

R E S T R I C T E D

HEADQUARTERS  
EUROPEAN THEATER OF OPERATIONS  
UNITED STATES ARMY

2 Mar 1945

INSTRUCTIONS FOR THE PREPARATION OF A AND D REPORTS BY HOSPITALS IN THE EUROPEAN  
THEATER OF OPERATIONS

1. General. a. Reference Circular 14, WD, 11 Jan 1945.

b. Effective upon receipt hereof and of the cited Circular 14, the standard A & D Report will be prepared daily on WD, AGO, Form R-5013, 1 Jan 45 (Modified, ETOUSA), by all hospitals and clearing stations in the theater and by such other medical installations as may be specifically designated to serve as hospitals or clearing stations by army or higher echelon surgeons. Great care will be exercised in the preparation and verification of all data entered in the report.

c. All patients, both military and civilian, US and other nationalities, will be shown on the A & D Report.

d. \*\*\* \*\*\* \*\*\*

2. Form of Report. a. WD, AGO, Form R-5013, 1 Jan 45 (Modified, ETOUSA), will be reproduced locally on letter or legal size paper and completed as shown in the attached sample form. The designation of the hospital, the date of the report; the page number and the form number will be entered on each page of the form. Hospital plant numbers will be used, whenever possible. The date of the report will be the date of the 24 hour period, beginning at 0001 hours and ending at 2400 hours, during which the events recorded occurred. One side only of the paper will be used. The vertical lines shown in the sample form need not be utilized if the report is mimeographed; providing the columnar arrangement is maintained. If more than one page is needed to complete a section of the report, the column headings need not be repeated on the second and succeeding pages of such section.

b. The A & D Report will consist of three separate sections, each section beginning on a new page, as shown in the sample forms.

(1) Section I, Admissions. Admissions will be grouped as indicated:

(a) Attached unassigned. These will be further broken down to show the source of admission:

1. From \_\_\_\_\_ clr station.
2. From \_\_\_\_\_ dispensary.
3. Transferred from \_\_\_\_\_ hospital.
4. Received from the continent by air (sea) (UK Medical installations only).

Note: For simplification, field and evacuation hospitals may combine entries which would normally fall under 1 or 2 above under one heading reading: "Admitted from Clearing Station or Battalion Aid Station." Transfers from other hospitals must be broken down

Incl No 3 to Memo No 141

- 1 -  
R E S T R I C T E D



R E S T R I C T E D

(item 3) in all cases.

- (b) Attached from other organizations. These will be further broken down to show the source of admission as given in the preceding sub-paragraph for attached unassigned.
- (c) Personnel other than US Army.
- (2) Section II, Dispositions. Dispositions will be grouped in the same three categories as in Section I, Admissions, i.e., attached unassigned, attached from other organizations, and personnel other than US Army. Each of these categories will be further subdivided according to the manner of disposition and in the case of returns to duty, showing the type of assignment. In addition, a fourth category "carded personnel" will be shown.
- (3) Section III, Changes of Diagnoses. Changes of diagnoses will be arranged in two parts: Changes in diagnoses and additional diagnoses.

c. The final page of the report will be authenticated by the officer in charge of the installation rendering the report or by any officer designated by such officer in charge.

d. Sections in which no entries are made will be clearly indicated with the words "NO ENTRY".

3. Description of Required Entries. a. Section I, Admissions.

- (1) Column (1), Register Number, Ward and Religion. The hospital register number designated for the case will be entered. Beneath it will be placed the number of the ward to which the case is assigned, followed by a space and the appropriate letter for the patient's religion. The entries for hospital register number, ward and religion are included on the A & D Report for the convenience of the hospitals and can be omitted if so desired by the hospital commander.
- (2) Column (2) and (3), Name, Organization and Army Serial Number. See Pars 5a (1) and (2), Cir 14, WD.
- (3) Columns (4) and (5), Arm or Service, Grade and Race. See Pars 5a (3), (4) and (5), Cir 14, WD.
- (4) Column (6), Type of case.
  - (a) See Pars 5a (6), Cir 14, WD.
  - (b) Battle casualties will be indicated as:

