

# Geelong Infirmary & Benevolent Asylum.

(INCORPORATED.)

## BYE-LAWS.

### OBJECTS.

1. That the objects of the Infirmary be to afford medical and surgical aid to poor persons requiring it; to a limited number of paying patients whose admission under special circumstances may be sanctioned by the Committee of Management; and for casualties; but no person who shall meet with casualties and shall be found able to pay for surgical aid, shall receive further than temporary assistance. That the object of the Benevolent Asylum be the reception of the poor and distressed, with a view to afford them consolation and assistance.

Objects of Institution.

### APPROPRIATION OF BUILDINGS.

2. That a portion of the buildings shall be set apart for the purpose of an Infirmary, and a portion for the purpose of the Benevolent Asylum, at the discretion of the Committee, who shall also be empowered to permit the reception of lunatics, on remand for medical examination, in a ward to be erected for that purpose.

Appropriation of Buildings.

### CONSTITUTION.

3. The Corporation shall consist of a President, two Vice-Presidents, Treasurer, Governors, and Contributors.

Constitution.

### QUALIFICATION AND PRIVILEGES OF BENEFACTORS.

4. The following shall be the qualification and privileges of Governors and Subscribers, viz. :—

		Qualification.
£50 personal contribution (in one year)	Life Governor.	
£20 " " " " " "	Life Subscriber.	
£50 contribution by society, institution or corporation (to nominate) ..	Governor for eight years.	
*£25 " " " " " "	Governor for three years.	
£50 first-named or acting executor (bequest under will) ..	} Governor for one year.	
*£20 society, association, or company collecting in one year (to nominate for each £20 collected) ..		
*£15 minister of church or layman collecting in one year (to nominate for each £15 collected) ..		
£1 and upwards yearly subscription ..	Contributor	

\* Firms subscribing may nominate one of their members as a governor or contributor as the case may be. All nominations to be made in writing before the issue of tickets or exercise of any privilege. In the event of death or removal of nominee, another may be appointed.

- Privileges.** 5. Life Governor will be entitled to recommend :—
- |                           |  |
|---------------------------|--|
|                           | 1 in and 4 out patients always on the books. |
| Life Subscriber           | 1 in „ 2 out „ annually.                     |
| Governor for years 5 in   | „ 10 out „ „                                 |
| Governor for 1 year 10 in | „ 20 out „ „                                 |
| Contributor.....1 in      | „ 2 out „ annually for each £1 subscribed.   |
- Tickets or Admission.** 6. Recommendations shall be made by ticket, and shall be only used for the recommendation of persons unable to pay for medical attendance; the reception of such persons shall be subject to the approval of the Committee of Management, and provided that the funds and accommodation of the Institution admit of their reception. When recommendations cannot be acceded to, a ticket in lieu of that used shall be returned to the Subscriber. Tickets will be issued by the Secretary to Subscribers at the time of payment of subscriptions; but in cases where the payment is made after the 31st of July in any year, the Subscriber shall have the option of taking tickets for that or the following year. Tickets shall only be available till the 31st January in the year after that for which issued. Subscribers shall also have the privilege at any time, on application to the Secretary, of exchanging out-patients' tickets for in-patients', and *vice versa*, one in-patient's ticket being equivalent to three out-patients'.
- Subscriptions payable in advance.** 7. Annual Subscriptions must be paid in advance for the current year, such year to commence on the 1st day of January; and no contributor shall be entitled to vote at the Annual Meeting in January unless his Subscription for the year then commenced shall have been paid, and no Subscriber shall be entitled to any privilege until his subscription has been paid.
- Number of Votes** 8. At all Annual and Special Meetings of the Corporation, Life Governors shall have three votes; Life Subscribers and Annual Governors, two votes; Annual Contributors of £5 5s. and upwards, three votes; £3 3s., two votes; £1, one vote.
- Limitation of Voting.** 9. No person shall vote at or take part in any meeting while he is a salaried officer or pupil of the Institution.
- Notices and Address.** 10. Notices of all General and Special Meetings shall be sent (by post) by the Secretary to such Contributors as shall leave their address for that purpose in writing under their hands at the Institution: but special notices shall not otherwise be sent.

