

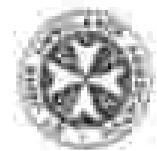
**LIST OF TEST BOOKS**

All the books mentioned in this list are for sale and may be ordered from the Association of St. John Ambulance, 1, Red Cross Road, New Delhi-110001. The price of each book is given in the table below.

TITLE	PRICE										
	Rs.	Paisa	Rs.	Paisa	Rs.	Paisa	Rs.	Paisa	Rs.	Paisa	
<b>FIRST AID.</b>											
First Aid to the Sick and Wounded	2.25	0.00	1.00	0.25	0.25	0.25	0.25	0.25	0.25	0.25	
First Aid to the Sick and Wounded (Pocket)	1.00	0.00	0.50	0.00	0.50	0.00	0.50	0.00	0.50	0.00	
First Aid to the Sick and Wounded (Pocket) (Illustrated)	1.00	0.00	0.50	0.00	0.50	0.00	0.50	0.00	0.50	0.00	
First Aid to the Sick and Wounded (Pocket) (Illustrated) (Illustrated)	1.00	0.00	0.50	0.00	0.50	0.00	0.50	0.00	0.50	0.00	
<b>MATHEMATICS AND CHEMISTRY.</b>											
A Treatise on Mathematics and Chemistry	4.00	0.00	2.00	0.00	2.00	0.00	2.00	0.00	2.00	0.00	
A Treatise on Mathematics and Chemistry (Illustrated)	4.00	0.00	2.00	0.00	2.00	0.00	2.00	0.00	2.00	0.00	
<b>PHYSICS AND CHEMISTRY.</b>											
A Treatise on Physics and Chemistry	4.00	0.00	2.00	0.00	2.00	0.00	2.00	0.00	2.00	0.00	
A Treatise on Physics and Chemistry (Illustrated)	4.00	0.00	2.00	0.00	2.00	0.00	2.00	0.00	2.00	0.00	

1.—Full particulars and regulations regarding the examination of these books are obtained from the Secretary General, St. John Ambulance Association, 1, Red Cross Road, New Delhi-110001.  
 2.—All orders must be sent direct to the Association of St. John Ambulance, 1, Red Cross Road, New Delhi-110001.  
 3.—St. John Ambulance Association, 1, Red Cross Road, New Delhi-110001.

*St. John Ambulance Association*



**REGULATIONS**

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

Headquarters: 1, Red Cross Road,  
**NEW DELHI-110001**  
 Telephone: 2333333  
 Telegram Address: "AMBULANCE" (N.D.)  
 Revised Edition, 1977

(8,000 Copies)

Price 50 Paise



A-Class Ambulance Form (Form A114) on which the attendance at lectures will be recorded, shall be obtained from the local Secretary before the course begins and must be completed and returned to him after the examination, so that the possession may be recorded in the Course Report.

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

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

(4) Text-books, Equipment, etc.

A book reported stock-list, with prices, is published on page 15. Only approved textbooks may be used by candidates. Text-book Agencies, etc. are listed on page 16. Text-books and other equipment can be ordered direct from the Super Officer, the Army Ambulance School Depot, New Delhi. Telegraphic Address: Ambulance (R.S.) New Delhi. Form F211001 or 211027 (in either language) may be used in case of fresh supply.

A set of four physiological diagrams for use by the lecturer, covering the human skeleton, the circulatory, respiratory and nervous systems, the sense and coordination of blood responses, respiration and circulation, may be ordered from the Depot, price Rs. 27.00. Local illustrations are allowed in preparing a candidate's notes but no charge for a special set.

Stock-list may be obtained from the Depot—

Physico-chemical anatomy (specimen approved for (Practical Competitions) complete with a pair of slides. Price Rs. 157.00

Ordinary specimen complete with a pair of slides. Price Rs. 117.00

These should also be checked by the local Secretary and listed in a class list.

Articles of clothing are on sale at the Depot. Price—Rs. 325 each. These should also be checked by the local Secretary and listed in a class list.

Thoughtful leaflets may be obtained from the Depot—

The	Rs. 1.70 each
Extra (padding 2)	Rs. 4.25 per dozen.

Classes which cannot afford these are advised to make their own handkerchiefs out of cheap cotton cloth for practical purposes.

