

Archival

**ARMED FORCES
MEDICAL LIBRARY**

SERVICES

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

MARCH 1953

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

THE ARMED FORCES 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 Armed Forces Medical Library and its services should be addressed to:

The Director
Armed Forces Medical Library
7th Street and Independence Ave., S.W.
Washington 25, D.C.

SERVICES

THE LIBRARY IS OPEN TO THE PUBLIC

Weekdays 8 a.m. - 5 p.m.
Saturdays 8 a.m. - 1 p.m.
Sundays and Holidays ... Closed

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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 free of charge 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 pages 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, Armed Forces Medical Library, 11,000 Euclid Avenue at Adelbert Road, 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 are observed:

(1) All requests must be submitted in duplicate on Armed Forces Medical Library official order blanks (*AFML Form 48*) which are available on request.

(2) The 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 Armed Forces 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. Such requests

should be submitted through local libraries in the same manner as interlibrary loans. Requests for unusual numbers of photoprints should be accompanied by justification.

(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 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.

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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, (Code 131), Ext. 65168*). So far as the Library's facilities permit, 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.

TRANSLATORS AND RESEARCH WORKERS

The 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 at Adelbert Road, 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 1651, Main Navy Building, for the convenience of the staff of the Office of the Surgeon General, U.S. Army. Material in the Armed Forces Medical Library collections, but not in the Surgeon General's Office Library, may be borrowed through the branch librarian.

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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 \$12.00 a year (*\$15.50 for foreign subscriptions.*)

(2) THE ARMED FORCES MEDICAL LIBRARY CATALOG, published annually (*1948 to date*) contains the record of books and journals cataloged during the year. The 1948 and 1949 volumes contain only an author catalog; the 1950 volume has in addition a subject index. Commencing with the 1951 CATALOG a complete author and subject record has been published.

The CATALOG is published as a supplement to the Library of Congress AUTHOR CATALOG and the Library of Congress SUBJECT CATALOG. It is available through the Card Division of the Library of Congress, Washington 25, D.C., at \$17.50 per volume for 1950-1952, \$12.50 for 1949, and \$2.50 for 1948.

(3) The Library's CATALOG CARDS for the current year are available as a series only, on subscription to the Card Division of the Library of Congress. The series contains one copy of each card and the price is one cent per card.

(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. This is kept up-to-date by means of lists of Additions and Changes issued occasionally. The lists are available without charge from the Catalog Division of the Library.

(5) The INDEX-CATALOGUE OF THE LIBRARY OF THE SURGEON GENERAL'S OFFICE is a publication of the Armed Forces 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 to 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, PLASMA SUBSTITUTES (OTHER THAN THOSE DERIVED FROM HUMAN BLOOD), and PATHOLOGY AND PHYSIOLOGY OF BURNS, 1942-1951, appeared in 1952.

