Planning for Disaster: Partnerships Ensure Continuity of Operations

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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

Set up partnerships with other libraries to provide backup when your library is unavailable.
Bethesda Medical Libraries Emergency Preparedness Partnership (BMLEPP)

NIH U.S. National Library of Medicine

NIH National Institutes of Health

Walter Reed National Military Medical Center

Fort Belvoir Community Hospital

USU Uniformed Services University

Disaster Health Information
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)


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 (USUHS)
- 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

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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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