



## THE UNIVERSITY OF MELBOURNE ARCHIVES

<b>NAME OF COLLECTION</b>	<b>Australian Nursing Federation, Victorian Branch</b>
<b>ACCESSION NO</b>	<b>91/26</b>
<b>CATEGORY</b>	Labour, organisations
<b>ACTIVITY</b>	Trade Unions
<b>DATE RANGE</b>	1867-1989 [mostly 1901-1989]
<b>SIZE OF COLLECTION</b>	35 boxes; 10 volumes
<b>DATE OF TRANSFER</b>	1991
<b>ACCESS CONDITIONS</b>	Restricted. Secretary's permission needed.
<b>DESCRIPTION</b>	See Contents Summary below.

**The University Of Melbourne Archives**  
**Australian Nursing Federation, Victorian Branch**

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**NOTE ON  
COLLECTION**

The University of Melbourne Archives has received two accessions of records of the VTNA and its successors through to the ANF (VB). In 1975 an accession was received from the RVCN, listed as the RVCN Collection, which consists of correspondence files of the RVCN, its predecessors and related organisations and sub-committees.

A second accession was received from the Australian Nursing Federation, Victorian Branch in 1991, and is now known as the ANF (VB) Collection, Accession No. 91 26. This accession contained a mixture of records of the RVCN and predecessors, most importantly the early minute books and financial records dating back to 1901 which were not transferred with the RVCN Collection correspondence in 1975. In addition, there were records of the RANF (VB) from post-amalgamation in 1975 to c.1990. For practical reasons, it was decided to list the pre-1975 records of the RVCN and predecessors from this second accession in one initial inventory.

This inventory therefore details the earliest minute books and financial records of the VTNA, RVTNA and RVCN to the time of amalgamation in 1975. Where series of minutes continued unbroken after 1975, as for example with the VTNA to RANF (VB) Council Minutes, the whole series was included here. Where series of minutes for sub-committees were clearly identifiable post-1975 they were also included here.

The balance of the records transferred in 1991 which cover the ANF (VB) c.1975-1990 are listed in a draft which can be requested from the Archivist.

**The University Of Melbourne Archives**  
**Australian Nursing Federation, Victorian Branch**

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<b>HISTORICAL NOTE</b>	<p>The ANF, Victorian Branch was first constituted in 1901 as the Victorian Trained Nurses Association (VTNA). Its role was to improve and protect nursing by registering trained nurses, to introduce a uniform curriculum of training and examination, to look after the welfare of nurses by establishing a benefit scheme and generally to promote the interests of nurses.</p> <p>The inaugural meeting of the VTNA was held at the Melbourne Hospital on 19 April 1901 and the first Council was elected on 12 June 1901. The prefix 'Royal' was obtained by Royal Charter in 1904 from Edward VII. The charter was sought at the suggestion of the first President of the VTNA, Dr Springthorpe, after Queen Alexandra expressed interest in the work of nursing associations.</p> <p>In 1934 the RVTNA changed its name to the Royal Victorian College of Nursing (RVCN) which reflected its greater involvement with nursing education. It had transferred its role of registering nurses to the Government's Victorian Nursing Council (VNC) in 1924.</p> <p>While the VTNA, RVTNA and RVCN were formed initially to register and then to educate nurses, there were also various attempts to look after the industrial aims of nurses. A rival body, the Trained Nurses Guild, was formed in 1921-22 to seek registration in the Arbitration Court and arrange an Award for nurses. This was unsuccessful and the Guild disbanded in 1922. The RVCN Employees Association (RVCNEA) was formed in 1943.</p> <p>In 1949 the ANF, Federal Branch also ventured into the industrial arena and revived the Trained Nurses Guild, soon to become the Australian United Nurses Association with both Federal and State branches, including AUNA, Victorian Branch.</p> <p>The AUNA, Victorian Branch and the RVCNEA amalgamated in 1953 to form the Australian Nursing Federation/Employees Section (ANF/ES) Victorian Branch. Around 1970 the ANF/ES began to go by the name of the ANF, Victorian Branch still representing the industrial aims of nurses.</p> <p>In October 1975 the RVCN amalgamated with the Royal Australian Nursing Federation (Victorian Branch), which had previously been the RANF Employees' Section or the body which represented the industrial aims of nurses. They now formed the new Royal Australian Nursing Federation, Victorian Branch. The Royal prefix was dropped both federally and in Victoria in the 1980s.</p>
<b>LISTED BY</b>	Helen Johnson & Suzanne Fairbanks
<b>DATE</b>	September 1996.

**Related Collections:**

- **ANF Federal Office Collection;**
- **Royal Victorian College of Nursing Collection;**

**The University Of Melbourne Archives  
Australian Nursing Federation, Victorian Branch**

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- **Royal College of Nursing Australia, Victorian Chapter Collection;**
- **Gertie Berger Collection;**
- **Florence Nightingale Committee of Australia, Victorian Branch;**
- **ANF Victorian Branch, Maternal and Child Health Special Interest Group;**
- **Nursing Project Officers Group Collection;**
- **Victorian Association of Principal Nurse Teachers Collection.**

**ABBREVIATIONS:**

<b>ANF/ES</b>	<b>Australian Nursing Federation Employees Section</b>
<b>ANF (VB)</b>	<b>Australian Nursing Federation, Victorian Branch</b>
<b>AUNA (VB)</b>	<b>Australian United Nurses Association, Victorian Branch</b>
<b>RANF (VB)</b>	<b>Royal Australian Nursing Federation, Victorian Branch</b>
<b>RVCN</b>	<b>Royal Victorian College of Nursing</b>
<b>RVCNEA</b>	<b>Royal Victorian College of Nursing Employees Association</b>
<b>RTNA</b>	<b>Royal Victorian Trained Nurses Association</b>
<b>VNC</b>	<b>Victorian Nursing Council</b>
<b>VTNA</b>	<b>Victorian Trained Nurses Association</b>

**CONTENTS SUMMARY:**

<b>Series 1</b>	<b>VTNA, RTNA AND RVCN COUNCIL MINUTES, 1901 - 1975</b>
<b>Series 2</b>	<b>RTNA, RVCN, SUB-COMMITTEE AND EXECUTIVE COMMITTEE MINUTES, 1912 - 1975</b>
<b>Series 3</b>	<b>RANF (VB) EXECUTIVE COMMITTEE MINUTES 1975 - 1979</b>
<b>Series 4</b>	<b>RVCN, RANF (VB) COUNCIL, EXECUTIVE AND SUB-COMMITTEE ATTENDANCE BOOKS, 1945 - 1984</b>
<b>Series 5</b>	<b>RVCN ORDINARY AND EXTRAORDINARY ANNUAL GENERAL MEETING MINUTES, 1946 - 1975</b>
<b>Series 6</b>	<b>RVCN SECRETARY'S REPORTS TO COUNCIL, 1946 - 1968</b>
<b>Series 7</b>	<b>RVCNEA MINUTES; ANF EMPLOYEES SECTION MINUTES, 1943 - 1975</b>
<b>Series 8</b>	<b>RANF VICTORIAN BRANCH COUNCIL MINUTES, 1975 - 1978</b>

**The University Of Melbourne Archives  
Australian Nursing Federation, Victorian Branch**

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- Series 9** AUSTRALIAN UNITED NURSES' ASSOCIATION (VICTORIAN BRANCH) MINUTES; ANF/ES VICTORIAN BRANCH MINUTES, 1949 - 1953
- Series 10** RVCN HOSPITALITY COMMITTEE MINUTES, 1956 - 1958
- Series 11** RVCN NURSING SERVICES COMMITTEE; RANF VICTORIAN BRANCH NURSING SERVICES STANDING COMMITTEE MINUTES, 1963 - 1982
- Series 12** RVCN JOINT NURSING SERVICES AND EDUCATION STANDING COMMITTEE MINUTES, 1974 - 1975
- Series 13** RANF EDUCATION STANDING COMMITTEE MINUTES, 1981 - 1982
- Series 14** RANF CHILD AND FAMILY HEALTH CARE STANDING COMMITTEE MINUTES, 1979 - 1982