All other publications mentioned in this price list, a copy of which will be supplied free on application to the Super Officer, the Army Ambulance School Depot, I, NCI Cross Road, New Delhi (110001).

(1) Course of Instruction.

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

Each lecture lasts about two hours, the latter half being devoted to practical work, consisting of the instructions given in the syllabus.

In the case of dark or stormy weather, a hall big enough to hold the Association of Instructors.

2—Lecturers' Qualifications, etc.

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

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

1. Medical Medical Registration Act, 1908.
2. Bombay Medical Act, 1912.
3. The Bengal Medical Act, 1914.
4. The Union Provinces Medical Registration Act, 1914.
5. The Punjab Medical Registration Act, 1914.
6. The Madhya Pradesh Medical Registration Act, 1914.
7. The Bihar and Orissa Medical Act, 1914.
8. The Assam Medical Act, 1914.
9. The Orissa Medical Registration Act, 1916.

A trained nurse having completed a 3-year course in a recognized training school and obtained the certificate, and an Army Nursing Assistant Nursing School (holding such efficiency certificate in class 1), who have obtained the Association's certificate in First Aid may also instruct in First Aid without having to cover their First Aid certificate.

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

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

(b) *Midwifery and Child Welfare*—Any qualified Medical practitioners, lady health visitor (certificated), & trained nurse (certificated) or a teacher of domestic science (certificated) may lecture on this subject.

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

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

### LECTURERS

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

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

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

### 3.—Examinations and Re-examinations

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

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

3. The nurses with University Degree are allowed to examine the candidates in Home Nursing.

4. "Public Health Nurses State, Territorial and Military Territory are also recognized examiners in Midwifery and Colonial/Foreign Courses".

5. Practitioners of indigenous systems of Medicine who are graduates of Colleges recognized by the Board of Ayurvedic, Unani & Homoeopathic Systems of Medicine in a State/Union Territory are required to obtain a Lecturers' Certificate of the Association to become Examiners in First Aid. These candidates will obtain teacher and tutor after the Certificate and Medallion one month after the teacher notice qualifying for lecturer's certificate.

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

### (A) General Rules

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

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

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

(iv) Two rooms shall be provided whenever possible; if this is not practicable steps shall be taken to prevent the candidates who are awaiting examination from heating or cooling at the rate may be the work of practical examination of the others.

(v) No one is to be present at an examination except the candidates, the examiner, and any helpers he or she may require. The models required for bandaging, and the Local or class Secretary the latter will only be present when a written examination is held, to watch that no copying or questioning of one teacher by pupils takes place while the examiner is elsewhere conducting the oral and practical examination of a portion of the class. If persons other than the above mentioned helper on being present, or are found to be present, the examiner is justified in referring to conduct the examination, and the promoters of the class will be held liable by the Association for any expense incurred, although the examination may still have taken place. Examiners are requested to insist upon this regulation being strictly adhered to, and to report any departures therefrom.

(K) In the event of a candidate being absent in any written portion, the examiner may request the offender to withdraw and his or her examination may be cancelled. The Class Secretary is responsible for seeing that no materials or items of any kind are brought into the room by the candidate.

#### (M) Requirements for Examination

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

(i) *For First Aid Classes (First)*—A good supply of cellulose wadded triangular bandages, a Walker and pad, material for temporary splinting, and a stretcher.

(ii) *For First Aid Classes (Nurses)*—A good supply of gauze (not flannelette) triangular bandages, a rubber tubing and pad, material for temporary splinting, first aid kit, a bedsheet or emergency cot, bedding, blankets and sheet.

(iii) *For Home Nursing Classes*—A good supply of roller bandages, lot of material for making pessaries and hair formations, an artificial haemorrhoid, a bedsheet or emergency cot, bedding, blanket and sheet, and two models. A watch with second hand should also be available.

(iv) *For Maternity and Child Welfare Classes*—Paper and pencils, measuring tapes, bath or small oil tin, baby's bath, weighing scale, syringe for preparing a baby's bath, and any other First Aid baby or mother the examiner may want. Triangles and other bandages, lot for stretch and holding. Thermometer, materials for making obstetric forceps and pessaries (desired).

