practical ...As in Chap. I

LECTURE II

Home ...Cleanliness.
 Control of insects and rats.

Practical ...As in Chap. II.

LECTURE III

Food ...Classes of foods.
 Uses of foods.
 Storage.

Practical ...As in Chap. III

LECTURE IV

Food ...Specimen Diets.
 Faults in Diets.
 Calories.
 Preparation of Foods.

Practical ...As in Chap. III.

LECTURE V

The Young Mother Infantile and maternal deaths.
 Care of mother's health.
 Suitable Clothes for mother.
 Antenatal Clinics.
 Preparation of room for the confinement.
Practical As in Chap. V.

LECTURE VI

Young Infant Development of baby.
 Weight, teeth, senses.
 Muscle, etc.
Practical As in Chap. V.

LECTURE VII

Young Infant Breast Feeding
 Artificial Feeding
 Weaning.
Practical As in Chap. V.

LECTURE VIII

Young Infant Fresh air, sleep.
 Bathing, clothing.
 Vaccination.
 Minor Ailments.
Practical As in Chap. VI.

LECTURE IX

Young Child Development, Weight.
 Teeth, senses, etc.
 Habits—toys.
Practical As in Chap. VIII.

LECTURE X

Young Child Feeding, Clothing.
 Minor Ailments.
Practical As in Chap. VII

LECTURE XI

*Injuries and
Emergencies
Practical*

Cuts, bruises, sprains, snake bite.

As in Chap. VIII.

LECTURE XII

Care of sick children

Sick-room, record keeping.

Infectious illnesses.

Practical

As in Chap. IX.

HYGIENE AND SANITATION

SYLLABUS OF INSTRUCTION

Lecture I

HYGIENE AND PUBLIC HEALTH.

Personal, communal, national, international.

Public Health Administration in India.

Public Health Commissioner, Ministers in States, Directors of Public Health, District Health Officers, Municipal Health Officers, Sanitary Inspectors, Municipalities, District Boards, Local and Union Boards, Rural Health Organisations.

Non-Official Agencies.

Indian Red Cross Society; St. John Ambulance Association; Co-operative and Health Societies; World Health Associations.

Lecture II

HEALTH AND DISEASE.

Evolution of man. Nature's ideals, Parasitism, its meaning and nature. Parasitic disease the great obstruction to biological perfection. To be combated by knowledge, conviction, practice, and co-operation.

Health.

How is good health to be obtained and retained. Importance of mother's health previous to child's birth. Good midwifery care of child

during infancy and childhood; welfare centres; school medical service. The formation of good and healthy habits early in life. Importance of food exercise, rest, avoidance of disease. How is disease spread?

- | | |
|--------------------------------|-------------------------|
| (1) by close contact | } from person to person |
| (2) by ordinary social contact | |
| (3) by food and water and soil | |
| (4) by insects. | |

Lecture III

CONTACT DISEASES.

V.D. and Leprosy. The main facts of carriage of these diseases; importance of early diagnosis and early treatment, Prevention.

By Ordinary Social Contact.

"Droplet infection" meaning; mode of infection.

Examples : colds, influenza, diphtheria, measles, tuberculosis, etc.

The main principles of prevention, danger of overcrowding in houses, bedrooms, dormitories, barracks, cinemas, theatres, etc.

Lecture IV

DISEASES CARRIED BY WATER.

Water, its sources in India, how it gets polluted, "Natural purification" or storage. "Reservation" or "Protection" of water supplies.

Rivers, lakes, tanks wells (deep, shallow and tube wells). The chief character of such waters, and their protection.

Purification of water (1) Natural purification.
(2) Purification on a large scale.

Filtration (slow and rapid), chlorination.
(3) On small scale—boiling, chemicals, chlorination.

Diseases carried chiefly by Water.

(Cholera, typhoid, dysentery, worms.)

Cholera in India.

Distribution, prevention, protection by inoculation.

Typhoid.

Its spread by carriers, methods of spread by water, food and carriers, protection by inoculation.

Dysentery.

