
ARMY
MEDICAL LIBRARY
SERVICES

7th STREET & INDEPENDENCE AVE., S.W.
WASHINGTON 25, D.C.

JANUARY 1952

THE ARMY MEDICAL LIBRARY FUNCTIONS AS THE NATIONAL LIBRARY OF THE MEDICAL SCIENCES. AS THE LARGEST MEDICAL LIBRARY IN THE UNITED STATES, IT PROVIDES THE DEPARTMENT OF DEFENSE AND THE NATION WITH ACCESS TO THE WORLD'S MEDICAL LITERATURE AND MATERIAL FOR MEDICAL RESEARCH. AT PRESENT THE LIBRARY'S COLLECTIONS CONSIST OF APPROXIMATELY ONE MILLION TITLES.

Letters requesting further information about the Army Medical Library and its services should be addressed to:

The Director
Army Medical Library
7th Street & Independence Ave., S.W.
Washington 25, D.C.

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A leaflet on special services to members of the Armed Forces is available upon request.

SERVICES

THE LIBRARY IS ~~OPEN~~ TO THE PUBLIC

Monday and Wednesday, 8 a.m. to 9 p.m.

Tuesday, Thursday, Friday, Saturday,
8 a.m. to 5 p.m.

Sunday 1 p.m. to 5 p.m.

LOANS

The Library loans material to other libraries and to certain individuals. All the material in the Library, with the exception of rare books, reference works and unbound journals, is available for loan to medical officers of the Armed Forces on active duty and to members of the medical professions practicing within the District of Columbia; loans to other individuals are made under conditions outlined below. The telephone number for the Loan Desk is Liberty 5-6700, Extension 65161.

Regulations applying to interlibrary loans are as follows:

(1) Loans are made only to other libraries or institutions, through which individual readers must place their requests. It is suggested that not more than five titles be requested at one time.

(2) Material is loaned for two weeks from date of receipt, with the privilege of extension upon request. Transportation charges are to be paid by the borrower.

Shipment is made by express collect, unless sufficient postage for mailing is sent with the request. Governmental libraries may use franked labels.

(3) Requests are to be made on official forms, available from the Circulation Section, Reference Division. The duplicate, with any necessary notations, will be returned to the institution making the request, should the title be unavailable.

(4) A request for a book should show: Full name of author, title of work, date, and place of publication. A request for an article in a medical journal should show: Name of journal date of issue, volume number, author's name, title of article, and page on which it appears.

(5) Loans are made on condition that the greatest care be taken in packing the material for return to prevent damage in transit. Among other precautions, the corners and edges of books should be well protected; unbound material should not be rolled, but should be sent flat, preferably by mail.

(6) Loans of non-serial material published prior to 1851 should be requested directly from the History of Medicine Division, Army Medical Library, 11,000 Euclid Avenue, Cleveland 6, Ohio.

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PHOTODUPLICATION SERVICES

The purpose of photoduplication is to extend the services of the Library to those at a distance who cannot come in person to consult its collections. In order that the photoduplication service may render the greatest possible aid to those engaged in medical research, the following policies in regard to its conduct will be observed:

(1) All requests must be submitted in duplicate on Army Medical Library official order blanks (AML Form 48) which are available on request.

(2) The Army Medical Library will not reproduce entire periodical issues or books when the material is protected by copyright, nor will it make multiple copies of periodical articles.

(3) All photoduplication orders must be accompanied by payment in cash or by check or money order made payable to the Treasurer of the United States, or by Army Medical Library Coupons which may be ordered in any quantity from the Library at fifty cents each.

(4) The Library will lend, without charge, single microfilm copies of original articles published in medical periodicals not available locally. Such loan requests should be routed through libraries, governmental agencies, or research institutions. The microfilm, being a part of the duplicate collection of the Library, may be used for ninety days and must be returned to the Library at the end of the loan period.

(5) Requests for microfilms and photoprints for

official business in the Department of Defense will be filled free of charge. It is suggested that not more than 10 requests be sent at one time.

(6) Federal agencies will be billed periodically on Standard Form 1080 (Voucher).

(7) Single microfilm copies will also be sold to those desiring to retain them at a rate of fifty cents for each fifty pages or fraction thereof from a single article.

(8) For the benefit of those not having facilities to read microfilms, single photoprint copies of separate articles from periodicals will be supplied at a charge of fifty cents for each five consecutive pages or fraction thereof from any one article.

(9) Foreign users may use UNESCO Book Coupons in payment for photoduplication service. These coupons are issued in denominations of twenty-five cents, one, three, and ten dollars. They are on sale in many foreign countries. Further details on the coupons are available from the United Nations Educational, Scientific and Cultural Organization, 19 Avenue Kléber, Paris 16.