### GENERAL MEETINGS.

- GENERAL MEETINGS.**  
Annual.
11. An Annual Meeting of the Contributors shall be held on the second Thursday in the month of January in every year for the following purposes :—
- (1) To receive the report of the Committee of Management for the preceding year, and audited statements of receipts and expenditure.
  - (2) For the election of President, Vice-President, Treasurer, Honorary Medical Staff, and Auditors, for the ensuing year.
  - (3) The election of Members of the Committee of Management to fill vacancies.
  - (4) For the transaction of any business of which notice has been given, or that may arise at such meeting, connected with the Institution.

12. If required by the Committee of Management, or upon the Special requisition in writing of six members of the Committee or of ten Subscribers, the Secretary shall, without delay, convene a special meeting of Contributors, the occasion of calling such meeting being stated in such requisition; and no business shall be transacted at such special meeting except that for which it shall have been summoned.

13. All meetings of Contributors shall be called by the Secretary, by advertisement in one or more newspapers published in Geelong, for at least one week previous to such meeting. Meetings to be called by advertisement.

14. At all meetings of Contributors, the President, or in his absence one of the Vice-Presidents, shall take the chair; but in their absence the meeting shall choose its own chairman, who shall have a casting-vote only. Chairman of Meetings.

15. Ten Contributors entitled to vote shall constitute a quorum Quorum. at all meetings of Contributors, and as soon as a quorum be present the chair shall be taken; but if no quorum is present within half-an-hour of the time named, such meeting shall stand adjourned for the following week at the same day and hour.

16. Every question submitted to a General Meeting, and all elections, shall be decided by a majority of votes of Governors and Contributors present entitled to vote, and shall be taken by show of hands, unless a ballot shall have been previously demanded by any three persons entitled to vote; in which case the voting shall be by ballot, and for such purpose scrutineers shall be appointed before the the ballot is taken. Mode of Voting

### COMMITTEE OF MANAGEMENT.

17. The Institution shall be governed by a Committee, each of whom shall be a subscriber of not less than £1 per annum, and shall consist of the President, two Vice-Presidents, Treasurer, and eighteen Governors or Subscribers. The Honorary Medical Officers of the Institution may be members of the Committee. Four members of Committee (but not including more than one of the honorary staff) shall form a quorum. COMMITTEE OF MANAGEMENT. Constitution of Committee.

18. Extracts from Act 27 Vic., No. 220:—"On the second Thursday in the month of January in every year one-third part of the elected members of the Committee shall go out of office, but may nevertheless be re-elected; and the persons who shall go out of office shall be those who have been the longest in office without re-election: or where two or more shall have been in office for the same length of time, then those who shall go out of office shall be determined by lot. Annual Retirements.

"If any member of Committee shall die, or resign by letter under his hand addressed to the Chairman of Committee, or become insolvent, or compound with his creditors, or be convicted of any treason, felony, or misdemeanour, or be absent for four consecutive meetings from the Committee, his office shall become vacant, and the remaining members of the Committee may declare his office vacant, and temporarily appoint thereto some Contributor to such Institution until the next annual meeting for the election of the Committee, when the person thus temporarily appointed shall retire as one of those who, by the provisions of the said Act, are required to go out of office." Occasional vacancies.

Presidents, &c.,  
retire annually.

19. The President, Vice-Presidents, Treasurer, Honorary Medical Officers, and Auditors, shall retire annually, at the annual meeting of Contributors, but shall nevertheless be eligible for re-election; and in the event of the annual election to fill vacancies from any cause not taking place on the day appointed, they, and also the retiring members of the Committee, shall hold office until the elections take place.

