

**Cyrus Hopkins, M.D.
Office Files Pertaining to Infectious Disease Unit, etc.
1972-2014
MC 24**

Size: 3.5 c.f. in 4 records cartons
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ACQUISITION: The files came to the MGH Archives and Special Collections from the office of Dr. Cyrus Hopkins, Director of the Infectious Disease Unit, after his retirement from MGH in July 2014.

ACCESS: Portions of the collection are restricted in accordance with access policies of the Massachusetts General Hospital. Consult the Archivist and Curator of Special Collections for further information.

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History/Biography Note

Dr. Cyrus Hopkins began his career at Massachusetts General Hospital in July 1964 as a medical intern and continued working at MGH until his retirement in July 2014. During his career Dr. Hopkins worked within the Infectious Disease Unit and specialized in studies and committees regarding the quality and safety of patient care at MGH. For the first thirty years of Dr. Hopkin's professional career he focused on the development of the Infectious Disease Unit and worked on the Infection Control Committee. He became Assistant in Medicine to the Infectious Disease Unit in 1971 which he held until 1973 when he became a practicing physician at MGH. In 1990 Dr. Hopkins was appointed Clinical Director of the Infectious Disease Unit and Chairman of the Executive Board to MGH Staff Associates. He was active in many different committees throughout his time at MGH; most notable, the Infection Control Committee, starting in 1972, of which he became chairman in 1977, and the Patient Care Assessment Committee, starting in 1988.

In the 1970s and 1980s MGH began focusing on patient safety and how to approach issues regarding mistakes made in patient care. With these issues in mind, MGH established the Patient Care Assessment Committee to help make changes in the way doctors approach mistakes made in patient care. In the early 2000s the Patient Care Assessment Committee became the Quality and Patient Safety Committee. Dr. Cyrus Hopkins worked on the Patient Care Assessment Committee and the Quality and Patient Safety Committee from 1988, when he was appointed chairman, till his retirement in 2014.

Contents Note

The collection primarily contains files and records pertaining to the different committees at MGH that Dr. Hopkins was involved in. These include the Continuous Improvement Steering Committee, the Infection Control Committee, MGH Safety Committee, Office of Quality and Safety, the Patient Care Assessment Committee, the Quality Assurance Committee, the Quality of Care Committee, the Quality and Patient Safety Committee, the Quality Steering Committee, and the Responsible Physician Meeting. The committee files contain meeting minutes and notes, committee presentations and reports, and correspondence relating to each specific committee. In addition to Dr. Hopkins' records on each of these committees, the collection also contains files on the Quality Assurance Committee that came from Dr. Daniel Ellis and date from the 1980s. Due to the fact that the collection came from Dr. Hopkins the records on each committee only reflect the activities of Dr. Hopkins; therefore, there is not an entire scope of each committee, only records from the dates in which Dr. Hopkins was active in each committee.

The collection also comprises writings from different sources that were collected by Dr. Hopkins and notes and correspondence regarding speeches and lectures given by Dr. Hopkins during his career. These files date from 1972 to 2000.

Within the collection there are general administrative files from the Infectious Disease Unit and restricted personnel files on colleagues of Dr. Hopkins, the nursing department, and CV's of applicants.

Box and Folder List:

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Series I: General Administrative Files

Manual of Precaution Techniques, 1973-1988

Prevalence Survey, 1981

Infection Control Unit-Unit Meeting, 1983-1984

Mass-Pro Review, 1987

Mass-Pro Review, 1990

Total Quality Management Training, 1993

The Medical Directive Form, 1995

Infection Control Unit-Annual Reports, 1995-1999

Medication Errors, 1997

Risk Assessment Group, 1999

Medicine Reviews, 1999-2000

Quality Dashboard, 2000

Infection Control Unit- Clostridium Sordellii, 2001

Infection Control and CDC, 2003-2004

Hand-Off Policy, 2011

Massachusetts Health Quality Partners, 2014

Board of Registration

MGH History

Series II: Committees

Continuous Improvement Steering Committee, 1993-1995

Infection Control Committee, 1972-1976

Infection Control Committee, 1977

Infection Control Committee, 1978

Infection Control Committee, 1979

Infection Control Committee, 1980 (2 folders)

Infection Control Committee, 1981 (2 folders)

Infection Control Committee, 1982 (2 folders)

