



Library & Knowledge Service Registration Form



Please write clearly

User ID: NW _____

Title:	First Name:	Last Name:
Home Address: (inc. postcode)		Department: Site / Location:
Phone / Mobile:	Job Title / Role:	
Email Address (preferably NHS one):	Trust / Employer / University / Bank:	
	Leaving Date (if Temporary or Fixed Contract):	

Would you like targeted updates on your professional interests?

List your interests below to sign up for KnowledgeShare Evidence Updates by email:



KnowledgeShare

Clinical Interests (specific conditions e.g. lung cancer, diabetes, sepsis, frailty)		Other Interests (e.g. doing research, leadership, coaching)	
Age Groups (please tick which age groups to include)	<input type="checkbox"/> Neonates <input type="checkbox"/> Children & Adolescents <input type="checkbox"/> Adults <input type="checkbox"/> Older people	Settings (e.g. GP Surgery, hospital ward, outpatients, community health clinic)	

We also produce regular **bulletins** and **updates** on the following topics. Please tick if you would like to receive any of these emails:

- | | | |
|--|--|---|
| <input type="checkbox"/> AI in Healthcare | <input type="checkbox"/> Equality & Diversity | <input type="checkbox"/> Non Prescribers Bulletin |
| <input type="checkbox"/> Audiology | <input type="checkbox"/> Falls Awareness | <input type="checkbox"/> Occupational Therapy |
| <input type="checkbox"/> Breast Surgery | <input type="checkbox"/> Gastroenterology | <input type="checkbox"/> Ophthalmology |
| <input type="checkbox"/> Coronary Care | <input type="checkbox"/> Hand Therapy | <input type="checkbox"/> Physiotherapy |
| <input type="checkbox"/> Critical Care | <input type="checkbox"/> Health Management | <input type="checkbox"/> Quality Improvement |
| <input type="checkbox"/> Dermatology | <input type="checkbox"/> HR / Personnel | <input type="checkbox"/> Respiratory |
| <input type="checkbox"/> Dietetics | <input type="checkbox"/> Infection Control | <input type="checkbox"/> Speech & Language Therapy |
| <input type="checkbox"/> Education | <input type="checkbox"/> Long Covid | |

Training

The library run a number of different courses, which can be arranged for 1:1 or small groups. Training can be conducted virtually, in the library or your place of work. Courses include:

Overview of online library resources :: **Advanced evidence searching** :: **Study & research skills** :: **How to do a systematic review** :: **Introduction to critical appraisal** :: **Social media in the workplace** :: **Basic IT skills**

Please tick if you would like us to email you more information about our courses

NHS OpenAthens

To create an NHS OpenAthens account for access to all our online resources scan the QR code and complete the short form.



Privacy Notice and Membership Declaration

Using your personal information

We are committed to safeguarding your information. The information you supply will be used to contact you about services or resources you have requested from the Library and Knowledge Service (LKS).

Sharing your personal information

We will share your information with the organisations that supply and manage our library management systems. We may share your information with another NHS library, or the East Cheshire NHS Trust Finance Department, if you leave the organisation and have outstanding debts or loans.

Accessing your personal information

You may contact us at any time to request a copy of the data we hold about you, and request changes to the data, by emailing ecn-tr.stafflibrary@nhs.net.

Reviewing and deleting your personal information

We review library membership records on a regular basis. We receive a monthly leavers report from the Trust and will delete any individuals' records as appropriate.

Further information

KnowledgeShare: for further information on how your data is used, how security is maintained, and your rights to access your data, read the full KnowledgeShare Privacy Policy online at:

https://www.knowledgeshare.nhs.uk/index.php?PageID=help_privacy.

LKS: our Privacy Policy can be viewed online at: <http://www.eastcheshirenhslibrary.net/privacy-policy.html>.

Your declaration

I apply for membership of the Library and Knowledge Service and agree to abide by the LKS terms and conditions.
I agree to my data being held as described above:

Signed:

Date:

Library Use Only

- | | |
|--|---|
| <input type="checkbox"/> Added to Heritage | <input type="checkbox"/> PIN sent |
| <input type="checkbox"/> Added to Bulletins: | <input type="checkbox"/> tags done |
| <input type="checkbox"/> Added to KnowledgeShare | <input type="checkbox"/> KnowledgeShare alert created |
| <input type="checkbox"/> Training email sent | |