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**United States Sanitary Commission Records
Washington Hospital Directory Archives
1862-1866
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RG 12**

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Summary

- Main entry:** United States Sanitary Commission. Hospital Directory.
- Title:** Washington Hospital Directory Archives, 1862-1866
- Size:** 43.5 linear feet (83 boxes, 80 oversize volumes.)
- Source:** Gift of the United States Sanitary Commission to the Astor Library, 1878.
- Abstract:** The Hospital Directory was established by the USSC in 1862 to collect and record information concerning the location of sick and wounded soldiers in U.S. Army general hospitals, and to provide that information to the public. Its four offices in Washington, DC; Louisville, KY; Philadelphia, PA and New York, NY also gathered information from other hospitals and locations, and searched for soldiers who had lost contact with family and friends. The Washington Hospital Directory Archives span 1862-1866, comprising the combined records of the Washington and New York offices, and part of the Philadelphia office records. The records include "letter of inquiry" files concerning the location and status of more than 9,000 soldiers; correspondence, reports, letterbooks, miscellaneous record volumes, and Hospital Directory register and index volumes for the Washington, New York and Philadelphia offices recording patient data.
- Although the majority of the Hospital Directory records refer to state volunteer soldiers, mention is also found of U.S. Army regulars, U.S. Colored Troops, Navy and Marine servicemen, Confederate soldiers, government and USSC employees, hospital staff, and civilians. The Hospital Directory ceased operations in late 1865.
- Access:** Apply in the Special Collections Office for admission to the Manuscripts and Archives Division.
- The oversize register and index volumes for the New York, Philadelphia and Washington Hospital Directory offices are fragile and require further description. Access to those volumes requires permission of the Curator.
- Preferred citation:** United States Sanitary Commission. Washington Hospital Directory Archives, Manuscripts and Archives Division, The New York Public Library.

Historical note

By order of the Secretary of War dated June 9, 1861, endorsed by the President on June 13, the United States Sanitary Commission (USSC) was appointed to inquire and advise as to matters concerning the health and sanitary condition of the volunteer forces; their general comfort and efficiency; the provision of cooks, nurses and hospitals; and "other subjects of like nature." The appointment was to remain in force until "the Secretary of War shall otherwise direct," and its services were to be provided without remuneration from the government. The Commission received further endorsement by order of the U.S. Army Surgeon General on June 15.

The USSC soon created printed forms to standardize the collection of information for camp and hospital inspections. The completed forms were submitted to the USSC's Statistical Bureau for tabulation. The collected information, statistics and other reports laid the foundation for USSC reports and recommendations to the War Department and the Army Medical Bureau, as well as publications directed to the general public.

The USSC recommended improvements which soon moved beyond the care of soldiers in field, camp and hospital, to include changes in the administrative structure of the Army Medical Bureau and other departments connected to the medical care of the troops. At the same time, USSC activities broadened from inspections, collection and distribution of supplies, and field relief to include "special relief" assistance to soldiers and their relatives. Notable special relief assistance included providing temporary lodging and food to soldiers in transit, establishing employment bureaus for discharged soldiers, and helping soldiers and their families file for back pay, bounty and pensions, through its various claim agencies.

Thus, for informational and humanitarian reasons, the USSC worked to improve procedures and record-keeping practice in the Army, particularly in its Medical Bureau. In several cases, the USSC developed forms later adopted for use by the government. One of its earliest efforts was the proper recording of deaths and burials.

The USSC was also instrumental in creating the Army Medical Bureau's "Morning Report of Sick and Wounded in U.S. Army General Hospital (name and/or location)." Morning reports were also called "hospital reports," "hospital returns" and "daily returns." This form provided the hospital's gains and losses by individual patient name, with rank, company and regiment, for the report period cited. Gains and losses included admissions, return to duty, discharges, furloughs, desertions, transfers and deaths. The form also provided statistical summaries of the hospital's gains, losses, occupancy and capacity, for the report period. The reports were compiled on a daily or sometimes a weekly basis by hospital clerks, and the original was signed by a surgeon. The Army Medical Bureau used the USSC's printed form until it issued its own form, with minor change in format. The reports thus provided important information as to sickness and mortality rates in military hospitals, collectively and individually, in addition to noting an individual patient's identity and status at a particular time.

From the Morning Reports, staff of the several Army Medical Departments compiled statistical "Consolidated Morning Reports" of the hospitals in their jurisdiction. The USSC transcribed and further tabulated the data from these reports (by region and season, for example), the results of which were communicated to the government. The USSC also had authorized access to records of the Adjutant General's Office and the Army Medical Bureau in order to conduct analysis of sickness and mortality rates. By mutual agreement, the USSC provided statistical assistance to the War Department and Army Medical Bureau until the government restricted non-military access to its records in the Fall of 1864, and its staff assumed some of the statistical work performed by the USSC. The Statistical Bureau also conducted studies of its own from the data.

During the summer of 1862, in consultation with the War Department and the Army Medical Bureau, the executive officers of the Sanitary Commission discussed the creation of a department that would use the morning reports to serve another purpose: providing information concerning the location and

condition of patients in U.S. Army General Hospitals to their relatives and friends. This service would give relief not only to the public, but to Army hospital staff besieged with requests for information. As in all its services related to the welfare of the soldier, the information provided by the USSC's "Directory of Hospitals" would be free of charge. The USSC had already received numerous requests for help in locating soldiers, which were handled by its Special Relief department until the number of applications became overwhelming. Although the Hospital Directory would function as a separate department, by its nature it was a "special relief" service of the Commission.

Even with access to government records, the cost and scope of such an operation was daunting, and studies were undertaken as to its practicality. In addition to the records of the Washington Hospital Directory Archives, correspondence and reports concerning the establishment of the Hospital Directory are contained in the Washington DC Archives, RG 27.

On September 19, 1862, the USSC's Executive Committee instructed its President and General Secretary to hire someone to establish a recordkeeping system and open an office that would function, on a trial basis, as a central bureau of information for hospitals in the Washington area. After initially engaging a Dr. Tucker, the USSC hired John Bowne (see Biographical Note) as General Superintendent of the Hospital Directory.

