

**CENTRAL PENNSYLVANIA
HEALTH SCIENCES
LIBRARY ASSOCIATION**

CPHSLA

www.cphsla.org

**MEMBERSHIP INFORMATION
PACKET**

Revised September 2006

History of the Central Pennsylvania Health Sciences Library Association

"The purposes of the group are to discuss mutual problems, to learn from the presentation of programs, and to encourage interlibrary cooperation." -- Bob Seeds, February 11, 1974

The First Days

A steering committee convened on December 11, 1972. Robert Seeds led the meeting; others in attendance included Mary Rinehardt, Jo Anderson, Judy Hastings and Sue Shultz. The goal of the committee was to define the membership parameters of the organization and to plan the group's first event.

The first official gathering of the Central Pennsylvania Health Sciences Library Association was a dinner meeting on January 16, 1973 at the Host Inn of Harrisburg. Interlibrary cooperation, including a union list of serials, became the foundation of the informal association.

In attendance at the first meeting were:

Bob Seeds, Evelyn Arnold, Lucy Barnhart & Ruby Smith –
Hershey Medical Center
Barbara Bevan – York Hospital
Judy Hastings – Holy Spirit Hospital
Jo Anderson, Mary Rinehart & Genevieve Nicholas – Harrisburg
Hospital
Jennie Hilar – Capital Blue Cross
Emma Angle – St. Joseph Hospital
Sue Shultz – Polyclinic Hospital

CPHSLA Timeline – The Early Days

- May 16, 1974 First membership fee: \$2.00
- September 28, 1976 Mary Rinehart, chairperson, designed the framework for the election of officers and the committee structure.
- April 18, 1977 Bylaws ratified
First slate of officers nominated
Official name adopted
- Summer, 1977 First officers elected:
Jane Karn, Lewistown Hospital - President
Barbara Umstead, Hospital Association of Pennsylvania – VP/President-elect
Betty Curtis, Lebanon VA hospital – Treasurer
Virginia Lingle, Harrisburg Hospital – Secretary
Jean Antes, Robert Packer Hospital – Member-at-Large
- March 27-29, 1979 In conjunction with the Philadelphia and Pittsburgh chapters of MLA, CPHSLA hosted a regional medical library conference. CPHSLA was responsible for all local arrangements. Held at the Hershey Motor Lodge, the conference included 24 exhibitors, 13 speakers and 8 continuing education courses. 204 people attended the meeting, which took nearly 18 months to plan.

Projects

Union List of serials

The creation of a merged catalog of serials was one of the first goals of the newly formed Central Pennsylvania group. Sandy Wood (Hershey Medical Center) compiled, typed and edited the first edition of the Union List of Serials in Central Pennsylvania Hospital Libraries in May 1976. Thirteen libraries contributed holdings information. The list quickly became an essential link in the group's resource-sharing activities. In 1978, with the support and word-processing capabilities of the staff of Capital Blue Cross, the list was revised and enlarged, with 24 libraries participating. The list eventually grew to include the holdings of over 40 health science libraries – and over 7000 titles. In 2003, the inclusion of CPHSLA as a library group in Docline's SERHOLD serial holdings database eliminated the need for the publication of a printed list and the Union List of Serials in Central Pennsylvania Hospital Libraries has been retired.

Resource Directory of Central Pennsylvania Health Sciences Libraries

The first local directory of libraries and staff was compiled by Bob Seeds (Penn State), printed by the staff of Capital Blue Cross, and distributed in April 1978. The second edition was published in 1980. The current membership list is available online at www.cphsla.org. Information in the directory is periodically reviewed and updated by the Special Projects Committee.

Exchange List of Duplicate Periodical Issues

Since 1975 CPHSLA has maintained an exchange list of unwanted and duplicate journal issues. The original list was compiled by Sandy Wood (Hershey Medical Center).

To submit a list at any time throughout the year, email it to cphsla-l@lists.psu.edu or edie.asbury@hsh.org.

