

## Library Regulations

I agree to abide by these regulations and the Library Charter:

- A Trust ID card or library card must be shown each time an item is borrowed.
- Fines are charged on all overdue items at a cost of 10p per item per day
- Items that have been borrowed may be recalled if another reader has requested the item.
- Borrowers are responsible for any items that have been issued in their name and will be required to pay for the replacement of any materials that have been lost or damaged.
- The library must be notified if addresses or contact details have been changed.
- Users of the library must abide by the Trust computer and Internet usage policies.

The personal information you have supplied in registering with the Health Library is processed in accordance with the Data Protection Act 1998. It will be held electronically in a database and used in the operation of an electronic retrieval system for the provision of borrowing material and document supply. This information may be shared with NHS Libraries across Yorkshire and the Humber.

If you are a University of York member of staff or student (including HYMS), information may also be shared with University of York library. The database is managed by York Teaching Hospital Library.