Occasional va-  
cancy of Presi-  
dent or Vice-  
President.

20. Whenever any vacancy shall occur in the office of President, the Committee shall appoint one of the Vice-Presidents to fill the same; and if any vacancy shall occur in the office of Vice-President, the Committee shall elect one of their number to the office until the next annual meeting.

Meetings of Com-  
mittee.

21. The Committee shall meet at the Institution on the second Wednesday in every month, and on such other days as they may appoint for the transaction of general business. Special meetings may be convened by order of the President, or upon the request in writing of four members of the Committee. Notice of all meetings shall be sent to each member by the Secretary at least twenty-four hours before the time of meeting, stating any special business to be considered.

Chairman and  
Adjournments.

22. The President, or in his absence one of the Vice-Presidents, shall preside; if they also be absent, the Committee shall elect its own Chairman. The Chairman shall have a casting but not a deliberate vote. If a quorum be not present at any monthly meeting within twenty minutes of the time fixed, the meeting shall stand adjourned to the following week at the same day and hour.

Pecuniary inter-  
est.

23. No member of the Committee of Management, nor officer of the Institution, shall be a contractor or become security for a contractor, directly or indirectly; but this shall not apply to any member of a company, partnership, or association consisting of more than twenty persons, when such contract shall be entered into for the general benefit of such company, partnership, or association; but no member of the Committee of Management shall be present at the discussion of, nor record his vote upon, any matter in which he shall, by himself or his partners, have any pecuniary interest.

Powers of Com-  
mittee.

24. The Committee of Management shall direct the general business of the Institution, and frame regulations for its internal management—such regulations not to be repugnant to the Hospital Statute and Bye-laws; they shall appoint and discharge all paid officers and servants of the Institution; and enter into all necessary contracts for the supply of provisions and other articles; and for the repair, alteration, and extension of buildings; they shall direct the collection of the funds, and make all necessary payments in connection with the Institution. They shall superintend or give instructions and make regulations for the admission, discharge, or dismissal of patients, in accordance with the objects of the Institution and Bye-laws.

Sub-Committees  
to be appointed.

25. The Committee of Management shall, at its first meeting in each year, after the annual meeting of Subscribers, choose from among themselves two Sub-Committees, each to be composed of five members—three to form a quorum; one to be designated the House Committee, and the other the Finance Committee, and, when practicable, two or more members of an old may be members of a new Committee. The Committee of Management may also at any time appoint Sub-Committees for any purpose connected with the Institute or its management, and may fix and alter the quorum of, and continue, alter, or discontinue such Committees. The President and

Vice-Presidents shall be *ex officio* members of all Committees, and the Treasurer shall be *ex officio* member of the Finance Committee.

26. The House, Finance, or other Sub-Committees, shall appoint their own Chairman, and meet as directed by the Bye-laws, or as they may determine, and whenever convened by order of the Chairman. Minutes of their proceedings shall be recorded in a book, and be submitted to the Committee of Management, at each monthly meeting, for adoption.

Meetings of Sub-Committee.

27. The House Committee shall meet once at the least in each week, and oftener if necessary. They shall have power, subject to the approval of the Committee of Management, to admit patients, and to confirm or otherwise the admission of any cases received during the interval of their meetings; they shall examine into and report to the General Committee upon all complaints, and be empowered to dismiss patients for misconduct or breach of the rules of the Institution, recording in their minutes reasons for non-admission or for dismissal; they may engage and discharge servants, order necessary supplies, call for and inspect the half-yearly tenders, and recommend any to the General Committee for acceptance; they shall inspect all books connected with the admission and discharge of patients, receipt and issue of stores, medicines, medical instruments, furniture, bedding, and supplies generally; they, or some of their number, shall weekly inspect the wards, kitchen, and other portions of the Institution; they shall check the tradesmen's monthly bills and other accounts for supplies, and recommend the same to the Finance Committee for payment; and generally, shall supervise and regulate the internal management of the Institution, under the direction of the Committee of Management.