#### (N) Sources for Examination

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

The examinations in First Aid Home Nursing and Maternity and Child Welfare shall be written and practical, but the examiner may omit the written part if the local Secretary gives to the examiner an authority (written or verbal) that the candidates are distinguished in preparing themselves in writing three days before the date of the examination.

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

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

#### (O) Preparation of Reports

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

application for the certificate to the Secretary—U.T. County Council, which will forward it to the Indian Commissioner for issue of certificate on successful candidates. Enquiries regarding the result may be addressed to the local Secretary and not direct to the examiner.

As the examinations of the Association are not competitive but qualifying, the examiner does not give candidates (in order of merit) but does the Association submit the marks obtained to them, and the reason for a candidate's failure at the examination. No information is furnished except the names of the candidates who pass and fail respectively.

Candidates who have failed for a certificate, may attend a further course of lectures on the subjects in which they failed before they can apply to re-examine.

#### (P) Re-examinations

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

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

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

(b) *The Medalion* is preferably a First Aid Home Nursing award. For medalion regulations see Section 4.

(c) *The Label* is a First Aid award which may be gained by the holder of a medalion upon a year or passing a re-examination in First Aid. For label regulations see Section 4.

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

3. A pass in the Junior or Madrasah School Certificate exam is reckoned as any qualification towards the medalion or medalion.

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





*Practical*—Compression of arteries.

*First Lecture*

- A. History of Injured Organs—Dislocations.
- B. Bone, Joint, Sprain, Fracture of Bones and related anatomy, Fracture line.
- C. Foreign bodies in Eye, Ear and Nose.

*Practical*—Dressings of wounds and dislocations.

*Second Lecture*

- A. Anesthetics—Narcotics and Anesthetics.
- B. The Nervous System.
- C. Sensibility.

*Practical*—Artificial Respiration.

*Third Lecture*

- A. Fracture.
- B. Transport of the Injured.
  - (i) For Man, Hand Saws and Splinter Splints.
  - (ii) For Femur, Hand Saws.

*Practical*—Transport of the Injured.

*Fourth Lecture*

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

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

Note I.—The subject of accident cases to be treated in a general manner; the common fractures, dislocations, and also such general accidents, effects and treatment.

Note II.—The same class of cases should be described, by practical work, with an explanation of bandages and splints, lifting and carrying and treatment.

Note III.—How to dress and give to the patient of accident cases, attention to the patient.

Note IV.—As little time as possible is to be spent on resuscitation in general and artificial respiration. The patient and conditions are particularly important in resuscitation. It is "How to do" that has to be taught and should not be done and should not be done.

Note V.—When a condition is under observation for the student, the position and date of the patient should be noted in the record, for reference in the student's record book.

It is desirable that female students of First Aid should practice, in addition to the lessons in First Aid, instruction in the theory of bandaging and splinting a patient, in order that they may direct themselves how to handle a case which requires manual attention. Practice exercises will enable students to acquire the technique for bandaging and splinting and they will not be deterred by the theory.

**HOME NURSING**  
**SCHEDULE OF INSTRUCTION**

*First Lecture*

- 1. Definition of Home Nursing: Qualifications of the Nurse.
- 2. Structure and Functions of the Human Body.
- 3. The Rubber Bandage, and its application.

*Practical*—Rubber Bandaging.

*Second Lecture*

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

*Practical*—Bed making, changing sheets, Rubber bandaging.

*Third Lecture*

- 1. Details of Nursing: Washing the Patient, Pulse, Respiration, Temperature.
- 2. Observation of the Sick: Signs and symptoms to be noted: Respiration, Position:—Taking and recording pulse, Respiration, and Temperature: Rubber bandaging.

*Fourth Lecture*

- 1. Food: Digestion and the Digestive System.
- 2. Diet: Milk, Softening Food.
- 3. Beverages and Invalid Cooking.

*Practical*—Feeding a helpless patient: Rubber bandaging.

*Fifth Lecture*

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

*Practical*—Measuring medicines, Position and Administration.

*Sixth Lecture*

- 1. Fever.
- 2. Infection and Disinfection.
- 3. Symplic Infusoria Diseases.

*Practical*—Making disinfectant solution, Spraying and giving pills.

