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**ER -11. An institution that provides a medical education program must provide ready access to well-maintained library facilities sufficient in size, breadth of holdings, and technology to support its educational and other missions.** (Approved by LCME June 2010)

*Annotation: Students, faculty, and others associated with an institution that provides a medical education program should have physical or electronic access to the current and prior volumes of leading biomedical, clinical, and other relevant periodicals, self-instructional materials, and any other information resources required to support the institution's missions, including the educational program. (Approved by the LCME October 2010)*

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- a. Describe the means by which the library services unit:
- i. Addresses institutional faculty and student needs for quiet and collaborative group and individual study<sup>1</sup>.
  - ii. Provides public access workstations and printing
  - iii. Provides wireless and wired network access for individual and group study and for research
- b. List the hours during which the library building and the public access computers are available to faculty members, residents, and students during the academic year.
- c. Concisely describe any improvements in facilities and equipment since the last full accreditation survey that addresses the changing physical and virtual learning environments for medical students and faculty members. Include, for example, the availability of telecommunications technology which links to clinical sites or regional instructional sites, renovated study spaces, use of new technologies, etc.

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<sup>1</sup> Describe how other on-campus study/research space, is configured to meet goals for library and information access as described in ER 4., "including medical student study space; space and equipment for library and information access."

d. Complete the following table, as appropriate, for the library services unit:

Total user seating	
Number of small-group study rooms in the library	
Number of public workstations	
Number of computer classrooms	
Number of computers or workstations in computer classrooms	
Ubiquitous network in library spaces (Yes or No)	
Wireless network in classrooms and study spaces? (Yes or No)	
Other (specify)	

e. Complete the following table showing library collections for the current and preceding two academic years:

	Current Academic Year	One Year Prior	Two Years Prior
Number of all currently received serial titles in all formats (e.g., print, electronic, audiovisual, etc.) paid for or otherwise linked for access by your library			
Number of book titles (all formats)			
Number of health/biosciences-related databases accessible			
Total collection expenditures			

f. Provide:

The number of externally-obtained documents provided for library users, e.g., via interlibrary loan for the current and preceding two academic years	Current Academic Year	One Year Prior	Two Years Prior

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**ER-12. The library services at an institution that provides a medical education program must be supervised by a professional staff that is responsive to the needs of the students, faculty, and others associated with the institution.** (Approved by the LCME June 2010)

*Annotation: The library staff serving an institution that provides a medical education program should be familiar with current regional and national information resources and data systems. (Approved by the LCME October 2010)*

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- a. Give the name and year of appointment for the director (s) of the library unit and the title of the person to whom each reports. Note any other schools or programs served by each director.
- b. Briefly summarize any campus-wide, regional and/or national consortium agreements that extend the library's access to information resources. Describe whether the library interacts with other university and affiliated hospital libraries and the means by which those interactions take place.
- b. Complete the following table describing FTE staffing for the library unit:

	Library Services
Number of professional staff	
Number of paraprofessional staff	
Number of support staff	
Number of student or hourly support staff	
Number of other staff (specify)	

- c. Describe the mechanisms used to assure the ongoing development and maintenance of the professional skills of staff members in the library and information services units.
- d. Describe the means by which the library unit supports medical education. How does the library interact with other education support units (e.g., the information services unit, the office of medical education or curriculum planning group)? Describe the ways in which staff members in the library and information services units are involved in curriculum planning and curriculum delivery. For example, do library services staff members teach in any courses that are required for medical students or serve as members or ex officio members of the medical school curriculum committee or subcommittees?

- e. Describe the methods used to provide faculty members, residents, and students with access to library resources from off-campus sites.