Duties & powers of House Committee.

28. The Finance Committee shall meet at least twice in each month, and shall examine the Secretary's cash and other books of account, and compare same with Treasurer's bank pass-book; they shall also compare the Collector's books and receipt butts with advertised list of subscriptions and donations, check additions, and see that the totals correspond with each other and with the amounts acknowledged by the Treasurer; they shall give all needful instructions to Secretary and Collector with reference to keeping books of accounts and collection of subscriptions, and shall monthly prepare an abstract of all accounts for payment, and submit the same to the Committee of Management at their monthly meetings, and shall in conjunction with the President or a Vice-President and Secretary, be empowered to make necessary special payments in the interval of the monthly meetings; they shall see that the vouchers connected with the previous abstract have been properly receipted; and shall also examine the returns prepared for Government, and annual statements of accounts.

Duties & powers of Finance Committee.

29. In all cases where books or vouchers are checked by the House or Finance Committees, the signature of some member thereof shall be appended, with the date of examination.

Verifying books and accounts.

30. At the monthly meetings of the Committee of Management, the minutes of the previous monthly meeting, and of special meetings during the month, shall be read and confirmed, no discussion being allowed thereon, except as to their accuracy; the minutes and reports of all Sub-Committees shall also be read and considered, and on all questions votes shall be taken by show of hands, each member having one vote only. The Committee shall also from among themselves appoint two members (not being members of the House Committee)

Business at Committee meetings.

Minutes.

Voting.

**Appoint Visitors** to be visitors for the month, who shall, at the next monthly meeting, report the state of the Institution as found by them at their visits. At the monthly meeting in December of each year, the Committee shall consider and determine the rate of salaries and wages of the officers and servants of the Institution for the ensuing year.

**Fix salaries yearly.**

**Suspensions.** 31. The Committee of Management may suspend any honorary medical officer, or one or more of its own members, on any well-founded charge, provided that such suspension be approved of by a majority of the members present at the special meeting convened for the consideration of such charge, and provided that the suspension and cause thereof be reported to a general meeting of Contributors, to be specially convened for that purpose within two weeks after the order of suspension be made; and the House Committee may suspend any paid officer of the Institution, and make arrangements for the performance of the duties by other officer or person, provided the suspension be reported to the Committee of Management, who shall be specially convened for the consideration thereof within one week of such suspension.

**Investments.**

32. The Committee of Management shall have power to invest in Government debentures any special bequests or contributions which in the interests of the Institution they consider should be capitalised.

**Annual Report and Balance-sheet.**

33. The Committee of Management shall present a general report of the affairs of the Institution, together with a duly audited balance sheet, at the annual meeting of Governors and Contributors, in January of each year, such balance sheet to be published once, in one or more of the local papers at least three days before such meeting.

**Regulations—when valid.**

34. No regulation or alteration of any regulation made by the Committee of Management shall be valid, (although *ad interim* the same may be enforced) unless confirmed at the next subsequent monthly meeting of the Committee to that at which it was decided on; and no resolution passed by the Committee shall be rescinded within three months, unless one month's notice respecting same shall be first given. Any regulation may be considered and altered by the Contributors at the annual meeting in January.

#### COMMON SEAL.

**COMMON SEAL, Custody.**

35. The common seal of the Corporation shall be kept in the iron chest at the Hospital, in a box with two different locks and keys—one of which shall be kept by the President, and the other by the Secretary.

**Authority to affix Seal.**

36. The common seal shall not be affixed to any deed or other instrument, except by order of the Committee of Management.

#### TREASURER.

**TREASURER, Receipt of money**

37. All moneys received on account of the Institution shall be paid to the Treasurer, and be deposited without delay to the credit of the Hospital, in such Bank as the Committee may from time to time appoint.