**The University Of Melbourne Archives  
Australian Nursing Federation, Victorian Branch**

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- Series 15** RVCN STUDENT NURSES ASSOCIATION; RANF VICTORIAN BRANCH STUDENT NURSES' UNIT/SPECIAL INTEREST GROUP MINUTES, 1951 - 1984
- Series 16** RVCN VISITING NURSES SECTION RECORDS, 1948 - 1957
- Series 17** RANF VICTORIAN BRANCH PENINSULA SUB-BRANCH MINUTES AND ATTENDANCE BOOK, 1977 - 1980
- Series 18** RANF SUB-BRANCH REPRESENTATIVES' CONFERENCE MINUTES, 1975 - 1979
- Series 19** RVCN MEMBERSHIP COMMITTEE MINUTES, 1955 - 1957
- Series 20** RVCN PUBLIC HEALTH GROUP AND SUCCESSORS MINUTES, 1967 - 1980
- Series 21** RANF(VB) COMMUNITY NURSING PRACTICE RESEARCH STEERING COMMITTEE MINUTES, 1980 - 1984
- Series 22** RANF(VB) SPECIAL INTEREST GROUP REPRESENTATIVES' MEETING MINUTES, 1976 -1979
- Series 23** RVCN CONFERENCE COMMITTEE MINUTES, 1962 - 1974
- Series 24** RANF (VB) PROFESSIONAL SERVICES STANDING COMMITTEE MINUTES, 1984
- Series 25** VTNA BENEVOLENT FUND COMMITTEE MINUTES, 1904 - 1963
- Series 26** HISTORY OF VTNA AND SUCCESSORS BENEVOLENT FUND, 1950
- Series 27** VTNA AND SUCCESSORS, BENEVOLENT FUND ACCOUNTS, 1903 - 1949
- Series 28** VTNA AND SUCCESSORS, PUBLISHED REGISTERS, REPORTS AND BALANCE SHEETS, 1901 - 1922
- Series 29** RVTNA, RVCN NURSING REGISTERS, 1930 - 1975

**The University Of Melbourne Archives  
Australian Nursing Federation, Victorian Branch**

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- Series 30**      **RVCN POST GRADUATE NURSING STUDENT RECORD  
REGISTERS, 1935 - 1949**
- Series 31**      **REGISTRATION CERTIFICATES, 1905 - 1934**
- Series 32**      **AUSTRALASIAN TRAINED NURSES' ASSOCIATION REGISTER OF  
MEMBERS, 1911 - 1919**
- Series 33**      **RVCN MARRIAGES AND DEATHS BOOK, 1974 - 1975**
- Series 34**      **RVTNA, RVCN AND SUCCESSORS FINANCIAL RECORDS -  
GENERAL, 1913 - 1986**
- Series 35**      **CORRESPONDENCE, 1938**
- Series 36**      **NEWSPAPER CUTTINGS, 1916 - 1984**
- Series 37**      **PHOTOGRAPHS AND EPHEMERA, C.1918 - 1945**
- Series 38**      **FACSIMILE FLORENCE NIGHTINGALE CORRESPONDENCE, 1867  
- 1881**
- Series 39**      **TEXT BOOKS, COMMEMORATIVE PUBLICATIONS AND ISSUES  
OF NURSING JOURNALS GATHERED BY THE VTNA AND  
SUCCESSORS, 1908 - 1978**
- Series 40**      **MISCELLANEOUS**

**The University Of Melbourne Archives**  
**Australian Nursing Federation, Victorian Branch**

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**Series 1 VTNA, RVTNA AND, RVCN COUNCIL MINUTES, 1901-1975**

**This series consists of the minute books of the Council of the VTNA and its successors, the RVTNA and the RVCN until the amalgamation of the RVCN with the RANF Employees Section, (also known as the RANF Victorian Branch) in 1975 to form the new RANF Victorian Branch. Minutes of the new RANF Victorian Branch Council are in Series 8 below.**

Box	Item	
1	1/1	VTNA Minute Book, 12 June 1901-26 April 1904. This book contains minutes of the first meeting of the VTNA held at the Melbourne Hospital, 12 June 1901. *First meeting of Council to be held 18 July 1901; *First account opened at Commercial Bank St. Kilda. Special reference made to trained and untrained nurses. See insert in front of book. [Bound; black cover; no index; pages not numbered; all meetings dated.]
1	1/2	RVTNA Council Minutes and General Committee Meeting Minutes, May 1904-July 1909 [Bound; indexed; torn page no. 49-50]
1	1/3	RVTNA Monthly Council and Annual Meeting Minutes, 19 August 1909-18 October 1915. Includes insert p.147, recognition of 'Intermediate Hospitals', e.g. Bethesda Hospital Melbourne, to become training schools. [Indexed; page numbered; dated; front cover torn at page junction]
1	1/4	RVTNA Minute Book, Monthly Council and Annual Meetings, 2 December 1915 - 5 July 1923. Indexed.
2	1/5	RVTNA Minute Book, Monthly Council and Annual Meetings, 2 August 1923 - 6 October 1927. Indexed, pp.1-222.
2	1/6	RVTNA Minute Book, Monthly Council and Annual Meetings, 31 November 1927 - 3 August 1933. Indexed, pp.1-318. Annual Meetings for 1930-1931 at end of volume.
2	1/7	RVTNA Minute Book, Monthly Council and Annual Meetings, 3 August 1933 - 28 August 1934, final Annual Meeting of the RVTNA. Indexed, pp.1-109.



**The University Of Melbourne Archives**  
**Australian Nursing Federation, Victorian Branch**

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| 3 | 1/8  | RVCN Monthly Council and Annual meeting minutes, 28 August 1934 - 6 May 1943. General Meeting of 28 August 1934 was the first under the new name of Royal Victorian College of Nursing after change from RVTNA. Indexed, pp.1-684   |
| 3 | 1/9  | RVCN Monthly Council and Annual Meeting minutes, 3 June 1943 - 6 June 1946. Indexed, pp.1-222.  |
| 3 | 1/10 | RVCN Monthly Council and Annual Meetings, 4 July 1946 - 19 January 1950. Indexed, pp.223-417  |
| 4 | 1/11 | RVCN Monthly Council and Annual Meetings, 2 February 1950 - 1 December 1955. Indexed, pp.424-664A.  |
| 4 | 1/12 | RVCN Monthly Council and Annual Meetings, 2 February 1956 - 6 February 1958. Indexed, pp.665-708a.  |
| 4 | 1/13 | RVCN Monthly Council and Annual Meetings, 6 March 1958 - 1 February 1962. Indexed, pp.709-775A.   |
| 4 | 1/14 | RVCN Monthly Council Meeting Minutes, 1 March 1962 - 5 December 1963. Indexed, pp.776-818A  |
| 4 | 1/15 | RVCN Monthly Council Meeting Minutes, 6 February 1964 - 26 July 1966. Not indexed, pp.819-889A.   |
| 5 | 1/16 | RVCN Monthly Council Meeting Minutes, 7 July 1966 - 6 June 1968. Not indexed, pp.890-941A.  |
| 5 | 1/17 | RVCN Monthly Council Meeting Minutes, 4 July 1968 - 4 June 1970. Not indexed, pp.942-1002A.   |
| 5 | 1/18 | RVCN Monthly Council Meeting Minutes, 2 July 1970 - 7 December 1972. Indexed, pp. 1003-1082A. Includes bound in back: submission from Executive Committee to RVCN Council re amalgamation of RVCN with ANF Victorian Branch; also notes on the keeping of minutes by the RVCN and two pages of a register of seals. |
| 5 | 1/19 | RVCN Monthly Council Meeting Minutes, 1 February 1973 - 6 December 1973.  |
| 6 | 1/20 | RVCN Monthly Council Meeting Minutes, 7 February 1974 - 5 December  |

**The University Of Melbourne Archives  
Australian Nursing Federation, Victorian Branch**

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1974.

