

Covering our Bases – Disaster Planning at an Academic Health Sciences Library

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The establishment of a statewide health sciences library service continuity plan in 2010 highlighted the need to update and fill in gaps within our Library's disaster manual, which was primarily focused on disaster recovery and not service continuity

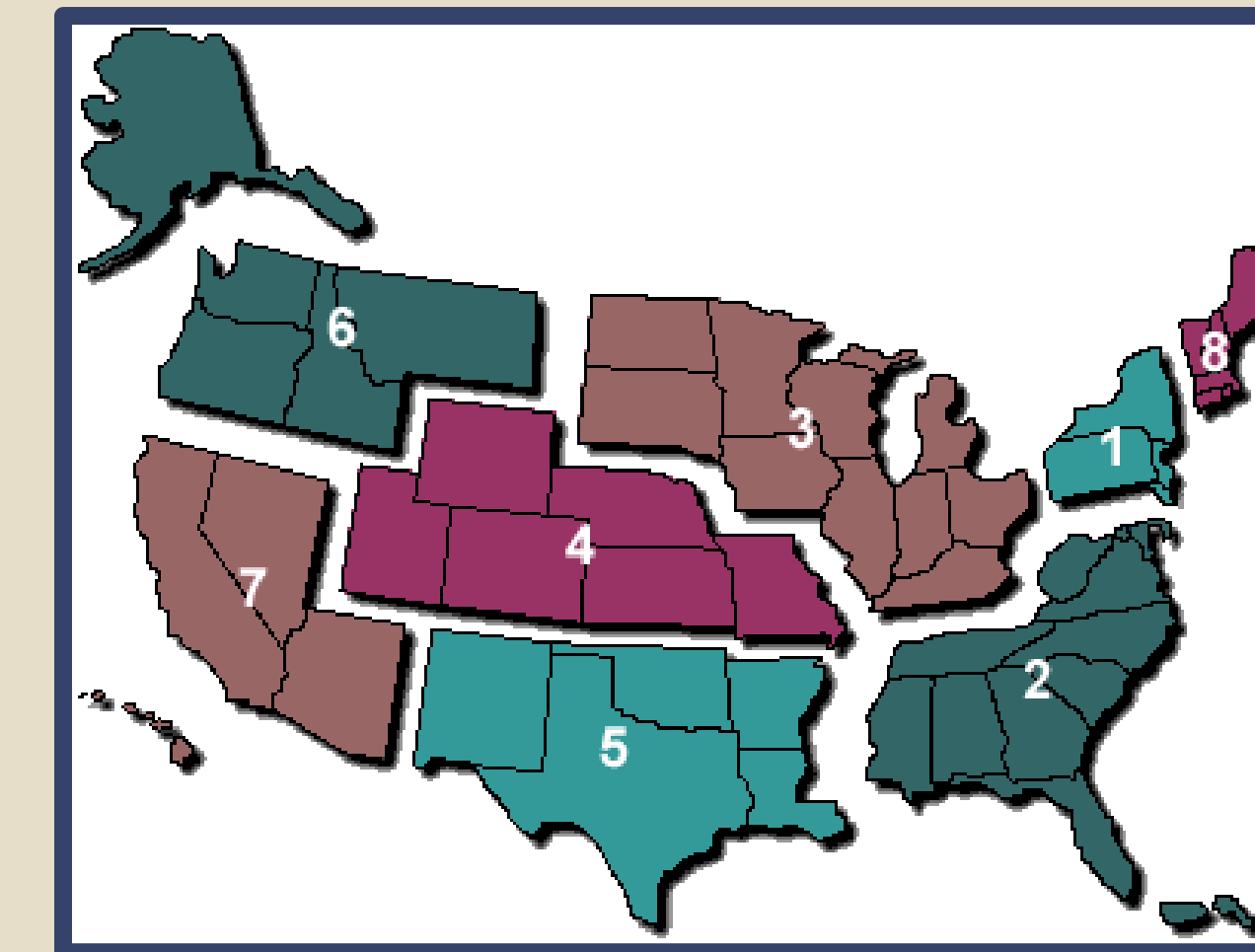
- Retained our existing preservation and restoration procedures
- Added steps to maintain core services and resources in the event of a disaster
- Identified core services and resources
- Developed plans for providing access

Core Services

- ILL Borrowing/Document Delivery
- Reference Services
- Retrieval of records from Archives

Core Resources

- Library's web server
- ILLiad
- Selected e-journals
- Selected e-books
- Selected databases
- Online catalog
- Selected print resources



- Used NN/LM Emergency Preparedness & Response Toolkit as a template for planning
- Involved Duke Health System's Director of Emergency Preparedness early in the project
- Compiled list of contact information for publishers, vendors, and local support

- Created steps for establishing a command center to coordinate implementation of service continuity plan
- Developed multiple scenarios to simulate actual disasters
- Described actions to take in response to disasters with increasingly severe impact
- Planning completed at local level successfully prepared our Library to maintain access to core resources and services and complemented the existing statewide plan

