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Guide to the

Gene-Ann Polk Harlem Hospital Center files

1930-2005 [bulk 1970s-1980s]

Sc MG 796

Compiled by Joyce Joseph, 2015.

Summary

Creator: Polk Horne, Gene-Ann, 1926-2015

Title: Gene-Ann Polk Harlem Hospital Center files

Date: 1930-2005 [bulk 1970s-1980s]

Size: 26.1 linear feet (57 boxes, 1 volume, 1 tube)

Source: Donated by Gene-Ann Polk Horne, 2007.

Abstract: Harlem Hospital Center (HHC) is a public, municipally-owned hospital that provides a wide range of services to the Central Harlem, West Harlem, Washington Heights, and Inwood neighborhoods of Manhattan in New York City. Gene-Ann Polk (1926-2015) was a physician, hospital administrator, and educator known for her pioneering clinical work at HHC. The Gene-Ann Polk Harlem Hospital Center files date from 1930 to 2005 and contain memoranda, notes, reports, appointment books, ledgers, and publications that document the departments and various projects Polk administrated.

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Processing note: Compiled by Joyce Joseph, 2015.

Related Materials:

Gene-Ann Polk Papers and Susan Smith McKinney Steward Society records, 1946-2004. The Legacy Center, Drexel University College of Medicine.

Gene-Ann Polk Papers, 1945-53. The Legacy Center, Drexel University College of Medicine.

Gene-Ann Polk, Voices of the Foundation. Foundation for the History of Women in Medicine. Center for the History of Medicine, The Francis A. Countway Library of Medicine.

Creator History

Harlem Hospital Center (HHC), founded in 1887, is a public, municipally-owned hospital that provides a wide range of services to the Central Harlem, West Harlem, Washington Heights, and Inwood neighborhoods of Manhattan in New York City. HHC is a member of the New York City Health and Hospitals Corporation, and is affiliated with Columbia University as a teaching facility.

Gene-Ann Polk Horne (1926-2015) was a physician, hospital administrator, and educator known for her pioneering clinical work at HHC. She worked professionally under her maiden name. Polk received a Bachelor of Arts degree from Oberlin College in 1948 and her Doctor of Medicine degree from Woman's Medical College of Pennsylvania in 1952. From 1953 to 1968, Polk was a resident and then attending pediatrician at HHC. Polk was the first professor of clinical pediatrics at Columbia University College of Physicians and Surgeons (1962).

After pursuing a Master of Arts degree in public health from Columbia in 1968, Polk took on administrative roles at HHC, including director of Pediatric Ambulatory Care (1968-1975), director of Pediatrics (1975-1978), and director of Ambulatory Care Services (1978-1994). In the 1980s and 1990s, Polk served on the HHC's Utilization Review Committee (URC), Cultural Affairs Committee (CAC), and a few others. The URC monitored medical staff practices and evaluated patient care. The CAC collected artifacts and artwork for the hospital, answered requests for historical information, and created an archival calendar that highlighted key events from the hospital's history.

Polk was the recipient of numerous awards for her work, and in 1994 when she retired, she was honored at Columbia through emerita status. During her career, Polk sustained a commitment to working in a predominately underserved black community. Many of the programs and initiatives she led continue to shape the operations and practices of HHC. Polk's research and studies influenced the neonatal and pediatric outpatient services. She was also instrumental in the development of the Harlem Primary Care Network (HPCN), a 1979 Urban Health Initiative grant-awarded program administered by HHC to address high morbidity and mortality rates. The HPCN set up a network throughout the Harlem community in locations such as the Grant Houses Clinic. HPCN impacted the primary-care models practiced today. After retirement, Polk maintained her connection to HHC through the CAC, and helped raise money for restorations of the hospital's murals created during the 1930s by the Works Progress Administration (WPA).

Scope and Content Note

The Gene-Ann Polk Harlem Hospital Center files date from 1930 to 2005 (bulk dates 1970s-1980s) and contain memoranda, notes, reports, appointment books, ledgers, and publications that document the departments and various projects Polk administrated, as well as some early HHC history. This collection is not considered HHC's official records, nor is it a comprehensive representation of Polk's entire career.