*Seventh Lecture*

- 1. Regional Nursing: Septic and Aseptic, Antiseptics.

- 3. Operations; after-care; dressing a wound.
- Practical*.—Dressing wounds. Patient bandaging.

*Eighth Lecture*

- 4. *Self-Care*: Common Ailments.
- 5. *Respiration*.
- Practical*.—General routine.

MOTHERCRAFT AND CHILD WELFARE

*Lecture I*

*Introduction*

- Text*..... *Child*  
*Yellandian*  
*Baby Book*  
*Sanitation*

- Practical*..... *As in Chap. I*

*Lecture II*

- Text*..... *Charities*  
*Control of insects and cats.*

- Practical*..... *As in Chap. II*

*Lecture III*

- Text*..... *Classes of foods*  
*Uses of foods*  
*Storage*

- Practical*..... *As in Chap. III*

*Lecture IV*

- Text*..... *Hygiene Plans*  
*Feeds in Diets*  
*Glacis*  
*Preparation of Foods*

- Practical*..... *As in Chap. III*

*Lecture V*

- The Young Mother*..... *Infants and maternal deaths*  
*Care of mother's breasts*  
*Teatle Clutches for mother*  
*Artificial Clutch*  
*Preparation of milk for the suckling.*

- Practical*..... *As in Chap. V*  
*Lecture V*

- Young Infant*..... *Development of baby*  
*Weight, iron, bones*  
*Milk, etc.*

- Practical*..... *As in Chap. V*

*Lecture VI*

- Young Infant*..... *Best Feeding*  
*Artificial Feeding*  
*Weaning*

- Practical*..... *As in Chap. V*

*Lecture VII*

- Young Infant*..... *First air, sleep*  
*Setting, clothing*  
*Vaccination*

- Practical*..... *As in Chap. VI*

*Lecture IX*

- Young Child*..... *Development, Weight*  
*Teeth, wean, etc.*  
*Habit—eye*

- Practical*..... *As in Chap. VIII*

*Lecture X*

- Young Child*..... *Feeding, Clothing*  
*Miscellaneous*

- Practical*..... *As in Chap. VI*

Lecture 24

Significant  
Emergencies  
Parasit

Chol, typhoid, typhus, malar, etc.  
As in Chap. VIII.

Lecture 25

City of our children.  
Suburban, crowd-living,  
Infectious diseases

Parasit

As in Chap. IX.

HYGIENE AND SANITATION

ILLUSTRATION OF HYGIENE

Lecture 1

Hygiene and Public Health

Personal, communal, national, international.

Public Health Administration in India

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

Non-Official Agencies

Indian Red Cross Society, St. John's Ambulance Association, Co-operative and Health Societies, World Health Association.

Lecture 2

Health and Contact

Importance of contact. Person's value. Emphasis on healthy and sound. Parasitic disease the great obstruction to biological perfection. To be combated by knowledge, conviction, practice, and co-operation.

Health

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

during infancy and childhood, welfare centers, school medical service. The formation of good and healthy habits early in life. Importance of food hygiene, the avoidance of disease. How is disease spread?

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

Lecture 3

Contact Diseases

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

By Ordinary Social Contact.

"Droplet infection" meaning, mode of infection.

Examples: cold, influenza, diphtheria, measles, rubella, etc.

The main principles of prevention, danger of overcrowding in houses, subways, restaurants, bars, etc., streets, theatres, etc.

Lecture 4

Disease Carriers of Water

Water as source in India, how is it got polluted, "Plural purification" as usage, "Regeneration" or "Filtration" of water supplies.

Stagnant water, tanks, wells (deep, shallow and tube wells). The chief characters of such waters, and their prevention.

- Filtration of water: (1) Natural purification.
- (2) Filtration on a large scale.

Filtration (slow and rapid), chlorination.

- (1) On small scale—boiling, aeration, chlorination.

Diseases carried chiefly by Water.

(Cholera, typhoid, dysentery, etc.)

Cholera in India

Distribution, prevention, control by inoculation.

Typhoid

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

Dysentery

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



(C) **RECORDS OF INSTRUCTION FOR JUNIOR HOME AID CLASSES**  
(For pupils under 16 years of age)

A short description of the books, manuals and articles.  
Uses of the certificate and register.