**Acquittance.**

38. Upon receipt of any moneys from the Secretary or Collector, the Treasurer shall sign a book, to be kept for the purpose by each, for the amounts so paid him.

39. All payments shall be made by cheques, which shall be signed by the President or a Vice-President, the Treasurer, and countersigned by the Secretary. Payments.

40. Previous to signing a cheque for any payment, the Treasurer shall require a warrant, signed by the President, or Chairman of the Committee of Management at which the accounts were passed, and countersigned by the Secretary; special payments may nevertheless be made during the month, in accordance with Bye-law No. 28—such special payments to be included in the next warrant passed by the Committee. Authority for payments.

41. If any vacancy shall occur in the office of Treasurer, the Committee of Management may appoint another to hold office until the annual meeting in January. Vacancy.

### THE SECRETARY AND SUPERINTENDENT.

42. He shall attend all general and special meetings of Contributors, and all meetings of the General and Sub-Committees, and take minutes of the proceedings, and shall transcribe them into books to be kept for that purpose; he shall keep the records of the Institution, conduct the correspondence, call all meetings, giving proper notice thereof, and bring the business before the same, and carry out the directions given to him by any of the Committees. SECRETARY AND SUPERINTENDENT.  
Duties of Secretary.

43. He shall be responsible for the conduct of the clerical business of his department, and shall keep the necessary books of account, under the direction of the Finance Committee; and at each monthly meeting of the Committee of Management he shall submit the cash-book and Bank pass-book of the Institution, made up to date; and he shall also submit a list of subscriptions and a monthly progress balance sheet in prescribed form, showing the actual position of the Hospital funds to the end of the previous month. Keep accounts.

44. He shall compile all needful returns, statements, and reports required by Government and by any of the Committees, and shall in every year make application, by circular or otherwise, to corporate bodies, societies, squatters and country residents, for contributions to the funds of the Institution. Prepare returns and apply for Contributions.

45. He shall not in any way be engaged in private business; and under the direction of the Committee he shall, as Superintendent, be responsible for the proper government and due observance of all the rules and regulations of the Institution, excepting those relating to the Medical and Surgical departments; he shall comply with the regulations which may from time to time be made with respect to the discharge of the duties of his office. Responsibility as Superintendent.

46. He shall give security for his faithfulness in all matters of Finance for the sum of £250, of some Guarantee Company, to be approved by the Committee of Management. Give Security.

47. He shall have power to suspend any warder, nurse, or other servant of the Institution, and report same to the House Committee at their next meeting, and if necessary make arrangements for the performance of the duties in the interim. Suspension of Servants.

## AUDITORS.

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## Appointment.

48. Two Auditors shall be appointed at the Annual Meeting of Governors and Contributors in January in each year, and the remuneration to them, if any, shall then be fixed. In default of such appointment, or in the event of any vacancy occurring, during the year, the Committee of Management shall make the appointment.

Access to Books  
at all times.

49. They shall have access to all the books and accounts of the Institution at any time, to check the same; and shall report to the Committee of Management anything, with respect to the finances and accounts, which they may deem necessary to bring to notice.

## Annual Audit.

50. They shall, in the first week in January in each year, examine the Treasurer's Annual Financial Statement, with all books, accounts, and documents relating thereto, and List of Subscriptions and Donations, and shall certify to their correctness, and make any special report thereon which they consider necessary to the Annual Meeting.

## COLLECTOR.

## COLLECTOR.

## To give Receipt.

51. The Collector shall, under the direction of the Finance Committee, canvass for subscriptions and donations to the funds of the Institution. He shall give a printed receipt for every sum he receives, and keep a counterpart of such receipt in a book which shall be provided for the purpose by the Committee. He shall furnish to Contributors from whom he receives a subscription of £1 and upwards the admission tickets (signed by the Secretary) to which they are entitled, and shall also furnish them with a copy of the Annual Report of the preceding year. He shall enter all subscriptions received by him in a book specifying dates of receipt, and, once at least in every week, he shall copy all entries into a duplicate book to be kept at the Institution. He shall pay over to the Treasurer, once in every week, and oftener if the receipts exceed £20, all moneys received by him, and shall furnish to the Treasurer a list of the contributions so paid over, and shall obtain the Treasurer's receipt in his book for such payments.