- 6            1/21        RVCN Monthly Council Meeting Minutes, 6 February 1975 - 2 October 1975. **Almost final meeting of the RVCN Council: preparing Articles of Association of the new body.**

**Series 2    RVTNA, RVCN, SUB-COMMITTEE AND EXECUTIVE COMMITTEE MINUTES, 1912 - 1975**

**From 1903, the Council of the VTNA delegated part of its work to Sub-committees which reported back to the main body at intervals. Sub-committees initially carried out the work of the Association in relation to registration, rules, education, and other matters. The minutes of these Sub-committees were included in the Council minute books (Series 1), until 1912 when they began to be kept separately in this Series.**

**From c.1946 the Council also formed an Executive Committee whose minutes are in this series and continue in Series 3 below.**

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| Box<br>6              | Item<br>2/1 | RVTNA Minutes of Sub-Committees, 15 August 1912 - 11 April 1921. Volume also includes record of members of Council from 1912 to 1936. <b>[Volume very fragile.]</b>  |
| 6                     | 2/2         | RVTNA Minutes of Sub-Committees, Sister Madge Kelly Prize, Standards of Training, Midwives Board, Rules, Inspectress of Private Hospitals, etc., 1 March 1920 - 24 July 1933. Full list of Sub-committees and personnel from 1912 in rear of volume. |
| Over<br>Size Box<br>1 | 2/3         | RVCN Minutes of Sub-Committees, 7 September 1934 - 13 December 1945. Indexed, pp.1-336.  |
| 6                     | 2/4         | RVCN Minutes of Executive Committee and Sub-Committees, 13 March 1946 - 17 December 1951. pp.337-623. Includes minutes of meetings between the Trained Nurses Guild and the RVCN.  |
| 6                     | 2/5         | RVCN Minutes of Executive Committee and Sub-Committees, 31 January 1952 - 7 December 1954. pp.624-878.   |

**The University Of Melbourne Archives**  
**Australian Nursing Federation, Victorian Branch**

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| 7 | 2/6  | RVCN Minutes of Executive Committee and Sub-Committees, 22 February 1955 - 5 December 1957. Indexed, pp. 879-1055.                              |
| 7 | 2/7  | RVCN Minutes of Executive Committee and Sub-Committees, 29 January 1958 - 28 November 1963. Indexed, pp.1057-2069.                              |
| 7 | 2/8  | RVCN Minutes of Executive Committee and Sub-Committees, 30 January 1964 - 30 November 1967. pp.2070-2887.                                       |
| 7 | 2/9  | RVCN Minutes of Executive Committee and Sub-Committees, 4 December 1967 - 4 November 1970. pp.2888-3970 when practice of numbering pages stops. |
| 8 | 2/10 | RVCN Minutes of Executive Committee, 28 January 1971 - 27 September 1972.   |
| 8 | 2/11 | RVCN Minutes of Executive Committee, 25 January 1973 - 29 November 1973.  |
| 8 | 2/12 | RVCN Minutes of Executive Committee, 31 January 1974 - 28 November 1974.  |
| 8 | 2/13 | RVCN Minutes of Executive Committee, 30 January 1975 - 28 August 1975. Includes final meeting of the Executive Committee of the RVCN.           |

**Series 3 RANF EXECUTIVE COMMITTEE MINUTES, 1975-1979**

**In October 1975 the Executive Committee of the RVCN became the Executive Committee of the RANF, Victorian Branch. The records in this Series follow those in Series 2.**

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| Box | Item | RANF Victorian Branch Minutes of Executive Committee, 30 October 1975 - 8 September 1977. |
| 8   | 3/1  |   |
| 9   | 3/2  | RANF Victorian Branch Minutes of Executive Committee, 12 October 1977 - 16 November 1978. |
| 9   | 3/3  | RANF Victorian Branch Minutes of Executive Committee, 7 December 1978 - 18 October 1979.  |

**The University Of Melbourne Archives  
Australian Nursing Federation, Victorian Branch**

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**Series 4 RVCN, RANF (VB) COUNCIL, EXECUTIVE AND SUB-COMMITTEE ATTENDANCE BOOKS, 1945-1984**

**This incomplete series of attendance books lists members of the Council, Executive and Sub-committees as well as their attendance at specific meetings. Further lists of Council members, but not of attendance, are in item 2/1 above.**

Box 9	Item 4/1	RVCN Council Roll [Attendance Book], 1945 - 1946. Contains list of Council members 1945-1946.
9	4/2	RVCN Attendance Book, 1959 - 1972. Contains record of attendance at Council, Executive Committee, and sub-committees.
9	4/3	RANF (VB) attendance book, 1983-1984. Contains record of attendance at Professional Services Standing Committee, Economic Welfare Standing Committee, Students of nursing, Health Advisory and Child and Family Health Care Standing Committees.

**Series 5 RVCN MINUTES OF ORDINARY AND EXTRAORDINARY ANNUAL GENERAL MEETINGS, 1946-1975**

**This series of minutes of Annual and Extraordinary General Meetings continues on from the minutes of such meetings contained in the general Council Minute Books in Series 1. Minutes of these meetings are also to be found published in *UNA*, the nursing journal of the RVCN.**

Box 9	Item 5/1	RVCN Minutes of Ordinary and Extraordinary (Annual) General Meetings. From Extraordinary General Meeting, 23 May 1946 and 45th General Meeting 25 August 1946 - 54th General Meeting 16 September 1955 and Extraordinary General Meeting, 28 November 1955. pp.1-94. The minutes in this volume are bound with abridged reports of meetings from <i>UNA</i> . Some are discoloured due to acidity of paper.
10	5/2	RVCN Minutes of Extraordinary General Meetings, 30 April 1956 - 17 June 1975. pp.95-133. The pagination indicates that the Extraordinary General Meeting Minutes were originally interleaved with the minutes of Ordinary meetings in the folder immediately below.

**The University Of Melbourne Archives**  
**Australian Nursing Federation, Victorian Branch**

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- 10        5/3        RVCN Minutes of Ordinary and Extraordinary (Annual) General meetings. From 55th General Meeting, 21 September 1956 - 74th Annual General Meeting, 17 October 1975. pp.99-129 when the practice of numbering stopped.

**Series 6    RVCN SECRETARY'S REPORTS TO COUNCIL, 1946-1968**

**The practice of supplying Secretary's reports to Council began in 1946 and are collected here in three bound volumes.**

- | Box | Item |   |
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| 10  | 6/1  | RVCN Secretary's Reports, nos. 1-103, pp. 1-219. Reports signed and issued monthly to Council meetings, 10 January 1946 - 1 December 1955.                |
| 10  | 6/2  | RVCN Secretary's Reports, nos. 104-175, pp.220-406. These reports are signed and issued monthly [to Council meetings], 2 February 1956 - 6 December 1962. |
| 10  | 6/3  | RVCN Secretary's Reports, nos.176-210. 7 February 1963 - 5 September 1968. Indexed.   |

**Series 7    RVCN EMPLOYEES' ASSOCIATION MINUTES; ANF EMPLOYEES SECTION MINUTES, 1943-1975**

**The RVCN Employees Association was formed in 1943 by the RVCN to represent the industrial aims of Victorian nurses. In 1949 the ANF, Federal Branch also ventured into the industrial arena and revived the Trained Nurses Guild, soon to become the Australian United Nurses Association with both Federal and State branches including the AUNA Victorian Branch (see Series 9 below).**

**The RVCNEA and the AUNA, Victorian Branch, amalgamated in 1953 to form the ANF/ES Victorian Branch. Around 1970 the ANF/ES began to go by the name of the ANF, Victorian Branch still representing the industrial aims of the nurses.**

**In October 1975 the RANF, Victorian Branch merged with the RVCN to form the new RANF, Victorian Branch. (See minutes in Series 8)**

**The University Of Melbourne Archives  
Australian Nursing Federation, Victorian Branch**

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**This Series contains the first minute books of the RVCN Employees Association which continue after 1953 as the minute books of the 'ANFES Victorian Branch also known as RVCNEA'. The minute book of the AUNA (VB) at Series 9 below also contains the first minutes of the ANF/ES from August 1953 to February 1955.**

Box 11	Item 7/1	RVCNEA Constitution and Minutes of Meetings, from the inaugural meeting 31 August 1943 - 8 July 1949. Indexed, pp. 1-114.
11	7/2	RVCNEA Committee meeting minutes and Annual meetings, 12 September 1949 - 7 December 1955. pp.115-267.
11	7/3	RVCNEA (also known as the Australian Nursing Federation Employees' Section, Victorian Branch), Minutes of meetings, 23 November 1960 - 7 December 1966.
11	7/4	ANF/ES Victorian Branch, Committee of Management Minutes, 1 February 1967 - 14 December 1970.
11	7/5	RANF (Victorian Branch), [Also known as the RVCNES] Monthly Council Minutes, 9 February 1971 - 12 December 1972.
11	7/6	RANF (Victorian Branch), Monthly Council Meeting Minutes, 24 January 1973 - 11 December 1973.
12	7/7	RANF Victorian Branch Monthly Council Meeting Minutes, 24 January 1974 - 17 December 1974.
12	7/8	RANF Victorian Branch Monthly Council Meeting Minutes, 23 January 1975 - 16 October 1975.

