

SUBJECT: Collection Development: Collection Management

MANUAL: Health Sciences Library Policy & Procedure

POLICY: Collections Management

RESPONSIBLE PERSONS: Library Staff

POLICY

1. The collection shall include a broad range of sources required for the support of clinical, educational, research and administrative needs of the Mount Carmel community including academic, medical, and other health care professionals and MCHS colleagues.
2. In order to enhance and broaden access to the collections, the HSL will maintain its membership in certain organizations including OCLC, OPAL/OhioLINK, The Greater Midwest Regional Library Network, OHSLA, and the Medical Library Association as needed.

SCOPE

1. Mount Carmel HSL collections shall include subjects in medicine and health sciences and those that are closely related to the health sciences.
2. Collections will be designated to support diverse needs of serving MCHS professional medical staff, academic needs of all educational entities and colleagues in general.

CRITERIA

Priorities and limitations shall be placed upon the collections according to specified criteria.

1. Priority shall be given to materials relating to the academic support of educational entities and clinical practice of medicine, nursing and other health sciences related subjects. The collections shall include both print and non-print formats.
2. Limitations of the collections shall include English language materials, materials published during the current 10 years and other materials relevant to specific collections.
3. Collection will reside at Main MCHS Health Sciences Library Location (Mount Carmel West Campus). Other MCHS Health Sciences Libraries located on MCHS operating sites will house a basic reference collection.
4. The collection of the Mount Carmel HSL shall meet the requirements of accrediting, licensing, or regulatory bodies. These shall include but not be limited to: The Joint Commission, The National League of Nursing, The Ohio State Board of Nursing Education and Nurse Registration, The Ohio Department of Health, The Ohio Department of Mental Health, and accreditation academic and medical bodies.

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DEVELOPED BY: Library Staff

DATE: 5/26/03

REVISED BY: Library Staff

6/27/14

REVIEWED BY: Stevo Roksandic

6/27/14

APPROVAL FOR IMPLEMENTATION BY:

DATE:

7/1/14

Ann Schiele

MOUNT CARMEL