

129 Retiro Way
San Francisco, California
January 14, 1946

Robert A. Kehoe, M.D.
Kettering Laboratory of
Applied Physiology
Cincinnati, Ohio

Dear Dr. Kehoe:

At the present time I am contacting certain leaders in the field of industrial medicine relative placement in civilian industry and on the advice of such personnel on the West Coast, I am taking the liberty of writing you.

I have recently completed five year's service with the army and am now on terminal leave and, as may be seen on the attached biographical sketch, most of this service has been in industrial medicine at the San Francisco Port of Embarkation (under the direction of Dr. A. J. Lanza) and during overseas service in the Philippine Islands and Japan. I am intensely interested in the field and desire to make this specialty my life work. Perhaps the best description of the work that has been done may be seen in the article describing our Port activities in the November issue of "Industrial Medicine".

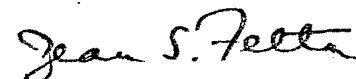
Any position in civilian industry that embraces both medical care and industrial hygiene programs would be greatly desired wherein one could serve in an administrative capacity, possibly as medical director. In view of your knowledge of industry and various medical department programs in connection therewith, we are asking your advice and recommendations as to where the best possibilities for such placement may exist.

The following names may be submitted as references:

A. J. Lanza, M.D.
W. P. Shepard, M.D.
Henry H. Kessler, M.D.
Rodney R. Beard, M.D.
Stanford University, San Francisco
Mr. Bert Hanman
War Manpower Commissioner, San Francisco

Any help or information you may have would be greatly valued.

Very cordially yours,



JEAN S. FELTON, M.D.

Incl.

BIOGRAPHICAL SKETCH

1. Born Oakland, California, April 27, 1911.
2. Primary school education in San Francisco.
3. Graduated from Burlingame High School, Burlingame, California, Dec 1927.
4. Received AB Degree from Stanford University, June 1931.
5. Received MD Degree from Stanford University, June 1935.
6. Licensed to practice in the State of California, September 1935.
7. Interned (rotating) Mt. Zion Hospital, San Francisco, 1934 - 1935.
8. Resident in Surgery Mt. Zion Hospital, San Francisco, 1935 - 1936.
9. Resident in Surgery, Dante Hospital, San Francisco, 1936 - 1938.
10. Practice, part time in Medicine and Surgery, San Francisco, October 1936 to June 1938.
11. Practice, full time, in Medicine and Surgery, San Francisco, June 1938 to December 1940.
12. Entered on extended active duty with U. S. Army, December 1940.
13. Stationed at Fort Lewis Station Hospital, Surgical Service, December 1940 to June 1941.
14. Transferred to San Francisco Port of Embarkation, serving as transport surgeon on U. S. Army Transports, St. Mihiel and President Pierce, during runs between San Francisco, and Honolulu, Manila, Hong Kong, and Shanghai from June to November 1941.
15. Served as Industrial Medical Officer for the San Francisco Port of Embarkation from November 1941 to July 1945, during which time established and administered a medical care program for 20,000 Federal civilian employees.
16. Designed and supervised construction of a \$27,000 Port Dispensary at Fort Mason, an out-patient clinic rendering all specialty services.
17. As Industrial Medical Officer, supervised the medical staff consisting of 132 civilian employees (including 32 graduate nurses) and 27 Army officer personnel, serving at Fort Mason, Oakland Army Base, Fort McDowell, and Camp Stoneman.

18. Served as Industrial Medical Officer for the Army Service Command O in the Philippines and Japan from July to November 1945.
19. Author of the following articles:
 - a. "The Personal Side of the Army Industrial Medical Program at the San Francisco Port of Embarkation", Industrial Medicine, Aug 1945.
 - b. "The Army Industrial Medical Program at a Port of Embarkation", Industrial Medicine, ~~October 1945~~. November 1945
 - c. "Industrial Medicine in the Philippine Islands", in press.
 - d. "The Medical-Safety-Personnel Force in Industry", in press.
 - e. "Custodial Services in Plant Sanitation", in press.
 - f. "The Industrial Nurse and Her Approach to Her Job", in press.
 - g. "The Physician and His Public Speaking", in press.
20. Following articles in preparation:
 - a. "Industrial Medicine in Japan."
 - b. "New Designs for Industrial Dispensaries."
 - c. "Health Education - A Modern Interpretation."
21. Prospective discharge from U. S. Army in grade of Lieutenant Colonel, Medical Corps, December 1945.

In addition to the above:

1. Prepared "Standard Operating Procedure of the Army Industrial Medical Program at the San Francisco Port of Embarkation", which publication was adopted by the U. S. Army Chief of Transportation as a guide for use by all ports of embarkation.
2. Arranged and served as chairman of "The First Annual Conference in Industrial Nursing", held at Fort Mason from November 1944 to March 1945 consisting of 15 lectures by leaders in the fields of Industrial Medicine, Nursing, and Hygiene.
3. Instructed 8 classes of U. S. Navy Hospital Corps Officers in Industrial Sanitation and Hygiene, San Francisco Port of Embarkation, from April to July 1945.
4. Articles planned for future publication include:
 - a. "Results of 16,000 Photoroentgenograms".
 - b. "Syphilis Survey Among Industrial Workers."
 - c. "Sickness Absenteeism Studies at the San Francisco Port of Embarkation."
 - d. "Employment of Handicapped Workers."
 - e. "An Eye Conservation Program in Industry."
 - f. "An Analysis of Industrial Accidents Sustained in Port Operations."