The bulk of the collection relates to the Ambulatory Care Services (ACS) and Pediatrics, and recounts the day-to-day operations of Polk's work as director of these departments. The ACS outgoing memos and internal correspondence discuss a range of issues from the navigation of a budget crisis, the requests for certain equipment and supplies, to the ongoing changes in personnel and services. There are grant applications, annual reports, meeting minutes, and the documentation of certain services such as the drug abuse programs. Some of these files are from Polk's predecessor Henry L. Hines (early 1970s).

The Pediatrics material showcases Polk's early research and case studies. The collection features a copy of her paper, "The Course of the Heroin Withdrawal Syndrome in Newborn Infants Treated with Phenobarbital or Chlorpromazine;" her notes and drafts of the Cervical Pott's Disease case study presentation at The Bronx Pediatric Society (1955); and notes for the case study of "Narcotic Addiction in the Newborn." Polk's "Renal Tuberculosis in Childhood: A Case Report," co-written with George Weiss, was later published in the Harlem Hospital Bulletin (1958; case studies b.46 f.1-4). These files also hold agendas and typed presentation notes for conferences hosted by the Pediatrics department and Pediatric Ambulatory Care.

The development and management of several community programs are documented in the collection, including the Harlem Primary Care Network (HPCN), and the New York State Primary Ambulatory Care Program (better known as Ghetto Medicine). The scope of Polk's role as director of ACS included overseeing these additional programs. HPCN materials consist of project descriptions, proposals, network agreements, job advertisements, status reports, management summaries that track visit numbers, and governing board meeting minutes. Ghetto Medicine, a state-wide program that financed health care in medically underserved areas, is represented through correspondence, notes, budget reports, and contract information for personnel compensated through the allocated funds from this program.

Polk's participation in several committees at the HHC is reflected through the Utilization Review Committee (URC) and the Cultural Affairs Committee (CAC) files. There are surveys, audits, reports, and meeting minutes from the URC; and CAC meeting agendas, memos, and outlines for the archival calendar. Other CAC materials in the collection consist of a few photographs of patients receiving care; and HHC personnel index cards (1930s-1940s) that contain medical school information, title, services, and salary rates.

Polk's yearly calendars account for her daily appointments and meetings across all the roles she fulfilled. Additional conference materials contextualize her work. For example, the 1982 National Health Care Service Corporation presentation notes (b.37 f.3) discuss some of the challenges the hospital faced in serving the Harlem community, and the development of the HPCN.

The NYC Health and Hospitals Corporation files and memoranda from various departments pertain to hospital-wide subjects and issues. There are also a few HHC publications, including the 1969 master plan, and a few copies of *The Harlem Hospital Bulletin*.

Arrangement: The collection is arranged alphabetically by subject or format.

Key Terms

Genre/Physical Characteristic

Administrative reports
Annual reports

Appointment books
Correspondence
Ledgers (account books)
Memorandums
Minutes (administrative records)
notes
Photographs
Programs (documents)
Publications (document genre)
Surveys (documents)

Occupations

African American women physicians
Hospital administrators
Women educators

Subjects

Clinics
Hospital and community
Hospitals -- Administration
Public hospitals -- Medical staff
Public hospitals -- Outpatient services

Geographic Names

Harlem (New York, N.Y.)

Names

Columbia University Medical Center
College of Physicians and Surgeons in the City of New York
Harlem Hospital Center (New York, N.Y.)
New York City Health and Hospitals Corporation

