

Manual M-2, Clinical Programs. Part IV, Medical Service

Chapter 3, Specialized Medical Programs (Paragraphs 3.01 and 3.02)
Rescinds Chapter 3 dated October 23, 1990

This document includes:

Title page and title page verso M-2, Part IV, dated **April 29, 1994**
Contents page for M-2, Part IV, dated **April 29, 1994**
Rescissions page iv for M-2, Part IV, dated **April 29, 1994**
Rescissions page v for M-2, Part IV, dated **September 11, 1991** (Change 1)
Contents page Chapter 3, dated **April 29, 1994**
Rescissions page Chapter 3, dated **April 29, 1994**
Text for Chapter 3, dated **April 29, 1994**

Transmittal sheet located at the end of the document:
Sheet dated **April 29, 1994**

Changes prior to 1994 located at the end of the document:

Sheet dated **October 23, 1990**
Change 16, dated **March 19, 1986**
Change 14, dated **November 5, 1971**
Change 13, dated **May 15, 1970**
Change 12, dated **July 8, 1969**
Change 7, dated **November 22, 1963**
Change 6, dated **November 16, 1962**



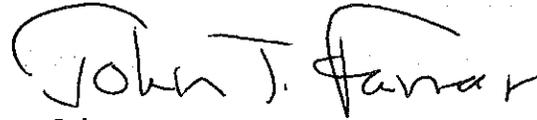
Clinical Programs

Medical Service

April 29, 1994

Department of Veterans Affairs
Veterans Health Administration
Washington, DC 20420

Department of Veterans Affairs, Veterans Health Administration manual M-2, "Clinical Programs," Part IV, "Medical Service," is published for the compliance of all concerned.



John T. Farrar, M.D.
Acting Under Secretary for Health

Distribution: RPC: 1027
FD

Printing Date: 5/94

CONTENTS

CHAPTERS

1. ADMINISTRATIVE
2. CARDIOLOGY
3. SPECIALIZED MEDICAL PROGRAMS
4. DIALYSIS PROGRAM
5. OUTPATIENT OXYGEN THERAPY
6. INFECTION CONTROL PROGRAM
7. SICKLE CELL SCREENING AND COUNSELING PROGRAM
8. ALLERGEN THERAPY
9. PREVENTIVE MEDICINE
10. HYPERTENSION

RESCISSIONS

1. COMPLETE RESCISSIONS

a. Manuals

M-2, part XV

M-2, part IV, dated April 15, 1955, and Changes 2, 3, 5, 7, 13, 15, and 17

M-2, Part IV, dated October 23, 1990, Chapters 1 through 8

b. Interim Issues

II 10-79-17

c. Regulations and Procedures

R&P 6209

d. Technical Bulletins

TB 10A-17

TB 10A-103

TB 10A-273

Paragraph 1f, 2b, 3a and b, section II, TB 10A-295

e. Circulars

10-75-45

10-79-1

10-80-18

10-83-4 and Supplement No. 1

10-85-5 and Supplement No. 1

10-85-31

10-85-67

10-85-150

f. All Station Letters and Other Communications

Letter and DateSubject

November 20, 1950

Cortisone and ACTH

December 4, 1950

Reporting of Cases of Syphilis to Health Authorities

March 15, 1951

Cortisone and ACTH

June 15, 1951

Physical Examination for Residuals of Filariasis

December 28, 1951

Letter refers to availability and use of cortisone and ACTH

August 26, 1953

Use of Antihypertensive Drugs Subsequent to Hospitalization

August 28, 1953

Purchase of Antigens for Treatment of Disease Due to Allergy

December 4, 1953

Cortisone and ACTH

February 5, 1954

Physical Examination for Residuals of Hepatitis (Viral)

August 5, 1954

Procurement of Allergenic Material From the VA Central Laboratory at Aspinwall

August 9, 1954

Special Boards for the Control of Therapeutic Management of Cases

August 9, 1954

ACTH and Cortisone Therapy

August 13, 1954

Prerequisite for Medical Therapy (Malaria)

