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# **Earnings and Supplementary Benefits in Hospitals**

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**ST. LOUIS, MISSOURI  
JUNE 1956**

**Bulletin No. 1210-1**

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**UNITED STATES DEPARTMENT OF LABOR**  
**James P. Mitchell, Secretary**

*In cooperation with*  
**THE WOMEN'S BUREAU**  
**Alice K. Leopold, Director**

**BUREAU OF LABOR STATISTICS**  
**Ewan Clague, Commissioner**



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## Preface

This report on a survey of earnings and related benefits of nurses and other employees of hospitals in the St. Louis area is one of a series of similar studies in selected communities undertaken by the U. S. Department of Labor's Bureau of Labor Statistics and Women's Bureau during the fiscal years 1956 and 1957. A summary of the results of the St. Louis survey was issued in October 1956; this report, however, provides more detailed information, both on wages and wage practices.

The surveys were designed to meet a variety of governmental and nongovernmental needs by providing area-wide information on the level and distribution of earnings and on the nature of supplementary benefits received by hospital personnel employed in a number of significant occupations. In the planning of the surveys, the Department of Labor received suggestions and guidance from other government agencies, hospital associations, and organizations representing professional and nonprofessional groups of hospital employees.

The surveys were made by field staff representatives of the Bureau of Labor Statistics' Division of Wages and Industrial Relations. Direction of the survey work was under the supervision of Lily Mary David, who also prepared this report, with the assistance of Jack A. Wilson.

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## Earnings and Supplementary Benefits in Hospitals in St. Louis, Mo., June 1956

### Summary

More than 18,000 workers were employed in hospitals in the St. Louis metropolitan area at the time of this survey. About two-thirds of these workers were serving in private (nongovernmental) hospitals and the remaining third in public (governmental) hospitals—local, State, or Federal institutions.

Four broad groups of hospital employees were included in the survey—registered professional nurses; workers in certain other professional and technical positions; office clerical employees; and various nonprofessional employees engaged in auxiliary nursing, maintenance, custodial, and food preparation activities. The range of earnings within each occupation was usually substantial. Typically, the level of earnings was higher in the public than in the privately operated hospitals.

**Earnings and Perquisites.**—Salaries of women general duty nurses in hospitals in the St. Louis area averaged \$66 a week in June 1956, while head nurses and nursing instructors earned \$8 and \$8.50 a week more, respectively. Weekly pay of directors of nursing averaged \$113. The variation in pay within these occupations is illustrated by the fact that the pay of general duty nurses ranged from less than \$55 to \$100 or more a week, although two-thirds earned \$60 but less than \$70. In private hospitals, weekly salaries for general duty nurses averaged \$64 and directors of nursing \$109.50 (table A-1).

Average salaries for women X-ray technicians and medical technologists were on the same general level as those of general duty nurses. More than half the workers in these jobs, like the majority of general duty nurses, earned \$60 but less than \$70. Women physical therapists, medical record librarians, dietitians, and medical social workers earned about as much or more than head nurses, typically more than \$70 a week.

Women nursing aides—numerically the largest group of hospital employees studied—averaged \$36.50 a week. Practical nurses—another large group—averaged \$44.50 a week (table A-3). In hourly equivalents, nursing aides averaged 88 cents and practical nurses, \$1.03.

Among the nonprofessional workers studied, the highest paid were maintenance carpenters with average hourly earnings of \$2.27 an hour, and the lowest paid were women elevator operators, who averaged 66 cents an hour. Earnings of women office clerical workers, presented in table A-2, ranged from an average of \$46 a week for switchboard operators (\$43 in private hospitals) to \$60.50 a week for technical stenographers (\$57 in private hospitals).

Some hospital employees received certain perquisites or supplements to their wages. These consisted of a room, meals, or uniforms, or laundry services. The extent to which cash pay of workers in each occupation surveyed, with the exception of the office jobs, was supplemented by these perquisites in St. Louis is shown in table B-1.<sup>1</sup> Thus, at least a fifth of the workers in most occupations studied in these hospitals received at least one meal a day in addition to their cash salary. The most common provision was a single meal but some, including a fourth of the women kitchen helpers, received two meals daily. For both professional and nonprofessional employees, provision of meals and rooms was confined almost entirely to nongovernmental hospitals. On the other hand, laundry and uniform provisions, except for a few jobs, were largely limited to public institutions.

In some positions, most of those employees with relatively low cash salaries had their earnings supplemented by the provision of one or more meals. Thus, in private hospitals all of the supervisors of nurses earning less than \$67.50 received one meal daily in addition to their cash salaries as did all of the women head nurses earning less than \$62.50, the majority of those paid \$62.50 but under \$65, and all of the nursing instructors earning less than \$65. Two of the 3 women dietitians earning less than \$52.50 a week were provided meals and a room and the third received a single meal daily in addition to her cash salary. For the most part, however, there was no marked tendency in private hospitals for the lower paid professional workers to have their cash salaries supplemented by meals or shelter to a greater extent than those receiving higher cash pay.

A large majority of the men nursing aides in nongovernmental hospitals paid less than \$37.50 a week had their pay supplemented by one meal a day. Among the women nursing aides all those paid less than \$22.50 received 3 meals and a room and about half of those with cash salaries of \$22.50 but less than \$25 received 1 or, in some cases, 2 meals a day. The switchboard operators earning less than \$35 received one meal daily in addition to their cash salary.

Among nonprofessional workers paid on an hourly basis in private hospitals, most of the men kitchen helpers earning less than 80 cents and all the porters earning less than 70 cents received at least one meal in addition to their cash pay, as did the men laundry-extractor operators earning under 75 cents an hour and the washers receiving less than 85 cents. Two-thirds of the women kitchen helpers

<sup>1</sup> Half the switchboard operators, 1 in 3 billers, 1 in 5 stenographers, and 1 in 6 transcribing-machine operators received a meal.

earning less than 50 cents in private institutions received a meal daily; as did all of the maids earning less than 50 cents an hour and most of those receiving 50 but less than 55 cents, as well as the elevator operators and most of the women laundry finishers paid less than 55 cents.

A majority of the hospitals studied in St. Louis had provisions whereby employees not furnished meals or room could purchase them through deductions from their salaries. Of the workers covered in the study, housing facilities were most commonly made available to the nursing and dietary staff. Almost all the hospitals served meals which the employees could buy through payroll deductions, with the majority purchasing one meal a day. Where information on deductions was collected, these employee expenditures were about \$10 a month for one meal a day. A majority of the workers renting rooms in hospital quarters paid about \$20 a month for a room or from \$25 to \$35 a month for room and board combined. At one hospital, the minimum monthly charge for a room was \$15. A few graduate nurses and dietitians paid \$45 a month for room and board, and in one hospital the cost to the employee for full maintenance was \$75.

Entrance Rates and Rate Structure.—Most employees in St. Louis hospitals were employed in institutions having a formal rate structure by which employees' pay was determined according to an established pay scale rather than by individual determination, and generally there was a range of rates rather than a single rate for individual positions. However, about 1 out of 11 professional and technical workers and about 1 out of 6 nonprofessional workers were employed where rates of pay were determined on an individual basis; all of these were in nongovernmental hospitals (table B-4).

About 3 out of 4 of the hospitals with a specific minimum salary scale for general duty nurses set this as \$55 but less than \$65 a week. Some of these hospitals supplemented cash salaries by one meal daily. The most commonly established minimum rates for staff dietitians were \$60 but less than \$70 a week (table B-2). Most of the hospitals that increased general duty nurses' salaries with length of service gave pay increases at intervals of 6 months or a year. In a majority of hospitals, merit increases were granted after the maximum of a rate range had been reached. The period required to reach the maximum of the salary range for general duty nurses varied from 1 to 7 years, with the most common time interval 1 or 2 years. The most usual salary increments were \$5 a month in hospitals making these increases twice a year and \$8 a month in those with annual increments.

Minimum entrance rates for men nonprofessional workers ranged from less than 55 to below 95 cents in private hospitals and from 70 cents to \$1.05 or more in public hospitals. Entrance rates for women nonprofessional workers in private hospitals ranged from less than 55 to 70 cents or more. In about 9 out of 10 hospitals, entrance rates for these workers were less than 65 cents an hour.

In public hospitals, hiring rates for women in similar jobs varied from 65 cents to at least \$1.05. A few hospitals, all but one private, supplemented entrance rates for nonprofessional workers with 1 or 2 meals a day (table B-3).

Extra Pay for Late-Shift Work and Other Types of Duty.—

Only about 1 out of 4 hospitals visited in St. Louis reported a formal policy for rotating nurses among shifts; such policies were even less frequent for nonprofessional employees. The frequency of rotation from one shift to another varied but was generally from a week to approximately a month. All but 1 of the hospitals in which there was provision for shift rotation provided extra pay for evening- or night-shift work and most of the hospitals in which nonprofessional employees changed shifts on a regular basis provided such shift differentials.

In all hospitals as a group, irrespective of their policies for rotation among shifts, about two-thirds of the nurses working on second or third shifts (including about 9 out of 10 in private hospitals) received extra pay for this duty. About 3 out of 5 nonprofessional employees other than office workers who were on evening or night duty in private hospitals received such extra pay. Shift-differential pay was less common in government hospitals. The amount of late-shift pay provided varied from \$2.30 a week (\$10 a month) to \$6.91 a week (\$30 a month), with a small proportion receiving a 10-percent differential for hours between 6 p. m. and 6 a. m. or pay for longer hours than actually worked on late shifts (e.g., 8 hours' pay for 7½ hours of work) (table B-5).

About one-fourth of the hospitals studied gave extra pay to employees in the delivery and operating room or in psychiatric or tubercular wards.<sup>2</sup> The extra pay for work in the delivery or operating room was generally limited to registered nurses. The premiums for registered nurses generally ranged from \$10 to \$30 a month. In one instance, nonprofessional workers employed in the tubercular ward of a psychiatric hospital received extra pay.

Hours of Work and Overtime Pay.—A 40-hour week was the most common schedule in St. Louis hospitals, applying to more than four-fifths of the nurses, other professional and technical employees, and office workers, as well as to 3 out of 5 of the nonprofessional employees. The next most common schedule, 44 hours, was in effect for 1 out of 5 other nonprofessional workers. Smaller proportions of the office and other nonprofessional employees and of the professional workers other than nurses were on a 47½- or 48-hour week, and a few employees worked fewer than 40 hours (table B-6).

<sup>2</sup> Extra pay for these special types of duty is included in the earnings presented here, but extra pay for late-shift work and overtime is excluded.

Kitchen or dietary department workers in a number of hospitals worked a divided shift, generally with 3 to 4 hours between hours on duty, and a few other nonprofessional workers were on divided schedules some days of the week. No extra pay was reported for these divided duty periods.