Container List

- b. 1 f. 1 Ad Hoc Committee 1983-1984
- b. 1 f. 2 Administration 1973-1977
- b. 1 f. 3 Admissions Policy 1981-1983
- Ambulatory Care Services
- b. 1 f. 4-11 1970s-1989
- b. 2 f. 1-9 1974-1988
- b. 3 f. 1-10 1979-1997
- b. 4 f. 1-8 1982-1988
- Annual Reports
- b. 4 f. 9 1973
- b. 5 f. 1-7 1973-1974
- b. 6 f. 1-7 1974-1983
- b. 6 f. 8 Approved Abbreviations 1983
- b. 7 f. 1 Billing 1974-1979
- b. 7 f. 2 Biomedical Program 1976-1977
- b. 7 f. 3 Breast Screening 1974
- b. 7 f. 4-10 Budget 1974-1984
- b. 7 f. 11 Cardiopulmonary Resuscitation (CPR) 1979
- b. 7 f. 12 Carter, Carl 1981-1983
- b. 7 f. 13 Cave, Vernal 1982-1983
- b. 7 f. 14 Census 1980-1987
- b. 7 f. 15 Ceta 1979
- b. 7 f. 16 Chao, Solan 1983
- b. 7 f. 17 Clerical Staffing in Primary Care Clinics 1983
- b. 7 f. 18 Clinic Chiefs 1980-1983
- b. 8 f. 1-11 Clinics 1972-1985
- b. 8 f. 12-13 Committees 1979-1983
- b. 9 f. 1 Contracts 1979-1980
- b. 9 f. 2 Continuing Medical Education (CME) 1985-1986
- b. 9 f. 3 Correspondence 1975-1977
- b. 9 f. 4 Department Overview 1987
- b. 9 f. 5 DeVeaux, Samuel 1980-1984
- b. 9 f. 6-7 Diagnostic Coding 1979
- b. 9 f. 8-14 Drug Abuse Programs 1972-1976
- b. 10 f. 1-9 Drug Abuse Programs 1974-1985
- b. 10 f. 10 Gabor, Joseph 1978-1979
- b. 10 f. 11 Grants 1978-1980
- b. 11 f. 1-2 Grants 1978-1980
- b. 11 f. 3 Guadalajara Students 1976-1977

Ambulatory Care Services (cont.)

- b. 11 f. 4 **Holloman, John L.S** 1980-2002
Material also relates to the Harlem Primary Care Network.
- b. 11 f. 5-6 **Home Care Services** 1978-1979
- b. 11 f. 7-8 **Letters of Recommendation** 1978-1980s
- b. 11 f. 9 **Liaison Reports** 1977-1978
- b. 11 f. 10 **Liaison Team** 1982-1984
- b. 11 f. 11 **Listing of Files** 1980s
- b. 11 f. 12-14 **Meetings** 1977-1980
Agendas, notes, and minutes.
- b. 12 f. 1-9 **Meetings** 1978-1987
Agendas, notes, and minutes.

Memos

- b. 13 f. 1-9 **1978-1981**
- b. 14 f. 1-8 **1981-1987**
- b. 15 f. 1-5 **1983-1987**
- b. 15 f. 6 **Merit Certificates** 1980-1987
- b. 15 f. 7-8 **Neighborhood Family Care Center (NFCC)** 1970s
Lower Washington Heights.
- b. 15 f. 9 **Organizational Charts** 1980s
- b. 15 f. 10-11 **Personnel** 1974-1981
- b. 15 f. 12-14 **Physician's Associate Program** 1974-1975
- b. 15 f. 15 **Projects** 1970s
- b. 16 f. 1 **Projects** 1970s
- b. 16 f. 2-4 **Rape Program** 1973-1977
- b. 16 f. 5-6 **Saulle, Roger** 1976-1977
- b. 16 f. 7-8 **Schedules** 1968-1970
- b. 16 f. 9-11 **Site Visits** 1975-1985
- b. 17 f. 1 **Speech about Gene-Ann Polk** 1987
- b. 17 f. 2 **Staffing Study** 1983
- b. 17 f. 3 **Statistics** 1977
- b. 17 f. 4-6 **Summer Program** 1974-1977
- b. 17 f. 7 **Summers, Anthony** 1976-1977
- b. 17 f. 8 **Survey** 1982-1984
- b. 17 f. 9 **Team Development Seminar** 1984
- b. 17 f. 10 **Tyson, Joyce** 1984
- b. 17 f. 11-12 **Annual Reports** 1975-1988
- b. 18 f. 1-3 **Annual Reports** 1977-1986

Appointment Books

- b. 18 f. 4-6 **1969-1974**
- b. 19 f. 1-7 **1978-1980**
- b. 20 f. 1-8 **1980-1983**
- b. 21 f. 1-7 **1983-1986**

