

**MONTGOMERY COUNTY ARCHIVES**

**Guide to the Records of the**

**DEPARTMENT OF HEALTH SYSTEMS PLANNING  
AND THE  
HEALTH PLANNING COMMISSION  
1965-1989**

**Record Group 9: Health and Human Services**

**October 29, 1998**

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**Updated 2018**

Montgomery County Archives  
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**Guide to the Records of the Department of Health Systems Planning and the Health Planning Commission, 1965-1989**

**Record Group 9: Health and Human Services**

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**ADMINISTRATIVE HISTORY**

Before 1973 public and private agencies had pursued specific and often narrow goals in regard to health planning in Montgomery County. However, in 1973 the Montgomery County Council passed the first comprehensive health planning law which called for the creation of a comprehensive health plan to operate within a local, state, and federal framework. The Comprehensive Health Plan was released in 1975.

In 1977 the Department of Health Systems Planning and the Health Services Planning Board were conditionally designated the Health Systems Agency for Montgomery County in response to the Federal Health Planning and Resources Development Act. The primary purpose of the Health Systems Agency was to improve the health of residents; increase accessibility, acceptability, continuity, and quality of health services; restrain increases in health care costs; and prevent unnecessary duplication of health resources. It was charged with the development of an annual health systems plan to describe present services, identification of means of developing resources, provision of a framework for further planning, and generation of an annual implementation plan. The annual implementation plan specified priority objectives and recommended actions needed to progress towards the goals of the health systems plan.

In 1982 the Montgomery County Health Systems Agency was fully designated as the health systems agency for Montgomery County. The Health Systems Agency continued to be responsible for issuing a five year health plan and reviewing and certifying health related projects in the County. Other responsibilities included assessing long-term care and bed need, studying hospital utilization, collecting and analyzing health-related data, preparing alcoholism program studies, and participating in community activities involving health-related issues.

In 1988 the Council passed legislation which transferred the functions of the Health Planning Commission to the Health Department under the jurisdiction of the Montgomery County Health Commission.

**EXTENT**

19 cubic feet: 18 records boxes, 3 letter-size Hollinger boxes.

**SCOPE AND CONTENT**

The records of the Department of Health Systems Planning and the Health Planning Commission comprise material ranging in date from 1965 to 1989. The bulk of the material dates from 1977 to 1988 and covers the period of time from the establishment of the Department of Health Systems Planning, through the creation of the Health Planning Commission, and up to the point at which the Council transferred the functions of the Health Planning Commission to the Health Department.

The records are arranged in three series:

Series I: Subject Files

*Subseries 1: AIDS and HIV Infection*

*Subseries 2: Alcohol and Drug Abuse*

*Subseries 3: Children and Adolescents, and Mental Health*

*Subseries 4: General Files*

Series II: Project Certification

*Subseries 1: Institution Files*

*Subseries 2: Subject Files*

Series III: Printed Material

**SERIES DESCRIPTIONS**

**Series I: Subject Files, 1977-1989**

**(6 cubic feet)**

This series records the general functions and health planning activities of the Department of Health Systems Planning and the Health Planning Commission. Record types include correspondence, memoranda, notes, reports, minutes, agenda, and photographs.

The records are arranged alphabetically by subject. Within each folder arrangement is chronological unless original order suggested otherwise.

The series has been arranged into four subseries: AIDS and HIV Infection; Alcohol and Drug Abuse; Children and Adolescents, and Mental Health; and General Files.

***Subseries 1: AIDS and HIV Infection, 1983-1988***

***(0.5 cubic feet)***

This subseries documents the HPC's response to the growing number of AIDS cases and the spread of HIV infection in the County. The AIDS/HIV Infection Task Force, headed by Sherman Ross, was responsible for providing recommendations to the County Council on the provision of facilities, services, and manpower to deal with the effects of the disease. The Task Force was also charged with identifying groups at high risk of contracting the HIV virus, and advising on the development of prevention and education programs to counter the spread of AIDS.