In most hospitals, a number of employees, mainly nurses employed in the operating, delivery, or emergency room, as well as some laboratory workers and X-ray technicians, were required to be on call beyond their regular schedules, although a few (including specialized institutions not likely to require extra personnel for emergencies, and three Federal Government installations) had no formal on-call provision. For the most part, extra pay was not provided for on-call time as such, but there was provision for compensation (either time off or extra pay) if the employee was actually called to work.

All employees in the hospitals studied in St. Louis received some form of compensation for time actually worked beyond their weekly schedules. The most usual provisions for overtime were either additional pay at straight time or equal time off, with straight-time pay being the more common for registered professional nurses and for nonprofessional workers other than those in office clerical positions. Time off and straight-time pay were of about equal importance for clerical and professional and technical employees other than nurses. Some workers received time and a half after 40 hours or a lower premium rate for weekly overtime (table B-7).

Vacations and Holidays.—All St. Louis hospital employees were eligible for at least 2 weeks' paid vacation after a year's service and about half received more than 2 weeks after this amount of service. At least two-thirds were eligible for vacations after 6 months of employment. Following 10 years' service, four-fifths of the professional employees and nurses and three-fifths of the nonprofessional workers received 3 or more weeks' paid vacation (table B-8).

All employees were eligible for some paid holidays, most commonly 6 annually. Next most frequent in private hospitals was provision for 4 holidays, but some workers in both public and non-governmental hospitals got 7 holidays and some government employees received 8 to 11 such holidays a year. Work on holidays was usually compensated for by granting employees equal time off. Most of the remaining workers received either extra straight-time pay if they worked on a holiday but at least a tenth (all in private hospitals) were employed where no formal policy regarding pay for holiday work was reported (table B-9).

Insurance and Pensions.—Hospitals employing more than a fourth of the nurses and nonprofessional workers (other than office clerical) and at least a third of the other professional and office workers were provided life insurance for which the hospital paid at least in part. Accidental death and dismemberment insurance was somewhat less common. By contrast, about 3 out of 4 hospital employees were covered by sick leave; in all cases, this leave was provided without a waiting period and with full pay. The hospital defrayed at least part of the cost of hospitalization for approximately 1 out of 3 workers. About 1 out of 5 employees received surgical benefits and about 1 out of 4 received medical benefits at reduced cost or without charge. These hospital, medical, and surgical benefits applied only to employees in private hospitals.

All St. Louis hospital workers were covered by some type of retirement plan. Of the nongovernmental employees, practically all were under the Federal Old-Age and Survivors' Insurance program and approximately a fifth were covered by supplemental private retirement provisions contributed to by their employer. Employees in public hospitals were divided between special pension arrangements limited to government employees and social security coverage (table B-10).

## A: Occupational Earnings

Table A-1: Professional and technical occupations

(Average straight-time weekly hours and earnings for selected occupations in St. Louis, Mo., by hospital proprietorship, June 1956)

Sex, occupation, and hospital proprietorship	Number of workers	AVERAGE		NUMBER OF WORKERS RECEIVING STRAIGHT-TIME WEEKLY EARNINGS OF--										
		Weekly hours 1/	Weekly earnings 1/	Under \$55.00	\$55.00 and under 60.00	60.00 - 65.00	65.00 - 70.00	70.00 - 75.00	75.00 - 80.00	80.00 - 85.00	85.00 - 90.00	90.00 - 95.00	95.00 - 100.00	\$100.00 and over
<b>Nursing occupations</b>														
<u>Women</u>														
Directors of nursing .....	29	40.5	\$113.00	-	-	-	-	-	-	-	2	4	-	2/23
Governmental hospitals .....	12	40.0	118.50	-	-	-	-	-	-	-	2	-	-	10
Nongovernmental hospitals .....	17	40.5	109.50	-	-	-	-	-	-	-	-	4	-	13
Supervisors of nurses .....	132	41.0	83.00	-	2	6	4	15	38	14	15	18	10	10
Governmental hospitals .....	56	40.0	85.00	-	-	4	-	-	20	4	10	11	2	5
Nongovernmental hospitals .....	76	41.0	81.00	-	2	2	4	15	18	10	5	7	8	5
Head nurses .....	365	40.5	74.00	-	2	65	65	68	113	20	10	7	4	11
Governmental hospitals .....	127	40.0	81.00	-	-	2	9	28	43	14	9	7	4	11
Nongovernmental hospitals .....	238	41.0	70.50	-	2	63	56	40	70	6	1	-	-	-
General duty nurses .....	1,559	40.0	66.00	28	161	692	350	179	84	31	11	10	3	10
Governmental hospitals .....	395	40.0	71.50	-	22	128	44	67	71	29	11	10	3	10
Nongovernmental hospitals .....	1,164	40.0	64.00	28	139	564	306	112	13	-	-	-	-	-
Nursing instructors .....	144	40.5	74.50	1	6	5	32	23	53	7	10	3	2	2
Governmental hospitals .....	25	40.5	86.50	-	-	-	-	2	6	4	6	3	2	2
Nongovernmental hospitals .....	119	40.5	72.00	1	6	5	32	21	47	3	4	-	-	-
<b>Other professional and technical occupations</b>														
<u>Men</u>														
X-ray technicians, chief .....	14	40.5	86.00	-	-	-	-	-	3	4	2	5	-	-
Nongovernmental hospitals .....	9	40.5	85.50	-	-	-	-	-	2	3	2	2	-	-
X-ray technicians 3/ .....	53	40.5	73.00	1	2	2	16	11	11	4	5	1	-	-
Governmental hospitals .....	30	40.0	73.00	-	2	-	7	9	7	4	1	-	-	-
Nongovernmental hospitals .....	23	41.5	73.50	1	-	2	9	2	4	-	4	1	-	-
Medical technologists 3/ .....	50	41.0	69.00	4	4	7	16	4	7	4	-	4	-	-
Governmental hospitals .....	13	40.0	70.00	-	-	5	2	2	4	4	-	-	-	-
Nongovernmental hospitals .....	37	41.0	69.00	4	4	2	14	2	7	-	-	4	-	-
<u>Women</u>														
X-ray technicians 3/ .....	57	40.5	66.50	6	1	22	12	5	3	8	-	-	-	-
Governmental hospitals .....	9	40.0	70.50	-	-	-	5	4	-	-	-	-	-	-
Nongovernmental hospitals .....	48	40.5	65.50	6	1	22	7	1	3	8	-	-	-	-
Medical technologists 3/ .....	190	41.5	66.00	13	25	46	61	22	15	2	6	-	-	-
Governmental hospitals .....	51	40.0	71.00	-	1	11	13	11	7	2	6	-	-	-
Nongovernmental hospitals .....	139	42.0	64.00	13	24	35	48	11	8	-	-	-	-	-
Medical record librarians .....	36	40.0	76.00	-	4	-	10	4	8	2	1	5	1	1
Governmental hospitals .....	11	40.0	83.50	-	-	-	1	1	3	2	1	2	-	1
Nongovernmental hospitals .....	25	40.5	72.50	-	4	-	9	3	5	-	-	3	1	-
Medical social workers 3/ .....	36	43.0	78.50	1	-	4	5	2	5	9	4	4	1	1
Physical therapists 3/ .....	28	41.0	77.50	-	-	1	4	6	5	6	5	1	-	-
Governmental hospitals .....	7	40.0	83.00	-	-	-	-	1	1	3	1	-	-	-
Nongovernmental hospitals .....	21	41.5	75.50	-	-	1	4	5	4	5	2	-	-	-
Dietitians 3/ .....	53	40.5	73.50	4	2	1	12	8	12	6	7	-	1	-
Governmental hospitals .....	18	40.0	80.50	-	-	-	-	2	8	2	5	-	1	-
Nongovernmental hospitals .....	35	41.0	70.00	4	2	1	12	6	4	4	2	-	-	-

1/ Hours reflect the workweek for which workers receive their regular straight-time salaries and the earnings correspond to these weekly hours. Extra pay for work on evening and night shifts is excluded from the earnings information, as is the cash value of room, board, or other perquisites provided in addition to cash salaries.

2/ Workers were distributed as follows: 3 at \$100 to \$105; 5 at \$105 to \$110; 8 at \$115 to \$120; 1 at \$120 to \$125; 2 at \$130 to \$135; 1 at \$135 to \$140; 2 at \$145 to \$150; 1 at \$155 to \$160.

3/ Data for this occupation exclude chiefs in hospitals employing more than 1 worker in the occupation.

Earnings and Supplementary Benefits in Hospitals, St. Louis, Mo., June 1956  
U.S. DEPARTMENT OF LABOR  
Bureau of Labor Statistics

Table A-2: Office occupations

(Average straight-time weekly hours and earnings for women in selected occupations in St. Louis, Mo., by hospital proprietorship, June 1956)

Occupation and hospital proprietorship	Number of workers	AVERAGE		NUMBER OF WORKERS RECEIVING STRAIGHT-TIME WEEKLY EARNINGS OF—														
		Weekly hours 1/	Weekly earnings 1/	Under \$ 37.50	\$ 37.50 and under 40.00	\$ 40.00 42.50	\$ 42.50 45.00	\$ 45.00 47.50	\$ 47.50 50.00	\$ 50.00 52.50	\$ 52.50 55.00	\$ 55.00 57.50	\$ 57.50 60.00	\$ 60.00 62.50	\$ 62.50 65.00	\$ 65.00 67.50	\$ 67.50 70.00	\$ 70.00 and over
Billers, machine	24	40.0	49.00	-	2	-	8	3	2	2	2	-	2	3	-	-	-	-
Nongovernmental hospitals	24	40.0	49.00	-	2	-	8	3	2	2	2	-	2	3	-	-	-	-
Clerks, payroll	34	41.0	57.00	-	1	-	2	8	1	-	2	2	3	5	2	6	2	2
Governmental hospitals	6	40.0	61.00	-	-	-	-	-	-	-	2	-	-	1	2	1	-	-
Nongovernmental hospitals	28	41.0	56.00	-	1	-	2	8	1	-	2	2	3	4	-	5	-	2
Stenographers, technical	94	40.5	60.50	-	-	-	1	-	1	7	11	10	12	22	5	9	7	9
Governmental hospitals	65	40.0	62.00	-	-	-	-	-	1	-	8	8	9	13	3	9	5	9
Nongovernmental hospitals	29	41.5	57.00	-	-	-	1	-	-	7	3	2	3	9	2	2	2	-
Switchboard operators	117	40.5	46.00	8	8	24	25	22	6	3	5	1	10	-	2	1	1	1
Governmental hospitals	28	40.0	55.00	-	2	4	-	-	2	5	1	9	-	2	1	1	1	1
Nongovernmental hospitals	89	41.0	43.00	8	6	20	25	22	6	1	-	1	-	-	-	-	-	-
Switchboard operator-receptionists	53	39.5	49.00	6	4	-	8	14	-	3	7	-	6	1	-	-	4	-
Governmental hospitals	20	40.0	58.00	-	1	-	-	-	-	1	7	-	6	1	-	-	4	-
Nongovernmental hospitals	33	39.5	43.50	6	3	-	8	14	-	2	-	-	-	-	-	-	-	-
Transcribing-machine operators, technical	91	40.5	55.00	6	-	6	4	8	3	7	10	12	8	6	8	1	2	10
Governmental hospitals	41	40.0	61.50	-	-	-	1	2	-	-	7	2	6	4	6	1	2	10
Nongovernmental hospitals	50	40.5	49.50	6	-	6	3	6	3	7	3	10	2	2	-	-	-	-

1/ Hours reflect the workweek for which workers receive their regular straight-time salaries and the earnings correspond to these weekly hours. Extra pay for work on evening and night shifts is excluded from the earnings information, as is the cash value of room, board, or other perquisites provided in addition to cash salaries.

