

# BETHLEM

MUSEUM OF THE MIND

## Research Guide Three:

### Staff Records



## Staff Records

Finding information on the staff that worked in our three Hospitals can be difficult. There's lots of different sources and lots of different sorts of records to look through, not one centralised index. You can get some idea from our listing of possible series to look at for records of staff at Bethlem, The Maudsley and Croydon Mental/Warlingham Park Hospitals here- <https://archives.museumofthemind.org.uk/07.htm> . This Guide details some steps to searching those records

## Bethlem Staff

### Minute Books

The earliest administrative records are the Minutes of the Boards of Governors of Bridewell and Bethlem held under our reference BCB (<https://archives.museumofthemind.org.uk/BCB.htm> ). From 1709 matters that related directly to Bethlem were recorded in The Bethlem Sub-Committee Minutes (later the House Committee) held under our reference HCM- see <https://archives.museumofthemind.org.uk/HCM.htm>. BCB is name indexed and digitised up to 1683 on the Find My Past website, though it is also digitised on our website and London Lives. Use the links in our catalogue entry to access it. The records in HCM have to be viewed by appointment at the Hospital. Use the 'Contact us' details at the bottom of the page to get in touch to begin this process.

### Salary Books

Our first real staff records are the salary books under our reference SB- <https://archives.museumofthemind.org.uk/SB.htm> . As you may expect, these detail salary paid to staff, and so include the quarter-year information on wages paid, position of staff, staff name. These begin in 1709, and remain pretty much unchanged until they cease in the 1980s. Up to 1919 they are indexed and digitised on Find My Past. If you are looking for someone after this date please get in touch, as there may be data protection considerations around the information. It is (from personal experience) very difficult to find someone without a rough date as the records are unindexed.

## Staff Registers

Series SEB consists of the Staff Registers kept at Bethlem from 1833 into the twentieth century (<https://archives.museumofthemind.org.uk/SEB.htm> ). Again, they are very short records, usually recording a name and entry to service. In most there is not an end date, and without the start date they are very hard to use. There will be the same considerations of Data Protection around the later records that there are in the Salary Books too.

## Maudsley Hospital

We have very few records concerning staff at the Maudsley. We do hold nurses books held under series SRM-<https://archives.museumofthemind.org.uk/SRM.htm> . We also hold copies of the Institute of Psychology Annual Reports, which often contain details of doctors teaching at the Maudsley or students in training there, in the reading room.

## Croydon Mental Hospital/Warlingham Park

The majority of the records we hold for this Hospital relate to the nursing and non-medical staff, under our series QKZ (<https://archives.museumofthemind.org.uk/QKZ.htm> ). These books range from reference books which contain quite detailed information about staff to obligation books, which simply record signatures. A smaller number of staff may be mentioned in the records held under QNS (nursing committee papers), QRZ (superannuation and pension information) and QDM (papers relating to staff conduct)- you can find a description of all these series in the larger series link above. In common with the similar series in the Bethlem records, series QLZ, the wages and salary books contain minimal information, but will confirm employment at least-  
<https://archives.museumofthemind.org.uk/QLZ.htm> .

## Individual Private Papers of Doctors and Other Medical Staff

We have a very small collection of personal papers of some of the medical staff at Bethlem under our reference SPB, and there may be mention of particular members of staff across all three Hospitals in our catalogue. There may also be mentions in our blogs and on our website. All of these different sources can be searched using the 'Search' function in the catalogue- <https://archives.museumofthemind.org.uk/Search.htm> .

After The Second World War, staff at the Joint Hospital (the entity comprised of Bethlem and the Maudsley) can be found in the newsletters which we hold up from the formation of the Trust in 1948 up to the early 00s.

If you are looking for the records of a doctor or senior member of the staff at all our Hospitals, it may be advisable to look through relevant committee minutes or annual reports for evidence of their activity.

## Find My Past

Find My Past has our Bethlem salary books up to 1919, and all the Bethlem Board of Governors meetings up to 1683. These are the records where we would expect to find most of the surviving information about staff at the Hospital up until this time.

While Find My Past is a subscription based website, if you are able to get to somewhere that has free access (or if you have a subscription yourself) you can see admission records, patient casebooks, and staff records for Bethlem and Warlingham Park yourself. You may also be able to get a free trial by signing up to them for a limited period. We offer free access at the Museum via the NHS wifi.

Once you have done this, go to [www.findmypast.co.uk](http://www.findmypast.co.uk) and select 'A-Z' of record sets. From here, use the free text box to search for 'Bethlem'- this will bring up two results. The one with the most records (about c.250,000) is the indexed text search, and the one with less records (c.130,000) is the browsing data set. If you are looking for a name, select the indexed set.

## Data Protection and Contact Us

All the records covered above are full of sensitive personal information about multiple members of staff. Therefore we have to close these records to public access if there is any risk of disclosure of this information relating to anyone who may still be alive. The rules around Data Protection legislation inform what we can open to the public and what we can have digitised and made available with our partners.

If there is information you wish to access which is held within our closed records, or if you encounter any other problems with the records, or if you have any further questions at all please let us know via the contact page <https://museumofthemind.org.uk/contact>

