Rochester Medical Museum and Archives

1441 Ease Avenue

Rochester, NY 14610

585-922-1847

[vacarchives@rochesterregional.org](mailto:vacarchives@rochesterregional.org)

What does the Archives Collect?

1. Founding documents and charters;
2. By-laws and other legal documents;
3. Correspondence, reports and other memoranda of the institution’s governing board(s) and committees;
4. Official records of the administration and other major departments, including correspondence, files, subject files, manuals, and reports;
5. Accreditations reports and supporting documentation;
6. Minutes and reports of committees;
7. Annual budget, audit report, and inventories;
8. Architectural drawings of the institution’s buildings including alterations;
9. Official publications, such as annual reports, newsletters, bulletins, procedure manuals, directories and brochures;
10. Audio-visual material and tapers of conferences held by the institution;
11. Photographs of the house staff, employees, institutional environment, events, etc.;
12. Memorabilia- uniforms, instruments, furniture;
13. Biographical materials on staff including personal records of retired or deceased staff;
14. Medical records and x-rays of landmark surgical or medical cases;
15. Directories of medical staff, nursing school graduates, in-house (phone, etc.);
16. Records from closed nursing and specialty schools.

How to contact us:

* **Business Hours:** Monday - Friday: 9:00 am - 5:00pm. Special tours by appointment.
* **Gallery Hours:** Monday - Friday 10:00am - 4:00pm

Staff:

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