***Subseries 2: Alcohol and Drug Abuse, 1977-1989***

***(1 cubic foot)***

These files contain records of Department of Health Systems Planning and Health Planning Commission involvement with the Alcohol and Drug Abuse Advisory Councils. The Department and the Commission provided one member to both Councils and reported on substance abuse issues in the County Health Systems Plan. The records provide insight into changing trends in drug use, and the need for new strategies to deal with the growing issue of substance abuse among young people and minorities.

One folder is restricted as it contains confidential personnel information.

***Subseries 3: Children and Adolescents, and Mental Health, 1978-1989***

**(0.5 cubic feet)**

Records in this subseries document Department of Health Systems Planning and Health Planning Commission involvement with other County groups, such as the Child and Adolescent Mental Health Needs Task Force and the Mental Health Advisory Committee, in their attempts evaluate and address the special health needs of children and assess the mental health needs of County citizens in general.

***Subseries 4: General Files, 1977-1988***

**(4 cubic feet)**

This subseries documents Department of Health Systems Planning and Health Planning Commission activities and functions in regard to a broad range of health planning issues. Particularly well documented are the development of the County's health systems plans, strategies for facing reduced funding, and a growing emphasis on education and prevention as health care costs escalated. The records also provide insight into how health planners responded to demographic changes in the County with the growth of minority groups and senior citizen populations.

One folder is restricted as it contains confidential personnel information.

Records in this subseries found within Flat File 15 as well as in RG 19 Audiovisual Materials are:

- Nutrition Fitness Fair, 1985-1986

**Series II: Project Certification, 1966-1987**

**(11 cubic feet)**

This series consists of files relating to review and certification of development projects in various health institutions throughout Montgomery County; some files also deal with projects in the State of Maryland in which Montgomery County had an interest. The types of projects included in these files range from the upgrading of equipment to the building of new facilities. The material documents the process by which the Health Services Planning Board, and later the Health Planning Commission, were required to submit recommendations in favor of, or opposed to, certificate of need applications from institutions. Projects were assessed in terms of their suitability in a particular area, their impact on neighboring areas, and whether or not they would duplicate existing services. Ultimately the Maryland Health Resources Planning Commission responded to these applications at the state level and issued the final decision on granting or denying certificates of need. An institution could proceed with licensing only after a certificate of need was granted.

From the 1970s to the mid-1980s the Project Review Committee of the Health Services Planning

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Board performed staff analyses on proposed projects, and issued recommendations to the County Council. If necessary, public hearings were held in which local citizens and organizations expressed their concerns. The material thus documents the expansion and depletion of health services in the County and the impact that communities had on shaping that process. In the early 1980s the County's role in project review and certification was gradually diminished; this was a major factor in the Council's decision to disband the Department of Health Systems Planning in favor of the quasi-independent Health Planning Commission. The Health Planning Commission continued to monitor the certificate of need process, but had less impact on decision-making.

Record types in this series include project application and registration information, correspondence and memoranda, transcripts of public hearings, reports, minutes, agenda, and testimonies.

The series has been arranged into two subseries: Institution Files, and Subject Files.

#### ***Subseries 1: Institution Files, 1966-1987*** ***(9 cubic feet)***

The records in this subseries are arranged alphabetically by the name of the institution to which they relate. Records within files are arranged according to the order in which the information was accumulated by the Board or Commission.

#### ***Subseries 2: Subject Files, 1978-1987*** ***(2 cubic feet)***

The records in this subseries are arranged alphabetically by subject and in forward chronological order within folders.

### **Series III: Printed Material, 1965-1987** **(2 cubic feet)**

This series contains printed material produced by the Department of Health Systems Planning, the Health Planning Commission, and related agencies or departments. Of particular importance are the County's Annual Implementation and Health Systems Plans and several reports which provide a historical perspective on the development of health planning in the County.

The materials are arranged in chronological order and alphabetically within each year.

### **CONDITIONS GOVERNING ACCESS**

This collection is open for research. Some material is restricted due to content or privacy reasons; folders with restricted content are marked as such in the finding aid and will not be served to researchers. If you have questions about restricted material, please contact the archivist.

### **LANGUAGE**

English.

### **PROVENANCE**

The bulk of the records were transferred from the County Records Center in 1992. Printed materials were also culled from various accessions from the Department of Public Libraries.

