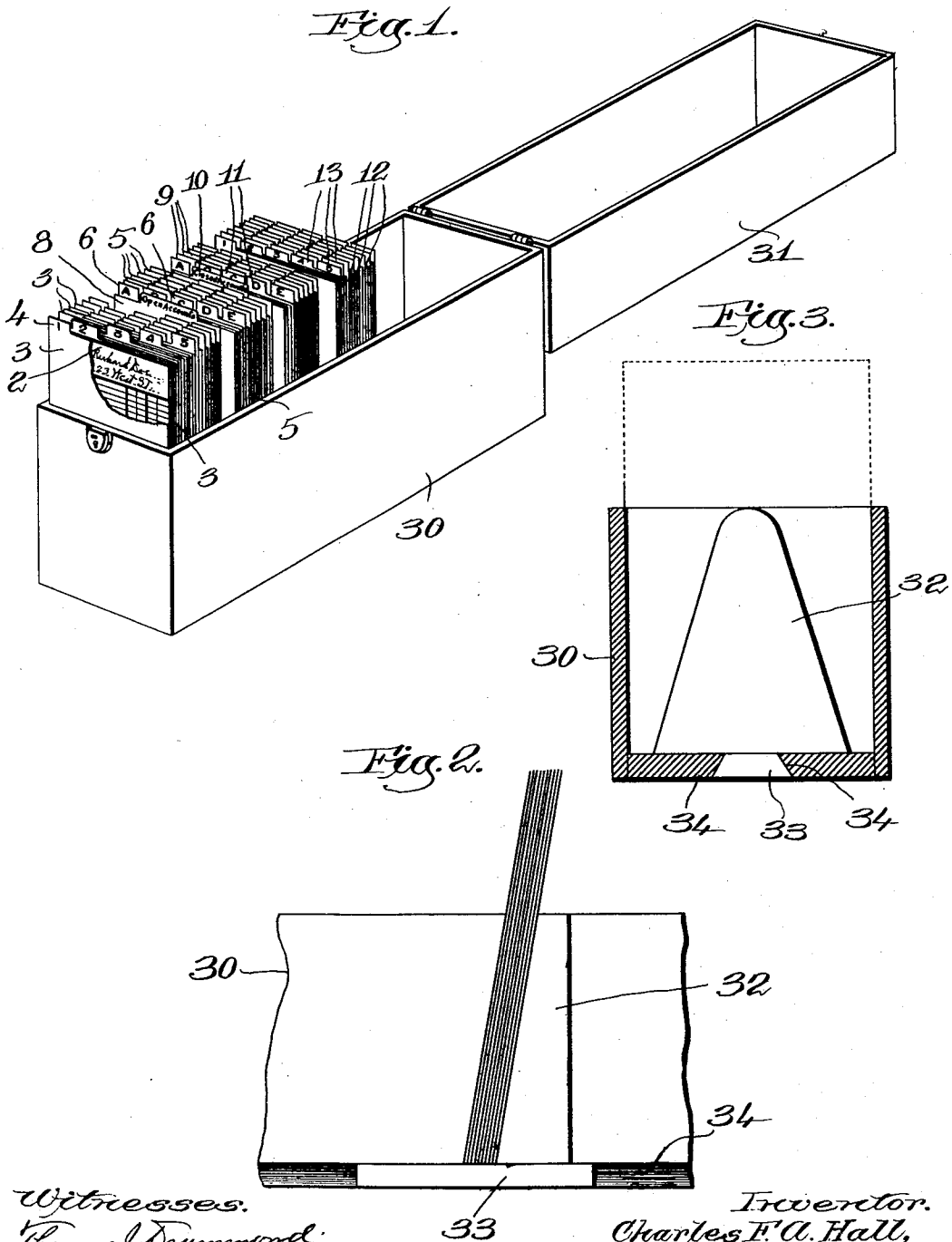


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 PHYSICIAN'S CARD INDEX.
 APPLICATION FILED SEPT. 27, 1909.

946,637.

Patented Jan. 18, 1910.
 2 SHEETS—SHEET 1.