The term "Hospital Directory," as used by contemporaries, had several meanings. It referred to the Hospital Directory as a USSC organization, comprising its Central Office in Washington and its regional offices. Regional offices were referred to individually as "the Philadelphia Hospital Directory," etc. The term "Hospital Directory," or "the Directory," also referred to the collection of large hospital directories (volumes) maintained at the offices. These were also referred to informally as "the ledgers," "the books," and "the registers." A "hospital directory", a volume containing names of soldiers at multiple locations, was distinct from a "hospital record," a volume containing the names of soldiers at one location. The hospital directories and hospital records were compiled by Hospital Directory staff from the morning reports filled out by Army hospital staff. The government authorized the Hospital Directory to collect or copy morning reports.

With some variation, hospital reports, hospital records, and hospital directories carried similar headings for date of admission, hospital name (for directories), patient name, rank, and company, and dates of death, discharge, return to duty, furlough, desertion, and transfer. The records might also list the reason for admission ("complaint" or "disease"), and have a column for "remarks", which might note place of burial or provide further detail for the above categories.

The system, as finalized, included the transcription of patient information from hospital reports into large folio volumes organized by state and regiment, or other military identification. Before entering data, Hospital Directory clerks checked regimental pages for the presence of earlier entries that could be updated. Similar in function to a city directory, with a soldier's name and regiment, a staff member could consult the appropriate volume to find the soldier's hospital location and status. "Applications" or "inquiries" for information about soldiers were submitted by their families and friends in person at Hospital Directory offices, or sent by telegram or letter. Those received in writing were also called "letters of inquiry." USSC staff consulted its records, and if necessary, corresponded with military and government officers, as well as its own agents, in the hope of providing reliable information to the inquirer. Verbal applications requiring further work and letters of inquiry were recorded in informal journals and/or formal registers of applications for tracking purposes.

Although alphabetical indexes to Directory registers were created in some instances, the process was extremely labor intensive. Unit identification was the main access point for military records, and remained so for the USSC. In some cases, reports would be copied into the books of more than one Directory office, particularly if a large number of soldiers in a particular battle or distant campaign came from the environs of the other office, and that office could expect to receive numerous inquiries.

Hospital Directory staff also used reports to compile monthly "abstracts of daily returns," thus acting as an important auxiliary agent of the Statistical Bureau. The information collected by the Hospital Directory also supported the work of the USSC's claim agencies.

The number of reporting general hospitals fluctuated during the war, as hospitals opened and closed depending on need. Changes were made to the Army's Medical Department jurisdictions, and the Directory office to which a hospital reported might change over time. The bulk of extant hospital reports collected or transcribed by the USSC are found in the Statistical Bureau Archives and the Louisville Hospital Directory Archives. For general background on the inspection activities of the USSC, see Charles J. Still, *History of the United States Sanitary Commission* (Philadelphia: J.B. Lippencott & Co., 1866), available in the Milstein Division of U.S. History, Local History and Genealogy, IKM+ (Still, C.J. *History of the United States Sanitary Commission*).

The Need for a Hospital Directory

The successful operation of the Washington office led to the opening of regional offices in Louisville, KY, Philadelphia, PA and New York, NY. By June, 1863, the Hospital Directory was receiving daily reports from all U.S. Army General Hospitals (over 200 in number), and had entered over 200,000 names in its books. Thousands of inquiries were given and answered verbally at Hospital Directory offices.

The scope of the Hospital Directory's activities, based on need and demand, soon expanded beyond the walls of general hospitals to include the collection of "information concerning the location and fate of soldiers sick, wounded or killed - for the benefit of their relatives and friends." (Henry S. Holbrook to John S. Blatchford, 15 Nov. 1865, Historical Bureau Archives, RG 7 (USSC Box 643, f. 6). Placing an "inquiry" with the Hospital Directory was often the last resort for those who could not obtain any news at all of a soldier, or who were beset with conflicting accounts of illness, capture or death. By 1862, frustrated citizens were asking why "a nation of shopkeepers" could keep track of its parcels, but not its soldiers.

During the Civil War, there was no official "dog tag" for soldiers. For this reason, many soldiers who were left behind on the field or on a forced march were never identified. Aside from any unit badges, soldiers relied on a variety of means to identify themselves in case of illness or loss in battle, such as inscribed jewelry or personal property, tattoos, letters from family or friends, or writing their name in india ink on their body or on pieces of paper. Soldiers who lost consciousness, who were mentally confused due to debilitating conditions such as chronic diarrhea, or who were mentally ill, often remained unidentified and undocumented for long periods of time. Many never reached the care of an Army general hospital. The greatest risk of losing track of patients occurred in transit from field to hospital, or hospital to hospital. Hospital Directory records frequently mention cases of missing or dead soldiers who were listed on the Army rolls as deserters due to lack of information.

There were other reasons for difficulties in identifying or locating a soldier. Men enlisted under false names or deserted. There were multiple and fraudulent enlistments to obtain bounty money. Young boys ran away from home to join the Army. When prisoner-of-war exchanges were announced in camps, prisoners would answer to the names of men who had died. Accounts exist in the records of men who tried to escape their past by having friends write home with false tales of wounding and capture.

The ability to identify and locate a soldier, particularly at transitional points in his service (such as transfers, extended illness or convalescence, capture, loss in action, or death), was of critical importance for the soldier and his family, for financial and well as emotional reasons. Receipt of back pay, bounty, and pension monies depended on documentary proof. During the war, local governments and soldiers' aid societies often required families to provide soldiers' letters on a monthly basis as proof of continuing service before issuing benefits.

In some cases, the soldier in question fortunately was in good health, the lack of contact accounted for by failure to write, poor mail service or continual movement.

While families received communications from the War Department, regimental officers and soldiers regarding the death or illness of a soldier, in many cases contact with the Hospital Directory was the only notification families received. Hospital Directory staff often had to break sad news to visitors at the office, or do so by letter or telegram.

The Directory received many inquiries regarding soldiers believed or known to be prisoners of war. This required correspondence with the Commissary General of Prisoners, but often little could be determined regarding their condition or location. USSC staff collected news and lists of prisoners where possible. Families sometimes learned news from letters sent North under flag of truce.

