The Wellcome Institute for the History of Medicine

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THE WELLCOME INSTITUTE —
A BRIEF HISTORICAL SKETCH

The Wellcome Institute for the History of Medicine represents the Library and Research functions of the Wellcome Historical Medical Museum and Library, created by Sir Henry Wellcome (1853-1936) during the last forty years of his life.

The Institute is supported by the Wellcome Trust, the charity created by Wellcome's will. The Wellcome Trustees are the sole shareholders of the international pharmaceutical company, the Wellcome Foundation Limited, the distributed trading profits of which are used to support medical, scientific, and medical historical research.

After an existence in chrysalis form since 1898, the Museum was first placed on public display in 1913 on the occasion of the Seventeenth International Congress of Medicine. In 1932, it was transferred from its original cramped premises at 54 Wigmore Street to the newly erected Wellcome Research Institution (now the Wellcome Building) in Euston Road, London. In this new building the Museum had ample space for expansion, but when Wellcome died in 1936 it was still closed for reorganization. The Library was never opened to the public in Wellcome's time; since 1929 it had been housed in a former wireless factory in Willesden, where also the Museum Stores were concentrated, and Wellcome's intention seems to have been that it should ultimately occupy a separate building in Euston Road.

Wellcome's collecting had been on a grand scale, covering the whole history of man with medicine as a central core. On his death it was decided that, in order to bring the vast accumulation down to manageable size, its scope should be more closely restricted to the history of medicine and science. A great deal of irrelevant material was therefore dispersed by sale or gift in 1938 and subsequent years.

After the war, development of the historical collections was hampered by financial difficulties. The head offices of the Wellcome Foundation Limited had been destroyed in the bombing of London, and in 1946 it was decided that the Wellcome Research Institution should be taken over for this purpose (it was re-named the Wellcome Building in 1955). The Museum was dismantled and placed in store except for a nucleus housed at 28 Portman Square from 1947 to 1954. In 1955, the Museum returned to the Wellcome Building but to very restricted space. The Library was able to remain in the Wellcome Building, where the room originally designed as the Museum's Hall of Statuary had been allocated to it in 1941. It was officially opened to the
public at the end of 1949, although at first the accommodation left much to be desired.

In 1960, the anomalous situation whereby the Museum and Library had been the property of the Wellcome Foundation Limited was rectified and ownership passed to the Wellcome Trust. For a time the Museum and Library were administered separately but in 1964 they were reunited and in 1968 renamed the Wellcome Institute for the History of Medicine. The Library was redesigned and modernized in 1962 and the Museum between 1968 and 1970. Since then a reappraisal of the Institute’s functions has led to the decision that the Museum’s interests would best be served by transfer to a national museum, and accordingly in 1976 arrangements were made for its deposit on indefinite loan at the Science Museum, South Kensington. Two permanent exhibition galleries are now open there. The remainder of the Institute continues to be under the direct control of the Wellcome Trust and since 1976 has been developed as an academic research centre closely linked with University College London (below, page 10).

**THE LIBRARY**

The heart of the Institute is its Library; the nucleus of which consists of the private library of Sir Henry Wellcome. Since his death, it has continued to grow by the acquisition of both primary and secondary sources, so that today it is the largest and most comprehensive European collection in the history of medicine. On an international scale it ranks in size and quality among the finest two or three libraries serving the history of medicine and its allied sciences. It contains about 400,000 printed books dating from the fifteenth to the twentieth century.

This large holding comprises much more than medical literature in the narrow sense. In addition to extensive holdings of material on clinical medicine and therapeutics, the Library possesses large collections relating to the history of the biological sciences in general, and in particular to physiology, botany, and chemistry — all subjects whose histories are closely intertwined with that of the healing arts. Additionally, substantial loan deposits have been made in recent years of materials from other institutions. Outstanding examples are some 45 per cent of the original library of the Medical Society of London and a large collection (c. 24,000 volumes) of mostly eighteenth- and nineteenth-century books belonging to the Royal Society of Medicine.