August 13, 1954

Self-Administration of Hyposensitization Therapy

RESCISSIONS

1. COMPLETE RESCISSIONS

a. Manuals

M-2, part XV

M-2, part IV, dated April 15, 1955, and Changes 2, 3, 5, 7, 13, 15, and 17

b. Interim Issues

II 10-79-17

c. Circulars

10-75-45

10-79-1

10-80-18

10-82-4 and Supplement No. 1

10-83-4 and Supplement No. 1

10-84-159

10-85-5 and Supplement No. 1

10-85-31

10-85-67

10-85-100 and Supplement No. 1

10-85-150

10-86-30 and Supplement No. 1

10-88-43

10-89-76

10-90-078

d. Regulations and Procedures

R&P 6209

e. Technical Bulletins

TB 10A-17

TB 10A-103

TB 10A-273

Paragraph 1f, 2b, 3a and b, section II, TB 10A-295

f. All Station Letters and Other Communications

Letter and Date

Subject

November 20, 1950

Cortisone and ACTH

December 4, 1950

Reporting of Cases of Syphilis to Health Authorities

March 15, 1951

Cortisone and ACTH

June 15, 1951

Physical Examination for Residuals of Filariasis

December 28, 1951

Letter refers to availability and use of cortisone and ACTH

August 26, 1953	Use of Antihypertensive Drugs Subsequent to Hospitalization
August 28, 1953	Purchase of Antigens for Treatment of Disease Due to Allergy
December 4, 1953	Cortisone and ACTH
February 5, 1954	Physical Examination for Residuals of Hepatitis (Viral)
August 5, 1954	Procurement of Allergenic Material From the VA Central Laboratory at Aspinwall
August 9, 1954	Special Boards for the Control of Therapeutic Management of Cases
August 9, 1954	ACTH and Cortisone Therapy
August 13, 1954	Prerequisite for Medical Therapy (Malaria)
August 13, 1954	Self-Administration of Hyposensitization Therapy

g. VHA Information Letters

- IL 10-84-24
- IL 10-85-2
- IL 10-87-17
- IL 10-89-5
- IL 11-87-3
- IL 11-88-12
- IL 11-89-06

CONTENTS

CHAPTER 3. SPECIALIZED MEDICAL PROGRAMS

PARAGRAPH	PAGE
3.01 Policy	3-1
3.02 Intensive Care Units (ICUs)	3-1

RESCISSIONS

The following material is rescinded:

1. Manuals

M-2, Part IV, Chapter 3, dated October 23, 1990

CHAPTER 3. SPECIALIZED MEDICAL PROGRAMS

3.01 POLICY

It is the Department of Veterans Affairs (VA) policy to provide Specialized Medical Programs to meet the critical health care needs of the eligible veteran patient.

3.02 INTENSIVE CARE UNITS (ICUs)

a. VA medical centers with ICUs must provide certain minimal services. Not all medical centers have ICUs. Depending on the patient population served by a given facility, critical care may be provided on-site, by transfer to another VA medical center, or by fee-basis or sharing agreement. In all cases, the object is to provide the best possible critical care for the individual patient.

b. Each ICU will have a designated physician chief who is a member of the VA staff with appropriate Board certification and clinical privileges. The ICU Chief, is administratively responsible for all aspects of the care given in the ICU around the clock, and should have an office near the ICU. At times when the ICU Chief is not available (e.g., sick or annual leave, national meetings or conferences), a qualified physician will be designated by the Chief of Staff (COS) to act for the ICU Chief.

c. The ICU Chief is responsible for directing all aspects of the operation of the unit, as well as for developing operating policies including admission criteria. The ICU Chief will be assisted by a multidisciplinary ICU committee that meets at least quarterly. This committee is composed of representatives from all subspecialties involved in critical care.

d. Only licensed physicians will function independently in ICUs. Physicians-in-training must be directly supervised by qualified, licensed physicians (e.g., post-graduate year (PGY) 2 or above) for all procedures. Physician assistants will act only in accord with physician orders and specific clinical privileges. Physicians working with intensive care patients must have individual beepers. Only appropriately trained physicians will perform invasive procedures in ICUs. *NOTE: This includes central venous access and arterial cannulations in all forms.*

e. Each ICU must have fully qualified critical care nurses to provide nursing care.

