



Library Services for MBChB (Year 5 & 6) Students Based Out Of Auckland

Jan 2018

LOCAL DHB LIBRARY

When you are based at a hospital out of Auckland, get to know about the local DHB Library, their hours, staff, and the services they 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 Phone: (09) 3737599 ext. 86130.

Alternatively: contact Sue Foggin, sm.foggin@auckland.ac.nz ext. 86123.

YEAR 4-6 READING LIST

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

Easiest way to find this list: Google *mbchb*; click the link to *MBChB Portal – Wiki* > Textbooks for Phase 2 and 3.

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

The Flexible Service allows you to request delivery of library resources:

- *Borrowable books* (and other items eg, DVDs) held in the library can be requested by going to the record in *The Catalogue* and signing in. They are 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* can also be requested by signing in to *The Catalogue* – they are scanned and emailed as PDFs at no cost.

A) REGISTER FOR FLEXIBLE SERVICE

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

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

- Click **About >> Borrowing >> Flexible Service >> Register for Flexible Services >> Login.**
- **.. 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 The Catalogue. To make a request:

- The book/other item must be **Available at...** or **On loan** at any UoA Library (On loan items will be recalled)
- You must be **Signed in** to My Library Account with your usual Username/Password (links to **Sign in** are at the top right of the Library or Catalogue homepage, or highlighted in yellow in a full catalogue record)
- You must be in the full catalogue record for the book/other item you want (Find the book/other item you want in The Catalogue and click its title if necessary to reach the full record)

In the **Request Options** section of the record:

- EITHER select **Get item**, for delivery of books/other items
- OR select **Get Part**, to request a chapter or article. Enter chapter/article details in the **Part to Digitize** box (it expands to fit all the details)
- Select a **Pickup Location** - choose **Personal Delivery - Home Address** for delivery by courier to the address you registered with.
But Note: If **Personal Delivery** option is missing, report via email 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
Personal Delivery 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 developor
 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 expands), 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.

- **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 with *Flexible* as the subject.