In addition to using official channels, Hospital Directory staff relied heavily on the network of USSC relief agents to trace the path of a soldier, or to learn his condition. Hospital Directory files illustrate many USSC relief activities, such as accompanying the Army on the march, caring for the wounded on the battlefield, visiting patients in hospitals, assisting soldiers to obtain furloughs or discharge for health reasons, or locating nurses who witnessed a patient's death. Agents in frequent correspondence with the Hospital Directory include Amy M. Bradley, William H. Holstein, and James Richardson.

USSC Hospital Directory staff and relief agents also recorded the location and status of patients at field hospitals following major battles, filling out "battle returns" for later entry into Directory registers. No battle returns are present in the Washington Hospital Directory Archives.

The Hospital Directory soon became known as an important resource for families seeking information about the return of personal effects, and about the location, removal and shipment of bodies for burial back home. Staff also issued traveling passes for visitors needing to visit hospitals or make burial arrangements.

Changes in Procedures, 1864-1865

For the USSC, the collection of information was primarily a means of monitoring government or military performance. From the beginning of its organization, it lobbied politically for changes in personnel and procedures that would "modernize" the Army Medical Bureau. For obvious reasons this meant that the USSC had its detractors, but also its supporters, within those camps. Largely through its efforts, William A. Hammond was appointed Surgeon General in 1862. By the summer of 1864, the military, with the assistance and pressure of the USSC, and by its own experience and effort, had systems in place to meet its medical requirements, even though systems were not always able to meet the occasion of full-scale battles. The USSC remained an acknowledged and appreciated partner, and was a useful intermediary between the government and the public. Nevertheless, its access to the records of the Army Medical Bureau and the Adjutant General's Office was severely restricted when the War Department and the Surgeon General's Office issued orders in June and July of 1864 forbidding public access to their records without specific approval. This action was taken in part to reduce access to information about a soldier that could be used to file fraudulent claims against the government. It also suggested a movement towards proprietary control and responsibility. In August, 1864, Hammond was dismissed from the Army due largely to acrimonious relations with the Secretary of War.

For the USSC, whose agents no longer had full access to hospital reports or regimental rolls, the impact of these operations, particularly to the Hospital Directory, was immediate and damaging. Although appeal was made to the Secretary of War, and minor accommodations were apparently reached, as evidenced by correspondence and the existence of hospital reports and hospital records dating from 1864-1865, the collection of information that described the time and place of a soldier's condition, or indicated standards of care and causes of illness or death, effectively ceased. Families and friends of soldiers, apparently unaware of these developments, continued to appeal to the

Hospital Directory when official records failed to shed further light. The Statistical Bureau continued working with the records it had in hand.

In the Fall of 1864, the USSC considered closing the Hospital Directory, but decided to carry on with reduced staff. Aside from humanitarian concerns, the Hospital Directory was important for the USSC's public image. Its purpose was immediately understandable and useful, and had a more humane face than numerical tallies of supplies. It was a service provided to the public, not by it. The Directory retained its primary function of locating soldiers, but the means to do so were substantially changed, as outlined in correspondence between John Bowne and his staff. In many cases, staff encouraged inquirers to write directly to the Adjutant General's Office, or did so on their behalf. When no further information was available from that source, the USSC wrote directly to the regimental or hospital surgeon, or to USSC relief agents in the vicinity. The inquiry process for sailors and marines remained unchanged throughout the War. USSC inquiries were directed to the Secretary of the Navy and to the Marine Corps, whereupon the rolls were checked and a response returned.

In February, 1864, the USSC's Sanitary Bulletin reported that the Directory carried 600,000 names on its books. The USSC's Financial Report of October 1, 1864, listing expenses by activity since 1861, noted that "one million and thirty thousand names of hospital patients have been entered in the Directory, and many thousand anxious inquiries answered." At war's end, the Hospital Directory received many inquiries from those still hoping that soldiers missing as long ago as 1861 might be among the thousands returning from prisoner of war camps. The Hospital Directory staff worked to locate returning soldiers, and to obtain lists of prisoners who died in camp, particularly at Andersonville, with the intention of using those lists as proof of death for pension claims by wives and relatives. It also assisted in the retrieval of bodies from areas previously in enemy territory.

The Hospital Directory was considered one of the Sanitary Commission's worthiest humanitarian achievements, not only by its officers and employees, but by those they served, as seen in the many expressions of gratitude found in its records. The Hospital Directory, along with all public operations of the USSC, ceased officially on October 1, 1865, but staff continued working at the offices until affairs were brought to a close in the following month. Some USSC offices continued their activities past that date. A summary of USSC operations, costs and future plans, prepared by its General Secretary, appeared in *The New York Times* on November 23, 1865.

Hospital Directory Offices and their Records

The Washington Hospital Directory

The first and Central Office of the USSC's Hospital Directory was located at 244 F Street, Washington, DC. It was distinct from the USSC's Central Office, although both were housed in the same building. John Bowne was appointed General Superintendent of the Hospital Directory and was charged with establishing its recordkeeping system and opening several regional offices. He also headed the Washington office, which opened to the public in November, 1862. Bowne then established offices in Louisville, KY; New York, NY and Philadelphia, PA. Louisville opened to the public in January, 1863; New York and Philadelphia followed in March. All reported to the Washington office. During that period, the Washington office was supervised by Edward Abbott. H.H. Beebe served as Chief Clerk. John Bowne resigned from the USSC in late April, 1865. He was succeeded as Superintendent by Darius Forbes, agent for the USSC's Army & Navy Claim Agency (April-May 1865), Francis Fowler, an Assistant Secretary of the Eastern Department (May-September 1865) and by E.S. Brooke as Clerk (September-November 1865). In February, 1864, the New York Hospital Directory office closed, and its records were sent to Washington. The present finding aid describes the records of both offices. The Washington Hospital Directory collected hospital reports for the District of Columbia, Eastern Virginia, Maryland, North Carolina, South Carolina, Florida and Louisiana, adding New York, New Jersey and the New England states when the New York office closed. Miscellaneous hospital reports and hospital records and directories related to the Western Department, previously contained in this series in boxes 193, 194, 202 and 203, are now described as part of the Louisville Hospital Directory Archives, retaining their original numbers.

