

Competencies

Federal Library and Information Center Committee (FLICC) Federal Librarian Competencies, 2008

http://www.loc.gov/flicc/publications/Lib_Compt/2011/2011Competencies.pdf

Medical Library Association (MLA) Competencies for Lifelong Learning and Professional Success, 2007
<https://www.mlanet.org/education/policy/>

American Library Association (ALA) Core Competencies of Librarianship, 2009
<http://www.ala.org/educationcareers/careers/corecomp>

Special Library Association (SLA) Competencies for Information Professionals of the 21st Century, 2003
<http://www.sla.org/about-sla/competencies/>

Competency Index for the Library Field
http://www.webjunction.org/documents/webjunction/Competency_Index_for_the_Library_Field.html

Standards

MLA Standards for Hospital Libraries (2008). Standards for Hospital Libraries 2007. Journal of Medical Library Association, 96(2), 162-169.
<http://www.ncbi.nlm.nih.gov/pmc/articles/PMC2268237/>

ALA Standards, Guidelines, and Documents
<http://www.ala.org/tools/guidelines/standardsguidelines>

NHS Library Quality Assurance Framework (LQAF) England, 2012
http://www.libraryservices.nhs.uk/document_uploads/LQAF/LQAF_Version_2.2_April_2012_90e8f.pdf

Guidelines for Australian Health Libraries, 2008
http://www.alia.org.au/sites/default/files/documents/Guidelines.fo_Aust_Hlth_reading.pdf

Standards for Library and Information Services in Canadian Healthcare Facilities (2007). Standards for Library and Information Services in Canadian Healthcare Facilities 2006. Journal of the Canadian Health Libraries Association, 28(1), 3-7.
http://www.chla-absc.ca/documents/Standards_2006.pdf

Competencies

Competencies have been established by a number of professional organizations to aid librarians in reviewing and improving their knowledge, skills, and abilities. Having a concrete grasp of these competencies will not only contribute to job success, but will assist in accomplishing mission requirements of the organization. Competencies encompass both personal and professional competencies related to librarianship.

Standards

Standards act as a guideline to improve the quality of library services by assessing and improving the quality of information management. Standards set by various organizations provide the foundation to ensure library resources and services effectively meet the knowledge-based information needs of staff.

Management

There are several professional publications designed as practical guides for planning and implementing knowledge services while providing an overview of managerial practices. The publications address the impact of new technology, the changing role of librarians, effects of organizational financial pressure, and evolving customer needs. Please check with your agency or institution for a specific handbook and regulations.

Collection Development

Collection development is a mechanism to balance and systematically purchase a collection based on user needs within the organization served. Collection development tools identify quality resources for acquisition. Due to digitization, collection development may include consideration of licensing, leasing, remote access, and content integration, in addition to the actual purchase.

Acquisitions

Each agency within the federal government has unique regulations regarding procurement. Although you must use authorized government sources and follow contracting regulations, the FEDLINK (Federal Library & Information Network) Program was created to help librarians, contracting officers, and finance staff save time, effort and money when buying and using commercial online services, books, periodicals, and other library and information services. In addition, consider consortia options to enhance group buying power.

Management

Handbook of Federal Librarianship, February 2004
<http://www.loc.gov/flicc/pubs/federalhandbook.pdf> 2014 edition, forthcoming

Bandy, M. (2011). The Medical Library Association guide to managing health care libraries (2nd ed.). New York: Neal-Schuman Publ. ISBN 978-1-55570-734-7.

Collection Development

Doody's Core Titles (subscription based)
<http://www.doody.com/dct/>

Doody's Contributors, Participating Vendors
<http://www.doody.com/dct/content/DCTCredits.asp?Section=Distributor>

Subject Based Resources: MLA Collection Development
<http://colldev.mlanet.org/resources/subjectlist.htm>

NAHRS selected list of nursing journals, 2011. Nursing and Allied Health Resources Section (NAHRS)/MLA
<http://nahrs.mlanet.org/home/images/activity/nahrs2012selectedlistnursing.pdf>

Essential Nursing Resources: Interagency Council on Information Resources for Nursing, 2012
<http://www.icirn.org/Homepage/Essential-Nursing-Resources/Essential-Nursing-Resources-PDF.pdf>

Thompson, L. L., Higa, M. L., Carrigan, E., & Tobia, R. (2011). The Medical Library Association's master guide to authoritative information resources in the health sciences. New York: Neal-Schuman Publishers. ISBN: 978-1555707194, 2011.

