|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **ICB/Public Health Evidence Search Request Form** | | | | **Date:** |  | |
|  | | | | | | |
| **Personal details** | | | | | | |
| **Name:** | | | | **Email:** | | |
| **Job title:** | | | | **Organisation or Site:** | | |
| **Department:** | | | | **Telephone:** | | |
|  |  | | | | | |
| **Reason for search (please tick all that apply)** | | | | | | |
| