

Hi- Tech Medical College & Hospital

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Central Library

INFORMATION BOOKLET

2015

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1. Introduction

The central Library is located in front of Principal office in the ground floor of this College building. It has a floor area of 650 Sq. ms in the ground floor and an additional area of 600 Sq. ms in the 1st floor. Thus the total service area comes to 1250 Sq. ms. Both floors are internet connected. The library is well equipped and Air conditioned. It provides a good ambience and free from noise.

The library circulation counter cum Reception area is at the entrance of the library. Electronic devices are used in this counter for handling books taken from the library or received.

The library has text and reference books as well as journals. All the library facilities and services are supported by qualified and efficient staff members who provide information services to the users. The library provides on-line public access catalogue (OPAC) facilities for easy search for the faculties and students.

All library operation services have been automated using windows based technology.

2. Library Hours:-

Opening Time and closing time: 9 a.m.to 10Pm. on all working days including Sunday.

During Examination: 9 a.m. To 12 midnight.

3. Holidays:-

All National holidays including Saraswati puja and Ganesh puja(Ganesh chaturthi)

4. Purpose of the Library:-

- To help faculties and students for better management of clinical information, which improves their treatment of patients and the management of their practices.
- To encourage rigorous evaluation of information management systems particularly with respect to patient care.
- To empower faculties and students to shape the development of information management projects.
- To create enthusiasm among faculties and students by demystifying clinical management and professional knowledge.
- To help faculties and students understand the information demands that will be made of them
- To consider how information management can enhance faculties and students relationship with patients and public.

5. Objectives:

1. To find out the relative importance of varied information sources consulted by the faculties and students.
2. To find out the nature and degree of constraints experienced in the process information seeking by the faculties and students .
3. To discover the principal information needs and resources utilized for obtaining the desired information by them;
4. To assess the extent of their knowledge and cooperation prevailing among themselves relating to their day to day information needs;
5. To examine the limitations, if any, of the existing library facilities and services made available to them;
6. To examine their approaches to varied information sources and /or for locating the information in need;

7. To ascertain both collection of the respective library and information centers on which they depend;
8. To find out the various types of documentary sources used by them and the degree of their dependence on libraries;
9. To identify the quantum of time spent by them in reading ;
10. To investigate their habit of subscribing to journals as well as news papers ;
11. To find out explanation of observed phenomena and prediction of behaviors; and to find out the wage and means for a better information related situation for development of skills in their profession.

6. Software used:

The automation of library activities in the central Library has been established in full swing in order to fulfill the expectations of the faculties and students and authorities in terms of application to all the library activities services and other relevant aspects. The LMS in house software has been developed by the programmers of Hi-tech groups, which operates on Windows 2007 server SUSE-Linux with PHP,J Query and POSTGRESQL database. The software has excellent operational modules for transactions, query, Administration, reporting, search etc.

7. Library sections:-

1. Property keeping section
2. Reception and circulation counter
3. Internet browsing centre (32 terminals)

4. Journal section
5. Chief librarian
6. Librarian
7. Xerox (Reprographic)
8. Technical Section
9. Internal reading area (seating capacity 150)
10. External reading area (seating capacity 150)

7. Services of the Library

- Library stores presentation material such as C.D. writing, scanning and laser printing computer based services – Internet browsing, facilities for preparing services are provided to the staff and students of HMC. The library also provides computer based service for project work and dissertation work for physicians.
- Audio-visual services – Audio-visual services are provided to the staff and students of the college.
- Reprographic services – Xerox photocopying services provided to the students and staff.

- Book Bank facility – The book bank facility is also available for students and staff.
- Other services of the library – The reference services, computer based search services, Bibliographic Services, Medline services, Current awareness services and Inter library loan services are available in HMC. Library also provides information and reference to the physicians of other institutions as and when they visited to the library of HMCH. The concerned a department library with small collection of books only.

