SAINT PETER'S UNIVERSITY HOSPITAL
A MEMBER OF SAINT PETER'S HEALTHCARE SYSTEM
MEDICAL LIBRARY

WiFi is available in the Medical Library, as well as the Medical Library's Computer Room and Quiet Study Room.

Resources and Services

Location: *Medical Library* - Ground Floor, between the Visitor Elevators and Radiation Oncology
Computer Room - Ground Floor, B Wing
Quiet Study Room - Service Corridor, two doors from the intersection of the Ground Floor B-Wing

Hours:

Medical Library - Open to the Public	Monday through Friday 9:00 a.m.- 4:00 p.m., Closed Weekends
Computer Room - Open to the Public	Monday through Friday 9:00 a.m.- 4:00 p.m., Closed Weekends Swipe Card Access 24 hours a day
Quiet Study Room - Swipe Card Access	Open 24 hours a day; access granted by the Medical Library

Telephone: 732-745-8545
Fax: 732-937-6091
Email: mlibrary@saintpetersuh.com
Website: http://www.saintpetershcs.com/MedicalLibrary

Patrons
Anyone with a Saint Peter's University Hospital identification badge is considered a Medical Library patron and may also apply for a library card to borrow materials.

Library Card
Patrons may apply for a library card to borrow library materials. All circulating materials may be borrowed for a period of four weeks, with the exception of Medical Study materials, which may be borrowed for two weeks. Borrowed material may be renewed unless the material has been requested by another patron. No more than ten items may be checked out on a patron's card. Please ask staff about our overdue policy. *Nursing students are not eligible to apply for a library card.*

Journal Collection
The Medical Library has over 300 medical, nursing, and allied health print journal titles in our collection and also provides access to thousands of online journals through our databases. A Journal Holdings List of print titles only is available in the Medical Library. A Journal Holdings list of both print and online journals is available on our website. The Medical Library has a site license for the New England Journal of Medicine (NEJM) and for JAMA (The Journal of the American Medical Association). To access the NEJM, JAMA, or any online journal licensed by the Medical Library from a Saint Peter's computer, no log-in is required. Access from a non-hospital computer is available through our Virtual Private Network (VPN). Please visit the "Databases and Journals" link on our web page for further information on remote access.

Interlibrary Loan Articles and Books
Journal articles and books that are not part of our collection may still be obtained through a variety of library networks. Request forms are available in the Medical Library and on our website. There is usually no charge imposed for an Interlibrary Loan (ILL) article obtained through the network of cooperative sharing libraries. The Medical Library will ask the patron, upon receipt of the request, whether or not they are willing to pay a fee for each article. They may choose to: (a) pay any fee required, (b) not pay any fee, or (c) be contacted if a fee is required. The patron can then agree to pay or cancel the request. A patron who agrees to pay the fee is obligated to do so, regardless of the arrival time of the article. There is usually no fee for a requested book via ILL, however if one is charged, the same payment procedure applies. *Attending and Emeritus Physicians, Nurse Practitioners and Administrative staff do not pay a fee. Also, please note that school-related requests may be made after the patron supplies proof that the material is not available through both their school and public library and their school and public library's Interlibrary Loan departments.*

Database Access
All of the following databases can be accessed on- and off-site: EBSCOhost, (a collection of online medical, nursing and general databases, including CINAHL®Plus with Full Text, Health Source: Nursing/Academic Edition, and Health Business Fulltext Elite), MicroMedex, Pubmed (which includes links to both our library's and Drexel's print and electronic holdings), OVID (which includes Evidence Based Medicine Reviews, MEDLINE and Ovid Nursing), MD Consult, and UpToDate. Please click on the "Databases and Journals" link on our web page for additional information.

Electronic Resources Instruction
Instruction is available for patrons who wish to learn how to use the Library's databases and electronic resources. A list of training classes is emailed periodically to Saint Peter's email account holders, and printed on flyers distributed in the Medical Library and throughout the hospital. Classes are also posted on our website. One-on-one or group classes may be arranged with the medical librarian who can be contacted at x8508.

Literature Searches
Librarians conduct searches of published medical, nursing, and administrative literature designed to meet your needs and objectives. Emergency patient care searches are completed in two hours. Patient care searches can be returned within two business days. Conference and other research related requests are completed within seven business days. Request forms are available in the Medical Library and on our website. *All patrons, with the exception of medical and nursing students, may request a literature search. School-related literature searches are not performed. However, classes on searching electronic resources are available.*

Computer Room/Internet Access
There are two public computers in the Medical Library that provide access to Microsoft Word, Excel, PowerPoint, Access, and Publisher, EndNote, SPSS and the Internet. These same resources are also available on five public computers in the Medical Library's computer room. Located on the ground floor in the B wing corridor (down the hallway from the Medical Library), the computer room door is unlocked when the Medical Library is open. At all other times patrons may use their computer room access code to gain entrance. Printing is available free of charge from all of these computers. The Medical Library, the Medical Library's Quiet Study Room, and the Computer Room also offer free guest Wi-Fi access. *Nurses and Employees are eligible to apply for a computer room access code with approval from their managers.*

Photocopy Privileges
An access code, available from a Medical Library staff member, is needed to make complimentary photocopies of Medical Library materials. The Medical Library charges ten cents for each non-library copy that is made. The Medical Library enforces United States Copyright Office regulations. Only one photocopy of an individual article is permitted. Photocopying of entire books is prohibited. Please contact your respective departments for all other copying. *Attending and Emeritus Physicians, Nurse Practitioners, Administrative Staff, Directors and Managers may also request that the Medical Library staff make copies of library material for them, provided that such copying falls within copyright law and guidelines.*

Personal Book Orders
Patrons may purchase medical and allied health books from the following vendors: Elsevier Medical Publishers which includes Butterworth-Heinemann, Churchill Livingstone, Hanley & Belfus, Mosby, and WB Saunders (20% discount) and Rittenhouse Book Distributors (16% discount). Neither shipping nor tax will be charged. Also, for your convenience, the Medical Library has an Amazon.com account. Although you will be charged the listed Amazon price, your patronage benefits the Medical Library since Amazon gives the Medical Library 5% of all sales generated through our unique Amazon.com link. Depending on the item, shipping may be free and tax may not be charged. Please see our website http://www.saintpetershcs.com/MedicalLibrary/BookOrdering/Default.aspx for further information.

Study Materials
A list of study materials for attending physicians, residents, fellows, medical students, and nurses is available by clicking on the "Catalog" link on the Medical Library's webpage, then clicking on "Virtual Shelves", then "Resident and Student Study Materials" or "Nursing Study Materials". Attending physicians will find board review materials under the "Resident and Student Study Materials" link.

Drexel University Library Access
Saint Peter's Drexel-affiliated physicians and Saint Peter's residents can apply for Drexel University Library access by completing Drexel's "Non-Employee Associate Form". Physicians receive the form from, and return it to, their department chair. Residents receive the form from, and return it to, their respective residency coordinator. The Medical Library also has forms available. Please note that Drexel does not notify individuals when their account is activated. Two or three weeks after submitting the completed form log on to: https://accounts.drexel.edu/ to activate your account and create your password. Please contact us with any questions.

Rewriteable CDs, USBs and Encryption
Rewritable CDs and USBs are available for purchase. Please see a library staff member for a copy of Information Technology's USB Encryption Policy.