

AUSTRALIAN
LIBRARY AND
INFORMATION
ASSOCIATION

HEALTH LIBRARIES SECTION
Victorian group

Newsletter no. 35, August 1991

DATES FOR YOUR DIARIES ...

15th October General meeting will involve a demonstration of the AUSTRALIS and STN databases.
Venue to be advised.

28th November AGM and Christmas party
6.00 p.m. and city location
Further details will follow, but good food is assured.

FORTHCOMING COMMITTEE ELECTIONS

It might be difficult to believe, but it is that time of the year again.

1991 has been a happy and productive year for the present committee, but not all committee members wish to stand again in 1992. So we need your nominations.

If you would like information about what is involved with being on the Committee you should ring Enid Meldrum on 03 276 3003 or Joan Martin on 03 380 5978.

Please give it some thought, a term (or two) on the Committee can broaden your professional horizons beyond belief.

Committee positions : President
Correspondence secretary
Minutes secretary
Treasurer
Professional development officer
Publicity officer
Newsletter editor
Committee members (at least two)

A nomination form is enclosed with this **Newsletter**. Nominations should be sent by the 27 September, 1991 to Enid Meldrum, Health Sciences Library, Alfred Hospital, Commercial Road, Prahran, 3181.

Newsletter editor: Anne McLean, Health Sciences Library, Austin Hospital Heidelberg, Vic. 3084. Phone : 03 450 5636. Fax : 03 459 0206.

Any items of interest for the next **Newsletter** should be with the editor by Friday, 18 October, 1991

Newsletter advertising is available (rates upon application).

THE SPP PAGE

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MLA WORKSHOPS IN CONJUNCTION WITH THE CANBERRA CONFERENCE

We have to hand the following information about two Workshops being run in Canberra and Sydney, after the **Achieving Excellence** conference.

Managing reference services

This workshop will be held at the Department of Health, Housing and Community Services, Woden, ACT on Friday, 6 September.

Margaret Gibson-Smith, Medical Librarian, Auckland Medical Library System and accredited MLA instructor will conduct the workshop. Participants at the workshop will receive a MLA Certificate of Attendance for seven contact hours.

The workshop covers needs assessment and services planning, resources (collection input, technology), marketing, performance indicators and quality assurance, staff training, priorities and time management, guides and handouts, reader instruction, and entrepreneurial activities.

Cost : \$ 70.00 ALIA, AAHLIS members
\$100.00 non-members

Limit : 30 participants

Registration forms and further details from : Kay Vincent, Liverpool Hospital Library, Liverpool NSW, 2170. Phone : 02 600 0555.

Collection development workshop

This workshop will be held in Sydney (venue to be advised) on Monday, 9 September, with an optional second day (Tuesday).

Margaret Gibson-Smith will also conduct this workshop.

Day 1 covers the principles and functions of a collection development policy, content, format, adoption and implementation, and collection assessment. Those who would like to make a start on writing their own policy may wish to attend on Tuesday, when Margaret will be available for individual assistance.

Cost : \$ 70.00 first day only ALIA members
\$100.00 both days ALIA members

Limit : 30 participants

Registration forms and further details from : Marion Steele, A.W.C.H. Library U.W.S.-Nepean, Hawkesbury Road, Westmead, 2145. Phone : 02 685 9317.

ENVIRONMENTAL HEALTH ASSOCIATION - An Association of Health Professionals
for the Environment

Any health professional (including librarians) may join this association and participate in the activities. Presently issues being considered by the association are the health implications of mineral sands mining, and hospital waste. The association holds regular meetings and has a **Newsletter**.

If you wish to join send a cheque for \$40.00 to The Environmental Health Association, PO Box 428, Heidelberg, 3084.

LIBRARY EXCHANGE WANTED

Jo Marshall, Librarian, WEHI recently received the following letter which she has passed on for wider circulation in the **Newsletter**.

Dear Sir/Madam,

I am writing to you because I would like to arrange an international job exchange to a medical library in Australia - Melbourne in particular, and wondered if any of your staff would be interested in the opportunity of working in England.

My current position is Assistant Librarian at St. Mary's Hospital Medical School, London W2 where I have 10 year experience of medical librarianship. My employer is willing to release me for 6 months. As we are a small library with only 5 staff my job covers all aspects of medical librarianship including online and CD-ROM information retrieval. A particular responsibility of mine is the online MARC cataloguing of c.300 books per annum. As I am the the only staff member with this skill my employer requires that the person with whom I exchange has this skill also. I will be happy to provide more of my career and job details on request. I am also able to offer accommodation and would hope that this would be a reciprocal arrangement too.

