

RESOURCE LIBRARY
LETTER OF AGREEMENT
National Network of Libraries of Medicine, Greater Midwest Region

This Letter of Agreement sets forth arrangements made between the University of Illinois in Chicago Library of the Health Sciences, serving as the designated Regional Medical Library for the Greater Midwest Region and _____
In _____ (City/State) which as has agreed to serve as a Resource Library in the Region for the contract period 2006-2011,

The Resource Library agrees

- 1) To assist the National Library of Medicine and the RML in linking non-health sciences libraries in the region with libraries in the Network to improve the general public's access to health information
- 2) To assist NLM and the RML in testing new technologies to improve access to health sciences collections
- 3) To assist in publicizing the activities of the NN/LM program in the region and in fostering cooperation among NNLM members
- 4) To participate fully in the DOCLINE system and keep detailed library profile information in the system up-to-date;
- 5) To contribute their institution's serial holdings data to DOCLINE and submit annual updates of holdings information to the NLM or keep holdings current by updating them online;
- 6) To adhere to network performance standards for fill rate and throughput for interlibrary loan service
- 7) To submit information about resource sharing policies and charges to the GMR when requested
- 8) To share staff expertise with NN/LM members in the region
- 9) To designate an interlibrary loan contact person. This person will be listed in published directories. S/he should be the individual responsible for taking calls relating to interlibrary loans.
- 10) To collaborate with the RML in its program of identifying collections of historical and unique materials related to the health sciences
- 11) To assist the RML in developing and implementing a National Emergency Preparedness Plan
- 12) To provide health professionals and other network libraries with access to journal articles, books and audiovisuals via interlibrary lending mechanisms at a charge per filled request which is in accordance with network policy This includes negotiation of the ability to provide interlibrary loan from electronic journals to the extent possible
- 13) To investigate participation in EFTS, if not already a member and to join this system if feasible

The Regional Medical Library agrees

1. Inform Resource Libraries of policies, procedures and news and announcements directly affecting their institutions and services;
2. Update Resource Libraries about the products and services of the National Library of Medicine and provide assistance and training using them;

3. Solicit input of Resource Libraries as needed regarding regional policies, procedures, and programs;
4. Develop and maintain a regional document delivery policy constant with the "NN/LM Interlibrary Loan Policy" in order to provide access to materials available within the Region and the entire NN/LM;
5. Coordinate DOCLINE participation and activities within the Region;
6. Maintain the Region's Directory and provide the network membership with access to membership data.

This Letter of Agreement is effective June 1, 2006 and will remain in effect until April 30, 2011, unless revised or terminated by mutual agreement or by either party upon 180 days prior written notice.

The University of Illinois at Chicago
Library of the Health Sciences
NN/LM Greater Midwest Region

Resource Library

Institution/Library

Ruth Holst /Date
Associate Director, NN/LM GMR

Director /Date

Susan Jacobson /Date
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