



# Library Services for MBChB Students Based Out Of Auckland

Jan 2017

## LOCAL DHB LIBRARY

When you are hospital-based, get to know about the local DHB Library and the services they can offer - this will assist with many of your library needs.

## PHILSON LIBRARY

Continue to use Philson's **online resources** as usual – databases, point of care tools, e-books etc.

Use the Library's **Flexible Service** (see details later) to request delivery of **print resources** eg, books not available online.

Megan Clark (Philson Library Manager) is your Subject Librarian, she is happy to help with any problems or questions – eg, if you can't get a book back to Philson on time!

Email: [mp.clark@auckland.ac.nz](mailto:mp.clark@auckland.ac.nz) Phone: (09) 3737599 ext. 86130.

Alternatively: contact Sue Foggini, [sm.foggini@auckland.ac.nz](mailto:sm.foggini@auckland.ac.nz) ext. 86123.

## YEAR 4-6 READING LIST

Details the main readings for each attachment. Where possible, online access is provided. For those only available in print, click the title to view details, you can **request delivery** via the Flexible Service.

Find this list via the Library website (Note: it should also be linked in Canvas):

<https://www.library.auckland.ac.nz/> >> type *reading lists* in the Search everything box >> click the *Talis – reading lists* link >> search for *mbchb* >> find the list called *MBChB Year 4-6, Megan Clark (Full Year 2016)*

At the top of the list are links to a range of *Point of Care Tools* - these are useful to provide a "second opinion" to Up-to-Date:

### **Dynamed** and **Best Practice**

These are similar to Up-to-Date ie, more like an extensive electronic textbook with "chapters" on a wide range of clinical conditions.

### **ClinicalKey** and **OvidMD**

These both include many different resources (eg, extensive ranges of full text e-books, full text journal articles, article references from Medline, guidelines, images, drug information) which can be searched all together, or individually.

## LIBRARY FLEXIBLE SERVICE

Allows you to request delivery of library resources:

- *Borrowable books* (and other items eg, DVDs) that you identify and request through *Library Search-The Catalogue* may be couriered to your home, or another nominated **street address** – no cost for delivery, but you pay return costs.
- Copies of *articles in print-only journals* and *chapters from print books* that you identify and request through *Library Search-The Catalogue* will be scanned and emailed as PDFs – no cost.

### A) REGISTER FOR FLEXIBLE SERVICE

You must register and be approved for Flexible Services by the Library *at the start of each Semester* to use the Flexible Service. To register:

From the **Libraries & Learning Services** homepage: <http://www.library.auckland.ac.nz/>

- Click **About >> Borrowing >> Flexible Service >> Register for Flexible Services.**
- .. For **Eligibility Justification**, put a brief reason eg, “*On full year clinical placement at Waikato*”  
.. **Delivery address** must be a street address (for the courier), so usually your home address.  
**Note:** Whangarei-based students may elect to have delivery to Whangarei Hospital – use this address: Your Name, C/O Northland DHB Staff Library, 2nd Floor Whangarei Hospital, Hospital Road, Whangarei 0110 (books go to the hospital library, you are notified when to collect them).

### B) SIGN IN / REQUESTING

You may request books (and other borrowable items) you find in Library Search-The Catalogue that are *On loan* (Recall) or *Available at...* any University of Auckland Library. You must first **sign in** to My Library Account with your **Username and Password** to activate the Request options.

Find **Sign in** at the top right of the Library homepage or the Library Search page. Search for and locate the book/other item you want in The Catalogue; below the item details, click **Find in Library.**

- EITHER: Select **Get item**, for delivery of books etc showing as **On Loan** or **Available at...**  
OR: Select **Get Part**, to request pdf of a chapter or article. Enter chapter/article details in the **Part to Digitize** box (it will expand to fit all the details).

- Select a **Pickup Location** - choose **Personal Delivery - Home Address** for delivery by courier to the address you registered with.
- **Note:** If **Personal Delivery** option is missing, email [philson.iclds@auckland.ac.nz](mailto:philson.iclds@auckland.ac.nz) with **Flexible** as subject.
- Or - Choose a library from the list if you wish to pick up the item in person.

City
ARCHITECTURE LIBRARY
DAVIS LAW LIBRARY
ENGINEERING LIBRARY
FINE ARTS LIBRARY
GENERAL LIBRARY
GENERAL LIBRARY SPECIAL COLLECTIONS
KATE EDGER SHORT LOAN
MUSIC LIBRARY
Epsom
EPSOM LIBRARY
Grafton
PHILSON LIBRARY
Tai Tokerau
TAI TOKERAU LIBRARY
Tamaki
TAMAKI LIBRARY
<b>Personal Delivery</b>
Home Address

- If the street address where you want the book couriered is **different to** the courier address you registered with, enter the different address in the **Comment** box – eg, Northland students temporarily at a rural site (Rawene, Kaitaia etc). In this case, use a local street address where the book should be sent (ensure you will be there to receive it, and haven't left for another location).

### Trauma and the soul : a psycho-spiritual approach to human developo

Donald Kalsched 1943-

London i.e. Hove, East Sussex, England ; New York : Routledge 2013.

● On Loan.

Find in Library Details Browse shelf Reviews & Tags

The University of Auckland

Details of title you requested:

Material Type:

Loan period:

Pickup Location:\*

Not Needed After:

Comment:

- . Include a "not needed after" date if you wish. .
- . Enter a new courier (street) address into the **Comment** box (it will expand), if different to your registered courier address.
- . Click **Request** to submit your request.

➤ Click **Request**.

**NOTE:** A book/other item you have borrowed may be recalled by another student. When this happens, you will be emailed a new (shortened) due date. The recalled item must be returned by the new due date.

## C) MANAGING ITEMS ON LOAN

- Undergraduates may borrow up to 25 books/other items at any time and Postgraduates 50 items.
- **Sign in** to My Library Account regularly to check what you have on loan and when it is due back.
- **Renew** items before the due date via **My Library Account**. No renewals via telephone or email. You cannot renew items on limited loan, or items that have been recalled.
- Check your **university email** regularly for **all library notices**, eg **Change of due date** notices.
- Ensure **returned** items reach the library by the due date.
- Return borrowed items in person, or to the Library by trackable **courier** service. Courier items to:

Flexible Medical, Philson Library  
Faculty of Medical and Health Sciences  
85 Park Road, Grafton, Auckland, 1023

**Note: Northland students** may return items to UoA's Tai Tokerau Library, L Block, 13 Alexander St, Whangarei (off Rust Ave) - there is an 'after-hours' return slot at right of library entrance.

## D) FINES & CHARGES

No charge for delivery of items by courier or as an email attachment. However:

- You are responsible for all items borrowed on your library card, and for the costs of *returning* borrowable items to the University of Auckland Library before the due date.
- Items delayed or mislaid while being returned to the Library are your responsibility and may incur *overdue fines*. You are also responsible for *replacement costs* for lost items.
- Requested (recalled) items incur fines of \$3.00 a day for late return.

For further information - from the **Libraries & Learning Services** homepage:  
Click **About** >> **Borrowing** >> **Fines**

## E) CONTACT FOR FLEXIBLE SERVICE

Patrick Graham, Library Flexible Service

DIRECT DIAL: (09) 923-6125 EMAIL: [philson.iclds@auckland.ac.nz](mailto:philson.iclds@auckland.ac.nz) with *Flexible* as the subject.