

March 6, 1953

MEMORANDUM

TO: Dr. Walter A. Adams, Medical Counseling Clinic Director

Mr. Norbert Glasser - Clinic Manager of Medical Counseling Clinic

FROM: Dr. L. H. Berry, Coordinator, Narcotics Program

SUBJECT: Acquisition of the services of a Physician for routine physical examinations

1. After interviewing several physicians we finally had the consent of Dr. Richard Dickerson to carry out the routine physical examinations, take Medical History and order minimal laboratory procedures on patients of this clinic.
2. Tentatively Dr. Dickerson is in agreement with the following schedule subject to your approval:

Daily for one hour 10:00 A.M. to 11:00 A.M. Monday through Friday inclusive and three evenings a week from 7:00 P.M. to 8:00 P.M. on days selected by the Clinic Manager.

Would you suggest that six patients be scheduled to come in at 9:30 A.M. hoping to average four which the doctor could take care of in about an hour? It would be possible for the doctor to stay longer than one hour if and when necessary, until examinations are caught up.

I will accept the responsibility of reviewing the physical examinations -- -- laboratory forms and making any changes or additions that seem necessary at this time.

It is hoped that final arrangement regarding employment of the doctor's services can be arranged within the next few days and that appointments can be set up to start the flow of patients immediately thereafter.

cc:

Dr. G. Howard Gowen  
Mr. Norbert Glasser  
Dr. Walter A. Adams