**Series 8 RANF VICTORIAN BRANCH COUNCIL MINUTES, 1975-1978**

**In October 1975 the RVCN and the RANF Victorian Branch amalgamated to form the new RANF Victorian Branch. The Council was once again the governing body of the organisation. This Series follows on from Series 1 VTNA Council Minutes, and Series 7 RVCNEA Council Minutes.**

Box 12	Item 8/1	RANF (Victorian Branch) Monthly Council Meeting Minutes, 23 October 1975 -27 October 1977.
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**The University Of Melbourne Archives**  
**Australian Nursing Federation, Victorian Branch**

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12        8/2        RANF (Victorian Branch) Monthly Council Meeting Minutes, 24  
November 1977 - 26 October 1978.

13        8/3        RANF (Victorian Branch) Monthly Council Meeting Minutes, July 1984 -  
December 1984.

**Series 9    AUSTRALIAN UNITED NURSES' ASSOCIATION (VICTORIAN BRANCH)**  
**MINUTES; ANF/ES VICTORIAN BRANCH MINUTES, 1949-1953**

**In 1949 the ANF, Federal Branch ventured into the industrial arena and revived the Trained Nurses Guild, soon to become the Australian United Nurses Association with both Federal and state branches. The AUNA, Victorian Branch and the RVCNEA amalgamated in 1953 to form the ANF/ES Victorian Branch. This Series is therefore a forerunner of Series 7 above.**

Box        Item        AUNA Victorian State Branch, Council and Annual Meeting Minutes, 5  
13        9/1        December 1949 - 6 December 1954. From 23 June 1953 the organisation  
became known as Australian Nursing Federation Employees Section  
(Victorian Branch) .

**Series        RVCN HOSPITALITY COMMITTEE MINUTES, 1956-1958**  
**10**

Box        Item        RVCN Minutes of Hospitality Committee, inaugural meeting [?] 5 March  
14        10/1        1956 - 2 September 1958. This committee was apparently set up during the  
1956 Melbourne Olympic Games to welcome nurses to Australia. [Needs  
conservation treatment for sticky tape]

**Series        RVCN NURSING SERVICES COMMITTEE; RANF VICTORIAN BRANCH**  
**11        NURSING SERVICES STANDING COMMITTEE MINUTES, 1963-1982**

Box        Item        RVCN Nursing Services Committee, March 1963 - July 1967. Inaugural  
14        11/1        meeting, 19 March 1963.

14        11/2        RVCN Nursing Services [Standing] Committee, Minutes and  
Correspondence, 20 March 1972 - October/November 1975. File appears  
to have been maintained by the Secretary of the Committee as it contains  
correspondence.

**The University Of Melbourne Archives  
Australian Nursing Federation, Victorian Branch**

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| 14 | 11/3 | RANF Victorian Branch Nursing Services Standing Committee Minutes, 15 December 1975 - 23 October 1978.  |
| 15 | 11/4 | RANF Victorian Branch Nursing Services Standing Committee Minutes, 9 July 1979 - 12 October 1981.   |
| 15 | 11/5 | RANF Victorian Branch Nursing Services Standing Committee Minutes, 9 February 1981 - 11 November 1982. File contains correspondence to and from Helen Adair re Quality Nursing Care as well as Guidelines for the Committee c.1980. Loose minutes of the RANF Victorian Branch Executive Committee are also included. [File compiled by Helen Adair?] |

**Series 12 RVCN JOINT NURSING SERVICES AND EDUCATION STANDING COMMITTEE MINUTES, 1974-1975**

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| Box<br>15 | Item<br>12/1 | RVCN Minutes of the joint meeting of the Nursing Services and Education Standing Committees, 18 February 1974 and 16 January 1975. |
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**Series 13 RANF EDUCATION STANDING COMMITTEE MINUTES, 1981-1982**

- |           |              |  |
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| Box<br>15 | Item<br>13/1 | RANF Victorian Branch, Minutes of Education Standing Committee, 15 March 1982 - 13 December 1982. Includes list of members of the Committee and Guidelines of the Committee dated January 1981. Also includes the Job Specification for a Clinical Nurse Level 1. Minutes c.1974 can also be found in item 23/2 below. |
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**Series 14 RANF CHILD AND FAMILY HEALTH CARE STANDING COMMITTEE MINUTES, 1979-1982**

- |           |              |   |
|-----------|--------------|---|
| Box<br>16 | Item<br>14/1 | RANF Child and Family Health Care Standing Committee, Inaugural meeting June 1979 - November 1982. Official signed copies, loose leafed |
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**Series 15 RVCN STUDENT NURSES ASSOCIATION; RANF VICTORIAN BRANCH STUDENT NURSES' UNIT/SPECIAL INTEREST GROUP MINUTES, 1951-1984**

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|-----------|--------------|---|
| Box<br>16 | Item<br>15/1 | RVCN, Student Nurses' Association, Minutes 26 November 1951 - 15 November 1956. Signed minutes, pp.125-273. |
| 16        | 15/2         | RVCN, Student Nurses' Association, Minutes of Ordinary and Annual   |



**The University Of Melbourne Archives**  
**Australian Nursing Federation, Victorian Branch**

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meetings of Committee and Sub-committee, 14 July 1966 - 1 October 1973. Volume contains lists of 'Chairmen' and number of Associate Members of the committee 1942 - 1973.

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| 16 | 15/3 | RVCN, Student Nurses' Association, Minutes, 4 February 1974 - November 1975. Includes interleaved correspondence.  |
| 17 | 15/4 | RANF (Victorian Branch), Student Nurses' Unit, Minutes, 24 November 1975 - 26 November 1979. Group becomes the State Students of Nursing Unit Special Interest Group, c.1975 after amalgamation into RANF.   |
| 17 | 15/5 | Minutes of the 19th National Conference Business Session of the Students of Nursing Unit of the RANF held in Melbourne, October 13-17, 1980.   |
| 17 | 15/6 | RANF (Victorian Branch) Students of Nursing Standing Committee. Minutes, 6 February 1980 - 29 February 1984. Minutes include the Inaugural Meeting of the RANF Victorian Branch Students of Nursing Unit Development Committee, 6 February 1980, along with Guidelines for the Committee and a brief historical overview of the 'State Student Nurses' Unit' 1943-1979.  |
| 17 | 15/7 | RANF [ANF Victorian Branch] Students of Nursing Special Interest Group, Minutes, 4 January 1982 - 13 December 1984.  |
| 18 | 15/8 | RANF (Victorian Branch) Students of Nursing Special Interest Group, Minutes of meetings 10 January 1983 - 28 November 1983. Also includes list of committee members 1983/4, guidelines and rules of the committee, and copies of ANF Federal Office circulars to the National Students of Nursing Unit (NSNU) Committee 1983, which show the activities of the NSNU and Victorian liaison with it. Compiler of the file is unidentifiable. |

**Series**      **RVCN VISITING NURSES SECTION RECORDS, 1948-1957**  
**16**

**This is an artificial series containing all of the existing records of the Visiting Nurses Section identified in this accession. It includes minutes, correspondence and financial records.**

- |     |      |  |
|-----|------|--|
| Box | Item | RVCN Visiting Nurses Section, Minutes, Quarterly meetings, from inaugural meeting 22 March 1948 - 20 February 1963. Includes draft Constitution, 15 August 1951, and Annual meeting minutes and reports in back of volume. |
| 18  | 16/1 |  |

**The University Of Melbourne Archives  
Australian Nursing Federation, Victorian Branch**

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|----|------|---|
| 18 | 16/2 | Visiting Nurses File, 1952-1957. Correspondence of Miss M Connor, Secretary RVCN to and from the Visiting Nurses Section. |
| 18 | 16/3 | RVCN Visiting Nurses Section record of meetings and number of members [attending], 1956-1961.                             |
| 18 | 16/4 | RVCN Visiting Nurses Section record of accounts, 1955-56 to 1961-62.  |
| 19 | 16/5 | RVCN Visiting Nurses Section Treasurers Book, 1951-52 to 1961-62.   |
| 19 | 16/6 | RVCN Visiting Nurses Section Memo Book of accounts, 1955 - 1961.  |