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PHYSICIAN'S CARD-INDEX.

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To all whom it may concern:

Be it known that I, CHARLES F. A. HALL, a citizen of the United States, residing at Newburyport, county of Essex, and State of Massachusetts, have invented an Improvement in Physicians' Card-Indexes, of which the following description, in connection with the accompanying drawing, is a specification, like characters on the drawing representing like parts.

This invention has for its object to provide a novel card index system which is especially adapted for the use of physicians, although it may be used by anyone whose business requires the keeping of a number of future engagements of a professional nature, together with the keeping of an account of the services rendered at such engagements.

It is now customary for physicians to keep a "visiting book" as it is termed, in which the physician makes entries of the future calls on his patients, and in addition to keep a day-book, ledger and other books of account, and sometimes in addition to this, to keep a book in which is entered the records of the services rendered to the different patients.

The object of my invention is to provide a card index system which combines in itself all the functions of the visiting book, the account book, the service book etc., and which is extremely simple to use.

The invention will be more fully hereinafter described in connection with the accompanying drawings, and then the novel features thereof will be pointed out in the appended claim.

Referring to the drawings, Figure 1 is a perspective view of a case showing my improved card index system therein; Fig. 2 is a detail view showing the construction of the follower for the cards; Fig. 3 is a transverse section through the case; Fig. 4 illustrates the portion of my system in which the record of the daily visits is made and preserved; Fig. 5 is a view of the service card; Fig. 6 is a view of the card used for obstetric records; Fig. 7 is a view showing a card used for keeping a summary of the physician's business.

In carrying out my invention, I provide a series of service cards, such as are shown in Fig. 5, and which are used not only for keeping a record of the services rendered by the physician, but also for keeping a record

of the charges for such services, and the money received in payment of the charges.

My improved system also includes a plurality of daily index or guide cards which are preferably numbered consecutively from 1 to 31 to represent the different days of the month; and a set of guide cards which are preferably alphabetically arranged and which constitute with the service cards a record of open accounts; another series of guide cards also preferably alphabetically arranged and which with the service cards constitute a record of closed accounts; and still another series of guide cards which may conveniently be numbered consecutively and which with the service cards constitute a filing record for keeping filled or completed service cards.

Referring now to the drawing, the service card is designated by 2 and it is imprinted to indicate the name of the head of the family or person responsible for the charges entered on the card, and is also divided into columns, one of which is imprinted to designate the date, another of which is imprinted to indicate the member of the family treated, and another of which is imprinted to indicate the character of the services rendered, another of which is imprinted to designate the charges for the services, and another the credits or money received in payment of such charges. These service cards 2 may be filled out at the end of each day by the physician, and the set of service cards thus filled will comprise a complete record of the day's work.

The daily index cards are designated by 3 and each is preferably provided with a tab 4, and the tabs of the various cards are numbered consecutively, as shown in Fig. 4. There will be thirty-one of these cards numbered from 1 to 31, and they are used to indicate the days of the month.

The guide cards for open accounts are designated 5 and these are each provided with a tab 6 which is lettered, as shown in Fig. 1. Associated with these guide cards is a card 8 designated "open accounts." My system also includes another set of guide cards 9 which preferably are colored differently from the guide cards 6 and which have associated therewith a card 10 designated "closed accounts." The guide cards 9 are also provided with tabs 11 which are lettered. 12 designates still other guide cards which are provided with the tabs 13 that are

numbered consecutively. These guide cards 12 are also preferably of a different color from the guide cards 3, 6 or 9, and if desired every tenth or twenty-fifth guide card can be of some distinctive color other than that of the other guide cards.