Table A-3: Other nonprofessional occupations

(Average straight-time weekly hours and earnings or average hourly earnings for selected occupations in St. Louis, Mo., by hospital proprietorship, June 1956)

Sex, occupation, and hospital proprietorship	Number of workers	AVERAGE		NUMBER OF WORKERS RECEIVING STRAIGHT-TIME WEEKLY EARNINGS OF—																	
		Weekly hours 1/	Weekly earnings 1/	Under \$ 25.00	\$ 25.00 and under 27.50	\$ 27.50 30.00	\$ 30.00 32.50	\$ 32.50 35.00	\$ 35.00 37.50	\$ 37.50 40.00	\$ 40.00 42.50	\$ 42.50 45.00	\$ 45.00 47.50	\$ 47.50 50.00	\$ 50.00 52.50	\$ 52.50 55.00	\$ 55.00 57.50	\$ 57.50 60.00	\$ 60.00 62.50	\$ 62.50 and over	
<b>Men</b>																					
Nursing aides	471	43.5	47.00	-	-	8	22	24	22	13	11	78	49	40	28	34	52	29	-	1	
Governmental hospitals	335	44.0	50.50	-	-	-	-	-	-	-	74	34	40	72	34	51	29	-	-	1	
Nongovernmental hospitals	136	42.5	38.50	-	-	8	22	24	22	13	11	4	15	-	16	7	1	-	-	-	
Practical nurses	308	40.5	58.50	-	-	-	-	3	1	5	22	2	19	12	19	7	1	17	96	2/ 104	
Governmental hospitals	264	40.5	61.00	-	-	-	-	-	-	-	6	2	4	12	19	7	1	13	96	104	
Nongovernmental hospitals	44	40.0	43.50	-	-	-	-	3	1	5	16	-	15	-	-	-	4	-	-	-	
<b>Women</b>																					
Medical laboratory assistants	32	41.0	42.50	4	-	-	-	4	4	-	6	1	6	-	-	3	1	1	-	2	
Nongovernmental hospitals	28	41.0	40.00	4	-	-	-	4	4	-	5	1	6	-	-	2	1	1	-	-	
Nursing aides	2,709	41.5	36.50	2/242	226	225	561	319	127	144	91	117	70	149	242	96	21	69	3	7	
Governmental hospitals	859	44.0	49.00	-	20	4	8	4	17	42	9	103	66	147	242	96	21	69	3	7	
Nongovernmental hospitals	1,851	40.5	31.00	242	206	221	553	315	110	102	82	14	4	2	-	-	-	-	-	-	
Practical nurses	1,091	43.0	44.50	-	-	-	101	89	74	101	141	100	74	105	123	46	14	62	51	10	
Governmental hospitals	384	42.5	53.50	-	-	-	-	-	-	2	9	14	13	62	107	41	13	62	51	10	
Nongovernmental hospitals	707	43.0	39.50	-	-	-	101	89	74	99	132	86	61	43	16	5	1	-	-	-	
Housekeepers, chief	19	40.5	64.50	-	-	-	-	-	-	-	-	-	4	-	2	4	2	1	6	6	
Nongovernmental hospitals	16	40.5	63.50	-	-	-	-	-	-	-	-	-	4	-	2	4	2	-	-	4	

See footnotes at end of table.

Earnings and Supplementary Benefits in Hospitals, St. Louis, Mo., June 1956  
U.S. DEPARTMENT OF LABOR  
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Table A-3: Other nonprofessional occupations - Continued

(Average straight-time weekly hours and earnings or average hourly earnings for selected occupations in St. Louis, Mo., by hospital proprietorship, June 1956)

Sex, occupation, and hospital proprietorship	Number of workers	Average hourly earnings	NUMBER OF WORKERS RECEIVING STRAIGHT-TIME HOURLY EARNINGS OF—																								
			Under \$0.50	\$0.50 and under .55	.60	.65	.70	.75	.80	.85	.90	.95	1.00	1.05	1.10	1.15	1.20	1.25	1.30	1.40	1.50	1.60	1.70	1.80	1.90	2.00 and over	
<b>Men</b>																											
Carpenters, maintenance .....	28	2.27	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	19
Dishwashers, machine .....	59	.92	-	-	-	1	-	6	2	12	3	5	15	5	5	4	1	-	-	-	-	-	4	2	3	-	-
Governmental hospitals .....	26	1.04	-	-	-	-	-	-	-	-	-	-	11	5	5	4	1	-	-	-	-	-	-	-	-	-	-
Nongovernmental hospitals .....	33	.83	-	-	-	1	-	6	2	12	3	5	4	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Electricians, maintenance .....	23	2.03	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1	1	3	5	2	-	-	-	11
Governmental hospitals .....	11	2.57	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Nongovernmental hospitals .....	12	1.53	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1	1	3	5	2	-	-	-	-	-
Elevator operators, passenger .....	17	1.16	-	-	-	-	-	2	-	2	-	-	-	4	-	-	-	4	1	2	2	-	-	-	-	-	-
Engineers, stationary .....	57	2.16	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1	2	-	9	12	33
Governmental hospitals .....	22	2.33	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2	-	2	-	18
Nongovernmental hospitals .....	35	2.05	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1	-	-	7	12	15
Kitchen helpers .....	225	1.09	-	-	-	8	3	10	11	9	10	17	18	35	20	21	11	2	21	1	7	2	3	4	8	4	-
Governmental hospitals .....	160	1.20	-	-	-	-	2	-	-	-	-	7	14	35	18	21	11	2	21	1	7	2	3	4	8	4	-
Nongovernmental hospitals .....	65	.81	-	-	-	8	3	8	11	9	10	10	4	-	2	-	-	-	-	-	-	1	1	-	-	-	-
Laundry-extractor operators .....	23	1.06	-	-	-	-	-	3	-	-	-	1	3	5	2	-	-	-	3	-	-	-	1	1	-	-	-
Governmental hospitals .....	8	1.26	-	-	-	-	-	-	-	-	-	1	1	-	-	-	-	1	-	3	-	1	1	-	-	-	-
Nongovernmental hospitals .....	15	.95	-	-	-	-	-	3	-	-	2	1	2	4	2	-	-	-	-	-	-	-	-	-	-	-	-
Laundry finishers, flatwork, machine .....	25	1.07	-	-	-	-	1	1	6	-	2	2	1	-	1	3	-	-	-	2	4	2	-	-	-	-	-
Porters .....	520	1.00	-	4	-	-	5	44	19	79	90	21	66	38	30	45	14	3	4	-	8	26	19	1	2	2	-
Governmental hospitals .....	197	1.22	-	-	-	-	-	-	-	-	-	27	26	30	43	6	3	4	-	8	26	19	1	2	2	-	-
Nongovernmental hospitals .....	323	.86	-	4	-	-	5	44	19	79	90	21	39	12	-	2	8	-	-	-	-	-	-	-	-	-	-
Washers, machine .....	49	1.16	-	-	-	-	-	-	-	4	3	-	-	13	1	1	7	3	3	3	3	1	-	-	-	-	-
Governmental hospitals .....	18	1.33	-	-	-	-	-	-	-	-	-	-	-	2	1	1	-	-	2	7	3	1	1	-	-	-	-
Nongovernmental hospitals .....	31	1.07	-	-	-	-	-	-	-	4	3	-	-	11	-	-	7	3	1	-	-	2	-	-	-	-	-
<b>Women</b>																											
Dishwashers, machine .....	94	.76	5	7	8	8	14	13	7	8	7	-	2	-	3	10	2	-	-	-	-	-	-	-	-	-	-
Governmental hospitals .....	19	1.07	-	-	-	-	-	2	-	-	-	-	2	-	3	10	2	-	-	-	-	-	-	-	-	-	-
Nongovernmental hospitals .....	75	.68	5	7	8	8	14	11	7	8	7	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Elevator operators, passenger .....	41	.66	-	12	2	7	9	2	1	6	2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Governmental hospitals .....	41	.66	-	12	2	7	9	2	1	6	2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Nongovernmental hospitals .....	41	.66	-	12	2	7	9	2	1	6	2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Kitchen helpers .....	948	.79	8/63	41	61	127	108	90	54	125	22	13	32	30	54	89	29	2	7	-	-	1	-	-	-	-	-
Governmental hospitals .....	233	1.10	-	-	-	-	-	-	-	-	-	6	29	16	54	89	29	7	-	-	-	1	-	-	-	-	-
Nongovernmental hospitals .....	715	.69	63	41	61	127	108	90	54	125	22	7	3	14	-	-	-	-	-	-	-	-	-	-	-	-	-
Laundry finishers, flatwork, machine .....	281	.76	2	34	25	17	53	49	32	4	5	8	7	4	11	11	4	-	13	-	1	1	-	-	-	-	-
Governmental hospitals .....	45	1.16	-	-	-	-	-	-	-	-	-	-	4	11	11	4	-	13	-	1	1	-	-	-	-	-	-
Nongovernmental hospitals .....	236	.69	2	34	25	17	53	49	32	4	5	8	7	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Maids .....	750	.76	8/49	50	110	95	88	107	24	52	14	5	30	12	15	27	5	5	-	7	1	4	-	-	-	-	-
Governmental hospitals .....	171	1.10	-	-	-	-	4	-	2	-	4	2	23	12	15	87	5	5	-	7	1	4	-	-	-	-	-
Nongovernmental hospitals .....	579	.65	49	50	110	85	84	107	22	52	10	3	7	-	-	-	-	-	-	-	-	-	-	-	-	-	-

1/ Hours reflect the workweek for which workers receive their regular straight-time salaries and earnings correspond to these weekly hours. Extra pay for work on evening and night shifts is excluded from the earnings information, as is the cash value of room, board, or other perquisites provided in addition to cash salaries.

2/ Workers were distributed as follows: 32 at \$62.50 to \$65; 14 at \$65 to \$67.50; 30 at \$67.50 to \$70; 25 at \$70 to \$75; 3 at \$75 and over.

3/ Workers were distributed as follows: 10 at \$20 to \$22.50; 232 at \$22.50 to \$25.