### **USING THESE RECORDS**

To request records listed in this finding aid, the following information should be given to the archivist:

Record Group 9, **Records of the Department of Health Systems Planning & the Health Planning Commission**, Series Number and Name, Box Number and Folder Title(s).

The preferred citation for materials from these records is:

Montgomery County Archives; Gaithersburg, Maryland. Record Group 9: Health and Human Services. Records Title: Records of the Department of Health Systems Planning & the Health Planning Commission. Series number and series name. Subseries number and subseries name, if applicable. Box number and folder title, if appropriate.

### **PROCESSING PROCEDURES**

General processing procedures consisted of discarding duplicates, unnecessary binders, and routine transmittals. Oversized documents and photographs were removed from the original location in their assigned series and placed in separate containers. Separation sheets were inserted in the original location within the folder to indicate the new location of any records placed elsewhere.

Preservation copying of newspaper clippings was performed whenever feasible. Records in folders were arranged, unless otherwise indicated, in forward chronological order, with undated records appearing at the beginning of the folder.

### **PROCESSING STAFF/FINDING AID AUTHOR**

MCA staff.

**BOX INVENTORY**

**Series I: Subject Files**

***Subseries 1: AIDS and HIV Infection***

**Box 1**

“Aids Challenge” Conference, 1987-1988  
Aids Health Education and Risk Reduction/Counseling and Testing Sites, 1987  
Aids Incidence Data, 1983-1987 and n. d.  
General Information, 1987-1988 and n. d.  
HIV Infection/AIDS Task Force: Care/Treatment Subcommittee, 1987  
HIV Infection/AIDS Task Force: Correspondence, 1987-1988  
HIV Infection/AIDS Task Force: Meeting, June-November 1987  
HIV Infection/AIDS Task Force: Member Comments on Recommendations, 1987  
HIV Infection/AIDS Task Force: Prevention/Education Subcommittee, 1987 and n. d.  
HIV Infection/AIDS Task Force: Report, 1987-1988  
HIV Infection/AIDS Task Force: Survey of Hospital Social Workers & Infection Control  
Practitioners, 1987  
Long-Range Planning Meeting, September 1987  
Manual of Procedures for HIV Health Clinic, 1988  
Minority AIDS Prevention Program, 1988 (2 folders)  
Ross, Sherman: Correspondence and Notes, 1987

***Subseries 2: Alcohol and Drug Abuse***

***(Box 1, cont.)***

Alcohol Abuse Among Young People, 1977-1985  
Alcohol Abuse Facilities Surveys, 1982-1987  
Alcoholism Advisory Council, 1983-1985  
Alcoholism Advisory Council, 1986  
Alcoholism Advisory Council, 1987-1988  
Alternatives and Counseling Programs, 1983 and n. d.  
Driving While Intoxicated (DWI), 1985-1987  
Drug Abuse Advisory Council, 1980-1984  
Drug Abuse Advisory Council, 1985  
Drug Abuse Advisory Council, 1986 (**RESTRICTED**)  
Drug Abuse Advisory Council, 1987

**Box 2**

Drug Abuse Advisory Council, 1988-1989  
Drug Abuse Survey Responses, 1983  
Evaluation of Quarterway House Alcohol Program, 1983  
Expenditure and Selected Workload Analysis of the Montgomery County Health Department's  
Alcoholism and Alcohol-Related Problems Program (Draft), 1982  
Final Report of Student Task Force on Substance Abuse, 1979

***(Subseries 2: Alcohol and Drug Abuse, Cont.)***

***(Box 2, cont.)***

Human Services Consortium De-Institutionalization Task Force Substance Abuse Subcommittee  
Report (Draft), 1982

Methadone Task Force Report, 1986

Report of the Inter Agency Planning Committee on Drug and Alcohol Abuse, 1980

Report on Adolescent Suicide in Montgomery County, 1985

Substance Abuse Prevention and Resources for Spanish Speaking Residents, 1985-1986

Task Force to Consider a County Government Philosophy on Liquor Control, 1982

***Subseries 3: Children and Adolescents, and Mental Health***

***(Box 2, cont.)***

Action Plan for the Chronically Mentally Ill, [1981]-1984

Action Plan for the Chronically Mentally Ill, Update (Draft), 1985

Child and Adolescent Budget and Program Information, 1986 and n. d.