(1) At least one ICU nurse per shift must be fully trained in cardiac output determinations, and privileged to perform same if the ICU has capability for Swan-Ganz monitoring.

(2) In tertiary care centers, at least one nurse per shift must be privileged to care for patients with temporary transvenous pacemakers and intra-aortic balloon pumps if these modalities are within the unit's capabilities.

(3) Lack of such staff is a sufficient reason to transfer a critically ill patient to another facility.

1. Transmitted is a revision to the Department of Veterans Affairs, Veterans Health Administration manual M-2, "Clinical Programs," Part IV, "Medical Service," Chapters 1 through 8.

2. Principal changes are:

a. Chapter 1: Delegates general supervision of the Medical Officer of the Day to the Chief of Staff.

b. Chapter 2: Revises and updates policies regarding cardiology.

c. Chapter 3: Defines policy for Intensive Care Units.

d. Chapter 4: Revises and updates policies on the Dialysis Program including new 38 United States Code (U.S.C.) citations.

e. Chapter 5: Establishes policy for providing outpatient oxygen therapy.

f. Chapter 6: Amended to include the Infection Control Program.

g. Chapter 7: Defines ethnic origin of applicant and includes new 38 U.S.C citations.

h. Chapter 8: Defines policy for providing Allergen Therapy.

3. Filing Instructions

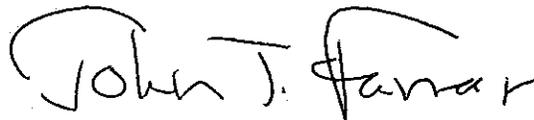
Remove pages

Cover page through iv ✓
1-i through 1-3 ✓
2-i through 2-7 ✓
3-i through 3-1 ✓
4-i through 4-7 ✓
5-i through 5-2 ✓
6-i through 6-3 ✓
7-i through 7-3 ✓
8-i through 8-1 ✓

Insert pages

Cover page through iv ✓
1-i through 1-2 ✓
2-i through 2-5 ✓
3-i through 3-1 ✓
4-i through 4-9 ✓
5-i through 5-2 ✓
6-i through 6-7 ✓
7-i through 7-4 ✓
8-i through 8-1 ✓

4. RESCISSIONS: M-2, Part IV, dated October 23, 1990, chapters 1 through 8.



John T. Farrar, M.D.
Acting Under Secretary for Health

Distribution: RPC: 1027
FD

Printing Date: 5/94

PHARMACY AND
DIRECTOR'S OFFICE
STAFF (JDE)
(707) 415-1111

JUN 13 12 33 PM '94

RECEIVED

1. Transmitted is a revision to Veterans Health Services and Research Administration Manual M-2, "Clinical Affairs," Part IV, "Medical Service," chapters 1 through 8. Brackets have not been used to indicate changes.

2. Principal change:

This is a major revision of Part IV, "Medical Service," providing updated and expanded guidance.

3. Filing Instructions

Remove pages

Cover page through vii
1 through 9
21 through 27
5-1 through 5-2

Insert pages

Cover page through iv
1-1 through 8-1

4. **RESCISSION:** M-2, part IV, dated April 15, 1955; and changes 3, 5, 7, 13, 15, and 17. Interim Issue II 10-72-13, dated May 17, 1972.


JAMES W. HOLSINGER, JR., M.D.
Chief Medical Director

Distribution: RPC: 1027
FD

Printing Date: 10/90

October 23, 1990

Department of Veterans Affairs
Veterans Health Services and
Research Administration
Washington, DC 20420

Veterans Health Services and Research Administration Manual M-2, "Clinical Affairs," Part IV, "Medical Service," is published for the compliance of all concerned.



JAMES W. HOLSINGER, JR., M.D.
Chief Medical Director

Distribution: **RPC: 1027**
FD

Printing Date: 10/90

March 19, 1986

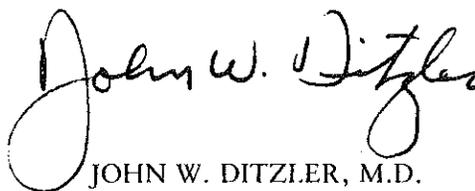
Part IV, "Medical Service," VA Department of Medicine and Surgery Manual M-2, "Professional Services," is redesignated Part IV, "Medical Service," VA Department of Medicine and Surgery Manual M-2, "Clinical Affairs," and is changed as indicated below:

NOTE: The purpose of this change is to eliminate outdated procedures and policies relating to (1) Medical Service in relation to tuberculosis which is now treated as an infectious disease in general medicine, pulmonary or infectious disease sections, and (2) employee health now included in VA Manual MP-5, part A, chapter 792.

