Northumbria University Students
A guide to using Library services in Northumberland, Tyne and Wear NHS Foundation Trust
Where are we?
Cherry Knowle Hospital
Poplars 1&2
Cherry Knowle Hospital
Stockton Road
Ryhope
Sunderland
SR2 0NB
Tel: 0191 502 5570
Email: stwlibrarydl@ntw.nhs.uk

Northgate Hospital
Northgate Hospital Library
Morpeth
NE61 3BP
Tel: 01670 394 088/01670 394 221
Email: library.enquiries@ntw.nhs.uk

St Georges Park
St Georges Park Library
St Georges Park
Morpeth
NE61 2NU
Tel: 01670 501 786
Email: librarysgh@ntw.nhs.uk
Remote access to your university

- If you have been given a university Athens username and password you may use the Internet to access facilities available to you as a university student.
- You can renew and reserve your library items via the online catalogue.
- You can request the university to send books to your home address.
- You can request an article held within Northumbria University to be sent to your home address.
- Final year and Postgraduate students may obtain interlibrary loans via the university.
- If you need help simply contact the Help Desk (contact details below) or refer to the university website.

Help Desk
Tel: 0191 227 4125
Email: ask4help@northumbria.ac.uk
Website: www.northumbria.ac.uk/sd/central/library/help/

How to become a member

If you would like to use library services you will need to become a member. To do this simply visit any of the Trust libraries and complete a registration form. Please bring your student smartcard and your e-mail address to complete the form. Once you have registered, you will be able to borrow 4 items for 4 weeks plus 4 from some of the other NHS libraries in the local region. You will need to show your university smart card each time you wish to borrow an item. Please contact any of the Trust libraries for further information.

We will send reminders should your items become overdue. Items which are not overdue or required by someone else can be renewed. Should any library items become damaged, lost or not returned, replacement costs will be sought. Please contact the Library staff if there are any difficulties regarding items on loan to you – we are here to help!
Library services and resources
The range of services on offer includes:
• Books, reports, statistics and guidelines on the subjects of mental health, learning disabilities and neuro-rehabilitation.
• Specialist journals (reference only).
• A range of specialist DVDs and CDs.
• Access to the library catalogue available on the internet at: http://library.nuth.nhs.uk
  You can view the holdings of all of the NTW NHS Foundation Trust libraries plus other participating libraries listed on the website. Ask library staff for a password and log into the catalogue to view details of items you have out on loan, renew loans and make reservations.
• Access to computers and packages such as Word and PowerPoint (check access with your local NTW NHS Foundation Trust library).
• Please note only encrypted memory sticks can be used on trust computers.
• Access to the Trust intranet site, which includes library information.
• Help with literature searching.
• Quiet study areas.

Photocopying
Photocopying facilities are available. Any printing or photocopying of non library resources may incur a charge. If you are unsure whether you are allowed to photocopy an item, please speak to a member of library staff.

Accessing electronic resources
Whilst you are on placement in the Trust you are eligible to access and use electronic library resources including electronic books and journals. Access is via NHS Athens username and password (not your university Athens username and password). To register for an NHS username and password go to the NHS Evidence Health Information Resources website at: http://www.library.nhs.uk click on the link “Register for Athens”, then complete and submit the online form. You will need your email address to complete the form.