- Appointment Books (cont.)
- b. 22 f. 1-6 1986-1993
- b. 22 f. 7-8 Article 28 Survey 1976-1982
- b. 22 f. 9-10 Auxiliary 1979-1987
 - b. 23 f. 1 Bed Consolidation Plan 1976-1977
 - b. 23 f. 2-4 Bellamy, Carol Report 1982-1985
 - b. 23 f. 5 Beth Israel Medical Center 1977
 - b. 23 f. 6 Black Caucus of Harlem Health Workers 1975
 - b. 23 f. 7 Black Solidarity Day 1980
 - b. 23 f. 8 Black Women Coalition 1983
 - b. 23 f. 9 Bulletin Board 1974-1987
- b. 23 f. 10-11 Bylaws 1993
 - b. 23 f. 12 Camping Program 1981
- b. 24 f. 1-10 Celebrations 1970s-1989
 - t. 1 Centennial Celebration 1981
 - b. 24 f. 11 Certificates, Awards, and Registration Forms 1970s
Gene-Ann Polk
 - b. 24 f. 12 Child Health Assurance Program 1978
- b. 25 f. 1-2 Clinics 1973-1977
 - b. 25 f. 3 Coalition of Women 1979
- b. 25 f. 4-17 Columbia University Affiliation 1974-1983
- b. 26 f. 1-6 Columbia University Affiliation 1977-1988
- b. 26 f. 7-9 Community Board 1979-1983
- b. 26 f. 10 Comprehensive Adolescent Health Services Proposal 1974-1975
- b. 26 f. 11 Corinaldi, Austin 1976
- b. 26 f. 12-13 Crisis Unit 1979
- Cultural Affairs Committee
- b. 26 f. 14-18 1992-2005
- b. 27 f. 1-3 Archival Calendar 1930s-1990s
 - b. 27 f. 4 Art 1985-1997
 - b. 27 f. 5 Auccilla, Marcelino 1950-1997
 - b. 27 f. 6 The Harlem Hospital Bulletin 1948-1988
 - b. 27 f. 7 Cave, Herbert Dedication 1984-1998
 - b. 27 f. 8-9 Chinn, May E 1980-1998
- b. 27 f. 10-14 History 1950s-1999
 - The history files contain essays and historical information about HHC in general, and specifically about nursing, pediatrics, and surgery.
- b. 28 f. 1-7 History 1940s-1999
 - b. 28 f. 8 Lawrence, Margaret Morgan 1980s-2004
 - b. 28 f. 9 Marquez, Cecil 1999
 - b. 28 f. 10 Maynard, Aubre de Lambert 1990s
 - b. 28 f. 11 McKinney-Steward, Susan Smith 1980s-1990s
 - b. 29 f. 1 Obituaries 1980-2005

Cultural Affairs Committee (cont.)

- b. 29 f. 2 Patient Care Scene Photographs 1990s
 - b. 57 Personnel Index Cards 1930s-1940s
- b. 29 f. 3 Primm, Beny 1997
- b. 29 f. 4 Shelton, Marvin 1990-2000
- b. 29 f. 5 Straker, Hilda 1996
- b. 29 f. 6 Trayham, William and Sydenham Hospital 1958
- b. 29 f. 7 Wright, Louis T 1950s-1999
- b. 29 f. 8-9 Department of Health 1976-1979
- b. 29 f. 10 Department of Neurology 1978-1979
- b. 29 f. 11 Department of Obstetrics and Gynecology 1972-1976
- b. 29 f. 12 Department of Oral Surgery 1974-1977
- b. 29 f. 13-15 Department of Patient Care and Program Evaluation 1974-1986
- b. 29 f. 16 Effects of the 405 Revisions 1989
- b. 29 f. 17 Emergency Care Task Force 1978-1979
- b. 29 f. 18-20 Emergency Medical Service 1978-1979
- b. 30 f. 1-9 Emergency Room 1974-1977
- b. 30 f. 10 Empire State Political Action Committee of Black Physicians 1980-1982
- b. 30 f. 11 Ernst and Ernst Report 1978
- b. 30 f. 12 Faculty Practice Proposal 1987
- b. 30 f. 13 First Pediatric Alumni Day and the First Erich Kahn Memorial Lecture 1998
- b. 31 f. 1 Friends of Harlem Hospital 1990-2004
- b. 31 f. 2-10 Ghetto Medicine Program 1977-1980
- b. 32 f. 1-5 Ghetto Medicine Program 1977-1982
- b. 32 f. 6 Greater Harlem Nursing Home Company, Inc 1976-1979
- b. 32 f. 7 Greater New York Hospital Association 1979
- b. 32 f. 8-10 Group Practice 1978-1979
- b. 33 f. 1 Group Practice 1978-1979
- b. 33 f. 2 Handbooks 1970s-1980s
- b. 33 f. 3 Harlem Health Task Force 1978-1979
- Harlem Primary Care Network (HPCN)
- b. 33 f. 4-10 1978-1980s
- b. 34 f. 1-8 1980-1984
 - b. 34 f. 9 Advisory Board 1984
 - b. 34 f. 10 Agreements 1984
 - b. 34 f. 11 Ancillary 1982
- b. 34 f. 12-14 Article 28 Survey 1980-1983
- b. 35 f. 1 Audit 1981-1982
- b. 35 f. 2 Bureau of Community Reporting Requirements (BCCR) 1981-1984
- b. 35 f. 3-5 Budget 1980-1984
- b. 35 f. 6 Bylaws 1979
- b. 35 f. 7 Drew Hamilton 1980-1982