Pages v and vi, chapter 3: Delete all references to this Chapter and insert "CHAPTER 3 (Deleted by change 16.)".

Pages 11 through 20: Remove these pages (ch. 3 deleted).

RESCISSIONS: Interim Issue 10-78-4, and changes 12 and 14 to M-2, part IV.



JOHN W. DITZLER, M.D.
Chief Medical Director

Distribution: RPC: 1027
FD

Printing Date: 4/86

Department of Medicine and Surgery
Veterans Administration
Washington, D.C. 20420

M-2, Part IV
Change 14

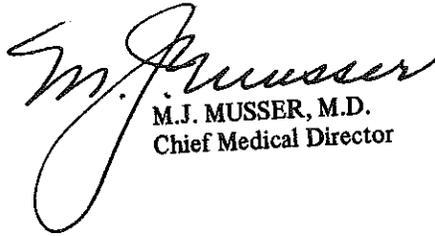
November 5, 1971

Part IV, "Medical Service," VA Department of Medicine and Surgery Manual M-2, "Professional Services," is changed as indicated below:

NOTE: The purpose of this change is to delete the requirements for using only tuberculin, PPD, USP tablets, in the employee tuberculin testing program, in order to permit stations to use tuberculin testing material of their choice.

Page vi: Delete "3.21 Supply . . . 17".

Page 17: Delete paragraph 3.21.


M.J. MUSSER, M.D.
Chief Medical Director

Distribution: RPC: 1027
FD

by chg. 14

Department of Medicine and Surgery
Veterans Administration
Washington, D.C. 20420

M-2, Part IV
Change 13

May 15, 1970

Part IV, "Medical Service," VA Department of Medicine and Surgery Manual M-2, "Professional Services," is changed as indicated below:

NOTE: The purpose of this change is to:

- a. Revise procedures to permit stations with approved hemodialysis units to approve fee-basis treatment for, or issue equipment to non-service-connected PHC patients under certain conditions.
- b. Include provisions for continuing prophylactic therapy of tuberculin converters separated from the military service departments prior to completion of 1 year of therapy.
- c. Delete requirements for maintenance of tuberculosis case register.
- d. Delete requirements for reporting of the Tuberculosis Case-Finding Survey program.
- e. Delete requirements for reporting of the Employee Tuberculin Testing program.

✓ Pages v and vi: Remove these pages and substitute pages v and vi attached. (Contents revised.)

✓ Page 3, paragraph 1.04c, line 3: Delete "25" and insert "20305".

✓ Pages 6a and 6A-1: Remove these pages and substitute pages 6a and 6c attached. (Par. 1.10b(2) and app. 6A changed.)

Page 7

Paragraph 2.01b

✓ Line 2: Delete "area" and insert "regional".

✓ Line 3: Delete "Area" and insert "appropriate Regional".

Paragraph 2.02b

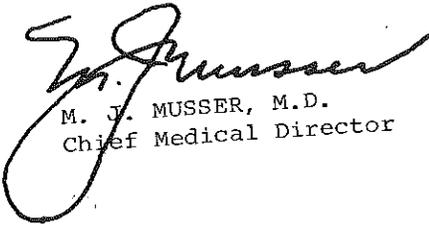
Subparagraph (1)

✓ Line 4: Delete "area" and insert "regional".

✓ Line 5: Delete "Area" and insert "appropriate Regional".

(Subparagraph (2), line 2: Delete "Area" and insert "appropriate Regional".