One of Henry Wellcome’s aims was to acquire a copy of every significant printed text from the history of Western medical science. Achievement of
The reading room of the Wellcome Library.
this impossible aim was at least closely approached. The Library's collection of over 600 incunabula was largely made up of accessions from three famous private libraries, those of William Morris, J.F. Payne, and Kurt Wolff. Most of the great names in the history of medicine from antiquity, the European Middle Ages, and the Renaissance are represented by original or early editions of their works. The Library is particularly rich in books of the Continental scientific renaissance, and it has a fine collection of early printed medical books in English.

There are many bibliographical rarities, of which the following are some examples.

Interesting and early association copies are three volumes which belonged to Hieronymus Münzer (1437-1508), town physician of Nuremberg, and bear his signature and notes, viz., an Articella (1483) and the first editions of Bernard of Gordon's Lilium medicinae (1480) and of the Aphorismi secundum doctrinam Galeni (1489) of the medieval Jewish physician and philosopher Moses Maimonides. Another — Johannes Stoeflter and Jacobus Pflaum's Almanach nova (1499) — has the signature of Hartmann Schedel, Münzer's friend and colleague, and compiler of the celebrated Nuremberg Chronicle (1493), of which the Library has a superb copy, with contemporary notes, from William Morris's library.

Other rare items are Aristotle's Problemata (1500), and his De physico (1500); Avicenna's Canon (1489-1490) and the Hebrew version of the same work (1491), the first medical work to be printed in that language; Conradinus Gilinus, De morbo gallico (1497); Hippocrates, De natura hominis (1480); Nicolaus Leonicenus, De epidemia quam morbum gallicum vocant (1497) with the very rare errata leaf; and the Regimen sanitatis with Benedictus Kanuti's plague tract (1494).

Books from the sixteenth and seventeenth centuries include editions of Aristotle, Galen, Hippocrates, Rhazes, Avicenna, and Albucasis, many of them in the great editions of the scholar-printers such as Aldus Manutius, Froben, the Estiennes, the Juntae, and Oporinus. All the editions of Vesalius and most of those of his predecessors and successors are included. Surgery is represented by the works of Jerome of Brunswick, Hans Gersdorff, Ambroise Paré, Paracelsus, Della Croce, Pierre Franco, Johannes Vigo, Marianus Sanctus, and others. The Library is rich in books on materia medica and pharmacology, and possesses an extensive range of early herbals including editions of Dioscorides and the Mainz Herbal of 1491, together with the works of Fuchs, Lobel, Bock, Dodoens, Gerard, and Parkinson. William Harvey's De motu cordis (1628) is present, and the Library holds the foundation works of modern science in the first editions of Bacon, Galileo, Kepler, Descartes,
Hooke, Newton, and Boyle. From later centuries come the classic works of Heberden, Hunter, Jenner, Lister, Pasteur, and Roentgen, to highlight only a few famous names. Alongside the great names are the works of their forgotten contemporaries, unusual tracts, pamphlets, and occasional literature so integral to the wider social and intellectual context of medical history. Special collections include many books of voyages and travels, botany, alchemy, occultism, tobacco, smallpox and vaccination, venereal diseases, and veterinary medicine. There is a wealth of material on ordinary aspects of medical care, such as hospitals, case histories, and nursing.

As part of the ongoing policy of growth and development, the Library is systematically expanding its holdings of works on clinical medicine, medical science, and related subjects in the post-1850 period.

The large collection of secondary works includes most standard monographs on the history of medicine, and supporting material on the history of science, intellectual and social history, and the social sciences relating to medicine. The Library subscribes to 200 current periodicals and lists about 2,700 periodical titles.

From the beginning Henry Wellcome's library attracted scholars and students from all over the world. Since its opening to a wider public in 1949, the Library, within the context of general Institute activity, has broadened into an internationally recognized resource for the study of medical history, thus fulfilling one of its founder's dreams.

A Catalogue of Incunabula and three volumes of the Catalogue of Printed Books in the Wellcome Institute Library have already been published (see page 12). Further volumes are in preparation. A comprehensive card catalogue to the collection may be consulted in the Library.