4/ Excludes premium pay for overtime and for work on weekends, holidays, and late shifts, as well as the cash value of room, board, or other perquisites provided in addition to cash salaries.

5/ Workers were distributed as follows: 2 at \$2 to \$2.10; 11 at \$2.10 to \$2.40; 1 at \$2.40 to \$2.50; 5 at \$2.50 and over.

6/ Workers were distributed as follows: 1 at \$2 to \$2.10; 1 at \$2.10 to \$2.20; 2 at \$2.20 to \$2.40; 4 at \$2.40 to \$2.50; 3 at \$2.50 and over.

7/ Workers were distributed as follows: 4 at \$2 to \$2.10; 6 at \$2.10 to \$2.20; 1 at \$2.20 to \$2.30; 6 at \$2.30 to \$2.40; 16 at \$2.50 and over.

8/ Workers were earning \$0.45 but less than \$0.50.

## B: Establishment Practices and Supplementary Benefits

Table B-1: Perquisites

Sex and occupation	Percent of workers in all hospitals who receive in addition to cash salary -								Percent of workers in governmental hospitals who receive in addition to cash salary -								Percent of workers in nongovernmental hospitals who receive in addition to cash salary -											
	All workers	1 meal		2 meals		3 meals and room		Neither meals nor room		All workers	1 meal		2 meals		3 meals and room		Neither meals nor room		All workers	1 meal		2 meals		3 meals and room		Neither meals nor room		
		1 meal	2 meals	3 meals and room	Neither meals nor room	Laundry only	Uniforms only (or allowance)	Laundry and uniforms	Neither laundry nor uniforms		1 meal	2 meals	3 meals and room	Neither meals nor room	Laundry only	Uniforms only (or allowance)	Laundry and uniforms	Neither laundry nor uniforms		1 meal	2 meals	3 meals and room	Neither meals nor room	Laundry only	Uniforms only (or allowance)	Laundry and uniforms	Neither laundry nor uniforms	
<b>Professional occupations</b>																												
<b>Nursing occupations</b>																												
Directors of nursing (women) .....	100	14	-	14	72	45	3	7	45	100	17	-	-	83	75	-	25	-	100	100	12	-	24	65	24	-	-	77
Supervisors of nurses (women) .....	100	17	-	5	79	42	*	7	49	100	-	-	7	93	79	5	16	-	100	100	29	-	-	3	68	16	-	84
Head nurses (women) .....	100	30	-	-	70	40	*	7	52	100	-	-	-	100	76	3	21	-	100	100	46	-	-	54	21	-	-	80
General duty nurses (women) .....	100	20	-	*	79	16	*	7	76	100	-	-	-	100	64	*	29	5	100	100	27	-	*	72	*	-	-	99
Nursing instructors (women) .....	100	37	-	3	60	24	*	3	71	100	-	-	-	100	72	12	16	-	100	100	45	-	3	52	14	-	-	86
<b>Other professional and technical occupations</b>																												
X-ray technicians, chief (men) .....	100	7	-	-	93	36	7	7	50	-	-	-	-	-	-	-	-	-	100	100	11	-	-	89	33	-	-	67
X-ray technicians (men) .....	100	17	4	-	79	55	13	*	58	100	-	7	-	93	70	23	3	3	100	100	39	-	-	61	35	-	-	65
X-ray technicians (women) .....	100	14	-	5	81	42	-	-	52	100	-	-	-	100	100	-	-	-	100	100	17	-	-	77	31	-	-	69
Medical technologists (men) .....	100	20	4	-	76	46	*	-	64	100	-	15	-	85	77	8	-	15	100	100	27	-	-	6	73	35	-	65
Medical technologists (women) .....	100	20	-	-	80	27	*	9	64	100	-	-	-	100	59	*	33	6	100	100	27	-	-	73	15	-	-	85
Medical record librarians (women) .....	100	19	-	-	81	6	-	-	94	100	-	-	-	100	18	-	-	82	100	100	28	-	-	72	-	-	-	100
Medical social workers (women) .....	100	11	-	-	89	-	-	8	92	100	-	-	-	-	-	-	-	-	100	100	-	-	-	-	-	-	-	-
Physical therapists (women) .....	100	29	-	-	71	21	-	11	68	100	-	-	-	100	57	-	43	-	100	100	38	-	-	62	10	-	-	91
Dietitians (women) .....	100	19	6	4	72	34	11	9	45	100	-	-	-	100	61	11	28	-	100	100	29	9	6	57	20	11	-	69
<b>Nonprofessional occupations</b>																												
Medical laboratory assistants (women) .....	100	66	-	-	34	16	-	9	75	-	-	-	-	-	-	-	-	-	100	100	75	-	-	25	14	-	-	86
Nursing aides (men) .....	100	16	*	*	82	43	16	22	19	100	-	-	-	100	48	21	31	-	100	100	54	6	*	39	30	6	-	64
Nursing aides (women) .....	100	23	*	*	74	32	9	6	54	100	-	-	-	-	-	-	-	-	100	100	34	*	*	63	15	*	4	79
Practical nurses (men) .....	100	5	-	-	96	21	*	68	10	100	-	-	-	100	24	*	74	-	100	100	32	-	-	68	5	-	27	68
Practical nurses (women) .....	100	5	-	*	94	34	3	*	62	100	-	-	-	-	-	-	-	-	100	100	8	-	-	92	3	-	*	95
Housekeepers, chief (women) .....	100	11	-	11	79	5	-	-	95	-	-	-	-	-	-	-	-	-	100	100	13	-	13	75	-	-	-	100
Carpenters, maintenance (men) .....	100	14	-	-	86	-	14	-	86	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Dishwashers, machine (men) .....	100	10	41	-	49	44	-	-	56	100	-	31	-	69	100	-	-	-	100	100	18	49	-	33	-	-	-	100
Dishwashers, machine (women) .....	100	10	17	-	73	19	5	6	69	100	-	-	-	100	95	5	-	-	100	100	12	21	-	67	-	5	8	87
Electricians, maintenance (men) .....	100	26	-	-	74	-	9	-	91	100	-	-	-	100	-	18	-	82	100	100	50	-	-	50	-	-	-	100
Elevator operators, passenger (men) .....	100	12	-	-	88	-	-	-	100	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Elevator operators, passenger (women) .....	100	59	-	-	42	-	-	-	100	-	-	-	-	-	-	-	-	-	100	100	59	-	-	42	-	-	-	100
Engineers, stationary (men) .....	100	32	7	-	61	-	7	-	93	100	-	18	-	82	-	18	-	82	100	100	51	-	-	49	-	-	-	100
Kitchen helpers (men) .....	100	15	-	-	85	26	23	24	27	100	-	-	-	100	37	30	21	12	100	100	52	-	-	48	-	6	31	63
Kitchen helpers (women) .....	100	22	24	*	54	21	15	13	51	100	-	8	-	92	87	11	*	-	100	100	29	29	*	42	-	16	16	68
Laundry-extractor operators (men) .....	100	17	-	-	83	17	9	4	70	100	-	-	-	100	50	25	13	13	100	100	27	-	-	73	-	-	-	100
Laundry finishers, flatwork, machine (men) .....	100	16	-	-	84	-	-	-	100	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Laundry finishers, flatwork, machine (women) .....	100	36	-	-	64	16	-	7	77	100	9	-	-	92	66	-	15	19	100	100	41	-	-	59	6	-	5	89
Porters .....	100	22	9	-	69	22	9	24	46	100	-	-	-	100	58	*	25	15	100	100	35	14	-	51	-	13	23	64
Maids .....	100	32	7	*	61	19	11	15	56	100	*	-	*	97	83	4	4	9	100	100	40	9	-	51	-	13	18	69
Washers, machine (men) .....	100	35	-	-	65	35	*	*	61	100	-	-	-	100	83	6	6	6	100	100	55	-	-	45	7	-	-	94

\* Less than 2.5 percent

Table B-2: Minimum weekly salaries paid general duty nurses and staff dietitians

Minimum weekly salary	Number of hospitals with established minimum weekly salaries for general duty nurses in -									Number of hospitals with established minimum weekly salaries for staff dietitians in -								
	All hospitals			Governmental hospitals			Nongovernmental hospitals			All hospitals			Governmental hospitals			Nongovernmental hospitals		
	Based on standard weekly hours of -									Based on standard weekly hours of -								
	All schedules	40	44	All schedules	40	44	All schedules	40	44	All schedules	40	48	All schedules	40	48	All schedules	40	48
All hospitals .....	47	xxx	xxx	13	xxx	xxx	34	xxx	xxx	47	xxx	xxx	13	xxx	xxx	34	xxx	xxx
Hospitals having an established minimum .....	42	40	2	11	10	1	31	30	1	23	22	1	10	10	-	13	12	1
\$50.00 and under \$55.00 .....	1/ 7	1/ 7	-	-	-	-	1/ 7	1/ 7	-	2	2	-	1	1	-	1	1	-
\$55.00 and under \$60.00 .....	2/ 14	2/ 13	1	4	3	1	2/ 10	2/ 10	-	3/ 2	3/ 2	-	-	-	-	3/ 2	3/ 2	-
\$60.00 and under \$65.00 .....	3/ 16	3/ 16	-	3	3	-	3/ 13	3/ 13	-	4	4	-	1	1	-	3	3	-
\$65.00 and under \$70.00 .....	2	1	1	1	1	-	1	-	1	7	6	1	-	-	-	7	6	1
\$70.00 and under \$75.00 .....	1	1	-	1	1	-	-	-	-	2	2	-	2	2	-	-	-	-
\$75.00 and under \$80.00 .....	2	2	-	2	2	-	-	-	-	4	4	-	4	4	-	-	-	-
\$80.00 and under \$85.00 .....	-	-	-	-	-	-	-	-	-	2	2	-	2	2	-	-	-	-
Hospitals having no established minimum .....	1	xxx	xxx	-	xxx	xxx	1	xxx	xxx	7	xxx	xxx	-	xxx	xxx	7	xxx	xxx
Hospitals that did not employ workers in this category .....	-	xxx	xxx	-	xxx	xxx	-	xxx	xxx	9	xxx	xxx	1	xxx	xxx	3	xxx	xxx
Data not available .....	4	xxx	xxx	2	xxx	xxx	2	xxx	xxx	8	xxx	xxx	2	xxx	xxx	6	xxx	xxx

- 1/ In 4 hospitals, workers receive 1 meal in addition to their cash salary.  
 2/ In 6 hospitals, workers receive 1 meal in addition to their cash salary.  
 3/ In 2 hospitals, workers receive 1 meal in addition to their cash salary.