Harlem Primary Care Network (HPCN) (cont.)

- b. 35 f. 8 First Quarter Actual Visits 1984
- b. 35 f. 9 Funding 1982
- b. 35 f. 10-12 Governing Board 1979-1984
- b. 36 f. 1-2 Grant Application 1980-1984
- b. 36 f. 3 Grant Proposal 1980s
- b. 36 f. 4-5 Grant Houses 1980-1983
- b. 36 f. 6 Health Promotion/Disease Prevention Proposal 1982-1983
- b. 36 f. 7 Management Information System 1982-1984
- t. 1 Map of Locations 1980
- b. 36 f. 8-10 Medical Director Search 1980-1982
- b. 37 f. 1 Memos 1980-1985
- b. 37 f. 2 National Health Service Corporation Presentation 1982-1992
- b. 37 f. 3 Perry, Gloria 1980-1983
- b. 37 f. 4 Project Director 1983
- b. 37 f. 5 Staff Advertisements 1980
- b. 37 f. 6-8 Sydenham Hospital 1980-1986
- b. 37 f. 9 Health Care for Adolescents in Harlem Proposal 1973
- b. 37 f. 10 Health Systems Agency Work Group 1980s
- b. 37 f. 11 Hospital Affiliated Primary Care Center 1980
- b. 37 f. 12 House Staff 1973-1977
- b. 37 f. 13-16 Infection Disease Committee 1974-1979
- b. 38 f. 1 Jackson, Albert 1979
- b. 38 f. 2-9 Joint Commission on Accreditation of Hospitals (JCAH) 1974-1977
- b. 38 f. 10 Labs 1978-1979
- v. 1 Ledger 1965-1966
- b. 38 f. 11 Library 1979
- b. 38 f. 12 Maintenance, Building and Grounds 1973-1975
- b. 39 f. 1 Management Review and Planning Session 1973
- b. 39 f. 2 Management Team Breakfast 1978-1979
- b. 39 f. 3 Manhattan Central Medical Society 1979
- b. 39 f. 4 Medicaid 1975-1977
- b. 39 f. 5-10 Medical Board 1974-1977
- b. 40 f. 1-2 Medical Board 1974-1994
- b. 40 f. 3 Medical Record Department 1977
- b. 40 f. 4 Medical Rehabilitation Program 1977-1978
- b. 40 f. 5-6 Meetings 1975-1977
- b. 40 f. 7-9 Memos 1970-1989
- b. 40 f. 10 National Health Policy Forum 1982
- b. 40 f. 11-12 National Medical Association (NMA) 1979-1992
- b. 40 f. 13-14 New York City Health and Hospitals Corporation 1974-1978
- b. 41 f. 1-6 New York City Health and Hospitals Corporation 1973-1983

