

## Guide to the Records of the Licking County Infirmary

**Repository:** Licking County Government, Records & Archives Department

**Inclusive Dates:** 1838-1987

**Administrative History:** In 1838, the Licking County Commissioners authorized a separate Board of Directors to develop a Poor House, regularly review its condition and operation, and hire superintendents who directly supervised daily functions. The Poor House was intended as a residence for paupers and severely mentally ill residents of the county. The first inmates arrived in December 1838. The Poor House was renamed as the Infirmary in 1850, and the Infirmary was renamed as the County Home in 1919. The Board of Directors also supervised “outside relief” activities in the county, in which financial assistance was provided to destitute persons living away from the institution. In 1969 the inmates and operations of the County Home were moved to the Tuberculosis Sanitarium building. Eventually other government agencies assumed functions that had been performed by the County Home.

**Arrangement:** The collection is divided into the following series:

Series 1: Journal & Record. 1838-1987. 7 volumes.

Series 2: Register. 1838-ca. 1970. 2 volumes.

Series 3: Accounts with Inmates of Infirmary. 1895-1912. 1 volume.

Series 4: Record of Outside Warrants. 1899-1909. 1 volume.

**Preferred Citation:** [Series Title]; [Volume and Page Numbers or Box and File Numbers]; [Date]; Records & Archives Department, Licking County Government, Newark, Ohio

### Records Series

Series 1: Journal & Record. 1838-1987. 7 volumes.

**Scope and Content:** The Journal records the official business of the Licking County Poor House, Infirmary and County Home. During the period 1918-1925, a volume entitled the Record was used for the same function. The Poor House, established in 1838, was renamed as the Infirmary in 1850. In 1919 the Infirmary was renamed as the County Home. In 1969 the inmates and operations of the County Home were moved to the Tuberculosis Sanitarium building. Eventually other government agencies assumed functions that had been performed by the County Home.

Entries typically record business transactions, superintendent reports, inmate statistics, votes on the development of the institution, resolutions and the hiring of staff. There are also entries describing outside relief activities. Population statistics, business transaction data, resolutions and other information entered after 1969 presumably refer to County Home-type operations that were conducted in the Tuberculosis Sanitarium building.

**Arrangement:** Chronological and with partial indexes. Included within Volume 3 is a loose document entitled “Outside Relief List of Licking County.”

**Use Note:** The Records & Archives Department is not able to provide official copies of these documents. Official copies must be obtained from the Board of County Commissioners.

## Series 1: Inventory

---

Volume	Contents
1	1838-1869
2	1887-1901
3	1901-1915
4 (Record)	1918-1925
5	1934-1944
6	1944-1966
7	1966-1987

## Series 2: Register. 1838-ca. 1970. 2 volumes.

**Scope and Content:** The Register lists inmates of the Licking County Poor House, Infirmary and County Home. The Poor House, established in 1838, was renamed as the Infirmary in 1850. In 1919 the Infirmary was renamed as the County Home. Information typically included for each inmate is the date of admittance, name of the authority who referred the inmate, name of the inmate, prior residence, age, disease or condition, habits, birthplace, other remarks, date of discharge and death date.

There seem to be entries missing from 1891 to the early 1900's. Entries in Volume 1 are of persons who were admitted to the institution during 1838-1890. Most entries in Volume 2 are for admittances during 1900-1960, although Volume 2 also includes a few scattered entries from earlier years that are covered mainly in Volume 1. Some inmates are entered in both Volumes 1 and 2, and some are entered more than once in the same volume.

**Arrangement:** Chronological and alphabetical. Entries in Volume 1 are arranged by date of admittance. Entries in Volume 2 are mainly arranged by the first letter of the last name, and then by the date of admittance. A few loose papers are included in Volume 2.

**Use Note:** The Records & Archives Department is not able to provide official copies of these documents. Official copies must be obtained from the Board of County Commissioners.

## Series 2: Inventory

---

Volume	Contents
1	1838-1890 (admittances, discharges and deaths)
2	1848-1970 (bulk 1900-1960) (admittances, discharges and deaths)

## Series 3: Accounts with Inmates of Infirmary. 1895-1912. 1 volume.

**Scope and Content:** This volume seems to include statements of money received by the Infirmary from a small number of inmates, outside relief beneficiaries and guardians. This money appears to have been used to pay for some Infirmary treatments and outside relief expenses. The volume also includes statements about expenses associated with other Ohio counties. It might be of special use for finding the names of inmates or outside relief beneficiaries who are not listed in the Register or other Infirmary sources.

**Arrangement:** Indexed alphabetically by last name of inmate and by other subjects

**Use Note:** The Records & Archives Department is not able to provide official copies of these documents. Official copies must be obtained from the Board of County Commissioners.

**Series 4: Record of Outside Warrants. 1899-1909. 1 volume.**

**Scope and Content:** This volume seemingly describes persons who received financial assistance from the Infirmary Board of Directors, but who were mainly not inmates of the Infirmary. At least one of these persons seems to have eventually become an inmate. Typical information provided in each entry is a date, the name of the authority who referred the person receiving assistance, name of the person receiving assistance, prior residence, age, disease or condition, habits and birthplace. Occasionally other remarks and a "Discharge" date are also provided. The volume might be of special use for finding the names of outside relief beneficiaries and Infirmary inmates who are not listed in the Register or other Infirmary sources.

**Arrangement:** Alphabetical by last name of person receiving assistance

**Use Note:** The Records & Archives Department is not able to provide official copies of these documents. Official copies must be obtained from the Board of County Commissioners.