**Western Manuscript Collection**

The collection of Western manuscripts in the Wellcome Institute comprises more than 5,000 items dating from the early eleventh century to the nineteenth century. These are described in detail in S.A.J. Moorat's Catalogue of Western Manuscripts on Medicine and Science in the Wellcome Library in three volumes, the first published in 1962, covering those written before 1650; and volumes 2-3 (published in 1973), covering the post-1650 period. The earliest manuscript is Anglo-Saxon from about AD 1025, and one of the most magnificently illustrated is a fifteenth-century Apocalypse manuscript written in Germany in about 1420 which contains an anatomical and astrological section with finely-drawn coloured illustrations. There are, too, a splendid herbal written on vellum in the thirteenth century, also with
numerous coloured illustrations; an original work in the hand of John Dee, mathematician and astrologer to Queen Elizabeth I; as well as others in Greek, Latin, Catalan, Norman-French, Provençal, and Welsh, as well as the more common European languages. The subject span is equally wide-ranging, from arithmetic and archaeology to perfumes and politics. From the later period there is a set of fifteen volumes of letters and documents relating to Lord Nelson and his command of various fleets during the years 1780-1805; two laboratory notebooks of Marie Curie, and one of Pasteur, as well as notes taken from lectures of many notable figures, including William Hunter, John Hunter, William Cullen, Joseph Lister, and two of the Monros, the Scottish dynasty of anatomists. Many papers and letters relating to twentieth-century medical individuals and societies have recently been transferred to the Contemporary Medical Archives Centre (see page 9).

**Autograph Letters Collection**

The Institute possesses a fine collection of over 100,000 autograph letters, including substantial collections of original letters by Florence Nightingale, Louis Pasteur, Joseph Lister, Edward Jenner and his family, Sir James Paget, T.H. Huxley, Alexander von Humboldt, and numerous other important medical and scientific figures. There is an index to the Autograph Letters Collection at the end of the last volume of the printed catalogue of Western manuscripts, and a comprehensive catalogue is in course of preparation.

**The American Collection**

The Collection aims to cover the full range of medical practice in North, Central and South America, and the Caribbean, from the medicine of the American Indian to the Europeanized medicine of the colonial and immediate post-colonial periods.

The three major collections on which the Collection is based differ widely. Sir Henry Wellcome’s collection reflects his interests in plant remedies of the New World, in botanical exploration, and in the ethnology of the American Indian; that of the Mexican obstetrician and polymath Dr Nicolas Leon, purchased by Wellcome in 1927, is remarkable for its bibliographical rarities; Dr Francisco Guerra’s collection, acquired by the Wellcome Trustees in 1962, is rich in Mexicana, in primary printed material from other hispanic colonies, and in works on materia medica, medical periodicals, and bibliographies, most of which relate to Latin America and the Caribbean.

*North America.* The material, acquired sporadically since 1962, comprises some 550 printed items published in the area of the original thirteen British
colonies, 1720-1820. It represents a unique resource for primary study on this side of the Atlantic. The collection includes some manuscript material, and is strong in medical botany, nineteenth- and twentieth-century material on travel in the United States, ethnographical work on the American Indian and his medicine, and colonial and post-colonial almanacs.

*Latin America and the Caribbean* figure strongly in the Collection. The Mexican collection of original texts 1557-1833 is the most complete in existence; and where the original text is unobtainable, the gap is filled by a photocopy. Other former colonies whose representation is reasonably complete are Peru and Guatemala. Useful material is held for Argentina, Brazil, Cuba, Haiti (primarily in photocopy), and Jamaica. Smaller collections exist for colonies which possessed printing-presses before the end of the colonial rule, i.e. Colombia, Venezuela, Guadeloupe, and Martinique.

European sixteenth- to nineteenth-century imprints relating to the Americas range from imperial law to colonial exploration and local plant remedies. A valuable series of *Guias de forasteros* for many of the hispanic colonies, an unusual collection of invocations to the saints for relief from disease, the collection on materia medica, the collection of rare official and medical periodicals, and a valuable collection of national and subject bibliographies, provide further information essential to the researcher.

