

Guide to Researching Sisters for Family History at the Daughters of Charity Provincial Archives (Province of St. Louise)

Personal files for sisters are NOT available for viewing on our online catalog. Researchers MUST contact the archives directly at archives@doc.org or by phone at 301-447-6041.

The Daughters of Charity Archives of the Province of St. Louise contains information on every member of the Daughters of Charity to enter the community within the current province, any of its forerunner provinces, or the Sisters of Charity of St. Joseph's. These forerunner provinces include:

Sisters of Charity of St. Joseph's, 1809-1850

Province of the United States, 1850-1910

Eastern (Emmitsburg) Province, 1910-1969

Normandy Province, 1910-1969

Northeast (Albany) Province, 1969-2011

Southeast (Emmitsburg) Province, 1969-2011

East Central (Evansville) Province, 1969-2011

West Central (St. Louis) Province, 1969-2011

Information will be the most complete if a sister passed away while a member of one of these provinces. Thus, if a sister was from another province but spent time in one of the above or current province, biographical information will be limited.

Sisters who entered in one of the above provinces but became a member of the Province of St. Elizabeth Ann Seton (also known as the Province of the West or the Province of Los Altos Hills) should contact the archives of that province in Los Altos, California.

All genealogical and biographical requests must be related to DECEASED sisters. Questions related to living sisters can be directed through the sister herself or through <https://daughtersofcharity.org/contact/>. Typically, it takes about one year after a sister's death for her file to be compiled, processed, and made ready for researchers.

Before the 1940s, information about individual sisters who did not hold Provincial office may be limited. In nearly all cases, the Archives will be able to provide a date of birth, a birth and community name, parents' names, a place of birth, date of entry into the community, a place and date of death, and a list of ministries in which a sister served. Archivists will also look for digitized versions of Provincial Annals in these cases, as these records often contain small amounts of additional information about sisters during this time period.

After the 1940s, personal files on sisters MAY contain the following:

- Certificates such as birth, baptism, conversion etc.
- Copies of Wake Service/Funeral Liturgy
- Death cards and obituaries

- Education records
- Community paperwork
- Newspaper clippings
- Personal/biographical writings or manuscripts
- Oral History Interviews
- Significant correspondence
- Photographs
- Family information (sometimes including photographs)

Certain materials containing personal identifying or medical information may be restricted or redacted.

Sisters' personal files do NOT contain materials directly coming from a role or position in a ministry. For example, if a sister was director of nursing in a hospital, any professional correspondence would be included in the collection of the hospital, not the personal file. Researchers are welcome to follow up with archives staff to discuss accessing these records. This particularly applies for photographic collections.

Questions related to sisters who left the community will be answered on a CASE-BY-CASE basis. THESE REQUESTS ARE SUBJECT TO THE DISCRETION OF THE PROVINCIAL OR THE COUNCIL.