Table B-3: Minimum entrance rates for nonprofessional workers (except office clerical)

Minimum hourly rate	Number of hospitals with established minimum rates for -					
	Men			Women		
	All hospitals	Governmental hospitals	Nongovernmental hospitals	All hospitals	Governmental hospitals	Nongovernmental hospitals
All hospitals .....	47	13	34	47	13	34
Hospitals having an established minimum .....	44	13	31	44	13	31
Less than \$0.55 .....	4	-	4	1/ 9	-	1/ 9
\$0.55 and under \$0.60 .....	2/ 1	-	2/ 1	2/ 8	-	2/ 8
\$0.60 and under \$0.65 .....	4/ 4	-	4/ 4	5/ 10	-	5/ 10
\$0.65 and under \$0.70 .....	2	-	2	2	2	-
\$0.70 and under \$0.75 .....	5/ 8	2	5/ 6	4	-	4
\$0.75 and under \$0.80 .....	-	-	-	-	-	-
\$0.80 and under \$0.85 .....	3	1	2	1	1	-
\$0.85 and under \$0.90 .....	4/ 6	-	4/ 6	6/ 2	6/ 2	-
\$0.90 and under \$0.95 .....	7	1	6	1	1	-
\$0.95 and under \$1.00 .....	3/ 5	2/ 5	-	3	3	-
\$1.00 and under \$1.05 .....	3	3	-	3	3	-
\$1.05 and over .....	1	1	-	1	1	-
Hospitals having no established minimum .....	3	-	3	3	-	3

- 1/ In 4 hospitals, workers receive 1 meal in addition to their cash salary.  
 2/ Workers receive 2 meals in addition to their cash salary.  
 3/ In 1 hospital, workers receive 2 meals in addition to their cash salary.  
 4/ In 2 hospitals, workers receive 1 meal in addition to their cash salary.  
 5/ In 1 hospital, workers receive 2 meals and in 2 hospitals, workers receive 1 meal in addition to their cash salary.  
 6/ In 1 hospital, workers receive 1 meal in addition to their cash salary.

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 U.S. DEPARTMENT OF LABOR  
 Bureau of Labor Statistics

Table B-4: Wage structure characteristics

Wage structure	Percent of -					
	Professional and technical workers <sup>1/</sup> in -			Nonprofessional workers in -		
	All hospitals	Governmental hospitals	Nongovernmental hospitals	All hospitals	Governmental hospitals	Nongovernmental hospitals
All workers .....	100	100	100	100	100	100
Formal rate structure .....	91	100	86	83	100	74
Single rate .....	*	*	-	4	3	5
Range of rates .....	90	99	86	79	97	69
Individual determination .....	9	-	14	17	-	26

<sup>1/</sup> Includes registered professional nurses.  
\* Less than 2.5 percent.

Table B-5: Shift differential provisions

Type of worker and shift differential	Percent of workers on late shifts in -					
	All hospitals		Governmental hospitals		Nongovernmental hospitals	
	Second shift	Third or other shift	Second shift	Third or other shift	Second shift	Third or other shift
All registered professional nurses employed on the shift .....	100.0	100.0	100.0	100.0	100.0	100.0
With shift pay differential .....	68.9	70.3	18.1	16.2	87.9	90.4
Uniform amount per week .....	65.7	67.7	11.8	11.4	85.8	88.7
Under \$2.50 .....	9.9	14.5	-	-	13.6	19.9
\$2.50 and under \$5.00 .....	33.5	34.9	11.8	11.4	41.6	43.6
\$5.00 and under \$7.50 .....	22.3	18.3	-	-	30.7	25.2
Uniform percentage .....	1.3	1.0	4.7	3.8	-	-
10 percent .....	1.3	1.0	4.7	3.8	-	-
Other .....	1.9	1.6	1.6	1.0	2.1	1.8
8 hours' pay for 7½ hours worked .....	.4	.3	1.6	1.0	-	-
44 hours' pay for 40 hours worked .....	1.5	1.3	-	-	2.1	1.8
No shift pay differential .....	31.1	29.7	81.9	83.8	12.1	9.6
All nonprofessional workers (except office clerical) employed on the shift .....	100.0	100.0	100.0	100.0	100.0	100.0
With shift pay differential .....	38.1	43.3	18.0	21.6	58.4	62.8
Uniform amount per week .....	28.6	30.9	9.6	9.1	47.8	50.6
Under \$2.50 .....	28.0	26.2	9.6	-	46.6	49.8
\$2.50 and under \$5.00 .....	.6	4.7	-	9.1	1.2	.8
Uniform percentage .....	4.2	5.9	8.4	12.5	-	-
10 percent between 6 p. m. and 6 a. m. ....	4.2	5.9	8.4	12.5	-	-
Other .....	5.3	6.4	-	-	10.6	12.2
8 hours' pay for 7½ hours worked .....	4.7	3.0	-	-	9.4	5.3
44 hours' pay for 40 hours worked .....	.6	3.4	-	-	1.2	6.4
No shift pay differential .....	61.9	56.7	82.0	78.4	41.6	37.2

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Table B-6: Scheduled weekly hours<sup>1</sup>

Weekly hours	Percent of -											
	Registered professional nurses in -			Other professional and technical workers in -			Office clerical workers in -			Other Nonprofessional workers in -		
	All hospitals	Governmental hospitals	Nongovernmental hospitals	All hospitals	Governmental hospitals	Nongovernmental hospitals	All hospitals	Governmental hospitals	Nongovernmental hospitals	All hospitals	Governmental hospitals	Nongovernmental hospitals
All workers .....	100	100	100	100	100	100	100	100	100	100	100	100
37½ hours .....	4	-	6	-	-	-	*	-	*	*	-	*
40 hours .....	96	97	81	88	100	81	82	100	72	62	38	75
44 hours .....	10	3	13	*	-	*	*	-	4	19	45	4
45 hours .....	-	-	-	-	-	-	-	-	6	6	17	-
47½ hours .....	-	-	-	-	-	-	15	-	22	-	-	-
48 hours .....	-	-	-	11	-	17	-	-	-	13	-	21

<sup>1/</sup> Based on scheduled weekly hours for women.  
\* Less than 2.5 percent.

Table B-7: Weekly overtime pay practices

Weekly overtime policy	Percent of -											
	Registered professional nurses in -			Other professional and technical workers in -			Office clerical workers in -			Other nonprofessional workers in -		
	All hospitals	Governmental hospitals	Nongovernmental hospitals	All hospitals	Governmental hospitals	Nongovernmental hospitals	All hospitals	Governmental hospitals	Nongovernmental hospitals	All hospitals	Governmental hospitals	Nongovernmental hospitals
All workers .....	100	100	100	100	100	100	100	100	100	100	100	100
Workers in hospitals providing overtime pay .....	100	100	100	100	100	100	100	100	100	100	100	100
Straight time .....	51	9	67	35	4	51	34	7	48	52	51	52
Time and one-half after 40 hours .....	5	3	5	18	35	9	17	41	4	10	17	6
Equal time off .....	40	87	22	37	61	23	34	52	25	25	32	21
Other .....	4	-	6	11	-	17	15	-	22	13	-	21

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Table B-8: Paid vacations

Vacation policy	Percent of -											
	Registered professional nurses in -			Other professional and technical workers in -			Office clerical workers in -			Other nonprofessional workers in -		
	All hospitals	Governmental hospitals	Nongovernmental hospitals	All hospitals	Governmental hospitals	Nongovernmental hospitals	All hospitals	Governmental hospitals	Nongovernmental hospitals	All hospitals	Governmental hospitals	Nongovernmental hospitals
All workers .....	100	100	100	100	100	100	100	100	100	100	100	100
<b>Amount of vacation pay</b>												
<u>After 6 months of service</u>												
Workers in hospitals providing paid vacations .....	69	32	84	63	44	74	73	45	87	63	32	80
1 week .....	48	3	65	41	10	57	54	4	80	54	15	76
Over 1 and under 2 weeks .....	14	3	19	23	35	17	18	41	7	8	17	4
Over 2 and under 3 weeks .....	7	25	-	-	-	-	-	-	-	-	-	-
Workers in hospitals providing no paid vacations .....	31	68	16	37	56	26	27	55	13	37	68	20
<u>After 1 year of service</u>												
Workers in hospitals providing paid vacations .....	100	100	100	100	100	100	100	100	100	100	100	100
2 weeks .....	53	13	68	48	14	67	51	12	70	56	21	76
Over 2 and under 3 weeks .....	14	7	17	25	39	18	35	47	30	28	34	24
3 weeks .....	26	55	15	26	47	15	14	42	-	16	45	-
4 weeks and over .....	7	25	-	-	-	-	-	-	-	-	-	-
<u>After 2 years of service</u>												
Workers in hospitals providing paid vacations .....	100	100	100	100	100	100	100	100	100	100	100	100
2 weeks .....	52	13	67	47	14	64	51	12	70	56	21	76
Over 2 and under 3 years .....	14	7	17	25	39	18	35	47	30	28	34	24
3 weeks .....	27	55	16	28	47	17	14	42	-	16	45	-
4 weeks and over .....	7	25	-	-	-	-	-	-	-	-	-	-
<u>After 3 years of service</u>												
Workers in hospitals providing paid vacations .....	100	100	100	100	100	100	100	100	100	100	100	100
2 weeks .....	44	13	56	42	14	57	47	12	64	52	21	69
Over 2 and under 3 weeks .....	10	3	13	12	5	17	17	6	22	19	17	21
3 weeks .....	35	55	27	32	47	25	18	42	6	21	45	7
4 weeks and over .....	11	29	4	13	35	*	18	41	7	8	17	4
<u>After 5 years of service</u>												
Workers in hospitals providing paid vacations .....	100	100	100	100	100	100	100	100	100	100	100	100
2 weeks .....	22	13	26	20	14	23	33	12	44	34	21	42
Over 2 and under 3 weeks .....	17	3	22	18	5	25	23	6	31	25	17	29
3 weeks .....	46	55	42	39	47	35	25	42	16	30	45	22
Over 3 and under 4 weeks .....	3	-	4	10	-	16	*	-	*	*	-	4
4 weeks and over .....	12	29	6	13	35	*	18	41	7	8	17	4
<u>After 10 years of service 1/</u>												
Workers in hospitals providing paid vacations .....	100	100	100	100	100	100	100	100	100	100	100	100
2 weeks .....	10	13	10	10	14	7	15	12	17	22	21	23
Over 2 and under 3 weeks .....	10	3	13	12	5	17	17	6	22	19	17	21
3 weeks .....	50	55	48	37	47	32	39	42	37	37	45	33
Over 3 and under 4 weeks .....	3	-	4	10	-	16	*	-	*	*	-	4
4 weeks and over .....	26	29	25	30	35	28	28	41	22	19	17	21

1/ No change in length of vacation with longer periods of service.  
\* Less than 2.5 percent.