The 150 manuscripts, primarily of Latin American origin, and many of them of considerable and unusual research interest, complete the collection.

An annotated catalogue of the Latin American and Caribbean collection and of all the manuscripts has been prepared to aid in the fullest possible use of the Collection.

**Oriental Books and Manuscripts**

The collection of oriental manuscripts numbers about 10,000 with some 3,000 books printed in oriental scripts. Thirty-seven different languages are represented, stretching from North Africa to the Far East. The collection, pre-eminent in the history of medicine and science, is one of the major collections of oriental material in the United Kingdom and includes many treasures. As the history of medicine and science in oriental culture cannot be separated from the civilizations in which it developed, almost every sphere of human endeavour impinging on medical history of the east is found and can be studied in original sources.

Due to the efforts of Dr Paira Mall, who collected extensively in South Asia, the collection is very rich in Indian material especially Sanskrit, with
about 6,000 manuscripts, and Hindi, which is one of the largest manuscript collections of this language in Europe. This remarkable physician had a great facility for languages and was proficient in German, French, Italian, Sanskrit, Persian, Urdu, Punjabi, and Arabic. His medical and linguistic background, along with his many influential contacts in the sub-continent, enabled him to create the exceedingly fine collections of Indian and Tibetan material which the Library possesses.

Dr Mall was also responsible for much of the important Persian collection of over 600 manuscripts and some 100 printed books. The manuscripts for the most part were copied in India: some are of great rarity and beauty, and a few possess good examples of Persian lacquer on their bindings. In 1967, *A Catalogue of Arabic Manuscripts on Medicine and Science in the Wellcome Historical Medical Library* was published. This catalogue, compiled by Dr A.Z. Iskandar, describes 188 of the most important medical and scientific manuscripts in the Arabic collection; many others have yet to be catalogued.

Other large collections include 600 Chinese block-printed books and 400 Sinhalese palm-leaf manuscripts. Of the smaller language collections, the twenty-four Batak manuscripts is the largest collection of manuscripts in this language in the United Kingdom and comprises manuscripts written on bamboo tubes, bone, and tree bark.

Many of the oriental collections are as yet uncatalogued, and although steady progress is being made with several languages in the collections, the only catalogues published at present describe the Arabic, Ethiopian, Manchu, and six of the Batak manuscripts. To some extent this limits access to the oriental material, especially manuscripts. Printed books appear in the author catalogue to the printed books in the Library, and those published before 1850 in the published catalogues of printed books in the Library of the Wellcome Institute (listed on page 12). Readers may consult oriental materials in the Oriental Room where there is a comprehensive collection of bibliographies, catalogues to other collections, dictionaries and other reference works.

**Iconographic Collections**

Aspects of history for which written evidence is partial or non-existent, but which can be studied through pictorial sources, are documented in the Library's collections of paintings, drawings, prints, photographs, and variously illustrated manuscripts and printed books.

Among the subjects thus preserved are: the practice of medicine, including hospital- and bedside-scenes, surgery, midwifery, dentistry, dispensing, and
quackery; the practice of such ancillary arts as alchemy and chemistry, anatomy, microbiology, pharmacy, phrenology, etc.; expressions of the patient’s or potential patient’s interest, in the form of satires and caricatures, devotional pictures, ex-voto paintings, ‘works of mercy’, icons; works issued by or for doctors, such as portraits, allegories, commemorative pictures, and scientific illustrations of anatomy, botany, dermatology, etc.; epidemics, public health, prisons, philanthropy, and an extensive range of not exclusively medical subjects. Both fine art and ephemeral or popular art are included. Works are widely published and lent for exhibition, and new items are being acquired by gift and purchase.

Photographic reproductions of all pictures are made on request: details are set out in a leaflet available at the Library Desk. Where negatives exist, specimen prints can be consulted on application.

