NATIONAL NETWORK OF LIBRARIES OF MEDICINE MIDCONTINENTAL REGION RFP NLM 05-103/VMW

Memorandum of Understanding

Resource Libraries work with the Regional Medical Library (RML) in furthering the goals of the National Network of Libraries of Medicine (NN/LM). They are selected on the basis of the quality and uniqueness of their collections and expertise in meeting the health information needs of the region.

agrees to serve as a Resource Library in the MidContinental Region of the National Network of Libraries of Medicine through the term of the University of Utah NN/LM contract with the National Library of Medicine. The current contract period is May 1, 2006 – April 30, 2011. The resource library agrees to:

Management of Network Services

- 1. Implement special project and state responsibilities of the RML.
- 2. Provide technology staff and infrastructure to support hardware and software necessary for liaison activities, including, but not limited to, connectivity through VRVS, Skype, Breeze and QuickPlace.
- 3. Participate in regularly scheduled meetings of Resource Library Directors.
- 4. Advisory Board service by Director.
- 5. Contribute to an annual review of RML experience by institution's liaison(s).
- 6. Provide information about library staff outreach activities for inclusion in the Outreach Activity Report Form (OARF) system.
- 7. Submit reports and invoices in a timely manner.

Interlibrary Loan and Document Delivery

- 8. Participate fully in the DOCLINE system and keep detailed library profile information in the system up-to-date.
- 9. Contribute institution's serial holdings data to DOCLINE and keep holdings current by updating them online.
- 10. 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 the National Maximum Interlibrary Loan Charge policy. This includes negotiation of the ability to provide interlibrary loan from electronic journals to the extent possible.
- 11. Provide unaffiliated health professionals within [state], with access to document delivery services including fair use copies of electronic materials to the extent possible.
- 12. Adhere to network performance standards for fill rate and throughput for interlibrary loan service.

Information Services

- 13. Support document delivery and reference services for public libraries in [state].
- 14. Participate in the implementation of health professional outreach programs.

- 15. Participate in the implementation of outreach programs to improve the public's access to electronic health information.
- 16. Include NLM resources as part of Resource Library outreach.
- 17. Provide outreach to the public through consumer health resources on the library web site and/or through a consumer health collection.
- 18. Serve as a health information resource for a state or local public health department.
- 19. Provide the facility and host at least one training visit by the National Training Center and Clearinghouse instructors.

This agreement may be amended by written mutual consent, or terminated anytime by the Resource Library or the National Network of Libraries of Medicine, MidContinental Region by giving 60 days written notice.