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Table B-9: Paid holidays

Item	Percent of -											
	Registered professional nurses in -			Other professional and technical workers in -			Office clerical workers in -			Other nonprofessional workers in -		
	All hospitals	Governmental hospitals	Nongovernmental hospitals	All hospitals	Governmental hospitals	Nongovernmental hospitals	All hospitals	Governmental hospitals	Nongovernmental hospitals	All hospitals	Governmental hospitals	Nongovernmental hospitals
All workers .....	100	100	100	100	100	100	100	100	100	100	100	100
Workers in hospitals providing paid holidays .....	100	100	100	100	100	100	100	100	100	100	100	100
4 holidays .....	9	-	13	11	-	17	15	-	22	13	-	21
6 holidays .....	59	*	81	51	*	77	45	*	67	44	3	66
7 holidays .....	7	9	6	5	4	6	9	7	10	11	6	13
8 holidays .....	3	29	-	12	35	-	14	41	-	6	17	-
11 holidays .....	17	61	-	21	60	-	17	51	-	26	74	-
Workers in hospitals with formal provisions regarding pay for work on paid holidays .....	91	100	87	89	100	83	25	100	78	87	100	79
Double time total (regular pay plus straight time) .....	24	3	32	21	35	14	25	41	13	18	17	19
Double time and one-half total .....	4	-	5	6	-	9	3	-	4	4	-	6
Equal time off .....	62	97	49	62	65	61	57	59	55	65	83	55
Workers in hospitals with no formal provisions regarding pay for work on paid holidays .....	9	-	13	11	-	17	15	-	22	13	-	21

\* Less than 2.5 percent.

Table B-10: Sick leave, insurance, and pension plans

Type of plan	Percent of -											
	Registered professional nurses in -			Other professional and technical workers in -			Office clerical workers in -			Other nonprofessional workers in -		
	All hospitals	Governmental hospitals	Nongovernmental hospitals	All hospitals	Governmental hospitals	Nongovernmental hospitals	All hospitals	Governmental hospitals	Nongovernmental hospitals	All hospitals	Governmental hospitals	Nongovernmental hospitals
All workers .....	100	100	100	100	100	100	100	100	100	100	100	100
Workers in hospitals providing:												
Life insurance .....	25	29	23	35	36	34	38	42	36	27	20	31
Accidental death and dismemberment insurance .....	17	29	13	23	35	17	29	41	22	19	17	21
Sickness and accident insurance or sick leave or both .....	78	45	91	81	53	96	78	53	88	73	55	83
Sickness and accident insurance .....	*	*	-	*	*	-	*	*	-	*	3	-
Sick leave (full pay, no waiting period) .....	78	45	91	81	53	96	78	58	88	73	55	83
Hospitalization insurance .....	17	-	24	10	-	15	12	-	18	10	-	15
Hospitalization provided outside of group insurance .....	9	-	13	11	-	17	15	-	22	13	-	21
Hospitalization at reduced cost .....	5	-	7	8	-	12	9	-	13	5	-	8
Surgical insurance .....	10	-	14	5	-	8	6	-	9	5	-	8
Surgical benefits provided outside of group insurance .....	9	-	13	11	-	17	15	-	22	13	-	21
Surgical benefits at reduced cost .....	*	-	*	*	-	4	3	-	5	*	-	3
Medical insurance .....	10	-	14	5	-	8	6	-	9	5	-	8
Medical benefits provided outside of group insurance .....	9	-	13	11	-	17	15	-	22	13	-	21
Medical benefits at reduced cost .....	5	-	7	8	-	12	9	-	13	5	-	8
Retirement pension or social security or both .....	100	100	100	100	100	100	100	100	100	100	100	100
Retirement pension (other than social security) .....	26	32	23	28	44	20	27	45	19	24	32	20
Social security .....	89	68	98	84	56	99	84	55	98	87	68	98

\* Less than 2.5 percent.

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## Appendix A: Scope and Method of Survey

The St. Louis area<sup>3</sup> is one of 16 major metropolitan areas in which the U. S. Department of Labor's Bureau of Labor Statistics, in cooperation with the Women's Bureau, has conducted surveys of salaries and working conditions of hospital personnel. Data were obtained by personal visits of Bureau of Labor Statistics field staff to representative hospitals, selected on the basis of size, type of service (e.g., general, mental and allied, tuberculosis), and proprietorship (Federal, State, or local government, or nongovernmental organization). Hospitals having fewer than 51 employees were omitted since they employ relatively few workers in the range of occupations studied.

A summary of the number of hospitals studied and their size is presented in the table below.

To improve the reliability of the data, a greater proportion of large than of small hospitals was studied. In combining the data, however, all hospitals were given their appropriate weight. The estimates thus relate to all hospitals of 51 or more employees rather than to those actually visited.

### Occupations and Earnings

The occupations selected for study are common to most hospitals within the scope of the survey, regardless of their size or type of service. Occupational classification was based on a uniform set of job descriptions designed to take account of the fact duties within the same occupation may vary somewhat among hospitals. (These descriptions are presented in appendix B.)

<sup>3</sup> For purposes of this survey, the St. Louis area includes St. Louis City, St. Charles, and St. Louis Counties, Mo.; Madison and St. Clair Counties, Ill.

Earnings data are presented for occupations within the following groups:

1. Registered professional nurses.
2. Other professional and technical employees. (This term includes employees in occupations such as X-ray technicians, medical technologists, dietitians, physical therapists, medical librarians, medical record librarians, medical social workers, and occupational therapists.)
3. Office clerical employees. (This group includes employees doing clerical work throughout the hospital in such places as the business office and the medical record library.)
4. Other nonprofessional employees (including practical nurses, nursing aides, orderlies, maids, kitchen help, unskilled laboratory help, maintenance, laundry, and similar workers.)

Data are shown for full-time employees; i.e., those hired to work the regular schedule for the given occupational classification. Students were not considered as employees. All occupational information excludes not only part-time employees but members of religious orders and members of the Armed Forces.

Earnings data exclude premium pay for overtime, for work on holidays and late shifts, and for time on call, as well as the cash value of room, board, and any other perquisites provided in addition to cash salaries. The earnings, however, include any cost-of-living bonuses as well as extra pay for work performed in certain units such as TB, psychiatric, or communicable disease wards, operating or delivery rooms.

Number of hospitals and workers within scope of survey (limited to hospitals with 51 or more workers)

Type of hospital proprietorship	Number of hospitals		Workers in hospitals				Studied
	Within scope of study	Studied	Within scope of study			Total	
			Total workers <sup>1</sup>	Professional and technical workers (includes R.N.'s)	Office clerical workers		Other non-professional workers
All hospitals .....	47	28	18,550	4,470	2,830	9,440	14,410
Federal Government .....	3	3	1,520	450	230	630	1,520
Other governmental agency .....	10	8	4,700	950	330	3,140	4,430
Nongovernmental .....	34	17	12,330	3,080	2,270	5,670	8,460

<sup>1</sup> Includes some workers (for example those in administrative positions) not included in the occupational groups shown separately.

Average weekly earnings data refer to employees' straight-time salaries for their regular workweek (rounded to the nearest half dollar). Average weekly hours, where presented, have been rounded to the nearest half hour and refer to the workweek for which employees receive these salaries.

Occupational employment estimates represent the total in all hospitals within the scope of the study and not the number actually surveyed. Because of differences in occupational structure among hospitals, the estimates of occupational employment obtained from the sample of hospitals studied serve only to indicate the relative importance of the jobs studied.

#### Hospital Practices and Supplementary Benefits

Information was obtained on selected hospital practices and supplementary benefits as these relate to registered professional nurses, other professional and technical workers, office clerical, and other nonprofessional employees. (All of the information on supplementary benefits excludes members of religious orders and of the Armed Forces as well as part-time employees.) To a considerable extent, differences among these groups in the proportions receiving various benefits reflect variations in the extent to which these groups are employed in various hospitals rather than differences in practice within the same hospital.

Scheduled hours; overtime pay practices; paid holidays; rates of pay for work on holidays; paid vacations; and health, insurance, and pension plans are treated statistically on the assumption that such benefits apply to all those employed within the occupational group in a given hospital if a majority of such employees are eligible for or may eventually qualify for the practice. Because of rounding, sums of individual items in these tabulations do not necessarily equal totals.

The length of vacation shown after 6 months of service refers to the total amount of vacation workers can take after this amount of service, not to their annual rate of vacation; however, vacation provisions shown for workers with 1 or more years of service refer to their annual rate. For example, Veterans Administration nurses receive 2<sup>1</sup>/<sub>2</sub> calendar days of vacation per month and at the end of

6 months would have earned 15 days of vacation. Hence, they are shown as being eligible for 2 but less than 3 weeks of paid vacation after 6 months of service even though they accumulate vacation credits at the same rate after this amount of service as after a year or more of employment.

The summary of insurance and pension plans includes not only formal arrangements that are underwritten by an insurance company or pooled fund and for which the hospital pays at least part of the cost but also formal hospital policies providing for benefits to be paid out of current operating income. Death benefits are included as a form of life insurance. Medical insurance refers to plans providing for complete or partial payment of doctors' fees.

Tabulations of pension plans are limited to those plans that provide monthly payments for the remainder of the retired worker's life. Data on the extent to which hospital employees are covered by Old-Age and Survivors' Insurance (social security) are presented, since most hospitals are not automatically covered by the Federal Social Security System.

Sickness and accident insurance is limited to that type of insurance under which predetermined cash payments are made directly to the insured on a weekly or monthly basis during illness or accident disability. Paid sick-leave plans which provide full pay or a portion of the employee's pay during absence from work because of illness are included in the survey of paid sick leave. In addition to the proportion of workers who are provided sickness and accident insurance or paid sick leave, the table showing such benefits presents an unduplicated total of employees who receive either or both types of benefits (table B-10).

The value of any perquisites received by hospital employees has not been added to the earnings data. Separate information is shown, however, on the extent to which hospital employees receive room, board, and other perquisites in addition to their cash salaries. Limited information is also included on arrangements whereby employees purchase meals or rent a room from the hospital through payroll deductions.

## Appendix B: Job Descriptions

The primary purpose of preparing job descriptions for the Bureau's wage surveys is to assist its field staff in classifying into appropriate occupations workers who are employed under a variety of payroll titles and different work arrangements from hospital to hospital and from area to area. This is essential in order to permit the grouping of occupational wage rates representing comparable job content. Because of this emphasis on interhospital and interarea comparability of occupational content, the Bureau's job descriptions may differ significantly from those used in individual hospitals or those prepared for other purposes. In applying these job descriptions, the Bureau's field representatives were instructed to exclude students, members of religious orders, and of the Armed Forces, and part-time workers. Supervisors of other workers in the same occupation were omitted except where the job descriptions provide contrary instructions.