Pages 11 through 33: Remove these pages and substitute pages 11 through 20 attached. (Pars. 3.04 changed; pars. 3.06 and 3.07a and b deleted; pars. 3.07c(1) and (2) and 3.07e (1) and (2) changed; pars. 3.08 deleted; pars. 3.12 changed; pars. 3.13 through 3.18 deleted; pars. 3.19 and 3.20 changed; pars. 3.28 and 3.29 added; pars. 4.04 through 4.07 deleted; figs. 4.2 through 4.4 deleted.)


M. J. MUSSER, M.D.
Chief Medical Director

Distribution: RPC: 1027
FD

By chg. 16

Part IV, "Medical Service," VA Department of Medicine and Surgery Manual M-2, "Professional Services," is changed as indicated below:

NOTE: The purpose of this change is:

- a. To delete or revise certain procedures regarding the treatment and care of tuberculous patients.
- b. To revise procedures for forwarding VA Form 10-2575, Tuberculosis Case Register Card.
- c. To include provision for obtaining statistical information on incidence of tuberculosis among veterans of the Vietnam era.
- d. To include provisions for drug administration in employee tuberculin converters.

chg 13 ✓ Page vi: Under "3.25" insert:

"Section VIII. Drug Prophylaxis for Employee Tuberculin Converters
----- 24a
3.26 General -----
3.27 Statement of Policy -----"

chg 13 ✓ Page 11, paragraph 3.02

✓ Subparagraph a, line 2: Delete "in any form." and insert "especially when it is infectious."

✓ Subparagraph d: Delete this subparagraph.

chg 13 ✓ Page 12

Paragraph 3.02

✓ Subparagraph f: Delete subparagraphs (3) and (4).

✓ Subparagraph g: Delete this subparagraph.

✓ Paragraph 3.03, line 3: After "Tuberculosis" insert "and Respiratory Disease".

Paragraph 3.04a, line 3

✓ After "State" insert "and local".

✓ Delete "and on request for Central Office".

✓ Paragraph 3.05a, line 1: Delete "items 1 through 27" and insert "lines 1 through 9 of the legend".

chg 13 ✓ Page 13, paragraph 3.05

Subparagraph b

✓ Subparagraph (1), line 4: Delete "Registrar" and insert "Medical Administration".

✓ Subparagraph (2), line 3: Delete "Registrar" and insert "Medical Administration".

M-2, Part IV
Change 12

July 8, 1969

Subparagraph c(1)(b)

✓ Subparagraph 1, line 2: Delete "clinical" and insert "VA medical".

Subparagraph 5

✓ Line 10: Delete "annually" and insert "every 5 years".

✓ Line 12

✓ Delete "25".

✓ After "D.C." insert "20402."

chg 13 Page 14, paragraph 3.05c(2)(a)

✓ Subparagraph 4, line 2: Delete "clinical" and insert "VA medical".

Subparagraph 5

✓ Line 11: Delete "annually" and insert "every 5 years".

✓ Line 13

✓ Delete "25".

✓ After "D.C." insert "20402."

chg 13 ✓ Pages 15 and 16: Remove these pages and substitute pages 15 and 16 attached.

chg 13 ✓ Page 18, paragraph 3.12a(3), line 3: Delete "4.04c" and insert "4.04b".

chg 13 ✓ Pages 19 and 20: Remove these pages and substitute pages 19 and 20 attached.

chg 13 Page 21

✓ Paragraph 3.15d, line 3: Delete "Registrar" and insert "Medical Administration".

Paragraph 3.16

Subparagraph a

✓ Line 15: Delete "WW II" and insert "Vietnam era"--veterans who had active service since August 5, 1964."

✓ Line 16: Delete "World War II" and insert "Vietnam era".

✓ Subparagraph c, line 4: Delete "or Registrar".

chg 13 Page 22

Paragraph 3.16

✓ Subparagraph d, line 2: Delete "Registrar or the".

Subparagraph e

✓ Line 8: Delete "or".

✓ Line 9: Delete "Registrar".

✓ Paragraph 3.17b, line 3: Delete "Registrar or".

chg 13 ✓ Page 24a: Remove this page and substitute page 24a attached.

H. M. Engle
H. M. ENGLE, M. D.
Chief Medical Director

Distribution: RPC: 1027
FD

Department of Medicine and Surgery
Veterans Administration
Washington, D.C. 20420

M-2, Part IV
Change 7

November 22, 1963

Part IV, "Medical Service," VA Department of Medicine and Surgery Manual M-2, "Professional Services," is changed as indicated below:

NOTE: The purpose of this change is to bring up to date the reporting of syphilis and serological reactions.