Infection Control Committee, 1983

Infection Control Committee, 1984

Infection Control Committee, 1984-1986 (2 folders)

Infection Control Committee, 1985

Infection Control Committee, 1986

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Infection Control Committee, 1987 (2 folders)

Infection Control Committee, 1988 (2 folders)

Infection Control Committee, 1989

Infection Control Committee, 1990

Infection Control Committee, 1991

Infection Control Committee, 1992 (2 folders)

Infection Control Committee, 1993 (2 folders)

Infection Control Committee, 1994

Infection Control Committee, 1995 (3 folders)

MGH Safety Committee, 1998

Office of Quality and Safety, 2000-2005

Patient Care Assessment Committee, 1995-1999 (2 folders)

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Patient Care Assessment Committee- Semi-Annual Reports, 1997-2001

Patient Care Assessment Committee, 2000-2004

Patient Care Assessment Committee, 2004-2006

Patient Care Assessment Committee, December 22, 2003

Patient Care Assessment Committee, 2005

Patient Care Assessment Committee, 2006

Patient Care Assessment Committee, 2007-2008

Quality Assurance Seminar, July 1980

Quality Assurance Studies- Daniel S. Ellis, M.D., 1984-1986

Quality Assurance- Daniel S. Ellis, M.D., 1985-1987 (2 folders)

Quality Assurance- Daniel S. Ellis, M.D., 1988

Quality Assurance- Indicators, 1988

Quality Assurance- Special Studies, 1988-1990

Quality Assurance, 1989

Quality Assurance- Semi-Annual Reports for Patient Care Assessment Committee, 1989-1993

Quality Assurance, 1989-1993

Quality Assurance- IV Therapy, 1990

Quality Assurance- Incident Reports, 1990

Quality Assurance- Physician Screens, 1990-1992

Quality Assurance- Patient Care Assessment Committee Reports, 1990-1994

Quality Assurance, 1991

Quality Assurance- Semi-Annual Report, July-December, 1992

Quality Assurance, 1992

Quality Assurance, 1992-1995

Quality Assurance- Screens, 1993

Quality Assurance- Joint Medical Nursing Practice Committee, 1994

Quality Assurance- Structure, 1994

Quality Assurance, 1995-2000 (2 folders)

Quality Assurance, 1996-2000

Quality Assurance- Programs at MGH, 1999

Quality Assurance- Correspondence, 2001

Quality Assurance, 2003-2004

Quality Assurance- Survey

Quality Assurance- "Who's in Charge?" Survey

Quality of Care Committee- Board of Trustees, 2000-2002

Quality of Care- Performance Improvement, 1999-1997

Quality of Care- Performance Improvement, 1998-1999

Quality of Care- Performance Improvement, 1999-2000

Quality of Care- Performance Improvement, 2002

Quality Oversight Planning Committee, 2002

Quality and Patient Safety Committee- Leadership Retreat, 2001

Quality and Patient Safety Committee, 2002-2005

Quality and Patient Safety Committee, 2009

Quality and Patient Safety Committee, February 2011

Quality and Patient Safety Committee, 2012

Quality and Patient Safety Committee, 2013

Quality and Patient Safety Committee, 2014

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Quality Steering Committee, 1995-1999

Quality Steering Committee, 1997

Quality Steering Committee, 2000-2001

Responsible Physician Meeting, 2003-2004

Responsible Physician Meeting, 2005

Responsible Physician Meeting, 2006

Responsible Physician Meeting, 2007 (2 folders)

Responsible Physician Meeting, 2008

Responsible Physician Meeting, 2009

Series III: Speeches and Writings

Surveillance, MGH Reports and Committee Minutes, 1971

Teachings, 1980s

Infection Control Talks, 1985-1989

Writings, 1987-2005

Santa Claus Admissions, 1971 and 2011

The Journal of Infectious Disease v. 131, May 1975

Resource Book for Clinical Quality Improvement, 1994

Massachusetts Medical Society Policy on HIV Infected Health Care Workers, 2000

Series IV: Personnel Files

Donald M. Berwick and Donald A. Goldmann Proposal, 1992

The Life and Work of Carole M. DeMille (1931-1979), 2012

Robert Kaplan, 1989-1990

Infection Control Nurses, 1984-1992

Maureen Spencer, Director, Infection Control Nurse, 1992

CV's from applicants, 1986