- b. 41 f. 7 New York County Health Service Review Organization 1980
- b. 41 f. 8 Notebooks 1985-1986
- b. 41 f. 9-12 Nursing 1974-1979
 - b. 41 f. 13 Organizational Chart 1969-1988
 - b. 42 f. 1 Other than Personal Service (OTPS) 1975-1976
 - b. 42 f. 2 Outreach Program 1978
 - b. 42 f. 3 Patient Care and Program Evaluation 1969-1974
- Pediatrics
 - b. 42 f. 4-7 1950s-1988
 - b. 43 f. 1-11 1970-1990
 - b. 44 f. 1-7 1987-1993
 - b. 44 f. 8 Agreements and Contracts 1982-1983
 - b. 44 f. 9-13 Ambulatory Care Services 1970-1986
 - b. 45 f. 1-3 Project Head Start 1967-1973
 - b. 45 f. 4-5 Proposal 1970s
 - b. 45 f. 6 Quality Assurance 1988-1989
 - b. 45 f. 7-8 American Academy of Pediatrics (AAP) 1989-1993
Project Advisory Committee (PAC), community-based projects.
 - b. 45 f. 9 Azure 1989
 - b. 46 f. 1-4 Case Studies 1950s
 - b. 46 f. 5 Census 1966-1968
 - b. 46 f. 6-7 Conferences 1976-1992
 - b. 46 f. 8 Continuing Medical Education (CME) 1989-1990
 - b. 46 f. 9-10 Emergency Room 1978-1985
 - b. 46 f. 11 Frazier, Lee R 1977
 - b. 46 f. 12 Handicap Children 1979
 - b. 46 f. 13 Housestaff 1977-1979
 - b. 46 f. 14 Immunizations 1970s
 - b. 47 f. 1 Immunizations 1991
 - b. 47 f. 2 Journal Articles 1960s-1970s
 - b. 47 f. 3 Kahn, Eric 1963-1975
 - b. 47 f. 4 Louise Wise Services 1992
 - b. 47 f. 5 Maternity, Infant Care Family Planning Projects 1977
 - b. 47 f. 6 Minutes 1972-1973
 - b. 47 f. 7 Renovation 1980-1982
 - b. 47 f. 8 Treatment Center 1981
 - b. 47 f. 9-14 Personnel 1969-1975
 - b. 47 f. 15 Photographs 1969-1986
Gene-Ann Polk
 - b. 47 f. 16 Physician Advisory Committee 1973-1975
 - b. 48 f. 1-3 Planning 1976-1979
 - b. 48 f. 4 Policies 1978

- b. 48 f. 5 Private Practice Monitoring System 1979
- b. 48 f. 6-10 Programs 1969-2004
Printed material for various events.
- b. 48 f. 11 Public Health Building 1987
- b. 48 f. 12-13 Public Relations 1980s-2004
Publications
 - b. 49 f. 1-8 1940-1980s
 - b. 50 f. 1-10 1970s-2004
 - b. 51 f. 1-7 1984-1999
 - b. 52 f. 1-4 1996-1996
 - b. 52 f. 5-6 Newsletters 1968-2004
 - b. 53 f. 1-5 Newsletters 1970s-1998
 - b. 53 f. 6-8 Quality Assurance Committee 1976-1988
 - b. 53 f. 9 Quarterly Management Report 1974
 - b. 53 f. 10 Renaissance Health Care Network 1992
- b. 53 f. 11-12 Renovation 1977-1981
 - t. 1 Renovation Floor Plans 1983
- b. 53 f. 13-14 Schedules 1979-1980
 - b. 54 f. 1 Shared Services 1974-1975
 - b. 54 f. 2-3 Sickle Cell Disease Grant Proposal 1972
 - b. 54 f. 4-6 Statistics 1973-1977
 - b. 54 f. 7 Strike Contingency Plan 1976
 - b. 54 f. 8 Student Manual 1970s
 - b. 54 f. 9 Symposium 1998
"The Heart of the Matter: The State of Women's Cardiovascular Health."
 - b. 54 f. 10 Task Force for a Better Harlem Hospital 1980-1983
- b. 55 f. 1-8 Task Force for a Better Harlem Hospital 1980-1983
- b. 56 f. 1-7 Utilization Review Committee (URC) 1973-1977
 - b. 56 f. 8 Vocational Rehabilitation Program 1972-1975
 - b. 56 f. 9 Women's Coalition for Positive Action 1974