Acquisitions

Federal Acquisition Regulation (FAR)
<http://www.acquisition.gov/far/>

FEDLINK
http://www.loc.gov/flicc/contracts/index_contracts.html

FEDLINK Vendor Services Directory by Products
<http://www.loc.gov/flicc/contracts/vendorservicedirbyproducts.html>

Mentoring and Networking

MLA Mentor Program
<https://www.mlanet.org/mentor/>

FEDLINK Mentor Program
http://www.loc.gov/flicc/about/FLICC_WGs/hr.html

VA Mentor Program
http://www.va.gov/LIBRARY/docs/Library_Mentoring_Program.docx

FLICC New Librarians "New Feds" Working Group
http://www.loc.gov/flicc/about/FLICC_WGs/newfeds.html

Knowledge Management

SLA Knowledge Management Certificate
http://www.sla.org/learn/certificate-programs/cert_knowledge_mgmt/

Librarians Are "Knowledge Navigators" Remarks by Librarian of Congress James H. Billington
<http://www.loc.gov/loc/lcib/0404/fliccjb.html>

Librarians and Knowledge Management: Everything old is new again, Holly M. Riccio, AALL Spectrum, May 2011
<http://www.aallnet.org/main-menu/Publications/spectrum/Archives/Vol-15/No-7/pub-sp1105-KM.pdf>

D'Alessandro, M., D'Alessandro, D., Bakalar, R., Ashley, D., & Hendrix, M. (2005). The Virtual Naval Hospital: the digital library as knowledge management tool for nomadic patrons. The Journal of Medical Library Association, 93(1), 16-20.
<http://www.ncbi.nlm.nih.gov/pmc/articles/PMC545115/>

Professional Development

MLA: AHIP Academy of Health Information Professionals
<http://www.mlanet.org/academy/>

Biomedical Informatics: The Woods Hole Course NLM and the Marine Biological Laboratory
<http://biomedinfo.mblwhoilibrary.org/>

NLM Training and Outreach
<https://www.nlm.nih.gov/training.html>

National Network of Libraries of Medicine
<http://nnlm.gov>

Federal Librarian Professional Development Roadmap
<http://guides.grc.usmku.edu/pdr>

Mentoring and Networking

Mentoring and networking are two ways to share our expertise and increase our connectivity. Mentoring relationships enhance an individual's career development, whereas networking builds professional contacts. Participating in library associations at the local, regional and national levels develops your professional network. There are established mentor programs in MLA, the VA and other agencies and organizations.

Knowledge Management

Knowledge management (KM) is a conceptual framework that is used in countless ways throughout federal organizational structures. The Handbook of Federal Librarianship defines KM as a "discipline dedicated to more intentional means of people creating and sharing knowledge-data, information, and understanding a social context-to perform the right organizational and business actions." Today, federal librarians are embracing the challenges and opportunities of KM by working together with other organizational structures to achieve common objectives and goals.

Professional Development

Professional development is the acquisition of skills and knowledge for personal development and career advancement. Embrace opportunities to stay current with the latest developments in medical librarianship with lifelong learning, certification, and continuing education. Sustain the knowledge and skills to function effectively as a medical librarian. Participate in webinars from vendors, library consortia, NN/LM and listserve.

Strategic Planning

Strategic planning is a vigorous analytic and investigative process that allows organizations to forecast and predict the near future. The planning process permits administrators to take a closer look at prioritizing resources, human capital and finances. Value can be added to the strategic plan by documenting costs and benefits using ROI as a proactive measurement tool. Strategic planning provides the framework for administrators to evaluate the library's contribution to overall support of the organizational mission and goals.

The Joint Commission

The Joint Commission is an accreditation and certification organization in the United States that establishes performance measures for health care organizations. In addition to seeing that library standards are met, librarians may assist their institution with TJC preparation.

Strategic Planning

FLICC Marketing and Advocacy Resources Bibliography - includes a section on Branding, Market Research, Advocacy, Strategic Planning, Return on Investment, 2007.
<http://www.loc.gov/flicc/bibliography2.pdf>

Federal Library & Information Network (FEDLINK) Library of Congress Business Plan Fiscal Years 2012-2016
http://www.loc.gov/flicc/publications/businessplan/2012/BusinessPlanFinal050212_508.pdf

Jemison, K., Poletti, E., Schneider, J., Clark, N., & Stone, R. D. (2009). Measuring Return on Investment in VA Libraries. Journal of Hospital Librarianship, 9(4), 379-390.
<http://www.tandfonline.com/doi/abs/10.1080/15323260903253803#preview>

Cost Benefit and ROI Calculator: What does your library contribute to the bottom line? National Network of Libraries of Medicine, (2013).
<http://nnlm.gov/mcr/evaluation/roi.html>

The Joint Commission

Library specific measures include the following:
IM.03.01.01, EP 1 - The hospital provides access to knowledge-based information resources 24 hours a day, 7 days a week.

IM.01.01.03, EP 2 - The hospital's plan for managing interruptions to information processes addresses the following: Scheduled and unscheduled interruptions of electronic information systems.

IM.01.01.03, EP 6 - The hospital implements its plan for managing interruptions to information processes to maintain access to information needed for patient care, treatment, and services.

The Joint Commission
<http://www.jointcommission.org/>

MLA Information Management Resources for Hospital Accreditation
<http://www.mlanet.org/resources/hospaccr.html>

MLA Librarian's Guide to a Joint Commission Accreditation Survey
<https://www.mlanet.org/resources/jcaho.html>