National Museum of Health and Medicine

Otis Historical Archives

OHA 51.05
Museum Records: Exhibit Division Records, Carey

**Date of Records:** 1994-2000

**Size:** 3 boxes

**Finding Aid:** By Eric W. Boyle (2012)

**Access and Use:** The Otis Historical Archives is committed to providing open access to its collections as far as possible within the limits of privacy and confidentiality. Some of the records may contain restricted material. Access to this collection is at the discretion of the Otis Historical Archives and material contained within the records may be subject to review before access is granted.

**Series/Scope and Content Note:** This collection is made up of office files from Sarah Carey and deals primarily with exhibits and facility issues. There is some overlap between the materials in this collection and OHA 51 and OHA 51.03.

**SERIES 001: EXHIBIT RECORDS—CAREY**

This series includes internal correspondence, materials on exhibit development and revisions, NMHM press coverage, and ephemera. Also includes background research on anatomical exhibits, HIV/AIDS, and institutional history.

**SERIES 002: EXHIBIT ADMINISTRATION—CAREY**

This series includes museum meeting and policy information and exhibit administration materials.

**SERIES 003: FACILITIES MANAGEMENT—CAREY**

This series includes facilities management documents along with coverage of the AFIP strategic planning process.
BOX AND CONTENT LIST

SERIES 001: EXHIBIT RECORDS—CAREY

Box 001:

00002: Exhibit on Mental Health (1991)
00003: Equipment in Doctor’s and Dentist’s Offices, 1880-1910, List (ca.1991)
00009: Human Growth, Reproduction and Development Exhibit Revised Script (5/6/92)
00012: Human Growth, Reproduction and Development Exhibit Revised Script, Research (6/92)
00018: The Human Body in Life Revisions: Heart (ca. 1992)
00024: The Human Body in Life Revisions: Gastrointestinal (ca. 1993)
00028: Exhibit Corrections/Redesign (1992-1994)
00030: Temporary Exhibits (1993)
00031: Brain, Neuropathology and Mental Health Exhibit Proposals and Related (12/92)

Box 002:

00001: Art Exhibition by the Mentally Ill Materials and Background (1993)
00002: NCI Closing in on Cancer Exhibit (1993-1994)
00005: AIDS Theatre—Reality Check Video (1994)
00007: DNA Exhibit Overview and Memos (1993)
00008: Substance Abuse Theatre Info (1993)
00009: Electrodiagnostic Medicine—Exhibit Proposal and Correspondence (1993)
00010: Labels for Museum Paintings (ca. 1993)
00011: Smoking Exhibit—High Techsplanations (1993)
00012: Recreating the Knee: The History of Knew Arthroplasty, Alan Hawk (1993)
00013: Civil War Medical Illustrations Exhibit Material w/Slides (ca. 1994)
00014: Heaton Pavilion Proposal (ca. 1994)
00015: Museographs: The Art History Periodical of World Culture (1994)
00016: Civil War Questions and Answers (1994)
00017: Ellis Island—Keepers of the Gate Exhibit Development (1994)
00018: AIDS Exhibit—Research/Pamphlets Info (1994)
00022: HIV/AIDS Articles—Background Research (1994)
00023: Wogaman and Personal Perspectives Script for AIDS Exhibit (1994)
00024: Wogaman Photos (1994)
00025: Living in a World With AIDS—Exhibit Script Development (1994) [1 of 2]
00033: Museum Gallery Photo Project (1996)
00035: Lincoln Retrofit (1996)
00036: MER Exhibit Controversies Seminar (1996)
00037: What is the Brain?—Exhibit Proposal (1996)
00038: Brain Hologram Exhibit Proposal (1996)
00039: Research Matters: Knee Injuries Exhibit Development and Background Material (1996)
00040: The Book of the Body Exhibition and Transcriptions (1996)
00042: Jill Lions Showing—Exhibit Committee Follow-up Memo (4/96)
Box 003:

00002: Women’s Health Project Prototype: Pregnancy and Fetal Development (1996)
00005: Vietnam Case Edits (ca. 1997)
00007: Just Say Know—Kids Program (1997)
00009: From Radium to Radiation: The Past 101 Years—Exhibit Project (ca. 1997)
00011: Stopping the Great Killer: Advances in Sanitation in Field Hospitals—Project (ca. 1997)
00012: Making Bodies Whole: Prosthetic Technology in America—Exhibit Project (ca. 1997)
00013: New Hope for the Heart—Exhibit Project (ca. 1997)
00014: The Miraculous Discovery of Insulin—Exhibit Project (ca. 1997)

SERIES 002: EXHIBIT ADMINISTRATION—CAREY

Box 003:

00021: “A Brief History of the Numbering System of the NMHM, AFIP” (1/17/90)
00028: Exhibit Policy and Procedures (1993)
00030: NMHM Exhibit Master Plan (1995)
00031: Smithsonian Traveling Exhibition Service Info (1995)
00032: Exhibit Development Info (1995)
SERIES 003: FACILITIES MANAGEMENT—CAREY

Box 004:

00001: Exhibit Floor Changes and Repairs (1992-1996)
00003: Photographic Services and Purchase Requests (1994-1995)
00004: Lobby Photos (1994-1996)
00005: Benchmark Butterfly Bookmounts Instructions
00006: Electronic Security System for Lincoln Case
00007: WRAMC Energy Conservation
00008: Museum Web Page Topics
00009: Mount Making, Benchmark (1994)
00010: OSHA (1994)
00015: Purchase Requests/Computers (1994)
00018: AFIP Users Guide for MEIS Maintenance Services for the Heart Exhibit (4/95)
00019: AFIP Users Guide for MEIS Maintenance Services for the Kidneys Exhibit (4/95)
00023: Portico Accident (1996)
00024: Museum Benches (1996)
00025: Museum Lighting Inventory (1996-1998)
00027: Museum Floor Plans (1997)
00028: Smithsonian Exhibit Cases (1997)
00029: Capital Furnishers—Museum Front Doors (1997)
00031: Case Cleaning and Exhibit Maintenance (1997-1998)
00033: South Wing Renovation (1997-1998) [1 of 2]
00035: Strategic Plan—Logistics (1997)
00036: Strategic Plan Themes (1997)
00037: Strategic Plan—AFIP—Executive Summary (1997)
00038: AFIP Facilities—Strategic Planning (1997)
00040: AFIP/Museum Strategic Plan Program for Design (1998)
00041: AFIP Facilities—Strategic Planning (1998)
00042: Case Access Information (1998)
00046: ART-SORB Exhibition Cases (1999)
00047: Y2K Compliance/Problems (1999)