Child and Adolescent Mental Health Needs Task Force, 1986-1987

Child and Adolescent Mental Health Needs Task Force, 1987

Child and Adolescent Mental Health Services, 1985-1987

Child and Adolescent Reports, 1980-1986 and n. d.

Child and Adolescent Utilization Data, 1985-1987

Evaluation of the Children's Specialty Consultation Services, 1983

Involuntary Bed Study for Mental Illness, 1984

Key Informant Survey of Mental Health Service Needs for Children and Adolescents in  
Montgomery County: Final Report, 1987

Medical Advisory Committee to the Board of Education, 1979-1987

Mental Health Advisory Committee, 1984-1986

Mental Health Advisory Committee, 1987

Regional Institute for Children and Adolescents, 1978

Mental Health System and Services, 1984-1987, and n. d.

Study of the Needs of Emotionally Disturbed Children and Adolescents in Southern Maryland,  
1980-1982

Teenage Pregnancy, 1986-1987 and n. d.

Teenage Pregnancy: A Review of Montgomery County Health Department Services Related to  
Adolescent Pregnancy, 1989

***Subseries 4: General Files***

**Box 3**

Alzheimers Disease, 1984-1985

Annual Implementation Plan, 1985

Annual Implementation Plan: Drafts and Comments, 1983-1984

Annual Implementation Plan and Progress Reports, 1981-1982

Cardiac Care Services, 1986



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*(Subseries 4: General Files, Cont.)*

*(Box 3, cont.)*

Catastrophic Health Insurance, 1985 and n. d.  
Commission on Aging, 1982-1987  
Commission on Children and Youth, 1985-1986  
Commission on Handicapped Individuals, 1985  
Comprehensive Community Crisis Center Proposal, 1977  
Deinstitutionalization of the Frail, Elderly, and Physically Disabled Task Force Interim Report (Draft), 1981-1982  
Department of Health Systems Planning Budget, 1980-1984 and n. d.  
Department of Health Systems Planning Correspondence, 1983-1984  
Department of Health Systems Planning Correspondence, 1984  
Department of Health Systems Planning Correspondence, January-April 1985  
Department of Health Systems Planning Correspondence, May-June 1985  
Department of Health Systems Planning Personnel, 1977, 1980 and n. d. **(RESTRICTED)**  
Department of Health Systems Planning Project Review Committee, 1981-1983  
Department of Health Systems Planning Work Program FY 1983, 1982-1983  
Department of Health Systems Planning Work Program FY 1984, 1983  
Emergency Medical Services Advisory Council, 1981-1985 and n. d.  
Excess Hospital Capacity, February-July 1985  
Excess Hospital Capacity, August-November 1985  
Excess Hospital Capacity: Voluntary Effort to Reduce, 1986  
Freestanding Emergency Clinics in Montgomery County, 1980  
Head Start Program, 1981-1985  
Health Care Cost Containment, 1984-1985  
Health Department Programs and Information, 1984 and n. d.  
Health Manpower Data, [ca. 1980]  
Health Planning Commission Ad Hoc Nominating Committee Draft Reports, 1986-1987  
Health Planning Commission Administrative Policies and Procedures, 1985-1987  
Health Planning Commission Agency Management Committee, 1986  
Health Planning Commission By-Laws and Work Program, 1985-1986  
Health Planning Commission Correspondence, Memoranda, and Minutes, July-December 1985  
Health Planning Commission Correspondence, Memoranda, and Minutes, 1986  
Health Planning Commission Correspondence, Memoranda, and Minutes, 1987

**Box 4**

Health Planning Commission Correspondence, Memoranda, and Minutes, 1988-1990  
Health Planning Commission Correspondence, Memoranda, and Minutes, 1991-1994  
Health Planning Commission Implementation and Education Committee, Sept 1985-Jul 1986  
Health Planning Commission Implementation and Education Committee, Aug 1986-May 1988

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*(Subseries 4: General Files, Cont.)*

*(Box 4, cont.)*

Health Planning Commission Nominees, 1987 and n. d.