The Louisville Hospital Directory

Located at the headquarters of the USSC's Western Department in Louisville, KY, the office was responsible for Hospital Directory activities in that Department. It collected hospital reports for West Virginia, Ohio, Indiana, Illinois, Missouri, Iowa, Kentucky, Tennessee, Mississippi, and Arkansas. Henry S. Holbrook was Superintendent of the Louisville office from its opening in January, 1863 to its closing in late 1865, and oversaw the transfer of its records to the USSC Historical Bureau in New York. Its records are contained in the Louisville Hospital Directory Archives, RG 13. Its activities are also documented, however, in incoming communications received from Louisville by other offices.

The Philadelphia Hospital Directory

Located at the office of the USSC's Philadelphia Agency, 1307 Chestnut Street, the Philadelphia office opened to the public in March, 1863 and ceased operations in November, 1865. It collected hospital reports for Pennsylvania (particularly the Philadelphia area), and Delaware. Its Superintendents were H.A. de France (March-August, 1863) and John W. Wilson (August, 1863-November 1865). Outgoing correspondence, reports and letters of inquiry sent to the Washington and New York offices of the Hospital Directory, as well as the office's Directory index and register volumes, are present in the Washington Hospital Directory Archives. Additional records are found in the Philadelphia, PA Agency Archives, RG 18, consisting of a register of applications (USSC box no. 546), and incoming correspondence and letters of inquiry (including returned forms), which are interfiled in chronological order in bound volumes (USSC box nos. 596-601). Wilson's holograph reminiscences are contained in "Hospital Directory. Papers relating to the Final Report," subseries III.A.

The New York Hospital Directory

The New York Hospital Directory office opened to the public in March, 1863 at Cooper Union in Manhattan. Its first Superintendent was Joseph P. Holbrook (1822-1888), a composer of sacred choral music, author, and brother of Henry S. Holbrook of Louisville. His duties were assumed by William H. Day in August, 1863. At the turn of the year, the USSC decided to close the New York office, apparently for reasons of cost and efficiency. Its records were shipped to the Central Office in February, 1864. The New York office collected hospital reports for New York, New Jersey, and New England. These were later collected by the Washington office. However, the USSC found it necessary to keep an open office where inquiries concerning soldiers could be made in person. The City's soldiers had many friends and relatives who could not read or write, who were not native speakers, or who did not have the money or capability to correspond with officials by letter or telegram.

The USSC's New York Agency arranged for inquiries to be handled at the offices of the Woman's Central Association of Relief, also located at Cooper Union, transferring one of its clerks, Caroline A. Howard to WCAR as Hospital Directory Clerk, a position she held until the closing of the Hospital Directory. Incoming Hospital Directory correspondence received by Caroline A. Howard and other Woman's Central colleagues from January, 1864 onward is found throughout the numbered correspondence of the Woman's Central Association of Relief Archives, RG 26, USSC boxes 557-559; 561. Howard's holograph reminiscences are contained in "Hospital Directory. Papers relating to the Final Report," subseries III.A.

Hospital directory functions were also carried out on a smaller scale at branch offices, convalescent camps, and USSC stations at major military bases. Records documenting those regional activities will be found in other series in the USSC Records.

Biographical Note - John Bowne

John Bowne (1820?-1894), a descendent of John Bowne of Flushing, New York, was one of six children born to Robert H. Bowne (1776-1843), a partner of Bowne & Co., and his second wife Sarah Hartshorne, both members of prominent Quaker families of New York and New Jersey. In 1775, John Bowne's grandfather, Robert Bowne (1744-1818), founded the firm of Bowne & Co., which soon became an established name in commercial stationery and printing. For additional information on the Bowne family's business and civic interests, consult the Finding Aids for the Edward A. Stanley (Bowne & Co.) Papers and the Bowne Family Papers.

John Bowne worked at Bowne & Co. during the 1840's and was known professionally as an accountant prior to his employment with the U.S. Sanitary Commission as General Superintendent of the Hospital Directory and Accountant/Cashier of the USSC's Central Office in Washington. He resigned from the USSC in late April, 1865, and traveled to California later that year, visiting Frederick Law Olmsted at the Mariposa Estate. Returning to the East, he resided with the family of his brother Richard H. Bowne in Manhattan, and at the family estate in Oak Ridge (near Rahway), New Jersey, with the exception of brief periods when he worked and resided in Washington, DC.

Bowne maintained ties with the USSC after the war, consulting with the Historical Bureau on Hospital Directory matters, and working with the Standing Committee to disburse USSC funds to local charities helping soldiers or their families. He assisted or worked for a variety of sanitary, relief and social welfare organizations in the post-war years, including the Metropolitan Board of Health, the Southern Famine Relief Association, and the American Association for the Relief of Misery on Battle Fields, all of these bearing connections to former USSC personnel. In 1875 he was appointed Corresponding Secretary and General Agent of the New York Association for Improving the Condition of the Poor. He resigned in 1888 due to poor health, and died in Oak Ridge on 13 February 1894. An AICP memorial noted his "unerring sympathy" and "minute attention to detail, courteous demeanor and absolute integrity," qualities attested to by others in the correspondence of the USSC's Hospital Directory.

Scope and content note

The records of the Washington Hospital Directory Archives, 1862-1866, document the efforts of the Hospital Directory's central office in Washington and its regional offices in Louisville, Philadelphia and New York to collect and record information concerning the location of sick and wounded soldiers in U.S. Army general hospitals, and to provide that information to the public. Its mission soon expanded to include gathering information from other hospitals and locations, and searching for soldiers who had lost contact with family and friends for a variety of reasons. Although the majority of the records refer to state volunteer soldiers, the records also contain mention of U.S. Army regulars, U.S. Colored Troops, Navy and Marine servicemen, Confederate soldiers, government and USSC employees, hospital staff, and civilians.

The Washington Hospital Directory Archives comprise the combined records of the Washington and New York offices and the Directory register and index volumes of the Philadelphia office. Incoming documents from the Louisville and Philadelphia offices are present, but the records of those offices are found elsewhere in the USSC Records (see Historical Note).