**Series 17 RANF VICTORIAN BRANCH PENINSULA SUB-BRANCH MINUTES AND ATTENDANCE BOOK, 1977-1980**

- |           |              |   |
|-----------|--------------|---|
| Box<br>19 | Item<br>17/1 | RANF (Victorian Branch) Peninsula Sub-branch Minute Book, from inaugural meeting 26 July 1977 to final meeting 3 June 1980. |
| 19        | 17/2         | RANF Peninsula Sub-branch Attendance Book, 26 July 1977 - 1 August 1978.  |

**Series 18 RANF SUB-BRANCH REPRESENTATIVES' CONFERENCE MINUTES, 1975-1979**

- |           |              |  |
|-----------|--------------|--|
| Box<br>19 | Item<br>18/1 | RANF Victorian Branch, Minutes of [Sub]-Branch Representatives Conferences, 12 September 1975 - 23 February 1979. Includes directive for renaming all Sub-committees and special interest groups on amalgamation of RVCN and RANF. |
|-----------|--------------|--|

**Series 19 RVCN MEMBERSHIP COMMITTEE MINUTES, 1955-1957**

- |           |              |   |
|-----------|--------------|---|
| Box<br>19 | Item<br>19/1 | RVCN Membership Committee Minutes, 8 June 1955 - 21 November 1957. Previous meeting of 22 February 1955 mentioned but minutes not found as yet. [ <b>Minutes badly effected by sticky tape.</b> ] |
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**The University Of Melbourne Archives  
Australian Nursing Federation, Victorian Branch**

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**Series 20 RVCN PUBLIC HEALTH GROUP AND SUCCESSORS MINUTES, 1967-1980**

- |        |           |   |
|--------|-----------|---|
| Box 19 | Item 20/1 | RVCN Public Health [Coordinating] Group, from inaugural agenda, 6 May 1963 - 26 September 1979. Includes agenda, minutes, reports and correspondence.   |
| 20     | 20/2      | RVCN Public Health Group, a coordinated body for the Infant Welfare, Occupational Health and Community Health Sections. Minutes of ordinary and Annual meetings from an inaugural meeting, 14 June 1967 to 28 June 1972. Includes statement of the rules and objects of the group and correspondence re its disbanding in August 1980. Further minutes c.1974 are in item 23/2 below. |
| 20     | 20/3      | RVCN Public Health Coordinating Group, [also known as Public Health Special Interest Group], Minutes and statements of accounts, 14 July 1976 - final meeting, 7 August 1980.   |

**Series 21 RANF(VB) COMMUNITY NURSING PRACTICE RESEARCH STEERING COMMITTEE MINUTES, 1980-1984**

- |        |           |  |
|--------|-----------|--|
| Box 20 | Item 21/1 | RANF Victorian Branch, Community Nursing Practice Research Steering Committee, Minutes of inaugural meeting 22 September 1980 to 7 March 1984. |
|--------|-----------|--|

**Series 22 RANF(VB) SPECIAL INTEREST GROUP REPRESENTATIVES' MEETING MINUTES, 1976-1979**

- |        |           |  |
|--------|-----------|--|
| Box 20 | Item 22/1 | RANF Victorian Branch, Minutes of meetings of Special Interest Group Representatives, 26 May 1976 - 23 May 1979. Consists of minutes of meetings of representatives of all other RANF special interest groups. |
|--------|-----------|--|

**Series 23 RVCN CONFERENCE COMMITTEE MINUTES, 1962-1974**

- |        |           |   |
|--------|-----------|---|
| Box 20 | Item 23/1 | RVCN Conference Committee, Minutes of meetings, 10 January - 29 March 1962. Meetings held to organise Study Day Conference on Economic Welfare. |
|--------|-----------|---|

**The University Of Melbourne Archives  
Australian Nursing Federation, Victorian Branch**

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21            23/2        RVCN Conference Committee, Minutes of meetings, 1 April 1974 - 30 September 1974. From 30 July 1974 the Public Health and Nurse Education Sub-committees were also recorded in this volume [of rough minutes?].

**Series 24    RANF (VB) PROFESSIONAL SERVICES STANDING COMMITTEE  
MINUTES, 1984**

Box        Item        RANF (VB) Professional Services Standing Committee, Minutes and  
21        24/1        agenda papers, 20 February 1984 - 15 October 1984.

**Series        VTNA BENEVOLENT FUND COMMITTEE MINUTES, 1904-1963  
25**

Box        Item        VTNA Benevolent Fund Committee, [later known as the Florence  
21        25/1        Nightingale Fund and Committee], Minutes of meetings, 17 May 1904 - 28  
November 1963. Book contains minutes of meetings to 1 September 1949  
and thereafter copies of extracts from Executive Committee meetings.  
**[Book badly in need of conservation for sticky tape.]**

**Series        HISTORY OF VTNA AND SUCCESSORS BENEVOLENT FUND, 1950  
26**

Box        Item        RVCN Florence Nightingale Fund, Research into the history of these  
21        26/1        funds carried out June 1950 from *UNA* and other references. Two  
copies, and includes letter to RVCN from William S. Cook &  
McCallum, Solicitors, re the Florence Nightingale Fund, 9 September  
1938.

**Series        VTNA AND SUCCESSORS BENEVOLENT FUND ACCOUNTS, 1903-1949  
27**

**A fund to assist necessitous nurses was first set up by the VTNA in 1903. After some struggle to achieve a healthy balance, the Fund was divided into a Benevolent Fund consisting of the capital, and a Sick Fund for distribution of the interest on the capital. The Funds were renamed the Florence Nightingale Fund in 1923. This series contains the remaining financial records of these various Funds.**

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**Australian Nursing Federation, Victorian Branch**

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Over Size	Item	Description
	27/1	VTNA/RVTNA Benevolent Fund Receipts and Expenditure Book, 1 July 1903 - 30 June 1935. Includes annual audited statements of receipts and disbursements and attached correspondence from the Royal Bank of Australia and others.
22	27/2	VTNA/RVTNA Benevolent Fund Receipts and Expenditure Book, 21 May 1904 - 8 August 1929. Note in back of book saying that this book should not now be used; all entries to go into Benevolent Fund Cash Book from this date.
22	27/3	VTNA/RVTNA Benevolent Fund Ledger, 1904 - June 1925.
22	27/4	RVTNA Benevolent Fund Donations receipt book, 18 February 1913 - 13 October 1926. Receipts for donations paid into the Benevolent or Sick Fund, later known as the Florence Nightingale Fund.
22	27/5	RVTNA Benevolent Fund Donations receipt book, 23 March 1927 - 23 August 1934. Receipts for donations paid into the Benevolent or Sick Fund, later known as the Florence Nightingale Fund.
22	27/6	RVTNA Benevolent Fund bank pay-in book stub, 16 August 1909 - 10 May 1916.
22	27/7	RVTNA Cheque Book from the Colonial Bank of Australasia recording payments to the Benevolent Fund ,4 August 1916 - 30 May 1922.
22	27/8	RVTNA Florence Nightingale Fund [Sick or Benevolent Fund] Receipt Book, 5 October 1923 - 17 September 1931. Receipts issued to the Royal Bank on moneys received as interest from debentures and Treasury Bonds on behalf of the Sick Fund.
22	27/9	RVTNA Sick Fund Receipt Book, 6 October 1931 - 15 April 1935. Receipts issued to the Royal Bank on moneys received as interest from debentures and Treasury Bonds on behalf of the Sick Fund.
23	27/10	RVTNA Benevolent Fund Receipt Book recording payments made to Nurses in need, 7 September 1920 - 16 July 1929. Receipt nos. 301-400.
23	27/11	RVTNA Benevolent Fund Receipt Book recording payments made to Nurses in need, 27 July 1929- 6 November 1931. Receipt nos. 401-500.
23	27/12	RVTNA Benevolent Fund Receipt Book recording payments made to Nurses in need, 6 July 1934 - 9 July 1937. Receipt nos. 501-600.

