

APPENDIX B
PROCEDURES FOR LIBRARIES TO APPLY NEW YORK STATE
MEDICAL INFORMATION SERVICES PROGRAM (MISP)
FUNDING FOR MEDICAL INTERLIBRARY LOAN

New York State provides funds to the Reference and Research Library Resources Systems to improve access to health information to benefit the residents of New York State. The **Medical Information Service Program (MISP)** subsidizes applicable lending fees for interlibrary loan of medical, clinical and consumer health information supplied by the National Network of Libraries of Medicine (NN/LM) including the National Library of Medicine. The program is administered regionally by Southeastern NY Library Resources Council.

Please call Southeastern (845) 883-9065 for further information or if you have questions.

When a patron requests medical or health care information resources that are not available locally, they may be borrowed from participating libraries in the National Network of Libraries of Medicine. Any relevant lending fees assessed by NN/LM libraries can be covered by MISP. ILL requests may be placed in several ways, as explained below. **No matter which method you choose, the books and articles are loaned/provided free-of-charge through the New York State Medical information Services Program (MISP) funding.**

Methods for requesting medical ILLs:

- **Refer requests to Southeastern:** The Southeastern NY Library Resources Council places medical ILL requests on behalf of libraries in the region via the DOCLINE® interlibrary loan system. Library staff at all regional libraries can use the ILL referral form found on the Southeastern website.
<https://www.senylrc.org/illrequest>
- **Refer requests to your public or school library system ILL staff:** School and public libraries may refer medical requests to their library system interlibrary loan staff for referral to Southeastern.
- **DOCLINE®** is the National Library of Medicine's automated interlibrary loan (ILL) request routing and referral system. Some academic and special libraries and most of the hospital libraries in the Southeastern region are DOCLINE participants, allowing them to place requests directly to NN/LM libraries. DOCLINE libraries may also participate in EFTS.

Library type	Methods for Requesting Medical Requests ILLs Subsidized through MISP				
	Refer to Southeastern via web form	Refer to Southeastern via OCLC*	Refer to Southeastern via ILLiad*	DOCLINE*	Refer request to public or school library system staff
Academic	✓	✓	✓	✓	
Public	✓	✓			✓
School	✓	✓			✓
Special	✓	✓		✓	
Public and school library system ILL staff	✓	✓			
Hospital	Use existing procedures for DOCLINE and EFTS.				
	*Library must be a participating library in this ILL system.				

SENYLRC applies MISP funds in three ways:

- pays the NN/LM lending library directly;
- deposits funds in the borrowing library's **Electronic Funds Transfer System (EFTS)** account;
- processes the request via Docline or OCLC on behalf of the borrowing library if it does not have an EFTS account.

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