Furnish Tickets  
and Reports.Keep duplicate  
books.

## Pay to Treasurer

Books to be pro-  
vided.Attendance when  
required.

## Give security.

## Payment.

## Removal.

52. The books used by the Collector shall be provided by the Committee, and shall be deemed to be the property of the Institution—and the Collector shall at any time upon demand, deliver up his books and butts for examination or retention. He shall, when required, be in attendance at the meetings of the Finance Committee, and shall act in the discharge of his duties under their instructions. He shall give security for the faithful discharge of his duties in the sum of £150 of some Guarantee Company, to be approved by the Committee of Management. He shall be paid monthly, by a commission on the amounts collected, at such rate as the Committee shall fix, and will be liable to be removed from office at any time without notice.

## HONORARY MEDICAL STAFF.

HONORARY  
STAFF.

## Election.

53. The Honorary Medical Staff shall be elected by the Governors and Contributors at the annual meeting in January of each year; and the number to be elected shall be decided by such meeting, but shall not exceed four; and should a vacancy occur during the year then the power of filling the same shall rest with the General Committee of Management.



54. No person shall be eligible for election as an Honorary Physician or an Honorary Surgeon, unless he shall be registered as a legally-qualified medical practitioner, under any Act in force in Victoria relating to medical practitioners, and unless he shall possess (for the office of Physician) a degree from some one of the Universities of the United Kingdom, or of the Australian Colonies, or a Foreign University recognised by them, or a Diploma from a College of Physicians in the United Kingdom; and unless he shall possess (for the office of Surgeon) a degree as Master of Surgery from some one of the aforesaid Universities, or be a Member or Licentiate of some one College of Surgeons in the United Kingdom. Qualification.

55. The Honorary Medical Staff shall attend in weekly rotation, on such days and at such hours as may be most convenient, for consultation on the treatment of patients; and they shall arrange the rotation of attendance. They shall not interfere with the admission or discharge of patients, and shall, in all respects, comply with the Bye-laws and Regulations of the Institution. Rotation of Duty

56. The Honorary Medical Staff may visit the Institution at any time, irrespective of the rotation of duty; and in the case of their observing any neglect of, or inattention to the patients, it shall be their duty to report the same to the House Committee forthwith. Occasional visit and Reports.

57. The Honorary Medical Staff of the week shall attend for consultation on all important cases, and should any capital operation be deemed necessary, the whole of the Honorary Medical Staff shall be summoned by the Resident Surgeon for further consultation (except in cases of emergency) previous to the operation being performed, when, if then decided on, the whole of the Honorary Medical Staff shall be requested to attend. Consultations to be held.

58. They shall record their visits in a book to be kept for that purpose, and note therein anything of importance. Record of Visits.

59. Any Honorary Medical Officer neglecting his duty for two weeks, or absent from the Hospital for four consecutive weeks, without leave of the Committee of Management, may be suspended by the Committee. Absence or neglect of duty.

#### SURGICAL OPERATIONS, &c.

60. No one shall be present at the time of any operation or *post mortem* examination, except such persons as may be connected with the Institution, or members of the medical profession. Surgical Operations,

#### ADMISSION OF PATIENTS INTO THE INFIRMARY.

61. Accidents, and such cases of decided emergency only, as in the opinion of the Senior or Resident Surgeon cannot be delayed, may be received into the Infirmary at any time without ticket; and the admission of patients, in ordinary cases, recommended by Subscriber's tickets, shall be daily (Sundays excepted) between the hours of NINE and TWELVE o'clock in the forenoon, by the Secretary and Senior or Resident Surgeon, such admission to be temporary and subject to the approval of the House Committee at its next meeting. PATIENTS.  
Admission into the Infirmary.