Health Planning Commission Plan Development Committee Memoranda and Minutes, August-December 1985

Health Planning Commission Plan Development Committee Memoranda and Minutes, 1986

Health Planning Commission Plan Development Committee Memoranda and Minutes, 1987

Health Planning Commission Plan Development Committee Memoranda and Minutes, 1988

Health Planning Commission Policies and Procedures Manuals, 1985

Health Planning Commission Position on Legislation, 1987

Health Planning Commission Progress Reports FY 87, 1987

Health Planning Commission Status Report FY 88 and Work Program and Budget, 1987

Health Planning Commission Strategic Planning Survey, 1985-1987

Health Planning Commission Subcommittee on the Medically Indigent, 1987-1988

Health Planning: General Information, [1986]

Health Promotion and Disease Prevention, 1985-1987

Health Services Planning Board Annual Reports, 1978-1979, 1982/1983

Health Services Planning Board Background and Orientation Material, 1980-1984

Health Services Planning Board Education and Community Involvement Committee, 1978

Health Services Planning Board Education and Community Involvement Committee, 1979

Health Services Planning Board Education and Community Involvement Committee, 1980

Health Services Planning Board Education and Community Involvement Committee, 1981-1983

Health Services Planning Board Education and Community Involvement Committee, 1984-1985

Health Services Planning Board Minutes, 1980

“Health Services Planning Board News,” 1978-1979

Health Services Planning Board Plan Development Committee Memoranda and Minutes, 1978

Health Services Planning Board Plan Development Committee Memoranda and Minutes, 1979

Health Services Planning Board Plan Development Committee Memoranda and Minutes, 1980

**Box 5**

Health Services Planning Board Plan Development Committee Memoranda and Minutes, 1981

Health Services Planning Board Plan Development Committee Memoranda and Minutes, 1982

Health Services Planning Board Plan Development Committee Memoranda and Minutes, 1983

Health Services Planning Board Plan Development Committee Memoranda and Minutes, 1984

Health Services Planning Board Plan Development Committee Memoranda and Minutes, 1985

Health Systems Agency Annual Reports, 1980-1982 and n. d.

Health Systems Agency Brochures, 1982-1986

Health Systems Agency Federal Grant Applications, 1980-1981

Health Systems Agency Federal Grant Applications, 1981-1982

**Box 6**

Health Systems Agency Federal Grant Applications, 1982-1984 and n. d.

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*(Subseries 4: General Files, Cont.)*

*(Box 6, cont.)*

Health Systems Agency Federal Grant Applications, 1984  
Health Systems Agency Home Care Survey, [1985]  
Health Systems Agency Memorandum of Agreement, 1985-1986  
Health Systems Agency Plan Development, 1981-1983  
Health Systems Agency State Grant Applications FY 82 and FY 83, 1981-1983  
Health Systems Agency State Grant Applications FY 84, 1983  
Health Systems Agency Quarterly Report FY 84, 1984  
High Blood Pressure Control Program, 1982-1985  
Human Services Executive Advisory Council, 1987  
Involuntary Bed Study, 1983-1986  
Long Term Care, 1984  
Long Term Care, 1985  
Long Term Care Institutional Committee, 1984-1985 and n. d.  
Medically Indigent, 1985-1987  
Metropolitan Washington Area Council of Health Planning Agencies, 1986-1987  
Montgomery County Health Complex General Planning Program Summary, [ca. 1985]  
Montgomery County Health Systems Plan 1983-1988: Acute Psychiatric Services Section, 1983  
Montgomery County Health Systems Plan 1983-1988: Alcohol Addiction Component, 1983  
Montgomery County Health Systems Plan 1983-1988: Ambulatory Services Component of Ambulatory Care Section, 1984  
Montgomery County Health Systems Plan 1983-1988: Community Profile Component, 1984-1985  
Montgomery County Health Systems Plan 1983-1988: Cardiac Catheterization and Cardiac Surgery Component, 1983-1984  
Montgomery County Health Systems Plan 1983-1988: Discussion and Comments, 1983-1984  
Montgomery County Health Systems Plan 1983-1988: Drug Abuse Component, 1983  
Montgomery County Health Systems Plan 1983-1988: Home Health and Hospice Services Components, 1983-1986  
Montgomery County Health Systems Plan 1983-1988: Life Care Facilities and Magnetic Resonance Imaging Components, 1983-1985  
Montgomery County Health Systems Plan 1983-1988: Nursing Home and Pediatric Inpatient Care Components, 1983  
Montgomery County Health Systems Plan Health Status Indicators, n. d.  
Montgomery County Medical Society, 1987-1988  
Nursing Homes, 1981-1987  
Nursing Homes Manpower Survey, 1979