The bulk of the records are contained in the Letters of Inquiry, 1862-1865, and the Hospital Directory register and index Volumes. The Letters of Inquiry contains over 9,000 files of applications for information about soldiers made by their families and friends, and the documentation collected on each case by the Hospital Directory. The Directory registers and index volumes contain information on the location and status of soldiers in hospitals. The registers record patient data abstracted from daily and weekly Army hospital reports and provide information which, in many cases, will not be found in a soldier's muster records, or which may have been entered inaccurately.

The remainder of the records consist of the general correspondence of the Washington and New York offices, additional journals, registers and indices of applications documenting the process by which inquiries were tracked, burial records, and a variety of other letters and reports, including documentation on Andersonville prison.

The records of the Washington Hospital Directory Archives, particularly the Letters of Inquiry, are rich in content and will support research in genealogy, military history, medical history, social welfare history, political history, and studies in race, gender, class, ethnicity, and religious culture. The records also illustrate patterns of emigration, migration, language and communication. Inquiries were sent by men, women and even older children from all stations of life, writing from Union and Confederate states and other points in North and South America and Europe. The constant characteristic of these letters is the expression of anxiety and anguish occasioned by a soldier's circumstances. The financial impact of a soldier's loss on his family is often mentioned. In this respect, the letters are a large and important body of documentation illustrating the trauma of the war. Responses from military personnel often provide background detail on camp life and military actions in addition to discussion of the inquiry at hand. Contemporary reactions to important events, including major battles, the New York City draft riots, the surrender of Lee and the assassination of Lincoln, are found throughout the Letter of Inquiry and General Correspondence files.

Arrangement Note

During the post-Civil War period, the records of the Hospital Directory received three separate arrangements. The last, in 1878, included the disposal of many hospital reports and other records, the binding of some previously loose documents, and the re-numbering of Hospital Directory oversize registers, including newly-bound records.

The arrangement of the Washington Hospital Directory Archives maintains the box numbering system established by the 1878 catalog of the entire USSC collection, although some re-arrangement across boxes has taken place. The Washington Hospital Directory Archives originally contained miscellaneous reports and hospital directories associated with the USSC's Western Department (USSC boxes 193-194; 202-203); these are now described as part of the Louisville Hospital Directory Archives.

In keeping with general USSC usage, and terms applied in the 1878 catalogue of the USSC collection, the following terms have been used in processing the records of the Hospital Directory. "Journal" denotes informal entry of information in a chronological format, and "register" denotes formal entry (arrangement varies). "Record books" held important information, and may include volumes used for more than one purpose. "Record" was also used to list particular kinds of information, as in "Record of Deaths," "Record of Letters Mailed," etc. "Memorandum Book" usually served for miscellaneous note-taking or reflected use by an individual, as did a "Diary" for notations in chronological order.

During the 19th-century, the covers of many of the smaller volumes in the USSC records were removed for storage reasons. Some had paper wrappings with generic descriptions, occasionally inaccurate. The purpose and geographic or organizational origin of some volumes can only be approximated. The oversize Directory registers retain partial or complete bindings, but require further description and arrangement. It appears that outgoing letterpress copybooks devoted strictly to Hospital Directory matters exist only for the Washington Hospital Directory.

Organization note

The Washington Hospital Directory Archives are organized in the following series:

- I. Letters of Inquiry, 1862-1865
- II. General Correspondence, 1862-1865
- III. Miscellaneous Records, 1862-1866
- IV. Miscellaneous Hospital Directory Register Index Volumes
- V. Oversize Hospital Directory Register and Index Volumes

Series descriptions and container list

I. Letters of Inquiry, 1862-1865

This series contains the combined "letter of inquiry" files compiled by the Washington Hospital Directory (1862-1865) and the New York Hospital Directory (1863 Mar.-1864 Feb.) in the course of investigating the location and status of over 9,000 soldiers and other individuals. The files include the following documents: letters or telegrams from families, friends, or other persons asking the Hospital Directory for confirmation of an individual's location, condition or death; staff notes recording an inquiry; USSC printed forms requesting information from regimental officers or surgeons, filled out and returned; and Adjutant General's Office printed forms regarding checks of enlistment and regimental rolls, as filled out by the USSC or AGO, with response by the AGO. The files may also contain Hospital Directory staff correspondence and telegrams regarding the search, and communications from officers, fellow soldiers, surgeons, chaplains, and other government, military or medical personnel concerning the individual. The files include inquiries received by both offices from the Philadelphia and Louisville Hospital Directories, and from each other. Over one-third of the files present concern soldiers from New York volunteer regiments.

Most of the files are found in Subseries A, "Numbered Series, 1863-1865." In early 1863, the Washington Hospital Directory began assigning numbers to applications for information received in person which could not be answered by immediate consultation of the Directory registers, or which were received by mail or telegram ("letters of inquiry"). While the Hospital Directory originally maintained its files in numerical order, the files are currently arranged chronologically by year and then alphabetically by surname. Files have been placed in individual folders with identifying information noted on the front. Many files contain attached documentation on more than one individual; those persons have been identified on the folder. Occasionally a brief list of inquiries for interoffice checking is found attached to an inquiry. Those names have not been recorded. The 1863 files may contain some early unnumbered letters of inquiry.

The Inquiry files also contain individual inquiries for multiple persons from one unit or state, docketed as "Sundry Names" or by state or regimental identification ("16 Men of the 5th New York Cavalry"). Those inquiries have been separated and will be found in Subseries B. "Sundry Names." Identified additionally by state and/or unit affiliation, the files are arranged chronologically by year, and alphabetically by state.

Inquiries for late 1862-early 1863 were received by the office before the system of numbering inquiries was established, or printed forms were developed for correspondence with military officials. These unnumbered letters of inquiry and those from the closing months of the Washington Hospital Directory can be found in Subseries C. "Unnumbered Series, 1862-1865." These are arranged in chronological order by year(s), and then alphabetically by surname. Whenever possible, any unnumbered inquiry relating to a numbered file has been placed in that folder.