Difference between arterial versus and capillary bleeding, and  
method for stopping each.

Position of hair arrest.

Type of a tooth; root, and methods of treatment.

Making temporary splint.

How to treat a person in fits, falling, asphyxiated or burned or whose  
arteries are cut.

How to treat for apparently drowned or suffocated.

Ways of carrying an injured person.

Made using the emergency bandage.

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

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

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

Washing and dressing a sick person.

Dressing wounds—making and applying poultices and ointments.

The proper way of feeding sick persons and children.

First aid on giving antidote to insects.

Applying the roller bandage to leg and arm.

(E) **SYLLABUS FOR JUNIOR MODICUMS & CHILD WOUNDS**

(For pupils under 16 years of age)

The same syllabus as for adults (see page 14) will be followed,  
but the instruction for the junior certificate will be of a more elementary  
character.

(F) **SYLLABUS FOR JUNIOR HYGIENE AND SANITATION**

(For pupils under 16 years of age)

The same syllabus as for adults (see page 14) will be followed,  
but the instruction for the junior certificate will be of a more elementary  
character.

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

**T.—Regulations and syllabus for Mackintosh School Course.**

**REGULATIONS**

**REGISTRATION FOR THE CLASS**

The usual way to form a class for this Course is for the Head of  
an Institution undertaking to do so to select a sufficient number of  
students, arrange for a lecturer and a supply of the necessary material and  
proceed with their training, and examination in accordance with the rules  
hereafter laid down. A teacher who is qualified in the regulations  
of the Association on these subjects, or holds B. S. or C. T. or I. T.  
degree and has obtained (junior) certificate in First Aid may act as  
the Course. The examinations, however, must always be conducted by a  
competent doctor. Whenever possible the services of a doctor should be  
obtained for giving lectures. Fees necessary for theory or for first certificate  
for a class. It is not desirable to have more than three, or the maximum  
number, unless sufficient time is each year.

**DESCRIPTION OF THE COURSE**

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

**MAINTENANCE OF RECORDS**

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

**CERTIFICATES**

The Mackintosh School Course will not be recognized as a qualification  
except for the Association's Voucher or Medalion but to encourage the  
students who have passed the first examination to persevere and to obtain  
themselves in further tests, it has been decided that certificates of those  
distinguishing colours will be awarded for three successive examinations,  
the second examination being held not earlier than 3 months after the  
first and the third 9 months after the second. The three certificates will  
be awarded as follows:—

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

- (v) The "First Re-examination Certificate" is available to persons who pass the "First Certificate" and obtain 25% of the maximum marks of the second examination.
- (vi) The "Second Re-examination Certificate" is available to persons who pass the "First Re-examination Certificate" and obtain 50% of the maximum marks of the third examination.

The holders of the First Re-examination Certificate shall be eligible to receive the First Certificate, and for the Second Re-examination higher rank than for the First Re-examination. Special care must be taken to ensure the standard of examination for which each candidate is sitting is a First Certificate, First Re-examination Certificate and Second Re-examination Certificate.

#### Specimens

The syllabus of the Macaoese School Course which has been approved should be used for the candidates sitting at the end school in the examination. The syllabus for the Macaoese School Course of the Association. The Manual for the course should be obtained from the School Officer, St. John's Ambulance Society, Macao, New China.

#### Examination

A list of candidates with names in full be given to the Examiners. The number of candidates to be examined at one time shall not exceed 100.

The Examiners shall be provided, whenever possible, if this is not practicable, steps shall be taken to prevent the candidates who are showing contrivance from hearing or seeing in the same way as the rest of the candidates the examination of the others.

The examination shall be written, oral and practical, but the candidate may omit the written part if the local secretary gives to the candidate satisfactory reasons in writing such as that the candidate is unacquainted to expressing themselves in writing three days before the day of examination.

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

In no case, an candidate being detected in any unfair practice the Examiners may require the offender to withdraw and his or her examination may be cancelled.