It spread by carriers, methods of spread by water, food, and carriers, protection by inoculation.

Food supplies, Milk, meat, vegetable. Their protection from infection.

Lecture V

DISEASE CARRIED BY INSECTS.

Life history of mosquitoes and house flies.

Mosquitoes.

Culex, anopheles and stegomyia, breeding habits, appearances, prevention of breeding; killing of larvae and adults, malaria.

House flies.

Life history; how disease is carried by flies, prevention of breeding, killing of larvae and adults.

Malaria

Wide spread distribution in India.

Carried by anopheles, short life history; prevention by (1) personal protection, (2) killing adults (3) killing larvae.

Sand fly Fever

Short description of sand flies. Possible relation to Kala-Azar.

Relapsing Fever

Distribution in India, Carriage by lice. Short description of lice. Methods of distribution.

Ticks in India—typhus.

Lecture VI

FOOD

Elementary principles. Importance of fresh food and variety in diets. Special importance of correct food (nature and amount) for pregnant and nursing mothers, infants and growing children.

Lecture VII

VENTILATION

Elementary principles of ventilation; importance of cool dry air. Effects of hot stagnant air on growth; liability to respiratory affections: rickets and tuberculosis. Importance of sunlight.

Disposal of Refuse and Excreta

Principles to be followed.

Lecture VIII

PERSONAL HYGIENE

Skin, bathing, towels, hair brushes, shaving brushes, teeth, nails, rest, sleep, recreation, exercise.

6.—Regulation and Syllabi for Junior Courses

(a) These modified courses are intended primarily for persons under the age of 16 years such as those wishing to become Cadets of the St. John Ambulance Brigade, or for Boy Scouts, Girl Guides, Junior Red Cross members and other kindred bodies. The possession of the certificates awarded for Junior courses will not be allowed to reckon towards qualification for the medallion.

(b) The number of lectures into which the syllabus may be divided and the method of sub-division is left to the discretion of the lecturer, but he must give not less than eight lectures on each subject.

(c) The lecturer must be a qualified medical practitioner, a trained nurse or certificated lecturer, and the examiner a medical practitioner other than the lecturer.

(d) The headquarters of the St. John Ambulance Association have agreed to waive, in the case of Boy Scouts and Girl Guides, their rule requiring attendance at the usual course of lectures as laid down by the Association for the Junior course, and to accept the instruction given to the Boy Scouts and Girl Guide Association as equivalent thereto, provided that the examination, as in all other cases, is conducted in accordance with the rules of the St. John Ambulance Association by a qualified examiner duly approved of by the latter Association. Local Centres of the St. John Ambulance Association will therefore, when applied to by the local Boy Scouts or Girl Guide Association, arrange for the services of an authorised examiner.

(e) Mixed classes of both sexes are allowed.

(f) Junior course pupils will not be required to learn the regular stretcher exercise as taught in the adult First Aid course. The application of bandages should be practised at the end of each lecture.

(g) The examination will be oral only and should be of a thoroughly practical character.

Pupils under 16 years of age can only be examined on the Junior Course, the Mackenzie School Course or the Mothercraft Child Welfare Course.

(A) SYLLABUS OF INSTRUCTION FOR JUNIOR FIRST AID CLASSES
(For pupils under 16 years of age)

A short description of the bones, muscles and arteries.

Uses of the circulation and respiration.

Difference between arterial, venous and capillary bleeding, and methods for stopping each.

Position of main arteries.

Signs of a broken bone, and methods of treatment.

Making temporary splints.

How to treat persons in fits, fainting, scalded or burned or whose clothes are on fire.

How to treat the apparently drowned or suffocated.

Ways of carrying an injured person.

Mode using the triangular bandage.

(B) SYLLABUS OF INSTRUCTION FOR JUNIOR HOME NURSING CLASSES.
(For pupils under 16 years of age)

How to prepare a room for a sick person, and to ventilate and heat it.

How to prepare the bed for a sick person, and to change the sheets.

Washing and dressing a sick person.

Dressing wounds—making and applying poultices and ointments.