The files are comprehensive, but apparently not complete. Although the files include roughly 9,300 names, the register and index volumes of applications for the Washington office, which numbered inquiries received from other offices as well as their own, reach 9,538. The Washington Hospital Directory Archives also contain New York office letters of inquiry which were not forwarded to Washington.

<u>Box</u>	<u>Folder</u>	
179.1	1-15	Cadmus-Clow
179.2	1-17	Coad -Coyne
179.3	1-11	Craig-Cyphers
180.1	1-19	Dager-Dorsey
180.2	1-21	Doty-Everett
180.3	1-25	Faber-Furlong
181.1	1-20	Gaharty-Gray
181.2	1-20	Green-Henderson
181.3	1-17	Hendley-Hytt
182.1	1-19	Impson-Kenny
182.2	1-14	Kent-Lazell
182.3	1-12	Leach-Lysinger
183.1	1-17	Maas-McCullough
183.2	1-17	McDaniel-Miller
183.3	1-14	Millings-Myers
184.1	1-17	Nagle-Owens
184.2	1-16	Page-Poysher
184.3	1-14	Prall-Rhodes
184.4	1-13	Rice-Ryno
185.1	1-14	Sabine-Shrindle
185.2	1-17	Sickles-Stevenson
185.3	1-9	Stewart-Sylvester
186	1-18	Taber-Vussler
187.1	1-15	Waddle-Whittimore
187.2	1-15	Wicker-Zimmerman
		1865
188.1	1-20	Able-Brayton
188.2	1-18	Breeden-Conway
188.3	1-18	Cook-[Eyre]
189.1	1-17	Fallon-Guy
189.2	1-21	Hackett-Janes
189.3	1-20	Jeannin-Lyons
190.1	1-19	Mackey-Morell
190.2	1-21	Morley-Quinn
191.1	1-21	Ralph-Shuckker
191.2	1-23	Sidney-Tyson

<u>Box</u>	<u>Folder</u>	
191.3	1-19	Upton-Zwister

B. Sundry Names, 1862-1865

191.4	1	1862
	2	1863
	3	1864
	4	1865

C. Un-Numbered Letters of Inquiry, 1862-1865

Letters of inquiry dating from late 1862-early 1863 are docketed on the verso by soldier name, regiment, and the name and place of inquirer, followed by remarks as to the status of the search. Letters are filed alphabetically by soldier surname as docketed. The files for 1865 contain letters with separate docket envelopes identifying the names of the correspondent and the soldier or citizen concerned. Letters span May-September and mainly concern the location of soldiers, their remains, or their personal effects.

192.1	1-17	Adams-Guyer, 1862-1863
192.2	1-21	Haas-Zimmerman, 1862-1863
	22-24	Arkwright-[Weiss], 1865

II. General Correspondence, 1862-1865

This series contains the combined incoming correspondence files of the Washington Hospital Directory (1862-1865) and the New York Hospital Directory (1863-1864 Feb.), and the letterpress copybooks of the Washington Hospital Directory (1862-1865). The records of the New York Hospital Directory were sent to Washington in February, 1864, and its files at that time, or at a later date, were combined with those of the Washington office. Therefore, these files also contain outgoing correspondence from the Washington, Louisville and Philadelphia Hospital Directory offices as received by the New York office until its closing in February, 1864. The files also contain incoming correspondence from the Woman's Central Association of Relief, which then continued Hospital Directory activities in New York regarding applications.

Correspondence, including letters, telegrams, circulars, notes and newspaper clippings, is filed chronologically by year and then alphabetically as docketed. In most cases this is by sender; a few letters are docketed by subject or place. Letters from government, military, medical and USSC offices are generally found under the correspondent's name. Consult the Historical Note for the names of Hospital Directory superintendents and employees to locate correspondence concerning a particular office.

The bulk of the correspondence is Hospital Directory inter-office communication, but letters from Government departments, military and medical personnel, USSC officers and relief agents, and citizens concerning applications are also present. Inter-office correspondence includes discussion of steps taken to locate soldiers in difficult inquiry cases, Hospital Directory record-keeping functions, and office activities and personnel matters. Of particular interest is correspondence documenting the steps taken to record casualties and locate wounded or missing soldiers after major battles such as Gettysburg, and correspondence from USSC relief agents concerning the identification, removal and transportation of bodies to relatives. There are also extensive checklists of inquiries briefly noting their status. Additional statistical reports by Hospital Directory offices are found in Series III, Miscellaneous Records, Subseries A, Letters and Reports, under the office name.

Twelve (of thirteen) letterpress copybooks of the Washington Hospital Directory are present; there is one volume recording letters mailed. The letterpress copybooks include letters sent to soldiers' families and friends regarding their applications. Letterpress copybooks for the Hospital Directory offices in Louisville, Philadelphia and New York do not appear to be extant.

Arrangement Note:

General Correspondence was originally preceded by boxes 193-194, containing hospital and miscellaneous reports from the USSC's Western Department. Those box numbers are now described as part of the Louisville Hospital Directory Archives.

Correspondence for the years 1863-1864, interfiled alphabetically with letters of inquiry in boxes 171-191, was separated and removed to box 195, containing correspondence for 1862 and 1865.

<u>Box</u>	<u>Folder</u>	
195.1	1	Bonux-Wilson, 1862
	2-26	Abbott-[Judson], 1863
195.2	1-12	Kelly-Woods, 1863
	13-28	Abbott-Wray, 1864
195.3	1-3	Abbott-Zeverly [Zevely], 1865
		Letter Books (Letterpress copybooks, indexed.)
<u>Box</u>	<u>Vol</u>	
196.1		1862 Nov. 29-1863 Sept. 5 (1 v.) 1863 Sept. 5-Dec. 10 (1 v.)
196.2		1864 Feb. 25-Apr. 6 "No. 4." Copybook for 1863 Dec. 11-1864 Feb. 24 not present; 1878 catalogue calls for only 5 vols. for 1862 Nov. 29-1864 Sept. 17. 1864 Apr. 7-June 27 (1 v.)
196.3		1864 June 28-Sept. 17 (1 v.)
197.1		1864 Sept. 17-Nov. 1 (1 v.) 1864 Nov. 1-25 (1 v.)
197.2		1864 Nov. 26-1865 Jan. 11 (1 v.) 1865 Jan. 12-Mar. 14 (1 v.)
198.1		1865 Mar. 15-June 28 (1 v.)
198.2		1865 June 29-Aug. 18 (1 v.)
198.3		1865 Aug. 18-Nov. 18 (1 v.)
198.4		Record of letters mailed, 2 Jan. 1863-1 July 1864 Chronological record of mailings, noting name, town and state, or military location of addressee.

