

INDEX—A NOTE ON USAGE

This index is divided into main headings (bold face capital letters) with one or more subheadings underneath each main heading. When looking up a subject, first look for the specific word or term wanted, as a main heading. However, if the word or term does not appear as such, then consult more general main headings.

EXAMPLE:

For an entry about “infants,” look first under the main heading **INFANTS AND INFANCY**.

If such a main heading does not exist or does not have the material you are looking for, then consult more general main headings such as **CHILDREN, MINORS**, etc.

There are various types of cross-references in this index.

The first is a cross-reference from one main heading to another. In this case, the main heading that is cross-referenced always appears in capital letters.

EXAMPLE:

MEDICAL SERVICES, EMERGENCY
See **EMERGENCY MEDICAL SERVICES**.

If a cross-reference (from a main heading) refers to a subheading under another main heading, the cross-referenced main heading as well as the first letter of the first word of the subheading will be capitalized.

EXAMPLE:

REGIONAL BOARDS OF EDUCATION
See **EDUCATION**, *at* Regional boards of education.

A cross-reference from a subheading to a subheading under another main heading will appear as follows:

EXAMPLE:

CORRECTIONAL INSTITUTIONS

Inmates—*See* CORRECTION DEPARTMENT, *at* Inmates.

Two or more cross-references to main headings are separated by semi-colons. Two or more references to subheadings are separated by commas.

A cross-reference referring the reader to another subheading under the same main heading will end with the words “this heading.” A cross-reference referring the reader to an entry under the same subheading will end with the words “this subheading.”