9. Procurement of Non-book and Audio Visual Materials:

Sr..No	Non-Book and Audio Visual Materials	Quantities
1	Compact Disk (CD)	365
2	Computer in Library	36
3	Scanner	01
4	Printer	01
5	Laser Printer	01
6	Dot-matrix Printer	01
7	TV and VCR	01
8	LCD Projector	01
9	Xerox machine	01

10. Procurement of daily News Papers-

1. Regional newspaper-07

2. English newspaper- 05

Sr. No	English	Oriya
1	Times of India	The Samaj
2	The New Indian Express	The The Dharitri
3	The Hindu	The Sambad
4	Telegraph	The Samay
5	The Pioneer	The Prajatantra
		The Prameya
	Grand Total	5+6=11

11. Details of books: 10189

Central Library-

Non-Clinical Books				
Sr. No.	Department	No. of Books	Titles	CD-ROM
1	Anatomy	590	125	70
2	Physiology	492	89	2
3	Bio-Chemistry	480	75	2
	TOTAL	1562	289	

Sr. No.	Department	No. of Books	Titles	CD-ROM
1	Community Medicine (S.P.M.)	457	87	12
2	FMT	308	62	1
3	Pathology	570	83	86
5	Microbiology	499	96	8
6	Pharmacology	373	105	9
	TOTAL	2207	465	
	Clinical Books			
Sr. No.	Department	No. of Books	Titles	CD-ROM
1	TB & Chest	272	59	2
2	Obstetrics & Gynecology	435	62	24
3	Pediatrics	439	62	10
4	Ortho	442	72	16
5	Medicine	335	84	21
6	ENT	296	39	6
7	Anesthesia	275	41	2
8	Radiology	236	44	18
9	Cardiology	117	37	21
10	Gastreology	113	42	
11	Surgery	463	33	25
12	Neurology	108	45	
13	Psychiatry	263	52	
14	Ophthalmology	317	51	32
15	Skin & VD (Dermatology)	264	47	6
	Total	4367	770	
Sr. No.	<i>Other Departments</i>	No. of Books	Titles	
1	Dictionary	45	12	
2	MEU (Medical Education Unit)	23	17	
	Total	68	29	
	Grand Total Books	8212		

No. of issues to Departmental Libraries-1977

Sr.No.	Name of the Department	Book holding
1.	Anatomy	117
2.	Biochemistry	112
3.	Physiology	102
4.	Microbiology	122
5.	Pharmacology	95
6.	Pathology	102
7.	F.M.T.	168
8.	Community medicine	147
9.	E.N.T.	91
10.	Ophthalmology	97
11.	General medicine	157
12.	Skin & VD	81
13.	Psychiatry	84
14.	General surgery	115
15.	Orthopedics	110
16.	Radiology	81
17.	Anesthesia	82
18.	O & G	117
19.	Pediatric	105
20.	TB and Chest	81
	Total	2091

13. Details of Library Staff members-

<u>Sr. No.</u>	<u>Name of the Employee</u>	<u>Designation</u>	<u>Qualification</u>
1.	Mr.K. K. Mahapatra	Chief Librarian	MLISC
2.	Mr. R.K. Swain	Librarian	MLISC
3.	Mrs. A. Jena	Deputy Librarian	MLISC
4.	Anusya Dutta	Asst. Librarian	MILSC
5.	Mr. S.K. Nayak	Library Asstt.	BLISC
6.	Mr. Pitabash Bhoi	Library Attendant	HSC
7.	Mr. Abhina Barika	Sweeper	8th
8.	Mr. Chita Ranjan Sethi	Peon	8th

14.Librarian's Day:

In remembrance of Dr. S.R.Ranganathan (1892-1972), who is called as father of library science in India for his dedicated work towards library science and spearhead library movement in India, We have been celebrating the National Librarian's Day on August 12th in each year.

15.Book Exhibition:

The central Library has organized book exhibition by the order of authority of this institution on 20th Aug. 2014 to 25th Aug.2014.All the faculties of different departments selected the books for their departmental libraries and also for

central Library. The various Publishers and book distributors participated in this book exhibition.