The proper way of feeding sick persons and children.

Hints on giving medicine to patients.

Applying the roller bandage to leg and arm.

(C) SYLLABUS FOR JUNIOR MOTHERCRAFT & CHILD WELFARE.

(For pupils under 16 years of age).

The same syllabus as for adults (see page 16) will be followed, but the instruction for the junior certificate will be of a more elementary character.

(D) SYLLABUS FOR JUNIOR HYGIENE AND SANITATION.

(For pupils under 16 years of age).

The same syllabus as for adults (see page 18) will be followed, but the instruction for the junior certificate will be of a more elementary character.

For all Junior Courses the same text-books as for adults will be used.

7. — Regulations and syllabus for Mackenzie School Course.

REGULATIONS

FORMATION OF THE CLASS

The usual way to form a class for this Course is for the Head of an Institution undertaking to do so to collect a sufficient number of students, arrange for a lecturer and a supply of the necessary material and proceed with their training and examination in accordance with the rules hereinafter laid down. A teacher who has qualified in the examinations of the Association on these subjects, or holds B. T. or C. T. or L. T. degree and has received (senior) certificate in First Aid may lecture on the Course. The examinations, however, must always be conducted by a competent doctor. Wherever possible the service of a doctor should be obtained for giving lectures. From twenty-five to thirty is the best number for a class. It is not desirable to have more than thirty, or the instructor cannot devote sufficient time to each pupil.

DURATION OF THE COURSE

The Course consists of twelve hours instruction, usually divided into not less than six lectures spread over at least six weeks. Attendance at five out of the six lectures is an essential qualification for examination. Each lecture lasts about two hours the latter half being devoted to practical work. About a week after the last lecture the examination takes place and certificates are awarded to the successful candidates for each course of instruction. No lecturer may examine his own class.

MAINTENANCE OF RECORDS

Class attendance sheets can be obtained from the Secretary-General at headquarters or from the Secretary of the local Centre on application. After the examination the particulars detailed in the class attendance sheets should be entered into the Registers of the Centre, and unless these are properly kept the necessary returns for the Annual Report cannot be prepared and in future years there will be difficulty in certifying as to the qualification of candidates for further proficiency.

CERTIFICATES

The Mackenzie School Course will not be recognized as a qualification for the Association's Voucher or Medallion but to encourage the students who have passed the first examination to preserve and to submit themselves to further test, it has been decided that certificates of three distinctive colours will be awarded for three successive examinations, the second examination being held not earlier than 9 months after the first and the third 9 months after the second. The three certificates will be awarded as follows:—

- (a) The "Pass Certificate" to candidates who obtain 50% of the maximum marks at the first examination.

- (b) The "First Re-examination Certificate" to candidates who possess the "Pass Certificate" and obtain 55% of the maximum marks at the second examination.
- (c) The "Second Re-examination Certificate" to candidates who possess the "First Re-examination Certificate" and obtain 60% of the maximum marks at the third examination.

The standard for the First Re-examination is to be higher than that for the Pass Certificate, and for the Second Re-examination higher than that for the First Re-examination. Special care must be taken to record the standard of examination for which each candidate is sitting *i. e.* Pass Certificate, First Re-examination Certificate and Second Re-examination Certificate.

SYLLABUS

The Syllabus of the Mackenzie School Course which has been specially framed for the conditions existing in Indian school is less extensive than the recognised junior course of the Association. The Manual for the course should be obtained from the Stores Officer, St. John Ambulance Stores Depot, New Delhi.

EXAMINATION

A list of candidates with names in full be given to the examiner. The number of candidates to be examined at one time shall not exceed thirty.

Two rooms shall be provided whenever possible; if this is not practicable, steps shall be taken to prevent the candidates who are awaiting examination from hearing or seeing, as the case may be, the oral or practical examination of the others.

The examination shall be written, oral and practical, but the examiner may omit the written part if the local secretary gives to the examiner satisfactory reasons in writing (such as that the candidate are unaccustomed to expressing themselves in writing) three days before the date of examination.