Paintings
Many of the paintings are exhibited in the library’s public rooms; others can be seen by arrangement. They include the first and last from-the-life portraits of Edward Jenner; Spanish panel paintings including Alonso de Sedano’s Miracle of SS. Cosmas and Damian (Burgos, c.1500); St. Elizabeth visiting a hospital by Adam Elsheimer (Frankfurt a.M., 1598); a portrait of Dr Richard Wright by his brother, Joseph Wright of Derby; and over fifty Tibetan thankas. Many of these have been described in specialist publications; no general catalogue is currently available.

Drawings and Prints
These are housed in the Print Room adjacent to the Catalogue Hall on the second floor, and in a store outside the Library. Some are usually exhibited in the gallery on the third floor, outside the American and Oriental Rooms. There are rich collections of English and French caricatures; portraits (for details of the portrait catalogue see page 13); hospital views; botanical illustrations; and allegories of mortality. Among the most notable drawings are a pathological illustration in watercolour by Thomas Willis and Christopher Wren; two botanical watercolours by Ehret; and a study by Ribera for his etching of a man with goitre. The print collection is very extensive.

Photographs
The photographic collection consists of about 9,000 photographic slides and 38,000 photographic negatives. They include Roentgen’s first nine radiographs, made in December 1895; records of epidemics of smallpox (Gloucester 1896, Palestine 1922), plague (Bombay, 1896), etc.; clinical photographs from the 1860s; photographs of Hong Kong, Saigon, etc., at
a relatively underdeveloped stage, made also in the 1860s by John Thomson; albums of hospital photographs; and many other items.

**Contemporary Medical Archives Centre**

The Contemporary Medical Archives Centre was established in 1979 as a permanent unit within the Institute. It aims to encourage and help with the preservation of twentieth-century records, documents, and archive collections relating to medical care and research in Britain. In some cases, owners retain their records and advice is given by the Centre on their safekeeping and arrangement. At other times, collections may be transferred to a suitable repository where they are housed and made available for research. The Centre is also concerned to locate and record material of potential relevance to historians, such as collections of papers of individuals, and the records of hospitals, institutions, and societies.

The archives in the Centre reflect all aspects of modern medicine, from laboratory research, clinical practice and public health, to unorthodox and fringe medicine. The evidence may take the form of unpublished correspondence, lectures, and notes of a scientist, case notes and administrative records of a consultant or general practitioner, or the minutes and correspondence of a society. Photographic and audio-visual material are also ‘archives’ and are frequently part of a collection.

The Centre houses many collections itself and is also happy to advise owners. Many collections have been placed in the Centre through gift or deposit, including the papers of Professor Ivan de Burgh Daly, Sir Thomas Lewis, Sir George Pickering, Sir E.A. Sharpey-Schafer, and Dr Marie Stopes. There are also the records of the Eugenics Society, the Multiple Sclerosis Society, the Society of Medical Officers of Health, and the British Pharmacological Society, amongst others. Any damaged or fragile documents are repaired by the Institute’s Conservation Department and the collection catalogued and safely stored, being made available to bona fide scholars under conditions which respect any sensitive items.

The Centre is normally open to scholars during Library opening hours but a prior appointment with the Archivist is advisable. Certain collections may not be available for consultation, and readers may be requested to sign an undertaking in the case of confidential material. Further details are available in a separate leaflet.
THE ACADEMIC UNIT

The Institute has always been fortunate to have on its staff distinguished scholars. Dr F.N.L. Poynter, Librarian from 1954 to 1964, and Director from 1964 to 1973, was an important figure in international medical-historical circles. His successor as Director, Dr Edwin Clarke, was particularly concerned to establish closer formal links with the academic community. Accordingly, a Scheme of Association was established in 1976 between the Institute and University College London, whereby academic staff of the Unit of the History of Medicine at University College would be granted status within the Institute, and members of the Academic Unit at the Institute would be recognized as teachers within University College. In practice, the two Units function as an integral whole and are responsible for a broadly-based academic programme, including undergraduate, postgraduate and postdoctoral instruction, and a series of symposia, seminars, classes, and lectures open to members of the medical profession and the academic community. Equally important, members of the Unit exploit the Institute Library and its special collections in their own researches.