(10) Ordinarily photoduplication material will be sent by first class mail. On request the Army Medical Library will air-mail microfilm at the following additional charges:

Domestic. Twelve (12) cents for the first item and six (6) cents for each additional item in a single mailing.

Foreign. Twelve (12) International Reply Coupons

for the first item and six (6) International Reply Coupons for each additional item in a single mailing.

International Reply Coupons may be purchased at any Post Office in any country. The coupons must be inclosed with the order for microfilm.

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REFERENCE SERVICE

Reference librarians are available to help those who come to the Library. Questions which require brief search will be answered by telephone (*Liberty 5-6700, Ext. 65168*). Bibliographical searches on specific subjects will be undertaken in response to written requests from medical officers on active duty, and for others who have exhausted the resources of their local libraries. Preliminary lists of literature will be made for contractors working under the Research and Development Board, Surgeon General's Office, U.S. Army.

TRANSLATORS AND RESEARCH WORKERS

The Army Medical Library does not provide translation services, but a register of translators and research workers with whom private arrangements can be made is maintained by the Library for the convenience of those who may require such services. The Library takes no responsibility for the work of these people.

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HISTORY OF MEDICINE DIVISION

The Library's collection of works published before 1851, together with material relating to it, is located at its History of Medicine Division, 11,000 Euclid Avenue, Cleveland 6, Ohio. Correspondence on

the use of material in this Division should be addressed directly to it.

All of the materials listed in the *Catalogue of Incunabula and Manuscripts in the Army Medical Library*, by D. M. Schullian and F. E. Sommer (1950), have been microfilmed. On request, microfilm copies will be loaned or sold, or photoprints will be made at the usual rates for photoduplication work.

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U.S. ARMY SURGEON GENERAL'S OFFICE LIBRARY

A small collection of recent, significant books and periodicals is maintained in Room 2845, Main Navy Building, for the convenience of the staff of the Office of the Surgeon General, U.S. Army. Requests for material which is in the main Army Medical Library collections are handled by the librarian in charge. The telephone extension is 62352.

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U.S. AIR FORCE, SURGEON GENERAL'S OFFICE LIBRARY

The Army Medical Library also maintains a branch in the Office of the Surgeon General of the Air Force. Here is housed a small group of recent pertinent books, journals, and documents for the use of the staff of the Surgeon General.. A librarian in charge assists readers in the use of this collection, and in obtaining material which is in the main Army Medical Library collection.

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PUBLICATIONS

(1) The CURRENT LIST OF MEDICAL LITERATURE is a monthly publication of the Library which lists the contents of selected scientific Journals currently received. A subject and author index is included with each issue, and a semi-annual cumulation of the indexes is also furnished. The CURRENT LIST is distributed on request in limited quantities to the following:

(a) Installations and offices within the military establishment.

(b) Private institutions and publishers on exchange for any substantial serial medical publication published anywhere in the world.

Subscriptions to the CURRENT LIST are available through the Superintendent of Documents, U.S. Government Printing Office, Washington 25, D.C., at \$9.75 a year (\$12.25 for foreign subscriptions.)

(2) The ARMY MEDICAL LIBRARY CATALOG. This annual publication (1948 -) contains the record of books and journals catalogued during the year. Beginning with 1950, the CATALOG contains a subject index. A subject catalog will be published for 1951.

These CATALOGS are published as special supplements to the Library of Congress AUTHOR CATALOG.

(3) The Library's CATALOG CARDS for the current year are available on subscription at \$100 (1951). A subscription includes one copy of each card. Shipments are made semimonthly by the Card Division of the Library of Congress.

(4) ARMY MEDICAL LIBRARY CLASSIFICATION (1951) is available from the Superintendent of Documents, U.S. Government Printing Office, Washington 25, D.C., for \$1.25.

(5) The INDEX CATALOGUE OF THE LIBRARY OF THE SURGEON GENERAL'S OFFICE is a publication of the Army Medical Library. Fifty-seven volumes have been published since its inception in 1880; the latest to appear is Volume X of the Fourth Series, covering material indexed under the letters "M-MEZ," published in 1948. Copies of the INDEX CATALOGUE are deposited in many libraries and research institutions related to medicine or the allied sciences throughout the world. The SUBJECT INDEX, the unpublished card file of material indexed for the INDEX CATALOGUE through April 1950, is available to readers in the Library and by photoduplication to those at a distance.

(6) Occasional bibliographies of a comprehensive nature on subjects of current interest are published and distributed free upon request. THE PITUITARY-ADRENOCORTICAL FUNCTION, ACTH, CORTISONE AND RELATED COMPOUNDS appeared in 1950 and PLASMA SUBSTITUTES (OTHER THAN THOSE DERIVED FROM HUMAN BLOOD) appeared in 1952.