Interlibrary Loan Activity

CPHSLA members agree to fill Interlibrary loan requests free of charge to other members of the association. **EXCEPTIONS:** The Penn State Hershey Medical Center and the Geisinger Health System do NOT participate in free ILL exchange.

In order to receive free interlibrary loans from other CPHSLA members, a library must:

1. Have a PAID member in the CPHSLA
2. Maintain their institutional holdings in SERHOLD
3. Agree to provide free loans to other participating members

DOCLINE is the primary vehicle for the transmission of ILL requests.

Routing tables must be reviewed periodically to ensure equitable distribution of requests.

Membership in CPHSLA should be noted on your DOCLINE record (contact the Regional Medical Library for assistance), however institutions should not insert CPHSLA as a group in their routing tables. Instead, member libraries may be added individually to the table.

REMINDER: Penn State Hershey and Geisinger do NOT provide free interlibrary loans.

OCLC – few CPHSLA libraries have direct access to OCLC, however CPHSLA reciprocal agreements should be honored on all requests entered on OCLC.

Telephone – phone requests will be accepted if sufficiently urgent. Telephone requests must be followed by a Docline request prefixed to the lending library. The note “confirming only” or “as per telephone call” should appear in the comment line.

Other ILL issues and responsibilities:

- a. DOCLINE must be checked daily, or as often as possible.
- b. SERHOLD update frequency: to maintain Serhold as a timely and creditable locator tool, CPHSLA

members must review/update their holdings in SERHOLD at least once a year.

- c. FAX/e-mail: Many member libraries provide fax or electronic delivery for rush or standard delivery. CPHSLA members will not charge other members for these "special" delivery options. The DOCLINE record must be updated to include delivery methods.
- d. Loan of originals: Original materials are loaned at the discretion of the lending library. Policies regarding loan period, renewal, overdue fines and recall are to be adhered to by the borrowing library. Liability for lost or damaged materials shall be the responsibility of the mailing library. The lending library may designate required methods of packing, mailing and/or insuring materials.
- e. Turnaround time: All transactions should be processed as expeditiously as possible.
- f. Copyright: The Copyright Act of 1976 (Title 17 of the United States Code) established the responsibilities of interlibrary loan participants. Guidelines are provided by the Commission on New Technological Uses of Copyrighted Works (CONTU) to aid in the interpretation of these requirements.

Libraries that are willing to share resources at no charge with others outside CPHSLA may also choose to join either or both of these networks:

- 1) Basic Health Sciences Library Network (BHSL)
 - Established June 1986 by health sciences library consortiums in Regions 1 (Middle Atlantic) and 2 (New England) of the National Network of Libraries of Medicine
 - Currently no entrance or annual fees to be a member
 - As of October 2006, monthly statistics are no longer collected to determine priority levels for member libraries.

- Contact one of these BHSL coordinators for CPHSLA to join: Edie Asbury at Holy Spirit Hospital (717-763-2664 or easbury@hsh.org) or Cindy King at Lancaster General Hospital (717-544-5697 or ckking@lancastergeneral.org).

2) FreeShare Library Group

- Available to U.S. and Canadian libraries
- No entrance or annual fees to be a member.
- Call NN/LM at 1-800-338-7657 or the Middle Atlantic regional contact listed at <http://nlnm.gov/rsdd/freeshare/> for more information.

Useful Information

Information on becoming a Docline member --

<http://www.nlm.nih.gov/docline/>

Information on joining EFTS for electronic payment of Docline requests not filled free -- <https://efts.uchc.edu/efts/common/index.html>

Information on joining the CPHSLA listserv – Eric Delozier (717-948-6373 or epd103@psu.edu)

Information on joining the Medical Library Association (MLA) --

<http://www.mlanet.org/joinmla/index.html>

Information on becoming a member of the Academy of Health Information Professionals --

<http://www.mlanet.org/academy/acadfaq.html>

Information on joining the Philadelphia Regional Chapter/MLA --

<http://www.mlaphil.org/index.html>

Information on joining PALINET/OCLC for cataloging, resource sharing and cooperative purchasing -- <http://www.palinet.org/>