✓ Pages 1 and 2: Remove these pages and substitute pages 1 and 2 attached. (Pars. 1.01d and 1.02b changed.)

✓ Page 12, paragraph 3.05a, line 1: Delete "38" and insert "27".

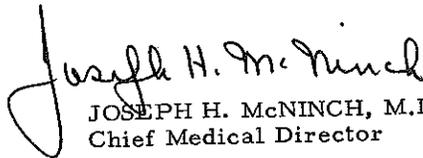
✓ Page 14:

Paragraph 3.06b, line 1: Delete "Regional Office".

Paragraph 3.07, title, line 2: Delete "Regional Office".

✓ Page 16, paragraph 3.07f(2): Delete "data" and insert "date".

✓ Page 28, paragraph 4.05b(2)(a), line 1: Delete "group A and B".


JOSEPH H. McNINCH, M.D.
Chief Medical Director

Distribution: Same as M-2, part IV.
FD

Department of Medicine and Surgery
Veterans Administration
Washington 25, D.C.

M-2, Part IV
Change 6

November 16, 1962

Part IV, "Medical Service," VA Department of Medicine and Surgery Manual M-2, "Professional Services," is changed as indicated below:

NOTE: The purpose of this change is as follows:

a. The Pulmonary Disease Service of Central Office, has, by name, been abolished and the activities of that service have been merged with the Medical Service. The policies and procedures contained in part XV are being incorporated in Part IV, "Medical Service."

b. To incorporate the provisions of DM&S Circular 10-62-143.

- ✓ Pages iii and iv: Remove these pages and substitute pages iii through vi attached.
- ✓ Pages 3 through 5: Delete paragraph 1.06.
- ✓ Pages 8 and 9: Delete paragraph 2.04.
- ✓ Pages 11 through 33: Insert these pages attached. (Chs. 3 and 4 added.)



WILLIAM S. MIDDLETON, M.D.
Chief Medical Director

Distribution:

CO	Same as M-2, Part IV				
RO	S-1	(00)-1	(25)-1	(111)-8	
	S-2	(00)-1	(25)-1	(111)-10	
	S-3	(00)-1	(25)-1	(111)-12	
	S-4	(00)-1	(25)-1	(111)-14	
CNR	S-1	(00)-1	(25)-1	(11)-10	(136)-2 (115)- 3
	S-2	(00)-1	(25)-1	(11)-15	(136)-2 (115)- 6
	S-3	(00)-1	(25)-1	(11)-20	(136)-2 (115)- 9
	S-4	(00)-1	(25)-1	(11)-25	(136)-2 (115)-12
HP & CND	S-1	(00)-1	(135)-1	(11)- 8	(136)-2 (115)-2
	S-2	(00)-1	(135)-1	(11)-10	(136)-2 (115)-4
	S-3	(00)-1	(135)-1	(11)-12	(136)-2 (115)-6
	S-4	(00)-1	(135)-1	(11)-14	(136)-2 (115)-8
	S-5	(00)-1	(135)-1	(11)-16	(136)-2 (115)-10
VBO	(00)-1	(10)-15	(5)-1		
DOC	10 copies				
AMO	4 copies				

**VETERANS ADMINISTRATION
REFERENCE SLIP**

TO (Name or title—Organizational element—Room No. and bldg.)	INITIALS—DATE
1.	
2.	
3.	
4.	
5.	

REASON FOR REFERENCE

- | | | |
|---|---|---|
| <input type="checkbox"/> APPROVAL | <input type="checkbox"/> CONCURRENCE | <input type="checkbox"/> NOTE AND RETURN |
| <input type="checkbox"/> AS REQUESTED | <input type="checkbox"/> FOR YOUR FILES | <input type="checkbox"/> PER CONVERSATION |
| <input type="checkbox"/> CALL ME | <input type="checkbox"/> INFORMATION | <input type="checkbox"/> RECOMMENDATION |
| <input type="checkbox"/> COMMENTS | <input type="checkbox"/> NECESSARY ACTION | <input type="checkbox"/> SIGNATURE |
|
 | | |
| <input type="checkbox"/> PREPARE REPLY FOR SIGNATURE OF | | |

REMARKS

DO NOT REPRINT. Change 1, M-2, Part IV, will be revised some time in 1961. *(Same for Chg. 3)*

H. F. WRIGHT
PCO, IM&S (10E)
Jan. 3, 1961

	DATE
	TEL. EXT.