The heart of the undergraduate teaching programme is the Intercalated BSc degree in History of Medicine available to third-year medical students. The full-time one-year course consists of six separate papers in the History of Medicine; these individual papers are also available as electives to intercalated medical students at University College and other University of London medical schools, and to science students at University College. Their contents range from classical antiquity to the twentieth century. Intercollegiate history options in the history of medicine and biology are also taught by members of the Unit; these are available to history undergraduates from any college in the University of London. In addition, the Academic Unit shares the teaching for the MSc in the History and/or Philosophy of Science with University College’s Department of the History and Philosophy of Science. Details of the formal teaching programme are available through the Office of the Unit at the Institute. Members of the Unit supervise research leading to the MPhil, PhD, and MD degrees. Each year, a number of postdoctoral research fellows are also based at the Institute. These fellows come from Britain and abroad and are supported by grants from the Wellcome Trust and other funding bodies. Many established scholars from all over the world also spend periods of sabbatical leave working at the Institute.

As part of its wider responsibilities to the medical and academic communities, the Unit also runs an active series of one-day Symposia, Research Seminars, Reading Classes, and Public Lectures, which are open
to all who are interested in the history of medicine. About five symposia are held each year on a variety of themes, which have included Theories of Fever from Antiquity to Enlightenment; History and Mental Disorder; the Hospital in its Historical Setting; Darwin and the Doctors; and Medicine, Printing, and Literacy in the Renaissance. The fortnightly Research Seminars, begun in early 1982, are organized around the ongoing research interests of members of the Unit. The topics will change periodically; the initial series was devoted to the history of psychiatry. As with the Symposia, speakers are drawn from the Institute and from scholars in Britain and abroad. The fortnightly Reading Classes, taught by members of the Unit, involve close discussion of primary texts, for example, a series of treatises on syphilis from the early sixteenth through the nineteenth centuries. In addition, the Institute hosts a regular round of Public Lectures. Many of these are designed to give distinguished clinicians, medical scientists, and historians the opportunity to reflect on more recent aspects of medical history.

Members of the Unit are also active in their own researches, which range from Galen to the social history of eighteenth-century Britain to the impact of medical technology on modern medicine. An indication of the range of these researches can be seen from the selection of Recent Publications of members of the Institute’s Staff (listed on pages 13-14). Library as well as Academic Staff are vigorously engaged in research and the Institute’s role in the national and international history of medicine community is leavened through the strength derived by the close relations maintained between the Library and the Academic Unit.

The Institute regularly sends interested individuals details of its academic programme. Inclusion on the mailing list may be obtained by writing to the Secretary of the Academic Unit at the Institute.

**PUBLICATIONS OF THE WELLCOME INSTITUTE**

The Institute is responsible for two quarterly publications and a series of volumes describing its collections. In addition, several volumes in a monograph series previously published by the Institute are still in print. A current list of these is available at the Institute.

The two periodicals are *Medical History* and *Current Work in the History of Medicine*. *Medical History* is the leading British journal devoted to the history of medicine and related sciences. It publishes articles and book reviews from scholars throughout the world. There is, in addition, an annual hardback *Supplement* to *Medical History*, available separately; these Supplements consist of monographs or collections of papers on aspects of the history of
medicine. *Current Work in the History of Medicine* is a bibliographical tool produced by Library staff. Each quarterly issue lists some 1,400 books and articles on the history of medicine in all major European and oriental languages. Subscription details of both these periodicals are available from Science History Publications Ltd, Halfpenny Furze, Mill Lane, Chalfont St Giles, Bucks. HP8 4NR, England.

In order to make the riches of the Institute’s collections more widely known, members of the staff are, and have long been, engaged in producing a series of volumes describing its holdings. The following are available through the Institute:

*Catalogue of Western Manuscripts on Medicine and Science in the Wellcome Historical Medical Library*, by S.A.J. Moorat.