**Box 7**

Nutrition Fitness Fair, 1985-1986  
Obstetrical Services, 1981-1985

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*(Subseries 4: General Files, Cont.)*

*(Box 7, cont.)*

Patient Education Study, n. d.  
Radiation Therapy, 1984-1985  
Special Projects, 1983-1984  
Staff Issue Papers, 1987  
State Health Plans, 1983-1987  
Suburban Hospital Bed Use, 1978

**Box 8**

Takoma Park-East Silver Spring (TESS) Household Needs Survey, 1980  
Task Force on Minority Health, 1984-1986  
Task Force on Spousal Abuse, 1981-1985  
Task Force on Spousal Abuse, 1986-1988  
Use of Adult In-Patient Clinical Services by Montgomery County Residents, 1984  
Washington Adventist Hospital Out-Patient Clinic Closure, 1983-1984  
Zoning Text Amendments, 1984-1985

**Series II: Project Certification**

*Subseries 1: Institution Files*

**Box 9**

Ashbury Methodist Home, 1971-1975 (see also Herman M. Wilson Center)  
Bel Pre Health Care Center, 1974-1983  
Bethesda Health Center Change in Ownership, 1978-1979  
Bethesda Health Center Change in Ownership, 1979-1982  
Bethesda Health Center Renovation and Expansion, 1979-1983 (2 folders)  
Bethesda Retirement and Nursing Center Comprehensive Care Licensure, 1978  
Beverly Enterprises of Maryland Comprehensive Care Facility, 1983  
Beverly Enterprises of Maryland Comprehensive Care Facility, 1984-1985  
Beverly Enterprises of Maryland Olney Woods Care Center, 1986  
Carriage Hill of Bethesda Nursing Home, 1974-1978  
Carriage Hill of Cabin John Comprehensive Care Facility, 1983  
Carriage Hill Nursing Center Change of Status, 1978-1979  
Carriage Hill Nursing Center Comprehensive Care Facility, 1984-1985  
Carriage Hill Nursing Center Comprehensive Care Facility, 1986  
Changing Point Adolescent and Chemical Dependency Treatment Program, 1985-1986  
Chestnut Lodge Hospital Renovation, 1983  
Chestnut Lodge Hospital Renovation, 1985  
Collingswood Nursing Home Comprehensive Care Facility, 1979-1983  
Fairland Nursing Home, 1974-1984  
Forum Group Retirement Living Community, 1986  
Friends House Nursing Home, 1973-1979

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**Box 10**

Good Shepherd Life Care: Park Towne Life Care Community, 1984  
Good Shepherd Life Care: Willowbrooke Life Care Community, 1984-1985  
Great Oaks Center Replacement of Roofs, 1979-1985  
Health Systems Planning and Development Corporation Comprehensive Care Facility, 1984-1985  
Hebrew Home of Greater Washington, 1966-1983  
Hebrew Home of Greater Washington Change in Levels of Care and Expansion of Laundry, 1974-1982  
Hebrew Home of Greater Washington Conversion to Extended Care Beds, 1978-1983  
Herman M. Wilson Center Expansion, 1978-1980 (see also Ashbury Methodist Home)  
Hillsdale Manor Nursing Home, 1982  
Holy Cross Hospital Cardiac Catheterization Laboratory, 1984 (2 folders)  
Holy Cross Hospital Comprehensive Care Facility, 1986 (2 folders)  
Holy Cross Hospital Dialysis Facilities, 1979-1982  
Holy Cross Hospital Dialysis Facilities, 1980-1982  
Holy Cross Hospital Dialysis Facilities, Expansion, 1982-1983  
Holy Cross Hospital Expansion, 1973-1976 (1 and 2 of 5 folders)