Candidates should have an intelligent appreciation of the specific object of the practical and other work.

In the event of candidate being detected in any unfair practice the Examiner may request the offender to withdraw and his or her examination may be cancelled.

The attention of the Executive having been drawn to irregularities in examinations caused by the presence of unauthorised persons such as the Executive Officers of Centres and Lecturers, notice is hereby given that no outsiders, whatever official positions they may hold, are to be allowed to be present at examinations. No one is to be present at

an examination except the candidates, the Examiner, the boys who act as models, and the Local or Class Secretary, and as far as the latter is concerned, only where the written examination is held, to watch that no copying or questioning of one another by pupils takes place while the examiner is elsewhere conducting the oral and practical examination of a portion of the class. If outside—that is, persons who do not come within this category—insist on being present, or are found to be present the Examiner is justified in refusing to conduct the examination, and the prompters of the class will be held liable by the Association for any expense incurred, although the examination may not have taken place. Examiners are requested to insist upon this regulation being strictly adhered to, and to report to the Secretary-General any departure therefrom.

The Honorary Secretary is responsible for calling attention to this regulation and for seeing that no text books or notes of any kind are brought into the room by the candidates.

No candidate who is unable to pass both in the oral and practical parts shall receive a certificate.

No candidate who has failed shall be allowed to present himself or herself at another examination for a certificate without attending a fresh course of lectures on the subject in which he or she has failed.

SYLLABUS I

FOR PUPILS IN ENGLISH SCHOOLS

A knowledge of the following subject as they affect :—

A.—OURSELVES.

B.—OUR FRIENDS.

C.—OUR COMMUNITY.

A—OURSELVES. The Body. What it is and how made up :—

(1) A skeleton of bones.

(2) A system of joints.

(3) A covering of flesh (muscles).

(4) Certain internal organs.

(5) A blood supply.

(6) A brain and nerve supply.

A boy should know on what part of his body, front and back, he can place his hand so as to cover particular named places or organs. He should know the chief bones and be able to refer to them by simple non-technical names :

- (a) the skull, jaw bone;
- (b) the neck and trunk, spine, ribs, breast bone;
- (c) upper limbs—collar bone, shoulder blade, upper arm bone, fore-arm bones, wrist and hand bones (general);
- (d) lower limbs, hip bones, thigh bones, knee cap, shin bones, splint bone, ankle and foot bones (general);
- (e) the joints which most frequently get damaged.

How these bones move, if movable. Boys should move them and feel the movement.

2. Position of heart, lungs, kidneys, spleen, stomach, bladder (omit functions).

B.—OUR FRIENDS and how to help them—

- (1) The bones which are most likely to get damaged or displaced—collar bone, shoulder blade, fore-arm bone, shin bone, bones in wrist or finger or ankle.
- (2) Fractures and how to treat them.
- (3) Sprains (wrist or ankle).
- (4) Burns (slight).
- (5) Artificial Respiration.

C.—OUR COMMUNITY—

Cleanliness of the person, the home, the street. The necessity for clean habits about the school and the school hostel.

WHAT IS DISEASE ?

Contagious disease—Some spread by contact.

Some spread by excretions from the body.
Hence necessity for cleanly personal habits.

Insects :—Flies, fleas, mosquitoes, lice in relation to disease; and simple fact about breeding.

Food (including milk) and water, a few facts bearing on their relation to health. Necessity of fresh air.

Disinfection, disinfectants.

SYLLABUS II

FOR PUPILS IN MIDDLE VERNACULAR SCHOOLS.

A knowledge of the following subjects as they affect :—

A.—OURSELVES.

B.—OUR FRIENDS.

C.—OUR COMMUNITY.

A.—OURSELVES. The body. What it is and how made up :—

- (1) A skeleton of bones.
- (2) A system of joints.
- (3) A covering of flesh (muscles)
- (4) Certain internal organs.
- (5) A blood supply.
- (6) A brain and nerve supply.

