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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 5-10 working days for a full search service: librarians may contact you to discuss your search requirements.** **Deadlines may need to be negotiated during periods of high demand.****\*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**  **Any**  | **Gender:** Male Female Both  |
| **Uk studies only?**  **Any**  | **Human studies only**  **Any**  |
| **Articles published: last 5 years**  **Last 10 years**  **No limit**  | **Age:** All Newborn (up to 1 month) Infant (1-23 months) Children (2-12 )Adolescent (13-18 ) Adult (19-79 ) Adult (80 +)  |
| **Number of results required:****Up to 10**  **up to** **20** **20+** |
| **Sharing results:** *We would like to make the results of this search available to other members of* ***KnowledgeShare\*.*** *Please tick if you are happy to share the results:* **Yes No**  |
| **Sharing your knowledge:** *We would like to let other NHS staff know that you requested this search in order to facilitate knowledge sharing. Please indicate who should see this information: \** ***All KnowledgeShare Members***  ***Librarians and staff of your organisation*** ***Librarians only***\*For further information on how your information is used, how we maintain its security, and your rights to access it, read full KnowledgeShare privacy policy at [www.knowledgeshare.nhs.uk/index.php?PageID=help\_privacy](https://www.knowledgeshare.nhs.uk/index.php?PageID=help_privacy) or Library Service privacy policy at <https://www.oxfordhealth.nhs.uk/library/about-us/access/join-the-library/>.  |
| **Where did you learn about this service? Please tick:**

|  |  |
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|  Colleague/friend |  Library current awareness |
|  Global email/Trust publication |  Leaflet/poster/display/Library Newsletter |
|  Library enquiry desk |  Library Website/Intranet |
| Library staff at your workplace/meeting |  Trust induction Used the service before |

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| **I** **the undersigned, agree to my data being held in accordance with the General Data Protection Regulation (GDPR), 2018 on the SWIMS library system and KnowledgeShare.** |
| **Signature** | **Date** |