## ADMISSION OF PAYING PATIENTS.

- Admission of Paying Patients. 62. Paying patients may be admitted at the discretion of the House Committee, who shall fix the weekly rate to be charged to each patient, and in the event of an operation being necessary, may fix a fee therefor, and may require the same to be paid in advance; and every person admitted on the ground of emergency to the benefits of the Institution, and able in the estimation of the Committee to pay, shall be required to do so at such rate as the Committee may determine. Each admission of a paying patient shall be reported to the General Committee at its next meeting, and shall be subject to confirmation.
- Rules applicable. 63. The General Rules and Regulations of the Institution shall be applicable to and be observed by all paying patients.

## PERSONS NOT ADMISSIBLE.

- Persons not admissible. 64. No pregnant female for the purpose of confinement; no insane person, except on remand for medical examination in the Lunatic Ward; no one having a contagious or infectious disease; no one subject to epilepsy; nor any one who, in the opinion of the Surgeon, might receive equal benefit as an out-patient shall be admitted: and no child under five years of age shall be admitted, except in case of accident or for a surgical operation; nor, except under special circumstances, shall patients be admitted from other districts where hospitals exist. Provided that the House Committee, or Officers of the Institution, shall have discretionary power to admit such prohibited cases, and shall report upon the exercise of such power to the next general meeting of the Committee of Management.

## ADMISSION OF INMATES INTO THE BENEVOLENT ASYLUM.

- Admission to Benevolent Asylum. 65. The admission of inmates into the Benevolent Asylum shall be restricted to those days in each week upon which the House Committee meets, when applications shall be considered and decided upon. No pregnant female for the purpose of confinement; no person insane; no child under twelve years of age; no one having a contagious or infectious disease shall be admitted.

## OUT-PATIENTS.

- Out-Patients. 66. Persons unable to pay for medicines and medical attendance (or for either) but not requiring admission to the house, shall be treated as out-patients, on producing the recommendation, in proper form, of a Governor or Subscriber.

## IMPOSTORS.

- Impostors. 67. In the event of any person in a position to pay for medical or surgical advice, or to support him or herself elsewhere, being detected in the receipt of the charity of the Institution, such person shall be liable to be prosecuted, and shall be charged as in-patient of the Infirmary or Benevolent Asylum, at the rate of ten shillings *per diem* from date of admission; or, if an out-patient, ten shillings for each occasion on which either of the Surgeons may have been consulted; and the Committee may order the removal of such person from the Institution, provided the case is not one of emergency.

## RELIGIOUS INSTRUCTION.

68. Ministers of Religion shall have free access to persons of their respective denominations, at such times as shall be appointed by the Committee of Management; and when a patient requests that any minister may be sent for, his wish shall be immediately complied with. Ministers of Religion.

69. That the instruction of the patients in the Institution be left to the recognised religious teachers of the various denominations to which the patients belong; and it shall be understood that controversial works be prohibited. Religious Instruction.

## REGULATIONS.

70. Copies of all Bye-laws and Regulations, with respect to the officers or servants of the Institution, shall be furnished to them by the Secretary; and with respect to patients and visitors, the regulations affecting them shall be hung up in each Ward of the Institution. REGULATIONS.  
To be furnished to Officers, &c. and posted in Wards.

## BYE-LAWS.

71. No Bye-law shall be made or altered except at an annual or special meeting of the contributors, and in accordance with the 7th sec. 27 Vic., Act No. 220. No such Bye-law shall be of any force or effect until one month after the same shall have been confirmed by a general meeting of contributors, specially convened for that purpose, and published in the *Government Gazette*. Bye-laws.