Slightly wounded in action	LWA
Seriously wounded in action	SWA
Slightly injured in action	LIA
Seriously injured in action	SIA
Gas illness	SIG
  - (c) For hospitals in the UK, the abbreviation for type of case will be followed by EU, if the original admission of the case was on the European continent, and by UK, if the original admission was in the United Kingdom.
- (5) Column (7), Diagnoses, and column (8), Blank space. See Pars 5a (8) and (9), Cir 14, WD.



R E S T R I C T E D

b. Section II, Dispositions.

- (1) Within each of the three categories of patients described in Par 2b (1), above, hospital dispositions will be subdivided according to the manner of disposition and, in the case of returns to duty, showing the type of assignment:
- (a) Duty -- with parent organization -- general assignment.
  - (b) Duty -- with parent organization -- limited assignment.
  - (c) Duty -- thru \_\_\_\_\_ Reinforcement Co, Bn, or Depot -- general assignment.
  - (d) Duty -- thru \_\_\_\_\_ Reinforcement Co, Bn, or Depot -- limited assignment.
  - (e) To quarters with parent organization.
  - (f) Transferred to \_\_\_\_\_ Hospital Plant.
  - (g) Transferred to Communications Zone \_\_\_\_\_ Hospital Train.
  - (h) Evacuated to UK, via ship (air).
  - (i) Evacuated to ZI, via ship (air).
  - (j) Died in hospital -- DIE (Non-battle).
  - (k) Died in hospital -- DOW (Wounds received in action).
  - (l) Died in hospital -- DOI (Injuries received in action).
  - (m) AWOL.
  - (n) Discharged (used only for other than US Army personnel).

\*(1a) In those cases where listings under any of the subdivisions (a) thru (n), above, are carried over from one page to another, the subdivision will be restated at the head of the following page.

- (2) Carded personnel will comprise a fourth category of patients reported under this section. Personnel carded for administrative reasons other than those in the two categories listed below will not be entered on the A & D Report, even though an individual medical report is prescribed. The carded cases to be reported will fall into one of these two groups:
- (a) Carded for record (US Army personnel carded for venereal disease).
  - (b) Carded for death -- DOA (US Army personnel dead on arrival at the reporting hospital).
    - 1. Non-battle injuries will be designated as DIE in column (6), type of case.
    - 2. Battle casualties will be designated as DOW, DOI or KIA in column (6), type of case, whichever is appropriate.
- (3) Column (1), Register number and Ward; column (2), Name and Organization; column (3), Army serial number; column (4), Arm or Service and Grade; column (5), Race; and column (6); Type of case, will be completed in the manner described in Pars 3a (1) through (4), above, for completing the corresponding columns of Section I, Admissions.
- (4) Column 6, Date of Admission. The entry will be the day and month of admission for the current illness or injury to the first medical installation. It should be noted that this date generally will not be the date of admission to the reporting hospital if the case had been received by transfer from another hospital. In the case of traumatism, this date will



R E S T R I C T E D

ordinarily be the date of wound or injury.

- (5) Column (7), Diagnoses and column (8), Blank space. See Pars 5b (6) and (7), Cir 14, WD.
- (6) Recapitulation Table, A summary table will be completed following the last entry in Section II, Disposition, as shown in Pars 5b (8), Cir 14, WD.

c. Section III, Changes of Diagnoses.

- (1) See Par 5c, Cir 14 WD.
- (2) Column 2a, Race. Use the letters C or W as prescribed for Admissions and for Dispositions.

4. Abbreviations of diagnostic terms approved for use on A & D Reports (column 7) -- Use abbreviations listed in Par 6, Cir 14, WD.

\*Added to the original text.

1 Incl:

Sample Form - Admission and Disposition Report,  
WD AGO Form R-5013 (Modified ETOUSA)