Library Guidelines

John P. Isché Library
433 Bolivar Street
New Orleans, LA 70112-2223
www.lsuhsc.edu/no/library

Circulation  504-568-6100
Reference  504-568-6102
reference@lsuhsc.edu  504-568-8339
Interlibrary loans  504-568-6101

Hours of Operation
Monday-Thursday  8 a.m.-12 a.m.
Friday  8 a.m.-6 p.m.
Saturday  9:30 a.m.-6 p.m.
Sunday  1:30 p.m.-12 a.m.

Dental Library
1100 Florida Avenue
New Orleans, La. 70119-2477
www.lsud.lsuhsc.edu/libr/

Circulation &
Interlibrary loans  504-941-8158
Reference  504-941-8162
dentlib@lsuhsc.edu

Hours of Operation
Monday-Thursday  8 a.m.-10 p.m.
Friday  8 a.m.-5 p.m.
Saturday  Closed
Sunday  1:30 p.m.-10 p.m.

Holiday, Summer, and Examination schedules may differ from normal operating hours; please call for the latest information or check the library websites.

Reference Librarians are available in the Isché Library from 8 a.m. until 8 p.m. Monday through Thursday and from 8 a.m. until 6 p.m. on Fridays.

After 6 p.m. and on Weekends, Physical Access to the Isché Library is via the parking garage. The main doors to the Resource Center Building are locked after 6 p.m. on weekdays and all day on weekends.

The Rare Books Collection is available Monday through Friday from 8:30 a.m. until 4:30 p.m. An appointment is recommended; contact the Reference Department.

Eligibility for Borrowing Privileges
Library Patrons must be registered with the library and bring proper identification and library barcode to check out items or to use library resources.

LSUHSC  Faculty, Residents, Staff, & Students  LSUHSC ID
Tulane Medical Center, Licensed Health Professionals  Faculty, Residents, Staff, & Students  TMC ID

Driver’s license & appropriate (Louisiana) health license

Failure to comply with Library rules or loan periods will result in the withdrawal of library privileges. Lost or Damaged materials must be paid for.
Reserve Materials are kept behind the Circulation Desk in call number order; ask a library staff member for assistance. Reserve items may be taken out of the library on an overnight loan. They may be checked out one hour prior to library closing and must be returned to the Circulation Desk no later than one hour after the library’s next opening. Reserve material must not be returned to a bookdrop. Overdue fines are incurred for late Reserve items.

Audiovisual Materials (except for the Audio-Digest series) do not circulate. Facilities are available for using video-tapes, audio cassettes, slides, slide-tapes, etc. Inquire at the Circulation Desk.

Photocopying Facilities are provided by LSUHSC Auxiliary Enterprises. There are photocopy machines on each floor of the library which use small bills, coins, or PayPaw cards. PayPaw cards may be purchased from a vending machine on the 3rd floor of the Library. These cards may also be used with the University Pay-for-Print System.

Online Resources:
Innopac, the library’s online card catalog is available at http://lsuhsc.edu/no/library/
Other databases, including Ebsco and Pubmed are at http://lsuhsc.edu/no/library/ss&d/

Arrangement of Library Stacks
Photocopiers and Library System Terminals are located on each floor.

<table>
<thead>
<tr>
<th>Third Floor</th>
<th>Fourth Floor</th>
<th>Fifth Floor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Entrance &amp; exit to the Library, Library Departments &amp; Offices, Reserve &amp; Reference Collections, Pay Paw and Pay per Print Station</td>
<td>Books/Monographs — Shelved by Call Number, Group Study Rooms, Audio-Visual Collection, Computer Lab, Computer Classroom, Rare Books Collection, Pay per Print Station</td>
<td>Journals — Shelved in alphabetical order by title</td>
</tr>
</tbody>
</table>

Loan Periods

<table>
<thead>
<tr>
<th>Journals/Periodicals</th>
<th>Loan Periods</th>
</tr>
</thead>
<tbody>
<tr>
<td>unbound</td>
<td>1 day; no renewals</td>
</tr>
<tr>
<td>bound</td>
<td>1 week; no renewals</td>
</tr>
<tr>
<td>Nursing Journals</td>
<td>Do Not Circulate</td>
</tr>
<tr>
<td>Books/Monographs</td>
<td>2 weeks; 1 renewal</td>
</tr>
<tr>
<td>General Reserve Books</td>
<td>Overnight; may be checked out 1 hour before closing, due back 1 hour after next opening</td>
</tr>
<tr>
<td>Restricted/Reference Reserve</td>
<td>No overnight loans</td>
</tr>
</tbody>
</table>

Patrons must be registered and have an LSUHSC ID or driver’s license to check out items.

Please do not return books or journals to the stacks.

Library staff will reshelve items.