Frequently Asked Questions

Library Services
Here to help

KING’S HEALTH PARTNERS
Guy’s and St Thomas’ NHS Foundation Trust
King’s College Hospital NHS Foundation Trust
South London and Maudsley NHS Foundation Trust
Joining

Who can join?
King’s College London provides multidisciplinary library services to all NHS staff working for Guy’s and St Thomas’ NHS Foundation Trust and King’s College Hospital NHS Foundation Trust. The service also extends to staff working for the NHS in South East London (including South London and Maudsley NHS Foundation Trust).

How do I join?
3 easy steps to join:

1. To begin pop into the library with your Trust ID Card
2. Then visit the King’s College London security team to get your King’s photo ID card made
3. Return to the library to complete your registration and obtain logins

Is there a Library close to me?
We have libraries with health collections on site at the Guy’s, St Thomas’ and Denmark Hill Campuses as well as near Waterloo. You can access any King’s College London Library. Find out where they are by visiting www.kcl.ac.uk/library/visiting

Can I bring a friend/visitor/relative?
Growing demand on library resources means that we need to restrict access to visitors for most of the year. One-off access can be pre-arranged where a need to consult specific resources is demonstrated. More details can be found under ‘Visiting Us’.

Eresources – your login for ejournals and databases

What is OpenAthens?
NHS OpenAthens is the single username and password for remote access to NHS library resources including ebooks, ejournals and databases.

Registration is straightforward via openathens.nice.org.uk

Self-registration is seamless from NHS PCs or if you use your NHS email address.

If you have difficulties with your OpenAthens login you should contact libraryservices@kcl.ac.uk

What ejournals are available?
NHS staff can access a huge range of ejournal titles. Library Services provide many titles via NHS OpenAthens to maximise anytime, anywhere access. Joining Library Services means you can also access ejournals subscribed to by King’s College London using your King’s login on our computers.

How do I access literature databases?
Databases like MEDLINE are available to NHS staff via www.evidence.nhs.uk
Print + Wi-Fi

Can I print?
Printing, copying and scanning are available from the multifunctional devices (MFDs) located in the Student Computer Rooms and around the libraries.

Use pcfree.kcl.ac.uk to locate them (and available PCs).

How do I top up my print credit?
Credit or debit card – visit printing.kcl.ac.uk (subject to a minimum of £2.00).

How do I access Wi-Fi?
In our spaces you can access The Cloud – a free commercial service that provides guest Wi-Fi.

Build your skills

Free hands-on sessions can help you improve your skills in finding and understanding the evidence.

These run regularly covering literature searching and critical appraisal.

Or follow our e-learning at your convenience.

More details and book online at libguides.kcl.ac.uk/nhs/training
Or book a group workshop with colleagues at libguides.kcl.ac.uk/nhs/bookings

Find out more

Find all the details of Library Services support for NHS staff at libguides.kcl.ac.uk/nhs

Books

What books are available?
Library Services provides a range of books to support you. All our printed books can be located by searching the Library catalogue.

1. Use a catalogue PC, or any device with internet connection library.kcl.ac.uk
2. Make a note of the Classmark.
3. Use a floor plan to match the Classmark to a shelf location in the library.

What if the book I want is at another site?
You can visit any of our Libraries to borrow books but if the book you want is not at your nearest site you can request it online using the Library catalogue and it will be brought to the Library of your choice.

How many books can I borrow and for how long?

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<thead>
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<th></th>
<th>Four week</th>
<th>One week</th>
<th>24hr</th>
<th>Rolling</th>
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<td>10</td>
<td>5</td>
<td>3</td>
<td></td>
<td>10</td>
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What ebooks are available?
A growing range of ebooks are available for NHS staff. Check the library guide for the latest additions libguides.kcl.ac.uk/NHS/ebooks

What happens if you do not have the book I need?
Requests for new books are welcomed, you can fill in details on our suggest a book form:
www.kcl.ac.uk/library/feedback

You can also request free interlibrary loans for items you require more quickly via the library catalogue: library.kcl.ac.uk

Find all the details of Library Services support for NHS staff at libguides.kcl.ac.uk/nhs
Here to help

Useful web links

NHS eresources
www.evidence.nhs.uk

Library Catalogue
library.kcl.ac.uk

Library Search
librarysearch.kcl.ac.uk

Printing account
printing.kcl.ac.uk

Library Guides
libguides.kcl.ac.uk

PC availability
pcfree.kcl.ac.uk

Email us
libraryservices@kcl.ac.uk

Live chat – 24/7
‘Ask a Librarian’
www.kcl.ac.uk/library/contact

Speak to us
020 7848 4440

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