**Box 11**

Holy Cross Hospital Expansion, 1973-1976 (3, 4, and 5 of 5 folders)  
Holy Cross Hospital Expansion, 1976-1980 (2 folders)  
Holy Cross Hospital Expansion and Renovation, 1983-1986  
Holy Cross Hospital Head and Body Scanner, 1976-1978  
Holy Cross Hospital Hospice Program, 1986 (2 folders)  
Holy Cross Hospital Licensure, 1978-1984  
Holy Cross Hospital Neonatal Intermediate Care Unit, 1981-1982  
Holy Cross Hospital Pulmonary Function Laboratory, 1978-1979  
Homewood Health Care Group Comprehensive Care Facility, 1986  
Kensington Gardens Comprehensive Care Nursing Home Expansion, 1983  
Kensington Gardens Comprehensive Care Nursing Home Expansion, 1986-1987  
Manor Care of Bethesda Comprehensive Nursing Facility, 1983-1986  
Manor Care of Wheaton Recertification, 1975-1978  
Manor HealthCare Corporation Comprehensive Nursing Facility, 1986 (2 folders)

**Box 12**

Melwood Farm Adolescent Alcoholism Unit, 1985-1986  
Melwood Farm Expansion and Renovation, 1978-1980 (2 folders)  
Melwood Farm Expansion and Renovation, 1980-1983  
Melwood Farm Expansion and Renovation, 1983  
Melwood Farm Freestanding Treatment Facility for Intermediate Care of Teenagers, 1985 (2 folders)

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*(Subseries 1: Institution Files, Cont.)*

*(Box 12, cont.)*

Meridian Nursing Center Comprehensive Care Facility, 1983-1984 (2 folders)  
Meridian Nursing Center Comprehensive Care Facility, 1986 (2 folders)  
Mid-Atlantic Affiliated Adventist Health Services Long Term Care Facility Expansion, 1986  
Montgomery County Medical Center, 1973-1979 (2 folders)

**Box 13**

Montgomery General Hospital Alcohol Rehabilitation Unit, 1984-1985  
Montgomery General Hospital Angiography Equipment Replacement, 1980-1982  
Montgomery General Hospital Bed Expansion, 1972-1973  
Montgomery General Hospital Bed Expansion (Recertification), 1974-1979  
Montgomery General Hospital District Intensive Care Unit, 1976-1978  
Montgomery General Hospital Licensure, 1979-1983  
Montgomery General Hospital Management Information System Replacement, 1985  
Montgomery General Hospital Professional Office Building, 1971-1974  
Montgomery General Hospital Radiation Therapy, 1982  
Montgomery General Hospital Radiology Equipment Replacement, 1976-1980  
Montgomery General Hospital Telephone System, Replacement and Upgrade, 1981-1983  
Montgomery Hospice Society Hospice Home Care Agency, 1980-1981  
National Lutheran Home for the Aged Relocation, 1976-1980 (2 folders)  
Oakview Treatment Center Adolescent Alcoholism Treatment Facility, 1985-1986  
Park Towne Continuing Care Community, 1983-1984  
Phoenix Life Care Facility, 1983  
Potomac Valley Nursing Center Change of Ownership, 1979-1980  
Psychiatric Institutes of America Residential Treatment Center of Montgomery County, 1983-1984  
Psychiatric Institutes of America Residential Treatment Center of Montgomery County, 1984-1985  
Psychiatric Institutes of America Residential Treatment Center of Montgomery County, 1986-1987

**Box 14**

Quality Care of Chevy Chase Home Health Care Agency, 1984-1986  
Rockville Nursing Home, 1974-1977  
Rossmoor Retirement Health Center, 1983  
Saint Francis Manor Comprehensive Care Facility, 1982-1983  
Saint Francis Manor Comprehensive Care Facility, 1984-1985  
Saint Francis Manor Comprehensive Care Facility, 1986-1987 (2 folders)  
Seneca House Relocation and Expansion, 1984-1987 (3 folders)  
Shady Grove Adventist Hospital CAT Scanner, 1981-1982  
Shady Grove Adventist Hospital Chronological Files, February-October 1984