**The University Of Melbourne Archives**  
**Australian Nursing Federation, Victorian Branch**

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- 23      27/13      RVTNA Benevolent Fund Receipt Book recording payments made to Nurses in need, 6 August 1937- 26 May 1939. Receipt nos. 601-700.
- 23      27/14      RVTNA Benevolent Fund Receipt Book recording payments made to Nurses in need, 26 May 1939 - 15 January 1941. Receipt nos. 701-800.
- 23      27/15      RVTNA Florence Nightingale Fund Special Appeal (Grants), 18 July 1931 - February 1940. Receipts for grants issued from the Special Appeal funds. Includes loose enclosures.
- 23      27/16      VTNA Benevolent Fund Donations Pay in book to The Savings Bank, 14 March 1913 - 17 August 1923.
- 23      27/17      VTNA Benevolent Fund [Florence Nightingale Fund] Donations Pay in book to The State Savings Bank of Victoria, 21 August 1923 - 2 September 1929.
- 24      27/18      RVTNA Florence Nightingale [Benevolent Fund] applications for assistance and correspondence with the Secretary RVTNA, 1923 - 1933. Includes bundles for November 1925 - 18 August 1928; August 1931 - March 1932; 1925 - 1933; 1929 - 1933.
- 24      27/19      RVTNA Florence Nightingale [Benevolent Fund] applications for assistance and correspondence with the Secretary RVTNA, 1934 - 1938.
- 24      27/20      RVTNA Florence Nightingale [Benevolent Fund] applications for assistance and correspondence with the Secretary RVTNA, June 1939 - March 1941
- 24      27/21      RVCN Florence Nightingale [Benevolent Fund] applications for assistance and correspondence with the Secretary RVCN, June 1945 - July 1949. Correspondence with two applicants only, Miss Anderson and Miss Gibson.

**The University Of Melbourne Archives**  
**Australian Nursing Federation, Victorian Branch**

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**Series 28 VTNA AND SUCCESSORS, PUBLISHED REGISTERS, REPORTS AND BALANCE SHEETS, 1901 -1922**

**The VTNA was set up to register trained nurses and regulate their education in hospitals. This Series contains the register, report and balance sheet published periodically by the VTNA and successors from 1901 until its role as a registrar of nurses was taken over by the government's Victorian Nursing Council in 1924.**

Box	Item	
25	28/1	<i>VTNA Register, Report and Balance Sheet, 1901-1902</i> , Melbourne, 1902. Two copies. Contents include: Names of first VTNA Council members; Articles of Association; Reciprocal Agreement with ATNA and VTNA; Register of Nurses, General, Special [Midwifery] and under Rule 21; Registered training schools; Scale of fees; Trained Nurses Homes. <b>Copy 2 includes Supplementary Register (General and Special) of nurses registered since June 1902 to January 1903.</b>
25	28/2	<i>VTNA Register, Report and Balance Sheet, 1902-1903</i> , Melbourne, 1903. Contents as above but also includes details of curriculum and examinations.
25	28/3	<i>RVTNA Register, Report and Balance Sheet, 1906-1907</i> , Melbourne, 1907. Three copies. Contents as above but also includes details of curriculum and examinations; Registered male attendants; qualifications of probationers. <b>Copy 2 is complete. Copy 1 has pp.103-4, 111-2, 119-20 missing; Copy 3 has pp.113-4 (instructions to examination candidates) missing.</b>
25	28/4	<i>RVTNA Register, Report and Balance Sheet, 1907-1908</i> , Melbourne, 1908. Two copies. Contents as above but also includes details of curriculum and examinations; Registered male attendants; qualifications of probationers.
25	28/5	<i>RVTNA Register of Members, 1922</i> , Melbourne, 1922. Two copies. Contains name, date of registration, hospital in which certificate gained and date of qualification for general, obstetric and other nurses registered between 1900 and 1921.

**The University Of Melbourne Archives  
Australian Nursing Federation, Victorian Branch**

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**Series 29 RVTNA, RVCN NURSING REGISTERS, 1930-1975**

**Before 1924 the RVTNA was the body responsible for registering all nurses in Victoria. This was equivalent to certifying that nurses were qualified to practice. Large Register volumes were kept by the VTNA/RVTNA from 1901 - 1924 and were handed to the Victorian Nursing Council in 1924 when the Victorian Government took over the registration function. The VNC still retains these registers.**

**The series of RVTNA, RVCN registers held here date from after 1924 and contain a registration number given by the RVTNA and RVCN, effectively a membership number, as well as registration numbers given by the Nurses Board.**

Over Size	Item 29/1	RVCN Register of Nurses, 6 November 1930 - 7 October 1937. Registration nos. 6136 - 7353. Indexed.
Over Size	29/2	RVCN Register of Nurses, 7 October 1937 - 12 December 1948. Registration nos. 7354 - 9454. Indexed.
Over Size	29/3	RVCN Register of Nurses, 2 February 1949 - 5 September 1957 Registration nos. 7455 - 12020. Indexed.
Over Size	29/4	RVCN Register of Nurses, 3 October 1957 - 3 December 1964 Registration nos. 12021 - 15943. Indexed.
Over Size	29/5	RVCN Register of Nurses, 4 February 1965 - 7 October 1970. Registration nos. 15944 - 20933. Indexed.
Over Size	29/6	RVCN Register of Nurses, 5 November 1970 - 5 June 1975 Registration nos. 29334 - 26725. Indexed.

**Series 30 RVCN POST GRADUATE NURSING STUDENT RECORD REGISTERS, 1935-1949**

**This series contains registers detailing nurses enrolled for post-graduate nursing diplomas with the RVCN after 1934, their previous qualifications and results.**



**The University Of Melbourne Archives  
Australian Nursing Federation, Victorian Branch**

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Over Size	Item 30/1	RVCN Post Graduate Nursing Student Record Book, 1935-1949. Indexed.
Over Size	30/2	RVCN Register of Post Graduate Education, 11 February 1935 - 1950. Indexed. Covers the Industrial Nursing, Sister Tutor , Occupational Therapy.
25	30/3	Industrial Nursing (hygiene, preventive medicine and allied subjects) attendance roll. Attendance list for a class of nurses studying Industrial Nursing in 1945.

**Series  
31      REGISTRATION CERTIFICATES, 1905- 1934**

**This series consists of Registration and Membership Certificates issued by the RVTNA and the Australian Nursing Federation (Australasian Trained Nurses Association of NSW) to individual nurses. Although signed and sealed, the certificates are either copies, or were never collected by their recipients. The Victorian and NSW bodies seemed to have had reciprocal registration arrangements.**

Box 25	Item 31/1	RVTNA Certification and Registration Certificates, [1905 - 1918]. The contents of this file were together in an envelope addressed to Miss M Connor of the RVCN, and marked Registration Certificates 1910-1911 although the actual date range of the contents is 1905 - 1918. Certificates were issued for Infectious Diseases' Nursing ; Obstetrical, Gynaecological and Midwifery Nursing; Eye and Ear Nursing; General Nursing. Total 33 certificates.
26	31/2	RVTNA Midwifery Certificate issued to Miss Beatrice Grace Brown, May 1920. In plain envelope marked 'Miss Brown'.
26	31/3	Australian Nursing Federation and RVTNA Registration Certificates, January - December 1924. This file consists of ten certificates issued to Victorian nurses by the ANF and two by the RVTNA, between July and December 1924.
26	31/4	ANF Membership Registration Certificates, January - December 1925. Consists of sixteen certificates for obstetric nurses and thirty-one general nurses found together in an envelope.
26	31/5	ANF Membership Registration Certificates, January - December 1926.

**The University Of Melbourne Archives**  
**Australian Nursing Federation, Victorian Branch**

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- Consists of twenty-three certificates for obstetric nurses and twenty-seven general nurses found together in an envelope. Also includes one RVTNA certificate for infectious diseases nursing, n.d.
- 26      31/6      ANF (Australasian Trained Nurses Association) Certificates, 1927. These certificates were found together in one envelope but consisted of groups attached to letters from the ANF Sydney, to Miss Anderson of the RVTNA, Melbourne, which detail the certificates sent. Letters were received from 15 July 1927 - c. 20 January 1928, and unattached certificates are included for early 1927.
- 26      31/7      ANF (Australasian Trained Nurses Association) Certificates, 1928. These certificates were found together in one envelope but consisted of groups attached to letters from the ANF Sydney, to Miss Anderson of the RVTNA, Melbourne, which detail the certificates sent. Letters were received from March 1928 - January 1929, and unattached certificates are included for early 1928. Includes letter from ANF to RVTNA, 11 June 1930 re certificates.
- 26      31/8      ANF (Australasian Trained Nurses Association) Certificates, 1929. These certificates were found together in one envelope but consisted of groups attached to letters from the ANF Sydney, to Miss Anderson of the RVTNA, Melbourne, which detail the certificates sent. Letters were received throughout 1929, and unattached certificates are included for late 1929.
- 26      31/9      ANF (Australasian Trained Nurses Association) Certificates, 1930. These certificates were found together in one envelope but consisted of groups attached to letters from the ANF Sydney, to Miss Anderson of the RVTNA, Melbourne, which detail the certificates sent. Unattached certificates are included for 1930. From mid-1930 the certificates changed to include both 'Certificate of Registration' and 'Certificate of Membership'.
- 27      31/10      ANF (Australasian Trained Nurses Association) Certificates, 1931. These certificates were found together in one envelope but consisted of groups attached to letters from the ANF Sydney, to Miss Anderson of the RVTNA, Melbourne, which detail the certificates sent. Unattached certificates are included for 1931.