I hope that you are able to consider this request and I look forward to hearing from you. If such an exchange were possible I would anticipate that it would probably start in late 1991/early 1992.

Yours faithfully,
Rachel C. Shipton
8 Edward Road
Walthamstow
London, E17 6LU.
U.K.

FROM THE LITERATURE

Selected list of books and journals for the small medical library.

Brandon, A.N., Hill, D.R. **Bull Med Libr Assoc** 1991 Apr; 79(2):195-222.

Abstract

The current financial status of the health care industry is viewed both from its effect on the hospital library collection and the response of the hospital library to the financial crisis. Predecessors of this list have been intended as selection guides for a small or medium-size library in a hospital or comparable medical facility. As the prices of books and journals continue to soar, the secondary purpose as a core collection for a consortium of small hospital libraries or a network sharing library resources may eventually become its primary use. Books (607) and journals (140) are categorized by subject; the book list is followed by an author/editor index, and the subject list of journals by an alphabetical title listing. To purchase the entire collection of books and to pay for 1991 subscriptions would require about \$77,700. The cost of only the asterisked items totals \$29,300.

QUALITY ASSURANCE DEMYSTIFIED:

A PRACTICAL APPROACH

On 30th May, ALIA Health Libraries Section and FLIS Training Pty Ltd presented a very successful workshop which "demystified" quality assurance for 19 participants. FLIS trainers, Meg Paul, Jennifer Evans and Fay Nicholson gave a very clear account of the purpose and application of quality assurance (QA). They defined QA as being the analysis of activities, identification of problems in relation to desirable standards of performance and outcomes, with appropriate action to ensure achievement of the standards. Within this framework, QA must be centred on determining clients' requirements and measuring outcomes to see whether these requirements have been fulfilled. QA provides management with an objective means of assessing the adequacy and value of a product or service.

A QA programme in a hospital library should follow the hospital's own QA process, and should be seen to be a part of the overall system. All library staff should be involved in the process, and all stages should be documented.

Standards are used to define the requirements for all QA activities, thus providing a basis for written policies and procedures, for evaluating end products, for determining quality of services, and prescribing corrective measures. They should be quantifiable, and set at a realistic level which allows measured functions to meet the standards. However, a success rate of 100% may mean that the standards have been set too low.

A QA programme will be developed in four stages:

Assessment determines the library's role within the hospital, measures to be used, required inputs and outputs, and procedures to change.

Planning identifies the procedures to be improved, standards and desired outputs.

Action identifies client's needs, diagnoses existing procedures, identifies problems and develops problem-solving alternative procedures.

Verification ensures that changes have had the desired effect, and measures the improvements against initial performance level and desired performance standards.

Each step in the QA programme must be documented. Standards must be reviewed regularly, and revised when required by changing needs and circumstances, so that QA becomes an upward spiral achieving higher performance standards.

In the latter part of the workshop, participants divided into three groups. Each group analysed a specific problem and devised an appropriate QA programme. These were reported back to the full workshop, and a discussion session helped to reinforce the excellent teaching of the first part of the workshop.

The FLIS trainers were given well-deserved thanks for their hard work in preparing the workshop, and for their excellent standard of presentation.

Sandra Russell
St. Vincent's Hospital.

THANKS ONCE AGAIN TO OUR FRIENDS AT DA BOOKS & JOURNALS

FOR PACKING AND POSTING OUR NEWSLETTER FREE OF CHARGE

CURRY PUFFS AT THE BLOOD BANK

A large group attended the general meeting held at the Blood Bank on July 16th. After feasting on a range of Indian savouries prepared by Tarangini Bansal of the Blood Bank Library, members were able to tour the Blood Bank guided by Tarangini.

The guest speaker for the evening was Virginia Westwood, Information Resource Co-ordinator of the Occupational Health and Safety Authority (OHSA), Workplace Management Division. The Authority is a new organisation which as of July 1st replaced the Department of Labour Occupational Health and Safety Division, and the Occupational Health and Safety Commission. Each regional office of the Authority houses an Information Network Resource Centre which may be used by any interested person, though loans are restricted to Authority staff. Collections include occupational health and safety materials from Australia and overseas. The INFORM database network lists the collected resources of the resource centres, nearly 4,000 items, but can only be accessed by OHSA staff. The head office of the Authority at Nauru House also has a copy of the ANCEL microfiche database which contains the full-text of occupational health and safety documents from around the world including Standards, legislation, recommended practices, guidelines, codes and advisory leaflets.