**VETERANS ADMINISTRATION
REFERENCE SLIP**

TO (Name or title—Organizational element—Room No. and bldg.)	INITIALS—DATE
1. Mr. H. F. Wright, PCO (10E)	
2.	
3.	
4.	
5.	

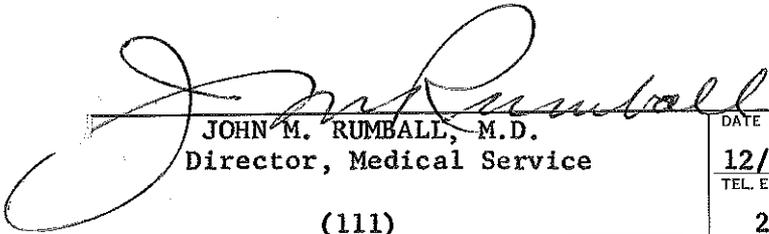
REASON FOR REFERENCE

- | | | |
|---|---|---|
| <input type="checkbox"/> APPROVAL | <input type="checkbox"/> CONCURRENCE | <input type="checkbox"/> NOTE AND RETURN |
| <input type="checkbox"/> AS REQUESTED | <input type="checkbox"/> FOR YOUR FILES | <input type="checkbox"/> PER CONVERSATION |
| <input type="checkbox"/> CALL ME | <input type="checkbox"/> INFORMATION | <input type="checkbox"/> RECOMMENDATION |
| <input type="checkbox"/> COMMENTS | <input type="checkbox"/> NECESSARY ACTION | <input type="checkbox"/> SIGNATURE |
|
 | | |
| <input type="checkbox"/> PREPARE REPLY FOR SIGNATURE OF | | |

REMARKS

The specific items requested in your note of 12/1/60 have been reviewed.

I do believe a change should be considered, however, before doing so the Area Consultants in Tropical Medicine must be consulted. This will be done in 1961.


JOHN M. RUMBALL, M.D.
 Director, Medical Service

	DATE
	12/30/60
	TEL. EXT.
	2549

(111)

VETERANS ADMINISTRATION
REFERENCE SLIP

TO (Name or title—Organizational element—Room No. and bldg.)	INITIALS—DATE
1. Dr. Rumball, Medical Service - 111 -	
2.	
3.	
4.	
5.	

REASON FOR REFERENCE

- | | | |
|---|---|---|
| <input type="checkbox"/> APPROVAL | <input type="checkbox"/> CONCURRENCE | <input type="checkbox"/> NOTE AND RETURN |
| <input type="checkbox"/> AS REQUESTED | <input type="checkbox"/> FOR YOUR FILES | <input type="checkbox"/> PER CONVERSATION |
| <input type="checkbox"/> CALL ME | <input type="checkbox"/> INFORMATION | <input type="checkbox"/> RECOMMENDATION |
| <input type="checkbox"/> COMMENTS | <input type="checkbox"/> NECESSARY ACTION | <input type="checkbox"/> SIGNATURE |
| <input type="checkbox"/> PREPARE REPLY FOR SIGNATURE OF | | |

REMARKS

Changes 1 and 3 of M-2, Part IV, have come up for reprinting, 100 copies each.

Would you look over these changes and let us know whether any revisions ^{are indicated} in the manual (re these pages) at your earliest convenience, since we must make reply to the Depot as soon as possible.

If you find that revisions are indicated, please return these changes, so stating, and the revisions *should* be submitted as a new change and one or both of these changes *will be* disapproved for reprint.

This should be approved by Dr. Rumball

FROM	DATE
<i>R. Strachan</i> for H. F. WRIGHT PCO, DM&S (10E)	12/1/60 TEL. EXT. 2507