A boy should know on what part of his body, front and back, he can place his hand so as to cover particular named places or organs. He should know the chief bones and be able to refer to them by simple non-technical names :—

- (a) the skull, jaw bones.
- (b) the neck and trunk, spine, ribs, breast bone;
- (c) upper limbs, collar bone, shoulder blade, upper arm bone, fore arm bones, wrist and hand bones (general);
- (d) lower limbs, hip bones, thigh bones, knee cap, shin bones, splint bone, ankle and foot bones (general);
- (e) the joints which most frequently get damaged.

How these bones move, if movable. Boys should move them and feel the movement.

B.—OUR FRIENDS and how to help them :—

- (1) The bones which are most likely to get damaged or displaced, collar bone, shoulder blade, fore-arm bone, shin-bone, bones in wrist or finger or ankle.
- (2) Fractures and how to treat them.
- (3) Sprains (wrist or ankle).
- (4) Artificial-Respiration.

C.—OUR COMMUNITY :—

Fresh air—how to breathe. What happens to the air and to the blood during respiration. Ventilation. Air in school, in the home, in the bazar.

Cleanliness of the person, the home, the street. The necessity for clean habits about the school hostel.

WHAT IS DISEASE

Contagious diseases :—Some spread by contact.
Some spread by excretions from the body.
Hence necessity for cleanly personal habits.

Insects :—Flies, fleas, mosquitoes, lice in relation to disease; and simple facts about breeding.

Food (including milk) and water : a few facts bearing on their relation to health. Necessity of fresh air.

Disinfection disinfectants.

5.—Indian Honours and Awards.

These are follows :

- (a) *The Certificate of Honorary Life Member* signed by the President. To be awarded :—
 - (i) for munificence in support of ambulance work;
 - (ii) to holders of "Engrossed Vote of Thanks" who have continued their work of organization for not less than 3 years, at the discretion of the executive committee;
 - (iii) to qualified medical practitioners and trained nurses who have given, gratuitously, four complete courses of lectures, and to lay lecturers who have rendered five years' gratuitous service by delivering a minimum of ten complete courses of lectures during that period at the discretion of the Executive Committee;
 - (iv) to any honorary office bearer who has contributed in any one year from his Centre to the Central Executive Committee a sum amounting to Rs. 750, in addition to all charges incurred, is entitled to have his name submitted for election as an Honorary Life Member.
 - (v) to members of medical profession who conduct ten examinations within a period of four years.
- (b) *The President's Engrossed Vote of thanks Certificate*, signed by the President. To be awarded after not less than five years' service to the St. John Ambulance Association.
- (c) *The President's Printed Vote of thanks Certificate*, signed by the President. To be awarded after three years' service to the St. John Ambulance Association.

- (d) *The Honorary Examiner's Certificate of the Indian Council for members of the medical profession*, to be signed by the Chairman of the Executive Committee. To be awarded after conducting not less than five examinations gratuitously.

Jiv Raksha Medal

Jiv Raksha Medal in bronze along with a Certificate of Honour signed by the President of India to be awarded to those who in a conspicuous act of gallantry have endangered their own life in saving or attempting to save the life of others. All such cases may be submitted by the Association Centres Brigade Districts for consideration of the Executive Committee.

9.—Badges of the St. John Ambulance Association.

The undermentioned badges are in use in the St. John Ambulance Association and Brigade. It must, however, be very clearly understood that they cannot be worn in uniform or in any way as a decoration.

BADGE 'A'

These can be purchased and worn by any person holding a First Aid certificate of the St. John Ambulance Association. Applications for them should be made through the Secretaries of Centres or Detached Classes to the Stores Officer, St. John Ambulance Stores Depot, 1, Red Cross Road, New Delhi, quoting number of First Aid certificate. As from 1st January 1950, the period of validity of the Senior First Aid Certificate is three years from the date of examination.

	Re. P.
No. 1. In Nickle Silver, small	... 0.45 each
No. 2. In Cloth and Cotton	... 0.70 ..

JUNIOR FIRST AID BADGE

(For those holding the "Junior" First Aid Certificate) 1.00 ..