**The University Of Melbourne Archives**  
**Australian Nursing Federation, Victorian Branch**

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- 27      31/11      ANF (Australasian Trained Nurses Association) Certificates, 1932. These certificates were found together in one envelope but consisted of groups attached to letters from the ANF Sydney, to Miss Anderson of the RVTNA, Melbourne, which detail the certificates sent. Unattached certificates are included for 1931.
- 27      31/12      ANF (Australasian Trained Nurses Association) Certificates, 1933. These certificates were found together in one envelope but consisted of groups attached to letters from the ANF Sydney, to Miss Anderson of the RVTNA, Melbourne, which detail the certificates sent. Unattached certificates are included for 1933.
- 27      31/13      ANF (Australasian Trained Nurses Association) Certificates, 1934. These certificates were found together in one envelope marked June 1934 but consisted of groups attached to letters from the ANF Sydney, to Miss Anderson of the RVTNA, Melbourne, which detail the certificates sent. Unattached certificate is included for 1934
- 27      31/14      Port Fairy Hospital and Benevolent Asylum, copy of qualifying certificate issued to Agnes Paton, 21 October 1911.
- 27      31/15      Queen Victoria Memorial Hospital for Women and Children, Melbourne. Qualifying certificate issued to Mary Elizabeth Cuthbertson, 26 December 1932, attached to certificates from the School of Mines and Industries, Ballarat, 1928 and Victorian Education Department Pupil's Cookery Certificate, 1923.

**Series 32      AUSTRALASIAN TRAINED NURSES' ASSOCIATION REGISTER OF MEMBERS, 1911-1919**

**The ATNA was the NSW nursing organisation equivalent to the RVTNA. This series contains a set of their published registers. [For a register of London nurses see Series 39 below.]**

- | Box | Item |  |
|-----|------|--|
| 27  | 32/1 | <i>Australasian Trained Nurses' Association, Register of Members 1911, Sydney.</i> |
| 28  | 32/2 | <i>Australasian Trained Nurses' Association, Register of Members 1912, Sydney.</i> |

**The University Of Melbourne Archives**  
**Australian Nursing Federation, Victorian Branch**

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|----|------|---|
| 28 | 32/3 | <i>Australasian Trained Nurses' Association, Register of Members 1913, Sydney.</i>                              |
| 28 | 32/4 | <i>Australasian Trained Nurses' Association, Register of Members 1914, Sydney.</i>                              |
| 28 | 32/5 | <i>Australasian Trained Nurses' Association, Supplement to Register of Members 1914, Sydney, January 1915.</i>  |
| 28 | 32/6 | <i>Australasian Trained Nurses' Association, Register of Members 1916, Sydney.</i>                              |
| 28 | 32/7 | <i>Australasian Trained Nurses' Association, Register of Members 1917, Sydney.</i>                              |
| 28 | 32/8 | <i>Australasian Trained Nurses' Association, Supplement to Register of Members 1918, Sydney., January 1919.</i> |

**Series 33 RVCN MARRIAGES AND DEATHS BOOK, 1974-1975**

- |     |      |  |
|-----|------|--|
| Box | Item | RVCN Marriages and Deaths Book, 1974 - 1975. |
| 28  | 33/1 |  |

**Series 34 RVTNA, RVCN AND SUCCESSORS FINANCIAL RECORDS - GENERAL, 1913-1986**

- |     |      |   |
|-----|------|---|
| Box | Item | RVTNA Correspondence from Miss A.G.M. Conry to Miss Crocker, Secretary of the RVTNA re moneys left in trust with the Association. Four letters, 7 January 1913 - 14 February 1913.                          |
| 29  | 34/1 |   |
| 29  | 34/2 | RVTNA Cheque Book from the Royal Bank of Australia Ltd, 6 July 1926 - 6 February 1931. Includes separate receipt for two pounds, two shillings dated 25 June 1917 to Miss Lyons for the Madge Kelly Trophy. |
| 29  | 34/3 | RVCN Group Reg. No. 5910, Trustees' Register of War Savings Certificates, 4 October 1940 - 16 February 1942. Includes four Member's contribution cards.   |

**The University Of Melbourne Archives**  
**Australian Nursing Federation, Victorian Branch**

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Over Size	34/4	RVCN [and successors] Ledger, c.July 1965 - 30 June 1985. Includes all accounts of RVCN, General Fund, <i>UNA</i> Subscriptions, Sister Madge Kelly Fund, Martha D Farquharson Fund, Irving Buzzard Prize Fund, Marjorie Connor Fund, Student Nurses' Association Fund, ANFES Funds.
29	34/5	RVCN signed monthly accounts and payments for approval by Executive and Council, 4 July 1974 - 26 June 1975.
29	34/6	RVCN/RANF signed monthly summary of accounts and payments for approval presented to Council Meetings, February 1975 - 23 June 1977.
29	34/7	RVCN [and successors] Journal, 30 June 1965 - 22 July 1986. Showing payments made into all accounts, and subscriptions.
29	34/8	RVCN/RANF Payments and Receipts, General Fund, Florence Nightingale Fund, July 1973 -1986.
30	34/9	RVCN Ledger of payments for advertising, 1973-1976.
30	34/10	RVCN Miscellaneous [invoices and record of payment A-E], July 1974 - May 1975. Invoices for advertising, auditing, automobile, computer, conferences, contras, contributions, courier, elections, electricity, expenses of executive staff.
30	34/11	RVCN Miscellaneous [invoices and record of payment R-T], 1974 - 1975. Invoices and receipts for refunds, rent, staff acquisitions, staff outside assistance, staff overtime, staff superannuation, etc.
31	34/12	RANF Cash Payments, Book One, June 1976 - November 1976.
31	34/13	RANF Receipt Book [for stationary and office fit out], May 1975 - February 1977.

**The University Of Melbourne Archives  
Australian Nursing Federation, Victorian Branch**

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**Series 35 RVCN CORRESPONDENCE, 1938**

**Other correspondence files of the RVTNA and RVCN are held in the RVCN Collection accessioned to UMA in 1975. See separate list.**

Box 31      Item 35/1      RVCN Correspondence with Secretary , Miss Conyers, re Pageant of Nursing, October 1938.

**Series 36 NEWSPAPER CUTTINGS, 1916-1984**

Box 31      Item 36/1      RVTNA Newspaper cutting book, December 1916 - March 1927. Includes cuttings on hours worked, wages, First World War casualties, registration of nurses, nurses' right to strike (p.43). pp.1-87.

31      36/2      RANF (VB) Newspaper cuttings, 1980-1983.

31      36/3      RANF (VB) Newspaper cuttings, 1982-1984. Includes nurses work environment and nurses strike, NSW, Qld., and Tasmania.

**Series 37 PHOTOGRAPHS AND EPHEMERA, C.1918-1945**

Box 32      Item 37/1      The Nightingale Training School, St. Thomas Hospital, London. Christmas greeting card, 1934, includes photograph of statue of Miss Nightingale.

32      37/2      The Nightingale Training School, St. Thomas Hospital, London. Three Christmas greeting cards, c.1935-1936.

32      37/3      Willow Churchard, Florence Nightingale's Grave, postcard, n.d.

32      37/4      Miss Edith Cavell Memorial, Brussels, c.1918. Postcard from 'Bob' to unidentified person.

32      37/5      Postcard of unidentified Manor, n.d.