III. Miscellaneous Records, 1862-1866

A. Letters and Reports, 1862-1866

This subseries contains a miscellaneous collection of hospital reports, manuscript plots of soldiers' cemeteries, and a list of captured Union patients released on parole, as well as internal Hospital Directory reports and correspondence. The bulk date 1863-1865.

The Hospital Directory records are arranged by office location. These include reports sent by regional Hospital Directory offices to John Bowne, Superintendent of the Hospital Directory, which are typically statistical summaries of the number of hospitals reporting to that office, the number of names on their books, and the number of inquiries received and answered. The files for the Washington office include reports for their own regional activities, as well as drafts and clean copies of narrative and statistical reports concerning the operations of the entire Hospital Directory organization, sent by Bowne to executive officers of the USSC, including Henry W. Bellows, Frederick Law Olmsted, and J. Foster Jenkins. There are also incoming letters to Bowne from Bellows and Jenkins concerning the possible closing of the Hospital Directory in 1864.

Documents dated 1865-1866 include a collection of papers concerning the USSC's purchase of a copy of the Andersonville death register, made by C.M. Colvin, a prisoner and registry clerk at the camp hospital. The files contain C.M. Colvin's letter and affidavit of 29 May 1865, accompanied by two tabulated statements of mortality and disease at Andersonville. Colvin's letter also contains his transcription of a poem, "Will Ye Leave Us Here to Die?," written "in Hospital at Andersonville by S.J. Hyatt, 118th Pa Vols." Also present are letters of former USSC employees Harrison Tone (10 Nov. 1866) and Henry S. Holbrook (13 Nov. 1866) to John S. Newberry, former Associate Secretary for the West, regarding the purchase of Colvin's copy. Holbrook's letter mentions the USSC's purchase of a list of New York deaths prepared by another prisoner, and discusses Clara Barton's copy of the death register, prepared by Dorrance Atwater. Also included in the papers are a list of deaths for New York regiments (incomplete), and a list of Illinois deaths signed by J.H. Goldsmith, a former prisoner. As noted in Holbrook's letter, and in the USSC's Sanitary Bulletin (no. 40, 1 August 1865, p. 1267), the Andersonville lists were incorporated into USSC records as proof of death for use by its claim agencies.

Also present are papers dated 1866 relating to the Final Report of the Hospital Directory, compiled by John Bowne. The papers contain his holograph notes as well as holograph reminiscences submitted by Caroline A. Howard, New York Hospital Directory Clerk at Woman's Central Association of Relief, 1864-1865, and John W. Wilson, Superintendent, Philadelphia Hospital Directory, 1863-1865. A Final Report was apparently submitted to USSC officers, but has yet to be located in the records.

<u>Box</u>	<u>Fol</u>	
192.3	1	List of Patients Released on Parole by the Rebels, July 21st, 1862 Location of release not identified. List provides name, company, rank and regiment.
	2	Consolidated Report of Hospitals at Frederick, MD, 9 Dec. 1862 (Statistical summary of occupancy and capacity.)
	3	Morning Report of Sick and Wounded, U.S. Army General Hospital, Wilmington, DE, 7 Oct. 1863
	4	Plot of Soldiers' Cemetery, Belle Plain, VA, 23 May 1864 Cemetery plot drawn in pen and ink by Orange Judd, noting the location and identities (when known) of 26 burials.
	5	Plot of Soldiers' Cemetery, Port Royal, VA, 28 May 1864 Cemetery plot drawn in pen and ink by Orange Judd, noting the location and identities, when known, of 23 burials.
	6	Louisville Hospital Directory. Reports, 1863-1864
	7-8	Philadelphia Hospital Directory. Reports, 1863-1864
	9-12	Washington Hospital Directory. Letters and Reports, 1863-1864
	13	Washington Hospital Directory. Weekly Reports, 1864
	14	Washington Hospital Directory. "Proposed Circular....", 1864 Andersonville
	15	Papers relating to list of deaths...furnished by C.M. Colvin, 1865-1866
	16	List of Illinois Dead Signed by J.H. Goldsmith, who left prison on March 18, 1865. 1864 deaths are in alphabetical order; 1865 deaths through March 17 are in chronological order. Provides name, rank, company, regiment, date of death and grave number.
	17	List of New York Dead pp. 5-88 only. Lists name, rank, company, and regiment.
	18	Hospital Directory. Papers relating to the Final Report, 1866

Box Folder

B. Volumes, 1862-1865

This subseries contains volumes from the Washington and New York Hospital Directories. Present for both offices are journals and registers of applications to the Hospital Directory, made in person and in writing (letters of inquiry), for information concerning soldiers. Also present for both offices are volumes used to record the receipt of reports from hospitals. Records for the Washington Hospital Directory include a volume recording deaths in hospitals, as well as memorandum and record books used for multiple purposes, containing statistical reports, lists, cash accounts, and directories of reporting hospitals and surgeons in charge.

Arrangement Note:

Box numbers 202 and 203 contain hospital records (volumes) originating in the USSC's Western Department. They are now described as part of the Louisville Hospital Directory Archives, RG 13.

1. Washington Hospital Directory

Applications (See also Record Book, 1862-1863, Box 199 f. 1)

Registers of applications

These are formal entry registers of applications, listing in chronological order the date of inquiry, name of soldier, regiment, rank, company, name of applicant, post office address, remarks, date of reply, and abstract of reply. These include inquiries forwarded from other Hospital Directory offices, which bear the name and address of the forwarding office as applicant.

200.1

1863 Jan. 2-1864 July 20

Un-numbered applications; nos. 533-4742. The numbering of applications begins on March 28, 1863, with no. 533.

