

## EXETER HEALTH LIBRARY

**Interlibrary loans/document supply cost  
£15 per item (book or article) and £7 per renewal\***

**August 2018**

### **NHS staff:**

- Interlibrary loans and photocopies of items not held in stock will be supplied at **no charge** to NHS staff (*working in the Library's stakeholder organisations - see below*) who are registered with the Library if the items are required in connection with their NHS work-based activity or learning needs. Costs will be met from the Library's budget - provided by the Library's NHS stakeholder organisations\*\*
- Staff who require Interlibrary loans or photocopies in support of coursework or postgraduate research at educational institutions will need tokens\*\*\* in payment for the item. (*NB: Students pay fees to higher education institutions and it is expected that the institution will provide the resources required for their courses.*)
- Staff requesting Interlibrary loans and photocopies in connection with grant-funded research should provide an ILL token\*\*\* with their request or supply the budget funding code of their research account. (*NB: Costs of resources required for research should be included in the grant application.*)

### **Medical School:**

- Staff and postgraduate students should supply an Exeter Health Library ILL token with their request card. **NB** Exeter University tokens cannot be used in payment.
- Undergraduates are not currently charged for document supply if it is for an SSU project. Otherwise, they are encouraged to use the document supply service provided by the University.

\* **NB:** the charge is the same as that charged by the University of Exeter Library service to all their staff and students and is an average of the actual cost paid by the library to obtain items.

### **\*\*Stakeholders** are:

Royal Devon and Exeter NHS Foundation Trust, GP registrars, Devon Partnership Trust, South Western Ambulance Service NHS Foundation Trust, University of Exeter Medical School, Virgin Care.

\*\*\***ILL tokens** (cost £15 each) can be purchased from the Library

**Contact:** Tel: 01392 406800, email: [rde-tr.Library@nhs.net](mailto:rde-tr.Library@nhs.net).

They are only valid for use in the Exeter Health Library.

Carol Giles

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