The Victorian Institute of Occupational Safety and Health (VIOOSH), located at Ballarat University College also houses a comprehensive collection of material on occupational health and safety, currently numbered at nearly 3,000 items including Ballarat University College student theses. Items can be borrowed from VIOOSH. The Occupational Health and Safety Current Contents is produced every second month by VIOOSH and the E.J. Barker Library at Ballarat University College.

A large number of overseas databases provide information on occupational health and safety. Bibliographic databases include HSELINE produced by the Health and Safety Executive (UK), NIOSHTIC produced by the National Institute of Occupational Health and Safety (USA) and CISDOC, a product of the International Occupational Safety and Health Information Centre of the International Labour Organisation. Full text databases include MSDS, CHEMINFO (information in pure chemicals), and Chem Hazard Summaries (documents on selected chemical hazards), all produced by the Canadian Centre for Occupational Health and Safety.

Worksafe Australia are planning a database of Australian occupational health and safety documents, to be made available by dial-up access and on CD-ROM. The database is intended to hold bibliographic records of documents, and full-text records of Material Safety Data Sheets. It will also include the NIOSHTIC bibliographic database, and the Registry of Toxic Effects on Chemical Substances (RTECS), both produced by the National Institute of Occupational Health and Safety (USA). Details and subscription information is available from the National Database Unit, Worksafe Australia, GPO Box 58, Sydney, 2001.

A review of occupational health and safety resources can be found in the paper presented by Dulcie Brooke, Reference Librarian at the E.J. Barker Library, Ballarat University College to the Info seminar 1991, held at the College earlier this year. Entitled "Sources of occupational health and safety information: selecting the source for the level of need", a copy may be obtained by contacting Dulcie at the E.J. Barker Library.

Ruth Lawrence.

HEAPS RELOCATES

Due to restructuring within the Health Department Victoria, the Victorian HEAPS Office (Health Education and Promotion System) has moved down to the Alcohol and Drug Foundation. HEAPS now forms a component of the ADF's Information Service, which is headed up by Helen Scott.

Despite the move to the ADF, however, HEAPS' basic objectives and functions remain unchanged. HEAPS is still a national information system collecting information on health education and promotion programs and resources in all areas of health, and providing a search service for all health sector workers.

HEAPS can be contacted on 03 690 0218.

Alistair King
Victorian HEAPS Co-ordinator

FREEBIES FROM WEHI

On a first in, first served basis, the WEHI library has a supply of each of the following publications available for any library interested:

The chemotherapy of urological and gynaecological cancers / edited by A.T. Van Oosterom.
London : Mediscript, 1991.

Haematopoietic growth factors and the treatment of myeloid leukaemias / edited by Donald Metcalf. Mediscript, 1991.

Current issues in the management of patients with HIV infection / Edited by Susan E. Krown. Mediscript, 1991.

Please make your requests in writing, either by mail or by fax. The Library, Walter & Eliza Hall Institute, c/- PO Royal Melbourne Hospital, Vic. 3050. Fax : 03 345 2580.

DID YOU SEE THIS?

Correction

Medical research in Australia: Top of the pile: the institutes

We apologise for a catastrophic error that occurred in this article by Dr Richard Smith (27 April, p 1006) because of an editorial oversight. In the map on p 1006 Melbourne and Canberra were placed in New South Wales and Canberra was shown on the coast. We reassure our Australian readers that the *BMJ* has no insight into impending political or geographical upheavals and that this is simply an error. For readers unaware of local sensitivities the mistake is equivalent to showing Glasgow in England, Canada as part of the US, or Paris as a suburb of Berlin.

BMJ VOLUME 302 18 MAY 1991

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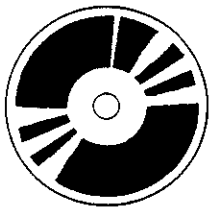
Editor

NLM News
Office of Public Information
National Library of Medicine
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Bethesda, Maryland 20894

AN EDITOR'S PLEA HEARD

Thank you to those who rang/wrote to assure me that yes, there really is somebody out there!

Keep those items of interest rolling in!



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