followed by the presentation of a selection of 23 cases. Each of these is a written record of an actual problem, an incident, or related group of incidents which constituted an issue faced by a person or organization in the administration of a hospital.

The case method as a teaching tool has been used in law and medicine for many decades. It was introduced in the study of administration by the Harvard Business School in the 1920's, and is now also widely used in other fields of administration such as educational administration, public administration, and public health administration. The case material collected in this book should provide very useful material to the faculties of hospital administration in helping to give their students a reasonable verisimilitude of experience within which, under guidance, these students may be stimulated to improve their understanding and their skill. The incidents used in this selection provide opportunities for discussing a wide variety of generally basic and vital aspects of hospital administration, albeit the amount of detail and background information provided varies a good deal from case to case.

The use of this book is further facilitated by the fact that "... any university is granted the privilege of reproducing, for teaching purposes only and not for sale, any of the cases contained in this volume."

Cecil G. Sheps


This compact little volume, while dealing with nursing service administration in a broad sense, includes sufficient application to public health nursing to be practical for a public health nursing administrator or those who teach in this area to use. The author consulted first with a representative group of British nurse administrators and later with an advisory nursing group convened by the World Health Organization. His discussion of principles draws upon sources such as Fayol, Urwick, and Follett, which are also widely utilized by American writers concerned with administration.

The care of patients in hospital or public health nursing settings is the main focus. Various principles and technics of administration reviewed in relation to this provide the reader with brief but pertinent examples of the hows and whys of administrative process. A final brief chapter entitled "A Philosophy of Administration" presents six key points which summarize the previous presentations.

An appendix contains sample forms such as job description or evaluation of nursing performance. An annotated bibliography of up-to-date references adds to the value of the work; twenty-one of the thirty-one items are United States publications.

Marion Murphy

THE TRUTH ABOUT YOUR EYES (2nd ed.)

Dr. Vail succeeds admirably in putting into layman's language information about the eye that, if acted upon, will do much to conserve his sight and prevent blindness. Furthermore, this volume explains how one should behave to obtain the greatest usefulness from the visual equipment he has. By dispelling misconceptions and stating candidly what we do and do not know, the author puts visual problems in a perspective that precludes false hopes and yet avoids a "do nothing" pessimism.

While this book has been written