

project in our records disposition program: microfilming patients' medical records for the University of Maryland Hospital. This project, involving approximately 55,000 case folders of patients who were discharged or died at the Hospital during 1960 and 1961, had previously been done by private microfilming contractors. However, the quality of the commercial microfilm was so consistently poor that we were requested to perform the work, in order to insure the quality required.

The Hospital had budgeted \$15,000 for F. Y. 1967 for the project, with an additional \$7,500 available at the beginning of the next fiscal year. While we would have preferred to film the records and insert the film in acetate jackets, using our own staff and equipment, the size of the project made this impossible. Instead, we agreed to supervise the microfilming in the Annapolis Record Center, hiring temporary employees and renting the microfilming equipment needed, with funds provided by University Hospital.

Although the project was not completed during F. Y. 1967, the Hospital has been pleased with the arrangement and has asked us to continue it until the Hospital establishes its own microfilm service or until the commercial microfilming companies bring their equipment and materials up to a satisfactory level.

During the fiscal year Dorchester, Harford and Anne Arundel Counties began disposal microfilming projects for their Assessment Records. In each case, we assisted in these projects either by training the microfilm camera operator, or by drafting specifications for competitive bidding by private contractors. In this way, we were able to insure quality microfilming that made the records more accessible and provided considerable space for other use in the courthouses. A security camera negative copy is deposited with the Hall of Records before the original volumes are destroyed and, in some cases, the originals, because of their historical importance, were also transferred to the archives for permanent retention.

In the Report of the Archivist last year, I described the microfilm recording program begun in January, 1966, for the land records of Prince George's County. The success of this program prompted the Clerk of Court in neighboring Montgomery County to request our assistance in establishing a similar program. Again, we worked with the Clerk and the County Bar Association, and through our joint efforts obtained the Comptroller's approval for the necessary expenditure of funds to establish the program. In order to train the personnel for the project, we decided to begin filming the Financial Statements on July 1,