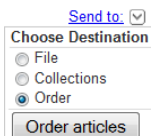


Ordering Articles



After registering for Loansome Doc, use the PubMed **Order** option under the **Send to** menu after conducting a search to **Order articles**.

1. Click the check box next to each citation you want to order; you can move to other pages within your results to select additional citations
2. From the **Send to** drop-down menu (located on the right and above the search results), select **Order articles**
3. After being transferred to Loansome Doc, enter e-mail and password
4. Click **Proceed to Delivery Options** button
5. Review Delivery Options and check the Copyright Compliance box
6. Click the **Continue** button
7. Review order; then click **Send Order**
8. Your order will be sent to the library you selected, which will fill your request and send the article once it is available

Free Articles

Free copies of available articles may be obtained without using Loansome Doc:

- **Free from the Publisher**

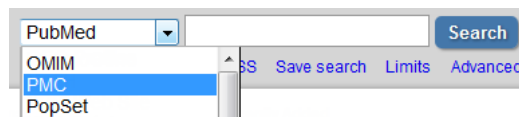


On the left side of the search results screen, look for the **Free full text available** option. Click on the phrase to activate the filter. This limits the results to citations where the full-text article is available free-of-charge, generally from the publisher's website.

Free Articles (cont.)

- **Free From PubMed Central**

Use the drop-down menu to search, *PubMed Central*, (PMC), a free digital archive of full-text journal articles maintained by the U.S. National Institutes of Health; National Library of Medicine.



For More Information

Contact the National Network of Libraries of Medicine (NN/LM), at 800-338-7657 or visit <http://nnlm.gov/>. You will be provided information about libraries in your area with which you may establish an account for the Loansome Doc service. Network members are also listed at: <http://nnlm.gov/members/>.

In Canada, contact the Canada Institute for Scientific and Technical Information (CISTI) at 1-800-668-1222 for information about libraries in your area.



Loansome Doc®

The National Library of Medicine's **Loansome Doc** ordering system allows users to order full-text copies of articles found in PubMed/MEDLINE® from a medical library. It is free to register for Loansome Doc, but local fees and delivery methods can vary. Loansome Doc establishes a relationship between an individual and a library. Then one can easily order articles from a list of citations retrieved in **PubMed**.

Registering for Loansome Doc is easy. If you don't have a Loansome Doc account, visit the Loansome Doc page and click on "Sign Up!" to get started.

<https://docline.gov/loansome/login.cfm>

Don't have a Loansome Doc account?
[Sign up!](#)

Register for a Loansome Doc Account

Follow these steps to register:

- **Select the library:** Search for a library to process article requests
- **Contact the library** to establish an agreement prior to completing the registration process
- Agree to the **terms of use**
- **Enter** your contact information, password, and default ordering preferences
- **Verify** your information

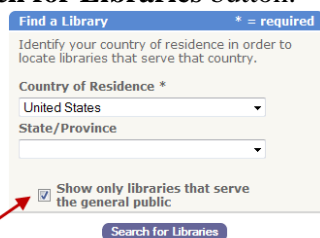
Loansome Doc Help

Visit Frequently Asked Questions (FAQ) at:
<http://www.nlm.nih.gov/services/faqill.html#LD>

Find a Library to Serve You

Over 1,000 libraries provide Loansome Doc services and over 300 libraries provide service to members of the general public. Finding a library that meets your needs is the next step after registration.

Select a **Country of Residence** and the **State/Province** of residence from the drop-down menus. Click the **Search for Libraries** button.



Note: Deselect the check box if you have a library affiliation or are an unaffiliated health professional.

Select a Library

Loansome Doc will display a selection of libraries that provide services based on the Country and State entered.

If you have any questions about the services provided or the cost of articles, contact the library directly and speak with the librarian before continuing with the registration process.

Identify an appropriate library by examining the information provided by Loansome Doc.

- Institution – including physical address and contact information
- City – of the institution
- Delivery Method – used by the library (e.g. e-mail, fax, mail, posting on a website, etc.)
- We Serve – types of patrons served (i.e. those affiliated with the institution, unaffiliated health professionals, and/or members of the public)
- Notes – which may include cost, acceptable payment methods and additional restrictions

Contact Library

Once a Library is identified, note whether it has a blue **Select** or green **Contact** button.

Libraries with a green **Contact** button *must* be contacted before selecting the library. You will need to enter a code in order to begin using the library.

Whether green or blue, always contact the library when setting up a Loansome Doc account. Complete this step by selecting the appropriate category from the User Identification options.

Terms of Use

Review the terms of use for Loansome Doc. The terms of use include a statement of the terms and conditions for use of a product from the National Library of Medicine; the Privacy Policy which governs the use of Loansome Doc; a warning of Copyright compliance; an acknowledgement of the policies, procedures, and fees associated with ordering from the library you have selected.

My Information

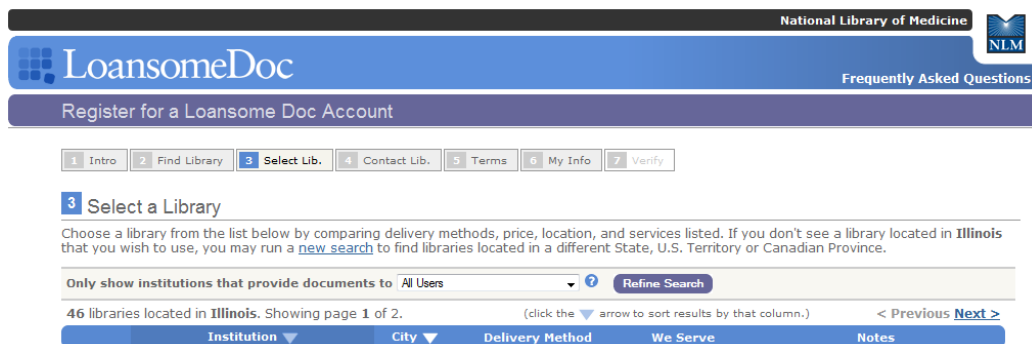
The e-mail address and password will become your log-in for future use of the Loansome Doc system.

Personal information such as name, address, phone and fax numbers will be used to both deliver articles and to create an account with the library and to allow for billing.

You may specify a default delivery method and maximum cost to use for future requests. These preferences can be changed each time you enter the system and submit a request.

Verify

Verify the submitted information.



	Institution	City	Delivery Method	We Serve	Notes
Select	American Hospital Association AHA Resource Center 1LL 155 North Wacker Drive Suite 400 Chicago, Illinois 60606	Chicago	Fax, Mail, Pickup	Affiliated users, Unaffiliated health professionals, Public users	for pricing information, see our web site at http://www.aha.org or call (312) 422-2050
Contact	Blessing Hospital Blessing Health Professions Library Broadway at 11th St PO Box 7005 Quincy, Illinois 62305-7005	Quincy	E-mail (PDF), Fax, Mail, Pickup	Affiliated users, Unaffiliated health professionals	Fee for Interlibrary Loan \$10.