200.2

1864 July 20-1865 Nov. 21

Application nos. 4743-9708; 8909-9129. An error in numerical sequence, p. 226, results in duplicate nos. for 8909-9129 as follows: 1864 July 20-1865 Oct. 2: application nos. 4743-9708, pp. 1-225. 1865 Oct. 5-Nov. 21: application nos. 8909-9129, pp. 226-235. Inquiry 9538 dated 9 Sept. 1865 is the last inquiry processed. Entries resume with 9555, 16 Sept. 1865 under the heading "letters referred to Col. Samuel Breck [Adjutant General's Office] for disposal." Those entries (9555-9708; 8909-9129) record the date of inquiry, soldier name, regiment, rank, company, and applicants name and address. Those letters were sent directly to the AGO and no further action was noted.

200.3

Index to applications

Alphabetical index by first letter of surname to application numbers in ascending order.

1

Vol. A

Names A-Z; nos. 626-4742, preceding numbers are indexed to applications register page.

2

Vol. B (Names A-Z; nos. 4743-7592.)

3

Vol. C (Names A-Z; nos. 7593-9538.)

<u>Box</u>	<u>Folder</u>	
199	1	<p>Record book, 1862-1863 Journal of applications, 4 Nov. 1862-16 June 1863, listing soldier, inquirer's name and address, and occasion notation as to status of inquiry; miscellaneous expenses of the USSC's Central Office; tabulated statistics regarding applications (1862 Dec.-1863 Oct.); and lists of Washington vicinity hospitals.</p>
	2	<p>List of surgeon[s] in charge: General Hospit[als]. n.d. , [1863] List of hospitals arranged by state, with name of surgeon in charge.</p>
	3	<p>Memorandum book. n.d., [1863] Compiled directory of U.S. Army medical personnel and hospitals. Includes chaplains, other contacts, and Hospital Directory staff (p.142). Contains various lists and statistical abstracts, including an analysis of casualties at Chancellorsville.</p>
		<p>Daily Reports from Hospitals Ledger-ruled volumes recording receipt of daily or weekly reports from listed hospitals, with columnar headings for the days of the month.</p>
	4	<p>1862 Oct. - 1864 Aug. Washington and vicinity, 1862 Oct.-1863 Mar.; New York, New Jersey and New England, 1864 Apr.-Aug.; Maryland, Pennsylvania and Union-occupied areas, 1863 Feb.-Mar. With list of regiments and batteries on the books of the Louisville Hospital Directory, {10 Feb. 1863}</p>
	5	<p>1863 Apr.- 1864 Oct. Washington and vicinity, Eastern states and Union-occupied areas.</p>
	6	<p>Daily Report of Deaths in Hospitals, 1862 Nov.-1863 Mar Record of deaths taken from hospital reports. Entries include date, name, company, rank, regiment or other identification, disease or cause of death, name of hospital and remarks. Hospital locations include Washington and vicinity; Acquia Creek, VA; Maryland, etc.</p>
	7	<p>United States Sanitary Commission. Index to the Hospital Directory of the United States Sanitary Commission. Washington and New York Bureaus. Washington, D.C.: McGill & Witherow, 1864 Index of U.S. and state regiments, and miscellaneous units, to Hospital Directory Register original volume numbers and pages. Washington and New York volume numbers are not distinguished. On the title page of a damaged disbound copy elsewhere in the collection, "and New York" is crossed out.</p>

2. New York Hospital Directory

Applications

Journals of applications

Informal entry of applications in chronological order, noting identification of soldier, circumstances, name and address of applicant, and notations as to entering, and the forwarding of inquiry to other offices.

200.4	1	1863 Mar.-Aug (1 v.)
	2	1863 Sept. 1-1864 Feb. 9 (1 v.)
200.5		<p>Register of applications , 1863 Mar. 5-1864 Feb. 9 Identical in format to Washington registers. Entries are in chronological order without numbering. Replies are dated through June, 1864, as continued by the Washington office. Applications forwarded to the Washington office were also entered on their registers.</p>
200.4	3	<p>Daily Reports from Hospitals, 1863 Mar.-1864 Feb Notes receipt of reports from hospitals in New York, New Jersey and New England. Entries are recorded through January. Identical in format to Washington records.</p>

IV. Miscellaneous Hospital Directory Register Index Volumes

This series consists of regimental and name index volumes corresponding to original volume numbers of Washington and Philadelphia office Directory registers. The Baltimore & Gettysburgh index apparently refers to sheets; their final disposition or format is not known.

<u>Box</u>	<u>Vol</u>	
		Washington Hospital Directory
		Regimental index to Hospital Directory Register vols. 1-10 Organized by State volunteer, U.S. Regular and Miscellaneous regiments, with reference to volume and page number. States are grouped regionally.
		Name index to Hospital Directory Register vols. 1, 2, 21 and 22 Name index volumes are in alphabetical order by first letter of surname, with reference to volume and page number.
		Name index to Hospital Directory Register vols. 9, 10 and 30 (1 v.)
		Philadelphia Hospital Directory
201		Regimental index to Philadelphia Hospital Directory Register vols. 1-4 (1 v.)
		Regimental index to Philadelphia Hospital Directory Register vols. 1 and 5 Vols. 1 and 5 contain Pennsylvania regiments only; supercedes previous index to vol. 1.
		Baltimore & Gettysburgh. Index This appears to be an alphabetical index to unbound sheets as described in letter of H. A. de France to John Bowne, dated 3 July 1863, box 195.1, f. 17. Some of the names listed in the letter appear in this volume. Soldier names are indexed by first letter of surname and then vowels, referring to unidentified numbers and letters which do not appear to correlate to regiments or companies.

V. Oversize Hospital Directory Register and Index Volumes

This series contains oversize bound Hospital Directory register and index volumes for the New York, Philadelphia and Washington offices, and a "Report of Deaths in Hospital" for the Washington office as listed in the 1878 USSC catalog. The volumes require further description, and the bindings are fragile. Access requires permission of the Curator. A list of these volumes is available in the Guide to the United States Sanitary Commission Records (box/vol. nos. 204-283).