Vol. I. *Manuscripts written before AD 1650*
Wellcome Historical Medical Library, 1962.

Vol. II. *Manuscripts written after AD 1650* 2 vols.
Wellcome Institute for the History of Medicine, 1973.


*Books printed before 1641.*
Wellcome Historical Medical Library, 1962.

Vol. II (compiled by H.R. Denham)

*Books printed from 1641 to 1850. A - E.*
Wellcome Historical Medical Library, 1966.

Vol. III (compiled by H.R. Denham)

*Books printed from 1641 to 1850. F - L.*
Wellcome Institute for the History of Medicine, 1976.
Vol. IV (compiled by H.R. Denham and H.J.M. Symons)
Books printed from 1641 to 1850. M - R.
Wellcome Institute for the History of Medicine (in preparation).

Catalogue of Portraits in the Wellcome Institute, by R. Burgess.
Wellcome Institute for the History of Medicine, 1972.

An Annotated Catalogue of Americana in the Library of the Wellcome Institute for the History of Medicine, by R.M. Price.
Wellcome Institute for the History of Medicine, 1983.

The card subject catalogue of the Library, which includes the cumulated index of Current Work in the History of Medicine 1954-1978 was published in 18 vols. during 1980 by Kraus International Publications, P.O. Box 151109, D-8000 Munich 15, W. Germany.

SELECTED PUBLICATIONS BY MEMBERS OF STAFF


W.F. Bynum and V. Nutton (editors), Theories of Fever from Antiquity to the Enlightenment, (Medical History, Supplement no. 1), 1981.


J. Sheppard (with J. Foster) (editor), *British Archives*, (Macmillan, 1982).
LIBRARY RULES

Hours of Opening
1. The Library is open from 0945 - 1715 hours, Monday to Friday, excluding public holidays and the Christmas—New Year holiday.

Availability
2. The Library is for reference and research only. No book, periodical, or manuscript may be removed from the Library.
3. Library facilities are available without charge to bona fide students at the discretion of the Librarian. Application forms for Readers’ Tickets (valid for one year) are available at the Enquiry Desk.

Printed Books and Journals
4. Books and journals on the open shelves may be consulted without formality; they should not be replaced on the shelves.
5. Application for books from the stacks and other closed areas must be made on the call-slips provided and handed to the assistant in charge of the Enquiry Desk. These books must be returned to the Desk before the end of the day and the slips cancelled. READERS ARE HELD RESPONSIBLE FOR THE BOOKS SO LONG AS THE SLIPS REMAIN UNCANCELLED.
6. Books required for further use, except those on open shelves, may be reserved for short periods at the Enquiry Desk.

Manuscripts and Autograph Letters
7. Access to unpublished material is at the discretion of the Librarian. Applications for permission to use such materials should indicate the nature of the research. Persons wishing to publish manuscripts or autograph letters, in whole or in part, MUST OBTAIN THE PRIOR WRITTEN PERMISSION of the Librarian of the Institute.

Photocopies
8. Readers may be supplied, so far as the law of copyright allows, with photographic reproductions of illustrations or text by making application on the appropriate form. Xeroxes may be made only when the originals are not likely to be damaged. No xeroxes are permitted from early printed books or manuscripts.
9. The library does not provide material for use in commercial advertising.

Security
10. Bags, briefcases, coats and umbrellas must be deposited in the lobby at the entrance to the Library.
11. Readers are requested to enter and leave the Library, except in a Fire Emergency, by the official entrance.
12. Readers are requested to show the materials they are carrying to the Enquiry Desk staff on entering and leaving the Library.
13. Readers are requested whenever leaving their tables, to return to the Enquiry Desk any books from the stacks and other closed areas.

Miscellaneous
14. Readers are not allowed to use ink or ballpoint pens for work with rare books or manuscripts and should always use special care when handling such material. Tracing is not permitted. Large volumes should be used on one of the reading stands provided.
15. Smoking is not permitted in the Library.
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Nearest underground stations: Euston, Euston Square, Warren Street, Russell Square.
Many London bus routes to Euston Road or Gower Street.)