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| **Literature Search Request Form** | | |
| \***Name** |  | **\*Library Membership No. U0\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| **\*Email** | | |
| **\*Primary Reason for search (please select one):** Audit ****Business case **** Care of a specific patient****Commissioning**** Course work/study **** General interest/CPD **** Research/publication **** Service change/guideline/policy **** Teaching/presentation **** Other **** | | |
| **Other reason for search (please tick all that apply):** Audit ****Business case **** Care of a specific patient****Commissioning**** Course work/study **** General interest/CPD **** Research/publication **** Service change/guideline/policy **** Teaching/presentation **** Other **** | | |
| **\*Timescale for receiving results: Priority will be given to searches supporting an urgent clinical need. Please note that we require a minimum of 10 working days for a full search service. Deadlines may need to be negotiated during periods of high demand. In some circumstances (such as patient care or funding bid deadlines) we may be able to offer a quicker turnaround. Phone/contact us directly to discuss needs. Please email** [**library.enquiries@oxfordhealth.nhs.uk**](mailto:library.enquiries@oxfordhealth.nhs.uk) **for confirmation of receipt of urgent requests**  **\*Requested deadline for completion:**      **Date of request:** | | |
| **Search topic** | | |
| **What is the background to this search? How will the results impact on your work?** | | |
| **Please explain precisely what you require. If appropriate, specify the Population, Exposure, and Outcome measures of interest.**  **\*Search Title:**  **\*Search explanation:** | | |
| **Please give any alternative terminology, relevant key words or phrases:** | | |
| **Are there any topics you would like us to exclude?** | | |
| **Search limits – do you wish to restrict results by:** | | |
| **Language English**  o **Any** o | | **Gender:** Male o Female o Both o |
| **Uk studies only?** o **Any** o | | **Human studies only** o **Any** o |
| **Articles published: last 5 years o** **Last 10 years o** **No limit o** | | **Age:** All **o** Newborn (up to 1 month) **o** Infant (1-23 months) **o** Children (2-12 )**o** Adolescent (13-18 ) **o** Adult (19-79 ) **o** Adult (80 +) **o** |
| **Number of results required:**  **Up to 10** o **up to** **20** o **20+**o | |
| **\*Where did you learn about this service? Please tick:**   |  |  | | --- | --- | | **o** Colleague/friend | **o** Library current awareness | | **o** Global email/Trust publication | **o** Leaflet/poster/display/Library Newsletter | | **o** Library enquiry desk | **o** Library Website/Intranet | | **o**Library staff at your workplace/meeting | **o** Trust induction **o** Used the service before | | | |
| **Your declaration** I apply for membership of the Library and Knowledge Service and agree to abide by the [**LKS terms and conditions.**](https://www.bsuh.nhs.uk/library/wp-content/uploads/sites/8/2016/11/Library-terms-and-conditions.doc) I have read the privacy notice and understand that my data will be used in accordance with the General Data Protection Regulation (2018) in library systems used to deliver knowledge and library services to the NHS. | | |
| **Signature** | | **Date** |

**Mandatory Fields\***