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*(Subseries 1: Institution Files, Cont.)*

*(Box 14, cont.)*

Shady Grove Adventist Hospital Chronological Files, October, 1984

Shady Grove Adventist Hospital Chronological Files, November 1974-January 1975

**Box 15**

Shady Grove Adventist Hospital Chronological Files, February-April, 1975

Shady Grove Adventist Hospital Chronological Files, May-December, 1975

Shady Grove Adventist Hospital Chronological Files, January-June, 1976

Shady Grove Adventist Hospital Chronological Files, July-December, 1976

Shady Grove Adventist Hospital Chronological Files, 1977

Shady Grove Adventist Hospital Chronological Files, 1978

Shady Grove Adventist Hospital Chronological Files, 1979

Shady Grove Adventist Hospital Chronological Files, 1980-1981

Shady Grove Adventist Hospital Chronological Files, 1982

Shady Grove Adventist Hospital Expansion, 1984-1985

Shady Grove Adventist Hospital Licensure, 1979-1983

Shady Grove Adventist Hospital Medical/Surgical/Gynecological Bed Conversion, 1982

Shady Grove Adventist Hospital Mental Health and Substance Abuse Unit, 1975-1976

Shady Grove Adventist Hospital Operating and Pre and Post Operating Space Renovation, 1984-1985

**Box 16**

Shady Grove Adventist Nursing Center, 1982-1987

Shady Grove Comprehensive Care Facility, 1982-1984 (2 folders)

Suburban Hospital Adult Care Facility Modification, 1986

Suburban Hospital Alcoholism Treatment Program, 1981-1982 (2 folders)

Suburban Hospital Ambulatory Surgery Department Renovation, 1981-1983

Suburban Hospital Cardiac Catheterization Laboratory, 1983-1984

Suburban Hospital Cardiac Surgical Unit, 1977-1978

Suburban Hospital CAT Scanner and Replacement, 1977-1978, and 1983

Suburban Hospital Conversion to Modular In-House Computer System, 1984

Suburban Hospital Emergency Department Renovation, 1983-1985

Suburban Hospital Licensure, 1979-1983

Suburban Hospital Obstetrical Unit Closure, 1975-1977 (2 folders)

Suburban Hospital Radiology Department Addition and Equipment Replacement, 1976-1978

Suburban Hospital Telephone System Conversion, 1984-1985

Surgical Care Affiliates Freestanding Ambulatory Surgical Facility, 1984-1985

University Nursing Home, 1974-1982

Upper Montgomery Comprehensive Care Center Nursing Home Development, 1983

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**Box 17**

Washington Adventist Hospital CAT Scanner, 1981 (2 folders)  
Washington Adventist Hospital Computer Equipment Installation, 1975-1977  
Washington Adventist Hospital Construction and Renovation Program, 1977-1982 (6 folders)  
Washington Adventist Hospital Licensure, 1978-1983  
Washington Adventist Hospital Pediatric Unit Closure, 1975-1977  
Washington Adventist Hospital Radiology Services Update, 1982-1985  
Wheaton Community Service Center, 1976-1980

***Subseries 2: Subject Files***

**Box 18**

Certificate of Need Regulations, 1982  
Letters of Intent, 1978, and 1983-1985  
Maryland Comparative Review: Brain Injury Beds, 1987  
Maryland Comparative Review: Magnetic Resonance Imaging Services, 1984  
Montgomery County Comparative Review: Adult Alcoholism, 1985-1986  
Montgomery County Comparative Review: Cardiac Catheterization, 1984  
Montgomery County Comparative Review: Comprehensive Care, 1984 (4 folders)  
Montgomery County Comparative Review: Comprehensive Care, December 1985-May, 1986  
Montgomery County Comparative Review: Comprehensive Care, June 1986  
Montgomery County Comparative Review: Comprehensive Care, June 1986-March, 1987

**Box 19**

Montgomery County Comparative Review: Comprehensive Care, March-July 1987  
Montgomery County Comparative Review: Comprehensive Care, August 1987  
Montgomery County Comparative Review: Nursing Home Beds, 1983  
Montgomery County Comparative Review: Nursing Home Beds, January-April 1984 and n. d.  
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