

# Planning for Disaster: Partnerships Ensure Continuity of Operations

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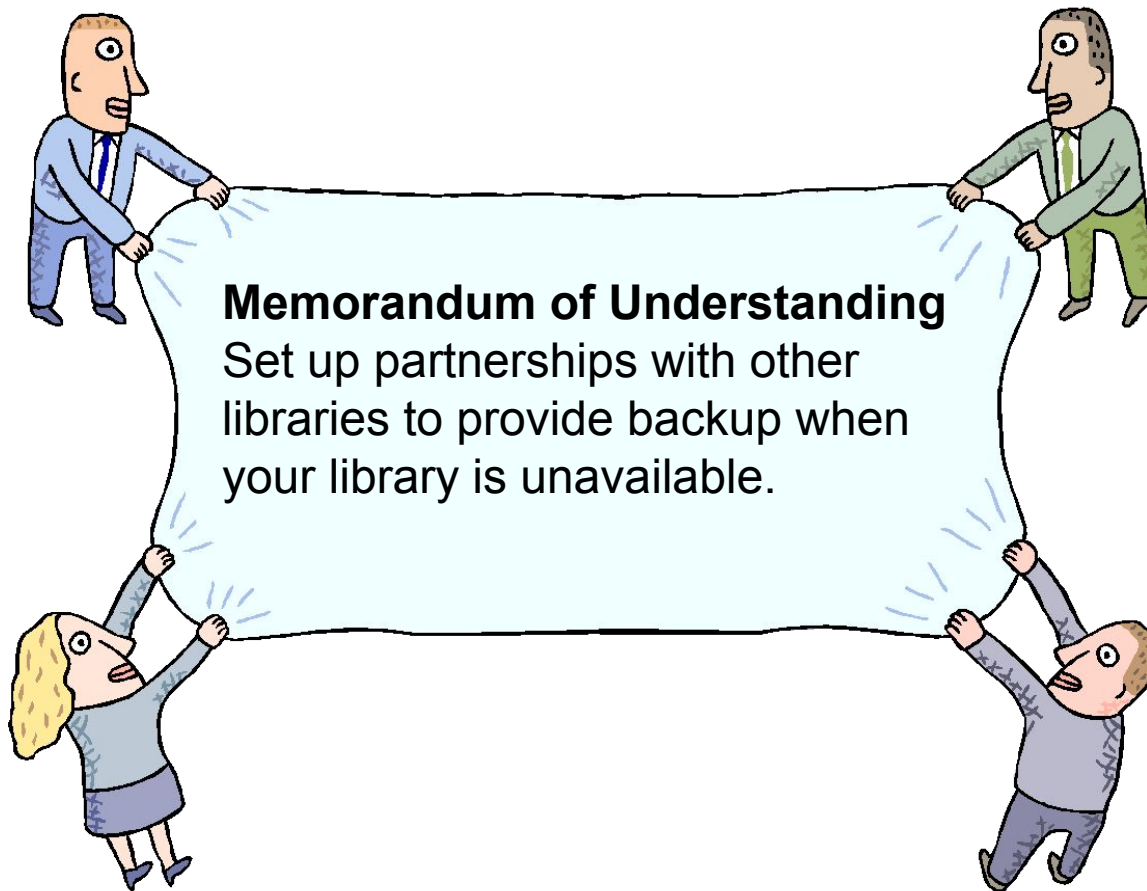
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# Create Procedures to Ensure Continuation of Core Services



Your core services will likely be needed by your community following a disaster.

# Memorandum of Understanding



# Bethesda Medical Libraries Emergency Preparedness Partnership (BMLEPP)



# BMLEPP History and Partners

Formed February 14, 2008. Partners include:

- National Library of Medicine (NLM) Disaster Information Management Research Center (DIMRC)
- Uniformed Services University of the Health Sciences (USUHS) Learning Resource Center
- National Institutes of Health (NIH) Library
- Walter Reed National Military Medical Center, Darnall Medical Library (2012-present)
- Fort Belvoir Community Hospital Medical Library (2015-present)
- Suburban Hospital Library, 2008-2010

# Purpose

- **Identify issues and challenges** that may confront our region in the event of a disaster
- **Assemble resources** that can be used to aid our respective institutions and the region in the event of a disaster
- **Create policies and procedures** for mutual assistance and support that shall enable the continued or expanded provision of medical information to any one of our institutions in the event of a disaster
- **Provide feedback and guidance** to other regional library partnerships based upon our experiences

# Memorandum of Understanding (MOU)

## **Memorandum of Understanding for Emergency Preparedness Support for the Bethesda Medical Libraries Emergency Preparedness Partnership, 2008**

**This Memorandum of Understanding (MOU) is a mutual aid agreement and a totally voluntary program between cooperating ‘partner’ libraries.**

### **Purpose:**

The purpose of the MOU is to establish a working relationship between hospital or health system ‘partner’ libraries as follows:

- NIH Library, National Institutes of Health
- Medical Library, Fort Belvoir Community Hospital
- Darnall Medical Library, Walter Reed National Military Medical Center
- Learning Resource Center, Uniformed Services University of the Health Sciences (USHS)
- support from the Disaster Information Management Research Center, Specialized Information Services Division, National Library of Medicine.

# The MOU is ...

- Informal and flexible
- Non-binding
- Voluntary
- Guidance only



# Keep it Simple!

- Annual meeting
  - Update MOU
  - Update contact information
- Keep print and electronic copies accessible

That's it!

# Review Mutual Aid Agreement

# Questions to ask yourself

- What library services would you have to shut down in case of flooding? Electrical failure? Other type of infrastructure damage?
- For how long would those services be unavailable?
- In such a scenario, would your users require more, less, or the same amount of information?
- What would be the consequences of not offering library services, not responding to requests, etc.?

# Special Considerations for Military Libraries

- Physical access to library
- Access to electronic collections
- BMLEPP MOU based on BHEPP MOU

*Ann M. Holman, MLS*

*Librarian, Darnall Medical Library,*

*Walter Reed National Military Medical Center*

# Results

- Never activated
- Improved continuity of operations plan
- Strengthened relationships with area libraries (geography still matters!)
- Continues to serve as model for other library communities

# Contact Information

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