000 1500
001 015
002 020
003
004
005 Department of Health and Social Services
006 State Board of Health
140 Bissell and Brandywine Sanatorium Inactive Personnel Records
200 1950
210 1965
220
240 3.78 cf
241 3 cfb
261 Files maintained on employees at the Emily P. Bissell Sanatorium and Brandywine Sanatorium.
270 Includes personnel reports, employees withholding exemption certificate, appointments, record cards, memos, correspondence, x-ray reports, salary cards, earnings record, oaths of office, employment termination sheets, leave records and job applications.
290
310
329 WORK STATUS

___needs sorting
___needs unfolding
_X_needs refoldering/reboxing
___other: _____

CONDITION:

___totally disorganized
___order not apparent
___origin questionable
___other:_____

ARCHIVIST:

___review for identification/ further determination
___processing
___determine origin/purpose
___other:

FILM:

___for security
___destroy original
___other:

330 Arranged alphabetically by employees name.
331 No index.
332 Handwritten; typed; form printed with writing; form printed with typing.
360 Fair; acid damage; storage damage; dirt damage.
370 **CONFIDENTIAL.**
390
420
430
990 10/21/1987
995 March 14, 1989; March 22, 1989; April 23, 1996; April 30, 1996; May 8, 1997; February 23, 2006; December 18, 2006
rlg/clf