



## About the Libraries

In order to use the full range of services, staff must register with the library; please email us for a registration form, or download one from the library website.

If you have previously registered with another NHS library in the Southern (SWIMS) region, your membership will simply be transferred to this Trust.

### Facilities at Wexham

- ✓ PCs with network and internet access and unencrypted USB ports
- ✓ Printers, scanners, self-service terminal, photocopiers and an internal hospital telephone
- ✓ Meeting room with 3 PCs, a Training Room with 8 PCs and a touch screen monitor available for training or presentation purposes

### Out of Hours/Self-Service Access

If required, we can arrange 24 hour access at Wexham via your Trust ID badge, or a generic card (non-Trust staff). A £10 refundable deposit will be required for non-trust ID badge swipe-cards. Contact the library for more information.

### Charges

- Copying/printing - free of charge if work-related, 5p per sheet otherwise. *(Copyright law must be respected. All copying/scanning is self-service).*
- Replacement of lost library cards – £2
- ILLs – first 30 per year are free, after which there is a charge of £5 per item
- Lost out-of-hours non-Trust ID swipe-cards/keys - £10 deposit retained
- Overdue books – no overdue fines
- Lost or non-return of books – cost of replacement, plus £10 admin fee.

Please see library website for T&Cs, rules, user charter and more.

***In 2018, our users rated our service as either “Excellent” (77%) or “Good” (23%)***

We want your feedback! If you are a member of the library we would like to know about your experience. Please let us know via our feedback forms in the library, taking part in our annual survey, or email us at [fhft.wxlibrary@nhs.net](mailto:fhft.wxlibrary@nhs.net).

# Library and Knowledge Services

*Right Evidence Right Decision Right Now*



## Wexham Park Hospital John Lister Education Centre

01753 634857

[fhft.wxlibrary@nhs.net](mailto:fhft.wxlibrary@nhs.net)

9am – 5pm Mon-Fri

Website: <https://www.fhft.nhs.uk/careers/library-services>

Catalogue: [www.swims.nhs.uk](http://www.swims.nhs.uk)

 [@fhft\\_libraries](https://twitter.com/fhft_libraries)

# Services

The following services are available to registered library members. Please contact the library at Wexham for more details.

## Book Loans



Members can borrow up to 8 books at a time; the loan period is 4 weeks, with 2 renewals (as long as the book hasn't been reserved by another member).

You can view our online catalogue at [www.swims.nhs.uk](http://www.swims.nhs.uk).

We have a self-issue unit in the library, and there is a returns box situated outside the main Education Centre doors.

## Journals

We have a small print archive of journals at Wexham, but the vast majority are online, accessible with an OpenAthens password.

*The following services are only available to trust staff:*

## Inter-Library Loans

If a book or article is not available online, or we do not hold the item in the library at Wexham, we can order them via our inter-library loan service. Please email us with your request details, or submit an online form via the library website (Conditions apply; please ask for more details, or see our website).

## Training (1-to-1 or group sessions)

**Search Healthcare Databases** - training includes how to access healthcare databases such as Medline, EMBASE and CINAHL as well as how to create a search strategy and build a search using keywords, phrases and limits.

**Study Skills Sessions** - for anyone doing postgraduate CPD courses. Sessions cover: Referencing, Critical Appraisal, Databases and Literature Searches, Academic Writing, Time Management.

**Introduction to Critical Appraisal** - basic critical appraisal tools and introductory statistics.

## Evidence Searches

The library can carry out evidence searches upon request. Please contact the library for more information, or fill out the request form on the library website.

# Current Awareness Services

## HDAS Alerts

Updates about new content which matches a search strategy in the Healthcare Databases Advanced Search (HDAS). Please enquire for more details.



Current Awareness Service available via the Library and Knowledge Service.

- High level evidence within your chosen field
- Targeted to your specific professional interests

NB. Current library registration is required to sign up for KnowledgeShare and you must be eligible for an NHS OpenAthens account.

## OpenAthens Resources

An OpenAthens password will give you access to e-resources provided by NHS England, the regional LETB and the Trust. To register free for a password, go to: <https://openathens.nice.org.uk> and complete the online form.

Some of the available resources which you have access to via your OpenAthens username and password are:

ClinicalKey®



UpToDate®

The Royal Marsden Manual of  
Clinical Nursing Procedures

BMJ Learning



Anatomy.TV

BMJ Best Practice

For further information on these and any other resources, please contact the library.