In using my improved system the physician will enter each day on the service cards the data relative to the services he has performed for his various patients, as shown in Fig. 5. This may be done either at the end of the day or the entries may be made at the time that the visits are made or the service rendered. At the end of the day the physician sorts over the service cards on which the various entries have been made, the cards of those patients which are to be visited the next day being retained by the physician in his pocket, or being inserted directly in front or directly behind the particular daily guide card 3 corresponding to the next day. For instance, on the third of the month the physician would take those service cards representing patients he expected to call on the next day and place them in front of the daily index card 4. If some particular patient is to be called on the second day after or the fifth of the month, the service card for such patient will be placed in the space indicated by the daily card 3 numbered 5. If the next call on some other patient is to be made on the sixth or seventh of the month, the service card for this patient will be inserted in the space indicated by the properly numbered index card 3. The service cards in combination with the daily index cards 3, therefore, constitute not only a visiting list, but also a complete record of the work done each day by the physician. Each morning the physician merely has to take out from the properly-numbered space in the daily guide cards 3 those service cards which had been previously placed therein, and these cards give him a complete list of the calls which he has planned to make for that day. After the treatment of the patient ceases, the service card is transferred to the properly-lettered space in the "open account" series of cards. If, however, the bill is paid so that the account is square, or whenever any bill is paid and the account squared up, the credits will be entered on the service card and such card will then be placed in the properly-lettered space in the "closed account" guide cards. If the services rendered for any patient are so multifarious that the service card becomes filled, a second service card for this patient will be made out and the two service cards will be given some number and the filled service card will be transferred to the properly-numbered space in the filing guide cards 12.

In addition to these cards my system includes a series of cards 20, such as shown

in Fig. 6, for keeping an obstetric record, and this card may be conveniently ruled to provide a column 21 in which may be entered the name of the patient, and another column 22 in which may be entered the date of expected confinement, and other columns may be added in which may be entered the address of the patient and the actual date of delivery. My system also includes properly-ruled cards 23, such as shown in Fig. 7, on which may be entered the summary of business. This card may be so ruled as to provide columns 24 and 25 for entering charges and credits, and the physician may at the end of each week enter a summary of the charges for the week and the credits for the week, and thus on this card he will have at all times a complete summary of his business.

My improved system is very easy to use because it is a simple matter to fill out the service cards 2 and to place them in their proper position in one or the other set of index cards, according to circumstances. Moreover, the system is so arranged that any stranger can by running through the cards see at a glance just the condition of the physician's work and if the physician should suddenly be incapacitated, some other physician can pick up his work and go on with it without missing any patients or missing any previously-planned-for calls on patients.

One great advantage of my system is that the cards are ruled crosswise instead of lengthwise. This not only makes room for added entries on the card, but also makes the cards more convenient to handle because they will naturally be placed on end in the pocket, and when they are removed from the pocket, they do not have to be turned in order to be read.

For keeping the cards in compact form ready for use I propose to use the box or receptacle 30, such as shown in Fig. 1, which is of a width to receive the cards and is of proper depth so that when the cards are located therein they will project above the top. The receptacle may conveniently have a cover 31 by which it may be closed. The cards are held in their upright position by a follower 32 which is provided at its lower end with a dove-tailed foot 33 that is received in a dove-tailed slot 34 formed in the bottom of the box. The length of the foot 33 is sufficient to hold the follower 32 firmly in position and there is sufficient friction between the foot and the walls of the slot 34 to hold the follower in any adjusted position. By making the cards with the lines running transversely thereof instead of longitudinally, it is not necessary to make the box any wider than the cards and when the cards are placed in the box they stand

upright so that they can be readily looked over. The whole device is extremely compact and takes up very little room.

My improved system might be used for other persons than physicians by properly modifying the character of the data imprinted on the cards.

Having fully described my invention, what I claim as new and desire to secure by Letters Patent is:—

A physician's card index comprising a series of service cards each being ruled and imprinted to designate the name of the patient, the character of the service rendered, the charges for such service and the credits, a series of distinctly-colored daily index cards numbered consecutively, a series of

distinctively-colored open account index cards alphabetically arranged, a series of distinctively-colored closed account index cards also alphabetically arranged, and still another series of distinctively-colored index cards numbered consecutively and adapted to form with the filled service index cards a permanent file record, said index cards all being of the same size and adapted to form compartments for the service cards.

In testimony whereof, I have signed my name to this specification, in the presence of two subscribing witnesses.

CHARLES F. A. HALL.

Witnesses:

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