16.Utilization:

The users of outsiders who are seeking for information for their professional work can use the library facility on prior permission from principal of Medical College.

17. Registers maintained:

Staff attendance register

Staffs leave register

Stock registers for books, Journals and back volume (bound)

CD-DVD stock register

User print-out register

User Xerox register

Department Library books register

Newspapers and Magazine register

Student lending register

Staff book lending register

Daily issue and return student register.

Dispatch register

Users' demand register

18. Fire safety:

Fire safety measures are available in the central Library.

19. Budget:

Academic year	Academic year	Academic year	Academic year
<u>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>
INR.25,00,000/-	INR.20,00,000/-	INR.25,00,000/-	INR.30,00,000/-

Journals-2015

SI No.	Anesthesia Journals-2015	F/N
1	Indian journal of Anaesthesia	N
2	Journal of Anaesthesiology(Journal of anaesthesiology clinical pharmacology)	N
3	Indian Journal of Critical care Medicine	N
4	Anesthesiology Clinics of North America	F
5	Annals of cardiac Anesthesia	N

SI No.	O & G Journals-2015	F/N
1	JPOG Jn of paediatrics, Obs. & Gyn.	N
2	Indian Jn. Of Obs. & Gyn. Research	N
3	Fertility & Sterility	F
4	International Journal of gynaecology obstetrics	F
5	British Journal of Obs & Gyn.	F

SI No.	Surgery Journal-2015	F/N
1	Indian journal of Urology	N
2	British Journal of Surgery	F
3	Indian journal of Surgery	N
4	Indian Journal of Plastic surgery	N
5	JAMA Surgery	F
6	The Antiseptic	N
7	Journal of plastic, reconstructive & aesthetic surgery (JPRAS)	F

SI No.	FMT Journals-2015	F/N
1	Journal of Indian Academy of Forensic Medicine	N
2	Indian Journal of forensic medicine and Toxicology	N
3	Medical Law cases-for doctors	N
4	Journal of forensic and legal medicine	F
5	The American Journal of Forensic medicine & pathology	F
6	Journal of forensic science	F

SI No.	ENT Journals -2015	F/N
1	Indian Journal of Otology	N
2	Noise and Health	N
3	ENT Journals	F
4	Journal of Laryngology & Otology	F
5	Indian Journal of Otolaryngology & Head and Neck surgery	N

SI No.	Microbiology Journals -2015	F/N
1	Indian Journal of Medical Microbiology	N
2	Indian Journal of Microbiology Research	N
3	Journalof Global Infectious diseases	N
4	The Journal of hospital infection	F
5	Microbe	F
6	Journalof Clinical microbiology	F

	Ophthalmology Journals-2015)	F/N
1	British Journal of Ophthalmology	F
2	Indian Journal of Ophthalmology	N
3	Indian Journal of clinical and experimental Ophthalmology	N
4	American Journal of ophthalmology	F
5	Ophthalmology	F

SI No.	Orthopedic Journals -2015	F/N
1	Bone & Joint Journal	F
2	International Journal of Shoulder surgery	N
3	Indian Journal of Clinical Orthopedic surgery	N
4	Indian Journal of Orthopedics	N
5	Journal of the American Accademy of orthopedic surgons	F
6	Spine Journal (The)	F
7	Orthopedic clinics of North Am.	F

SI No.	Pathology Journals-2015	F/N
1	Indian Journal of Pathology(indian Journal of Pathology and Microbiology)	N
2	Journal of Cytology	N
3	Cancer cytopathology	F
4	American Journal of Pathology	F
5	Seminars in diagnostic pathology	F
6	Journal of Clinical Pathology	F

SI No.	Pediatric Journals-2015	F/N
1	Indian Paediatrics.	N
2	Pediatrics Physical Therapy	F
3	Journal of clinical Neonatology	N
4	Journal of Pediatric Neurosciences	N
5	Journal of Indian Association of Pediatric surgeons	N
6	Pediatrics	F
7	Pediatric clinic of North America	F
8	Ind. Jl. Of pediatrics	N