**The University Of Melbourne Archives**  
**Australian Nursing Federation, Victorian Branch**

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|----|------|---|
| 32 | 37/6 | Photograph album of army, navy and airforce nurses, First and Second World Wars, c. 1914-1945. 13 photos, some extra missing from album. Includes photo of Miss Grace Wilson, CBE, RRC, Matron in Chief Australian Army Nursing Service and Alfred Hospital, Melbourne. |
| 32 | 37/7 | National Rights of America, Washington. Photograph of one of three stained glass windows donated by Women of the South. n.d. One colour and one black and white copy.   |

**Series 38      FACSIMILE FLORENCE NIGHTINGALE CORRESPONDENCE, 1867 - 1881**

**This series contains copies of correspondence from nurses in Sydney to Florence Nightingale. They are copied from the originals in the Florence Nightingale Manuscript Collection of Records Ad Mss 47,757, held by the British Library in London which is the authority to be approached with copyright and publication requests.**

- |           |              |   |
|-----------|--------------|---|
| Box<br>32 | Item<br>38/1 | Letters to Florence Nightingale, 1867-1880, from Lucy Osburn, Mary Barker, Haldane Turriff, Bessie Chant.   |
| 32        | 38/2         | Letter from Florence Nightingale, 6 May 1881, (To the Nurses and Probationers at St Thomas's Hospital). Printed facsimile of handwritten letter bound for presentation to probationers; photocopy of facsimile; and typed transcript. Found in packet addressed to Miss Connor, RVCN, M.L.C. Building. Packet also includes copy of poem by Longfellow called <i>Florence Nightingale</i> . |

**Series 39      TEXT BOOKS, COMMEMORATIVE PUBLICATIONS AND ISSUES OF NURSING JOURNALS GATHERED BY THE VTNA AND SUCCESSORS, 1908-1978**

**This series consists of miscellaneous publications gathered by the VTNA and organised here into an artificial series according to type and date of publication.**

- |           |              |  |
|-----------|--------------|--|
| Box<br>32 | Item<br>39/1 | Jellett, Henry, BA MD, <i>A Short Practice of Midwifery for Nurses</i> , Third Edition, 1908, J & A Churchill, London. |
| 33        | 39/2         | <i>The College of Nursing Ltd, Register of Nurses, 1916-1921</i> , London.   |
| 33        | 39/3         | <i>The College of Nursing and Cowdray Club</i> , 1926, London. Publication   |

**The University Of Melbourne Archives**  
**Australian Nursing Federation, Victorian Branch**

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- celebrating the opening of the College building in Henrietta Street Cavendish Square, London by Her Majesty the Queen on 31 May 1926.
- 33      39/4      Williams, Jesse Feiring, MD, *Anatomy and Physiology for Schools of Nursing, Normal Schools and Colleges*, Second Edition, 1927, WB Saunders Co., Philadelphia/London.
- 33      39/5      Storer, Robert V., *Foreword to Marriage*, 1933, James Little & Son, Melbourne. An abridged edition of *A Survey of Sexual Life in Adolescence and Marriage*, 'for review'.
- 33      39/6      Congress of the International Council of Nurses, Saturday 24th July 1937. Program for Reception at Guildhall by the Corporation of the City of London.
- 33      39/7      *Seventy Years*, 1939, Melbourne. Booklet commemorating Melbourne's Alfred Hospital's seventieth anniversary.
- 33      39/8      'The South African Trained Nurses Association Silver Jubilee 1914-1939', *The South African Nursing Journal*, September 1939.
- 33      39/9      Cunningham, Edward S, *And so we go on: The History of the Women's Hospital Melbourne 1856-1940*, Melbourne, 1940.
- 33      39/10      Seymer, Mrs. Lucy, MA, SRN, *The Writings of Florence Nightingale*, an oration delivered before the Ninth Congress of the International Council of Nurses, Atlantic City, USA, 1947.
- 33      39/11      *The British Journal of Nursing with which is incorporated The Nursing Record, Diamond Jubilee, 1888-1948*, April 1948. Incorporating a short outline of the life of Mrs. Bedford Fenwick.
- 33      39/12      *To Commemorate an Untold Story*, 1950, British Commonwealth and Empire Nurses War Memorial Fund, London. Tribute to nurses of the Second World War.
- 34      39/13      The International Nursing Bulletin, the quarterly publication of the International council of Nurses, London, vol.VI, no.4, Winter 1950; vol.VII, no.1, Spring 1951.



**The University Of Melbourne Archives**  
**Australian Nursing Federation, Victorian Branch**

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- 34      39/14      Royal Victorian College of Nursing 1901-1951, *UNA Nursing Journal* Jubilee Issue, 1951. Two copies. Includes draft copy of greeting from the International Council of Nurses to the members of the RVCN for its 50th Jubilee; extract from UNA, July 1951 re the Jubilee; photograph of Jane Bell; and letter and book review from Mr. RA Rank, Plastic Surgeon.
- 34      39/15      *Alan Newton: A personal Tribute by Charles Mackay*, 1951, Melbourne, published privately.
- 34      39/16      *100 Years of Service: Ballarat and District Base Hospital Inc. Centenary Souvenir 1856-1956*. Two copies.
- 34      39/17      *Journal of the Royal British Nurses' Association*, London, March and June 1958.
- 34      39/18      *Mayday Hills Hospital Beechworth, Centenary Brochure 1867-1967*, Mental Health Authority, Victoria, 1967.
- 34      39/19      Tuulio, Tyyni, *Sophie Mannerheim*, 1963, The Foundation of Nursing Education, Helsinki.
- 34      39/20      *The Avenue of Years*, The 7th Tracy-Maund Memorial Lecture Presented by Jessica McB. Place, Senior Tutor-Sister, Gynaecological Section, the Royal Women's Hospital, Melbourne, on 10 March 1970.
- 34      39/21      *ANA 1896-1971: Illustrious Past, Challenging Future*, a salute to the American Nurses' Association on its 75th Anniversary, 1971.
- 34      39/22      The Official Opening of the Royal Women's Hospital, Kathleen Syme Education Centre by His Excellency Sir Zelman Cowen, Governor General of Australia, 22nd May 1978.

**The University Of Melbourne Archives**  
**Australian Nursing Federation, Victorian Branch**

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**Series 40 MISCELLANEOUS**

**This is an artificial series compiled by the archivist from items which did not obviously belong to other series. From the date ranges, it is possible that they belong in other series in the RVCN Collection (Accessioned in 1975), or with the later records of the ANF (VB) (Accessioned 1991) as yet unprocessed.**

34	40/1	Membership Organiser, Hospitals and Reports. Volume of information re contact personnel in Victorian and other nursing organisations, including country areas. c1949-1950.
34	40/2	'Miscellaneous', 1965 - 1966. Includes draft constitution of ANF Employees' Section Federal rules' 8 October 1965; Memorandum of Advice re amalgamation of ANF and ANFES, n.d.; RVCN Council minutes, November 1965; other RVCN agenda items to March 1966. [Record collected and annotated by unidentified RVCN Council member.]
34	40/3	RANF (VB) Lists of Hospitals, Private Hospitals and Nursing Homes, 1976-1986.
35	40/4	RANF (VB) Admissions to membership, February 1974 - November 1975.
35	40/5	RANF (VB) Procedures. File includes Memorandum of procedures re Executive Meetings, Proxy Votes, Federal Council, Delegates to Victorian Trades Hall council, list of new filing system, notes on Council Elections, 7 November 1986.
35	40/6	RANF (VB) Inter-office Memos, 1986 - [1987].
35	40/7	RANF (VB) Documents for consideration by Staff Salary Committee, 1986.
35	40/8	RANF (VB) Minutes pages corrected for photocopying, 15 August 1985- July 1986. Includes minutes of Council and Executive meetings.
35	40/9	RANF (VB) Staff Shortages Questionnaire, Mildura-Prince Henry's Comparison,, 1981.
35	40/10	RANF (VB) Strike Fund - donations, 1985-1986. Includes correspondence, receipts and subscriptions received from supporters of the ANF strike 1986.

**The University Of Melbourne Archives**  
**Australian Nursing Federation, Victorian Branch**

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- 35      40/11      RANF (VB) Industrial Relations Commission of Victoria,  
Anomalies/Inequities conference No 32, 20 October 1986, on RANF (VB)  
claim for first year registered nurses and students of nursing.
- 35      40/12      RANF (VB) relocation of office. Correspondence and removal details of  
the RANF office move from 431 St Kilda Road, to Alma Rd, St. Kilda,  
June 1986 - August 1986.
- 35      40/13      Department of Health, Victoria, List of Benevolent Societies as at June 1,  
1985.

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