### Professional and Technical - Nursing

#### DIRECTOR OF NURSING

A registered professional nurse who directs and supervises all nursing services concerned with care of patients in the hospital: Plans the nursing services needed to achieve the objective of the hospital. Is responsible for maintaining such nursing service in accordance with accepted standards. Analyzes and evaluates nursing and related services to improve quality of patient care and to plan better utilization of staff time and abilities. Plans and directs the orientation and in-service educational program for nursing personnel. Interprets hospital personnel policies. Administers the budget for the nursing department and may assist in its preparation. May participate in community health education programs. May be responsible for the administration of a school of nursing if such a school is operated by the hospital. May delegate any of these responsibilities to an assistant. May assume the functions of a supervisor in a small hospital. May select and recommend appointment of nursing personnel. Nurses whose primary responsibility is administration of the hospital and assistant directors who may be delegated the responsibility for either nursing service or the school of nursing are excluded.

#### SUPERVISOR OF NURSES

A registered professional nurse who directs and supervises the nursing service in one or more organized nursing units: Evaluates the nursing service in her unit or units and relates these activities to other hospital departments and to the total nursing service. Interprets responsibilities and hospital policy to nursing personnel. Assists in the evaluation of nursing personnel. Participates in the orientation and in-service education programs for nursing personnel. May direct

#### SUPERVISOR OF NURSES - Continued

the procurement of supplies and equipment for her unit or units. May spend part of time instructing student nurses or auxiliary nursing personnel or planning instruction for these groups. May perform the functions of the head nurse when there is no head nurse. May be in charge of more than one medical, surgical, psychiatric, or other unit, or more than one operating room, or may be in charge of a combination of these units such as a medical ward and a surgical ward. Evening or night supervisors, nurses who spend more than half their time in instruction in the classroom or on the organized nursing unit, nurses assigned to central supply more than half time, and assistant directors who are responsible for certain types of functions (e.g., personnel, budget, nursing education, nursing service) as distinguished from certain services (e.g., surgical, medical, etc.) and who perform functions of director as delegated by her (such as coordinating nursing service with that of other services) are excluded.

#### HEAD NURSE

A registered professional nurse who is responsible for the nursing service and patient care on one organized nursing unit: Assigns patient care duties to (professional and nonprofessional) nursing personnel and supervises and evaluates work performance. Periodically visits patients to insure optimal care and to ascertain need for additional or modified services. Supervises the execution of doctors' orders and related treatments and the maintenance of nursing records. Assists in the orientation of new personnel to the unit. Insures the availability of supplies and equipment. Identifies nursing service problems and assists in their solution. May give direct nursing care in

HEAD NURSE - Continued

selected situations (i. e., performs duties of general duty nurse). May assist in the in-service education and guidance of nursing personnel. May spend part of time supervising or instructing student nurses. May be responsible for ward 24 hours a day in the sense evening and night nurses report to her and she is responsible for assigning duties on other shifts. Nurses who spend more than half their time in the central supply unit or in instruction in the classroom or on an organized nursing unit, and those who are given the title of assistant head nurse who receive extra pay as assistant supervisor are excluded.

GENERAL DUTY NURSE

A registered professional nurse who gives nursing care to patients within an organized nursing unit: Utilizes special skill, knowledge, and judgment in observing and reporting symptoms and condition of patient. Administers highly specialized therapy with complicated equipment. Gives medication and notes reactions. Maintains records on patient's condition, medication, and treatment. Assists the physician with treatment. May set up equipment, prepare the patient, etc. May supervise professional and other nursing personnel who are working as members of a nursing team in caring for a group of patients. May spend part time instructing, supervising, or assigning duties to student nurses, practical nurses, and nursing aides. May instruct patients and family. May assume some or all of the functions of the head nurse in her absence. May bathe and feed acutely ill patients. May take and record temperatures, respiration, and pulse. Nurse anesthetists, those who are given extra compensation as assistant

GENERAL DUTY NURSE - Continued

head nurses, specialized intravenous nurses, those who spend more than half their time in the central supply department or in instruction in the classroom or on the organized nursing unit are excluded.

NURSING INSTRUCTOR<sup>1</sup>

A registered professional nurse who instructs student, professional, or practical nurses in theory and practical aspects of nursing art and science: Assists in planning and preparing curriculum and outline for course. Lectures to students and demonstrates accepted methods of nursing service, such as carrying out medical and surgical treatments, observing and recording symptoms, and applying principles of asepsis and antisepsis. Collaborates with nursing supervisors to supplement classroom training with practical experience in various departments. Renders individual training assistance wherever needed, and observes performance of students in actual nursing situations. May prepare, administer, and grade examinations to determine student progress and achievement. May make recommendations relative to improved teaching and nursing techniques. May assist in carrying out hospital in-service training program by initiating new procedures and practices and training graduate nurses in their application. May conduct refresher training courses for graduate nurses in theory and practice of general nursing care or clinical specialties. May train auxiliary workers in administration of nonprofessional aspects of nursing care. May teach practical nursing techniques to classes of lay persons. Nurses who spend less than half of their time on such duties are excluded.

Professional and Technical - OtherDIETITIAN

A worker who organizes, administers, and directs one or more phases of the hospital food service program and applies the principles of nutrition to the feeding of individuals and groups. Does at least one of the following: (a) Plans menus, (b) plans modifications of the normal diet for persons needing special diet treatment, or (c) instructs patients and/or hospital personnel in principles of nutrition and in modifications of the normal diet. In addition, usually performs several or all of the following duties: Purchasing or requesting food, equipment, and supplies; supervising food preparation; supervising the serving of food to patients and hospital personnel; selecting, training, and supervising nonprofessional personnel; maintaining food cost controls; inspecting work areas and storage facilities for sanitation and safety. Normally, dietitians will have a college degree with a major in foods, nutrition, or institutional management plus a dietetic internship. Food service supervisors who are concerned with

DIETITIAN - Continued

the day-to-day operations of preparing and serving meals but who do not apply the principles of nutrition to meal planning (other than to modify diets according to established patterns) and, in hospitals that have staff dietitians, chief and assistant chief dietitians are excluded.

MEDICAL RECORD LIBRARIAN

A worker who is responsible for the activities of the department in which the medical records maintained on hospital or clinic patients are filed. These duties include several or all of the following: Reviewing patients' records for completeness and accuracy according

<sup>1</sup> This occupation was not studied in Portland, Oreg.

MEDICAL RECORD LIBRARIAN - Continued

to standards established by the accrediting agencies of hospitals; coding or verifying coding of diseases, operations, and special therapy according to recognized nomenclature and classification systems; indexing diseases, operations, and other special study material; preparing or supervising preparation of periodic statistical reports such as on morbidity, births, and deaths, utilization of facilities; assisting the medical staff in research involving medical records; abstracting case histories for special reports; selecting and tabulating information from patients' records for specific purposes of the hospital or clinic and the community; answering inquiries for information recorded in patients' records in accordance with prescribed hospital policies; filing or supervising filing of records; participating in staff meetings representing a professional service; taking medical or surgical dictation. Selects and trains any other employees in the department and assigns their duties. In addition, this worker may prepare the budget for the department and may serve as the hospital medical librarian. May direct program for training medical record library students. Medical record librarians in hospitals below the level of chief are excluded unless they are registered by the American Association of Medical Record Librarians.

MEDICAL SOCIAL WORKER

A person who provides direct service to patients by helping them resolve personal and environmental difficulties that interfere with obtaining maximum benefits from medical care or that predispose toward illness. Performs a variety of services such as counseling on social problems and arranging for posthospital care at home or in institutions, for placement of children in foster homes or adults in nursing homes, and for financial assistance during illness; utilizes resources such as family and community agencies to assist patient to resume life in community or to learn to live within disability. Prepares and keeps current a social case record. Provides attending physician and others with pertinent information to add to understanding of patient. May supervise social work students and beginning case workers. Social workers assigned primarily to psychiatric wards and clinics; workers engaged primarily in financial screening of patients and rate setting; those workers classified as case aides; and in hospitals where more than one social worker is employed, the head of the social service department and other supervisors of medical social workers unless they spend at least 80 percent of their time in direct service to patients (including related clerical and other duties) are excluded.

MEDICAL TECHNOLOGIST

A worker who performs various chemical, microscopic, and/or bacteriologic tests to obtain data used in diagnosis and treatment of patients. Applies techniques used in fields of bacteriology or mycology, parasitology, histopathology, hematology, serology, allergy, and/or chemical, radioactive, or morphological examinations. Is responsible for carrying procedures to completion (and a numerical answer). Records laboratory test results (but does not prepare diagnostic reports). May prepare tissues for microscopic pathological

MEDICAL TECHNOLOGIST - Continued

study. May, under supervision of a pathologist, engage in research and teaching activities. May supervise laboratory assistants, or where no laboratory assistants are employed, perform their duties. May also perform some duties of X-ray technicians, take electrocardiograms and determine basal metabolic rate. In large hospitals and those engaged in research, medical technologists may be responsible for testing and examination in only one of several fields of clinical pathology. In small hospitals, they may perform clinical tests in any one or a combination of these fields. Performs duties normally requiring 12 months' training in an approved school for medical technologists following at least 2 years of college. May be registered by registering agency. Chief technologists where more than one medical technologist is employed; tissue technicians who merely do routine preparation of tissue for study; those who perform only routine (qualitative rather than quantitative) tests such as urinalysis for PH factor or sugar by noting color change, testing hemoglobin by color, doing rough screening, or who perform only a limited range of tests within one field; and workers holding specialist certificates from the Registry of the American Society of Clinical Pathologists are excluded.

PHYSICAL THERAPIST

A person who treats disabilities, injuries, and diseases through the use of massage, exercise, and effective properties of air, water, heat, cold radiant energy, and electricity, according to prescription of a physician. May instruct students, interns, and nurses in methods and objective of physical therapy and may supervise physical therapy aides. May consult with other therapists to coordinate therapeutic programs for individual patients. Normally requires training in approved school of physical therapy. In hospitals with more than one physical therapist, the chief therapist and those who spend over 20 percent of their time supervising other physical therapists are excluded.

X-RAY TECHNICIAN

Takes X-ray photographs of various portions of body to assist physician in detection of foreign bodies and diagnoses of diseases and injuries, and/or assists in treating diseased or affected areas under supervision of radiologist. Prepares patient for roentgenographic examination, fluoroscopy or therapy requested by the physician, performing such duties as positioning patient, and administering chemical mixtures to increase opaqueness of organs. Sets up and operates stationary and mobile X-ray equipment. Develops exposed film or supervises its development by darkroom helper. Prepares and maintains records or supervises their preparation by clerical helpers. May maintain equipment in efficient operating condition, including correction of minor faults, and may clean apparatus. May perform duties in other departments, such as physical therapy, basal metabolism, and electrocardiography. May, under radiologist's direction, instruct nurses, interns, and students in X-ray techniques. Data for chief X-ray technicians in hospitals where more than one X-ray technician is employed are presented separately.

OfficeBILLER, MACHINE<sup>2</sup>

A worker who prepares statements, bills, and invoices on a machine other than an ordinary or electromatic typewriter. May also keep records as to billings or shipping charges or perform other clerical work incidental to billing operations.