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

an examination except the candidates, the Examiners, the boys who act as models, and the Local or Class Secretary, and so far as the latter is concerned, only when the written examination is held, to ensure that no copying or questioning of one candidate by people takes place while the examinee is otherwise conducting the oral and practical examination of a person of the class. It is hereby stated that persons who do not come within this category shall not be present, or are found to be present the Examiners is notified in writing, to conduct the examination, and the presence of the same will be held liable by the Association for any expense incurred, although the examination may not have taken place. Examiners are requested to insist upon this regulation being strictly adhered to, and to report to the Secretary-General any departure therefrom.

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

No candidate who is unable to give full at the end and practical parts shall receive a certificate.

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

#### SYLLABUS I

##### First Period in Exercise Science

A knowledge of the following subject is they expect —

A.—Osteology.

B.—Dent. Fracture.

C.—Dent. Cosmetics.

d.—Osteology. The body. What it is and how made up —

(1) A skeleton of bones.

(2) A system of joints.

(3) A covering of skin (muscles).

(4) Certain internal organs.

(5) A blood supply.

(6) A brain and nerve supply.

A boy should know on what part of his body, front and back, he can place his hand so as to touch particular named parts of organs. He should know the chief bones and be able to refer to them by simple anatomical names.

- (a) The skull, jaw bones;
- (b) The neck and trunk, spine, ribs, breast bones;
- (c) Upper respiratory tract, shoulder blade, upper arm bone, forearm bones, wrist and hand bones (general);
- (d) Lower limb, hip bones, thigh bones, knee cap, shin bones, ankle bones, saddle and foot bones (general);
- (e) The joints which most frequently get damaged.

How does injury occur, if possible. Boys should know them and feel the symptoms.

Fracture of limb, sprain, dislocation, rupture, contusion, stab wound, laceration.

E—One Feature and how to help them—

(1) The bones which are most likely to get damaged or displaced—upper arm, shoulder blade, forearm bones, shin bone, bones in knee or finger or ankle.

- (2) Fractures and how to treat them.
- (3) Sprain (wrist or ankle).
- (4) Bone Graft.
- (5) Artificial Respiration.

C—One Contaminant—

Character of the person, the house, the street: The necessity for clean habits about the school and the school house.

What it means?

Contaminant Agents - Some spread by contact.

Some spread by excreta from the body.  
Some resulting from directly poisonous substances.

Insects.—Flies, bees, mosquitoes. See in relation to disease and signs for about breeding.

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

Disinfection, Sanitation.

## STUDIES II

Five Periods in Mental Vocabulary, or Science.

A—Knowledge of the following subjects in this order—

1.—Osteology.

2.—One Fracture.

3.—One Contaminant.

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

- (1) A defense of bones.
- (2) A system of joints.
- (3) A covering of skin (muscle).
- (4) Certain internal organs.
- (5) A blood supply.
- (6) A nerve and nerve supply.

A boy should know on what part of his body, front and back, he can place his hand so as to touch particular named parts of organs. He should know the chief bones and be able to refer to them by simple anatomical names.

- (a) The skull, jaw bones;
- (b) Neck and trunk, spine, ribs, breast bones;
- (c) Upper limb, upper arm, shoulder blade, upper arm bone, forearm bones, wrist and hand bones (general);
- (d) Lower limb, hip bones, thigh bones, knee cap, shin bones, ankle bones, saddle and foot bones (general);
- (e) The joints which most frequently get damaged.

How does injury occur, if possible. Boys should know them and feel the symptoms.

E—One Feature and how to help them—

(1) The bones which are most likely to get damaged or displaced, upper arm, shoulder blade, forearm bones, shin bone, bones in wrist or finger or ankle.

- (2) Fractures and how to treat them.
- (3) Sprain (wrist or ankle).
- (4) Artificial Respiration.

C—One Contaminant—

Fracture—how to handle. What happens to the air and to the blood during inspiration. Ventilation. Air in school, in the house, in the house.

Classification of the papers, the books, the silver. The necessity for these books under the medical books.

#### Notes on Trophies

**Commencement Medals**—These should be given

years ahead by institutions from the Army.  
These medals for military personnel books.