BADGE 'B'

These can be purchased by any enrolled member of a registered unit of the St. John Ambulance Brigade but are not to be worn in uniform. They are to be worn only in plain clothes as a means of identification by Brigade members. Applications for these to be made through Divisional Superintendent to the Stores Officer, St. John Ambulance Stores Depot, New Delhi. Detailed descriptions of Brigade badges are contained in the St. John Ambulance Stores price list, which will be sent free on request.

10.—List of Association Forms.

Form No.	Description
A/1	Application for Warrant of Constitution.
A/3	Home Nursing Examination Report.

- A/4 First Aid Examination Report.
- A/6 Hygiene and Sanitation Examination Report.
- A/7 Mothercraft and Child Welfare.
- A/8 Application for Medallion Labels.
- A/9 Annual Return of Centres.
- A/10 Application for Certificate of Membership.
- A/13 Application for Medallion Pendants (Home Nursing).
- A/14 Application for Medallion Pendants (Hygiene and Sanitation).
- A/15 Application for Medallion Pendants (Mothercraft and Child Welfare).
- A/16 Class Attendance form.
- A/17 Applications for Medallions.
- A/18 Form for statistical return of issue of certificate. etc.
- A/19 Application for recognition of service (Indian awards).
- A/21 Mackenzie School Course Examination Report.
- A/22 Air Raid Precautions Examination Report.
- A/23 Application for Honorary Member's Badge.

11.—St. John Ambulance Brigade.

OBJECTS

1. To afford holders of First Aid certificates from the St. John Ambulance Association opportunities of meeting together for ambulance and nursing practice, with the object of combining individual efforts for the public good.
2. To render first aid to the sick and injured on public occasions and to maintain in readiness a body of trained men and women qualified so to act.
3. To enrol a body of civilians qualified in First Aid and trained in ambulance drill, or nursing duties, willing to serve the public in cases of necessity.
4. To train men in ambulance transport duties.
5. To develop and promote every means of rendering aid to the injured.

The official regulations of the Brigade and full particulars can be obtained on application to :—

The Commissioner in—Chief, St. John Ambulance Brigade, New Delhi.

Procedure for Instruction, Examination and issue of First Aid Certificates to Mercantile Marine Candidates.

1. The rules for obtaining a certificate for the purpose of Board of Trade are the same as those prevailing for the general First Aid examination of the St. John Ambulance Association. They are printed on the back of a special small linen folder which bears on one side space for the certification of attendance at 6 lectures. This must be filled in by the Surgeon Examiner before being received by the State Centre. This special form is necessary for mercantile candidates as owing to their frequent movements, it may be necessary for them to secure certification of instruction at different ports.

2. It is not necessary that instruction should be given by registered medical practitioners only. Certificated Lecturers are also permitted to give the necessary instruction.

3. Instruction and examination of Mercantile Marine candidates should be in the control of and under the management of the State Centre of the Association, to whom all candidates would be referred in the first instance for the necessary arrangements.

4. As some candidates often require personal instruction in a class of one and their time of attendance is dependent upon the movements of their ships, it is only fair that Instructors should receive some payment of their services. A fixed charge therefore of Rs. 30 for 6 lectures or Rs. 5 per lecture should be paid in advance to the State Centre Secretary and a receipt obtained by the candidate.

5. The State Centre Secretary should maintain a panel of Instructors and Examiners to whom the candidates can be referred for the necessary instruction and examination. The 4/5th of the money received from the candidate should be paid as fee to the Instructor, and 1/5th retained by the State Centre. Lectures would receive the same rate of fees as other Instructors.

6. No fee should be payable by the candidate to the Examiner as it should be possible for the Association to obtain the service of Honorary Examiners.

7. Nothing in these rules prevents a candidate from obtaining his certificate gratuitously by attending the normal classes of instruction organised, from time to time by the various Centres of the Association provided he has the time to attend the classes.

8. Linen cards for certification of attendance and examination may be issued by the State Centre at a Cost of 80 paise.

9. The Centres should forward to headquarters at the end of year an annual return of certificates issued for record.