CLERK, PAYROLL

A worker who computes wages of company employees and enters the necessary data on the payroll sheets. Duties involve: Calculating worker's earnings based on time or production records; posting calculated data on payroll sheet, showing information such as worker's name, working days, time, rate, deductions for insurance, and total wages due. May make out paychecks and assist paymaster in making up and distributing pay envelopes. May use a calculating machine.

STENOGRAPHER, TECHNICAL

A worker whose primary duty is to take dictation from one or more persons, either in shorthand or by stenotype or similar machine, involving a varied technical or specialized vocabulary such as reports on scientific research, and to transcribe this dictation on a typewriter. May also type from written copy. May also set up and keep files in order, keep simple records, etc. Does not include transcribing-machine work.

SWITCHBOARD OPERATOR

A worker who operates a single- or multiple-position telephone switchboard. Duties involve handling incoming, outgoing, and intra-hospital or office calls. May record toll calls and take messages. May give information to persons who call in. For workers who also act as receptionists see switchboard operator-receptionist.

SWITCHBOARD OPERATOR-RECEPTIONIST

A worker who in addition to performing duties of operator, on a single position or monitor-type switchboard, acts as receptionist and may also type or perform routine clerical work as part of regular duties. This typing or clerical work may take the major part of this worker's time while at switchboard.

TRANSCRIBING-MACHINE OPERATOR, TECHNICAL

A worker whose primary duty is to transcribe dictation involving a technical vocabulary from transcribing-machine records. May also type from written copy and do simple clerical work. A worker who takes dictation in shorthand or by stenotype or similar machine is classified as a stenographer.

Other NonprofessionalCARPENTER, MAINTENANCE<sup>2</sup>

A worker who performs the carpentry duties necessary to construct and maintain in good repair building woodwork and equipment such as bins, cribs, counters, benches, partitions, doors, floors, stairs, casings, and trim made of wood in a hospital. Work involves most of the following: Planning and laying out of work from blueprints, drawings, models, or verbal instructions; using a variety of carpenter's handtools, portable power tools, and standard measuring instruments; making standard shop computations relating to dimensions of work; selecting materials necessary for the work. In general, the work of the maintenance carpenter requires rounded training and experience usually acquired through a formal apprenticeship or equivalent training and experience.

DISHWASHER, MACHINE

A worker who operates a dishwashing machine and performs most of the following duties: Cleans dishes, glassware, and silverware by machine. Receives tableware from dining room and/or patients' rooms, or stacks tableware for transporting to dishwasher. Scrapes food from dishes. Transports cleaned and dried ware to proper places. May also clean working area, steam tables, and kitchen equipment, arrange dining tables and chairs, polish fixtures, and perform other duties. May remove garbage from dishwashing area.

ELECTRICIAN, MAINTENANCE

A worker who performs a variety of electrical trade functions such as the installation, maintenance, or repair of equipment for the generating, distribution, or utilization of electric energy in a hospital. Work involves most of the following: Installing or repairing

<sup>2</sup> These occupations were studied only in Baltimore, Md., Buffalo, N. Y., Portland, Oreg., and St. Louis, Mo.

ELECTRICIAN, MAINTENANCE - Continued

any of a variety of electrical equipment such as generators, transformers, switchboards, controllers, circuit breakers, motors, heating units, conduit systems, or other transmission equipment; working from blueprints, drawings, layout, or other specifications; locating and diagnosing trouble in the electrical system or equipment; working standard computations relating to load requirements of wiring or electrical equipment; using a variety of electrician's handtools and measuring and testing instruments. In general, the work of the maintenance electrician requires rounded training and experience usually acquired through a formal apprenticeship or equivalent training and experience.

ELEVATOR OPERATOR, PASSENGER<sup>3</sup>

A worker who operates a passenger elevator. Supplies information to passengers regarding location of wards and offices. Assists patients in and out of elevator and may push in wheelchairs and carriages to or from elevator. May move freight in and out of elevator. May distribute mail.

ENGINEER, STATIONARY

A worker who operates and maintains and may also supervise the operation of stationary engines and equipment (mechanical or electrical) to supply the hospital in which employed with power, heat, refrigeration, or air conditioning. Work involves: Operating and maintaining equipment such as steam engines, air compressors, generators, motors, turbines, ventilating and refrigerating equipment, steam boilers, and boiler-fed water pumps; making equipment repairs; keeping a record of operation of machinery, temperature, and fuel consumption. May also supervise these operations. Head or chief engineers in hospitals employing more than one engineer are excluded.

EXTRACTOR OPERATOR<sup>4</sup>

A worker who removes surplus moisture from materials (such as wet cloth, clothing, knit goods, and yarn) by operating a centrifugal extractor. Work involves most of the following: Loading material into perforated drum of machine by hand or hoist; closing lid and starting machine, allowing it to run a predetermined time or until fluid stops flowing from drain; removing partly dried materials; hand trucking materials within the department. May assist the washer in loading, operating, or unloading the washing machine.

<sup>3</sup> These occupations were studied only in Baltimore, Md., Buffalo, N. Y., and St. Louis, Mo.

<sup>4</sup> These occupations were studied only in Baltimore, Md., Buffalo, N. Y., Portland, Oreg., and St. Louis, Mo.

FINISHER, FLATWORK, MACHINE

A worker who performs flatwork finishing operations by machine. Work involves one or more of the following: Shaking out the creases in semidry washing to prepare it for the flatwork ironing machine; feeding clean, damp flatwork pieces into the flatwork ironing machine by placing the articles on the feeder rollers; catching or receiving articles as they emerge from the machine and partially folding them.

HOUSEKEEPER, CHIEF

A worker who is charged with the responsibility for housekeeping activities, which include maintenance of clean and sanitary conditions in all areas of the hospital except for engineering and dietetic areas; conduct of studies for better housekeeping products and equipment. In this capacity, the housekeeper formulates and implements procedures for effective utilization of housekeeping personnel, supplies, and equipment; sets standards for cleaning, sanitation, and preservation of floor and wall surfaces; conducts continuing program to improve housekeeping techniques and practices; makes budget estimates; schedules activities and makes inspection to determine whether established standards of sanitation and cleanliness are being met. Supervises housekeeping personnel, including conduct of in-service training, interviewing and final selection of personnel, recommending promotions and discharge of employees. May give advice to management on selection of color scheme, type of draperies, rugs, upholstery, and furniture to be used when needed for replacement.

KITCHEN HELPER

A worker who performs one or more of the following unskilled kitchen duties: Cleans worktables, meat blocks, refrigerator, and grease trays; sweeps and mops kitchen floors, obtains and distributes supplies and utensils; watches and stirs cooking foods to prevent burning. Carries dirty utensils to be washed and returns cleaned utensils and polished silver to proper place in kitchen. Cleans pots and kitchen utensils. Carries out garbage. Delivers food trays to floor diet kitchens and collects dirty dishes from trays. Assists in setting up trays. Dishes up food. Cuts, peels, and washes fruits and vegetables. Makes toast and beverages. Workers who work with patients in mental hospitals or who perform tasks such as making salad dressing or soup stock; preparing special beverages such as eggnogs or milk shakes; cooking or frying eggs; weighing, measuring, and mixing ingredients for bakery products, etc., are excluded.

MAID OR PORTER

A worker who cleans and services hospital premises: Performs one or more of the following duties: Cleans, mops, and waxes floors. Dusts furniture and equipment. Cleans window sills, empties

MAID OR PORTER - Continued

trash baskets, and arranges furniture and equipment in an orderly fashion. Scours and polishes bathtubs, sinks, mirrors, and similar equipment, replenishing supplies of soap and towels. Polishes brass and cleans and polishes glass panels in doors and partitions. Keeps utility storage rooms in good order by cleaning lockers and equipment, arranging supplies, and sweeping and mopping floor. Performs a variety of related duties. May be assigned to specific areas, such as wards, offices, or surgery. Those workers who work with patients in mental hospitals are excluded.

MEDICAL LABORATORY ASSISTANT<sup>5</sup>

A worker who assists one or more medical technologists or workers of equivalent status by performing one or more of the following duties: Preparing, under instruction, sterile media for use in growing cultures (does not identify bacteria); sorting bacterial cultures prior to examination by medical technologists; preparing solutions, non-critical reagents (i. e., those not requiring a high degree of accuracy—such as salt solutions or dye solutions), or stains, following standard laboratory formulas and procedures. May clean and sterilize laboratory equipment, glassware, and instruments. May do charting under supervision. May collect some types of specimens from patients. Does not perform tests.

NURSING AIDE

A worker who assists the nursing staff by performing routine duties in the care of hospital patients. Performs several of the following patient care services: Bathes bed patients or assists them in bathing. Cares for patients' hair and nails. Feeds or assists patients to eat and brings patients between-meal nourishment. Assists patients with bedpans and urinals. Keeps records of patients' food intake and output when ordered. Assists patients in undressing and provides hospital clothing, storing patients' clothing and valuables. Assists patients in walking and transports patients to various hospital rooms by means of wheelchair or stretcher. Cleans and sterilizes instru-

<sup>5</sup> These occupations were studied only in Baltimore, Md., Buffalo, N. Y., and St. Louis, Mo.

NURSING AIDE - Continued

ments and equipment. May clean rooms or equipment upon discharge of patients. Makes occupied beds. May take and record temperature, pulse, and respiration rate. May escort newly admitted patients from admitting office to hospital room or ward. May or may not be licensed. May be called orderly and may transport and arrange portable X-ray, oxygen, or heavy equipment. In mental hospitals or psychiatric units will have very limited responsibility for participation in care of patients, being limited to physical care rather than socializing and will work under close supervision.

PRACTICAL NURSE

A person who, under supervision of a professional nurse, performs selected and delegated nursing tasks in care of patients. Performs three or more of the following duties: Measures and administers simple medications as directed; applies simple dressings; administers enemas, douches, perineal care, and other treatments as directed; reports general observation of patients' condition; sets up treatment trays; keeps under constant surveillance patients recovering from anesthesia or receiving prolonged intravenous or subcutaneous injections, notifying professional nurse of unusual reactions; takes and records temperature, pulse, and respiration. In a mental hospital, may be called a psychiatric aide or attendant and may have duties such as socializing and custodial functions peculiar to mental hospitals. Some workers called orderlies may perform these duties and are included. May be licensed and may also perform duties of a nursing aide. Those regularly supervising other practical nurses or nursing aides and those supervising units to which no professional nurses are assigned are excluded.

WASHER, MACHINE

A worker who operates one or more washing machines to wash hospital linens, garments, curtains, draperies, and other articles. Work involves the following: Manipulating valves, switches, and levers to start and stop the machine and to control the amount and temperature of water for the sudsing and rinsing of each batch; mixing and adding soap, bluing and bleaching solutions; loading and unloading the washing machine, if not done by loaders or unloaders (pullers). May make minor repairs to washing machine.