**Special Medals**—Army, Navy, Government. Medal in relation to diseases and other books about medicine.

**Trophies**—Including silver cups, vases, a few books, bearing on their inscriptions the names of the donors.

#### Gifts from Individuals

**Personal Albums and Portraits**

#### Other Gifts

100. The Certificate of Appreciation for Member signed by the President. To be awarded—
  - a) For meritorious service of public health work.
  - b) In relation of "Original Year of Thanks" who have completed their work of organization for one full year in the promotion of the economic sanitation.
  - c) In relation of medical practitioners and trained nurses who have given, gratuitously, their complete services of lectures and to the Hospital who have rendered five years' gratuitous service by voluntary attendance of all medical members of lectures during their period of the duration of the Executive Committee.
101. In any territory where service has been rendered in any one particular in service by the Central Executive Committee and who, according to the list, in addition to all charges incurred, is entitled to have his name inscribed by means of an Honorary Life Member.
102. In relation of medical practitioners who render their services for a period of four years.
103. The President's Personal Year of Thanks Certificate, signed by the President. To be awarded after not less than five years' service of the St. John Ambulance Association.
104. The President's Personal Year of Thanks Certificate, signed by the President. To be awarded after three years' service of the St. John Ambulance Association.

105. The Temporary Executive Certificate of the Indian Council for members of the medical profession, to be signed by the Chairman of the Executive Committee. To be awarded after conferring and take their five contributions gratuitously.

#### In Relation to Medals

The **Rajata Medal** is bronze along with a Certificate of Appreciation signed by the President of India to be awarded to those who in a conspicuous act of gallantry have endangered their own life in saving or attempting to save the life of others. All such cases may be submitted by the Association Chapter Brigade District for consideration of the Executive Committee.

#### 3.—Badges of the St. John Ambulance Association.

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

#### CLASS 'A'

These can be purchased and worn by any person holding a First Aid certificate of the St. John Ambulance Association. Applications for certificates to be made through the Secretariat of Central or District Chapter in the Station Office, St. John Ambulance Street, Dept. of Health, Cross Street, New Delhi, giving number of First Aid certificate. As from 1st January 1930, the period of validity of the Senior First Aid Certificate will be four years from the date of examination.

No. 1. In Nickel Silver, small	Rs. P.
No. 2. In Gold and Silver	6.00 small
	6.75

#### APPROXIMATE COST

First class including the "Junior" First Aid Certificate: 1.00

#### CLASS 'B'

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

#### 4.—List of Associated Fees:

Form No.	Description
A-1	Application for Warrant of Constitution.
A-2	Home Nursing Examination Report.

A/4	First Aid Examination Report.
A/5	Register and Examiners' Examination Report.
A/7	Mathematics and Child Welfare.
A/8	Application for Medalion Labels.
A/9	Annual Report of Centres.
A/10	Application for Certificate of Membership.
A/13	Application for Medalion Pendant (Home Nursing).
A/14	Application for Medalion Pendant (Hygiene and Sanitation).
A/15	Application for Medalion Pendant (Mathematics and Child Welfare).
A/16	Class Attendance Form.
A/17	Applications for Medallions.
A/18	Form for statistical return of issue of certificates, etc.
A/19	Application for recognition of service (first aid awards).
A/21	Marksheet Scheme Course Examination Report.
A/22	First Aid Preparation Examination Report.
A/23	Application for Honorary Member's Badge.

## 11.—St. John Ambulance Brigade.

### Objects.

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

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

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

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

1. The rules for obtaining a certificate for the purpose of Board of Trade are the same as those prevailing for the general First Aid examination of the St. John Ambulance Association. They are printed on the back of a special small form folder which leaves an open side space for the certification of attendance at 4 lectures. This form is filled in by the Surgeon Examiner before being received by the State Centre. This special form is necessary for certificate candidates as owing to their frequent movements, it may be necessary for them to attend certification of instruction at different ports.

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

3. Instruction and examination of Mercantile Marine candidates should be in the control of and under the management of the State Centres of the Association, in which all candidates should be entered in the list issued for the necessary arrangements.

4. As some candidates often require personal instruction in a class of one and their time of attendance is dependent upon the requirements of their ships, it is only fair that instructors should receive some payment for their services. A fixed charge (Schedule of Ex. 20) for 4 lectures or Rs. 3 per lecture should be paid in advance to the State Centre Secretary and a receipt obtained by the candidate.

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

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

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

8. Lines cards for certification of attendance and examination may be issued by the State Centre at a Cost of 50 paise.

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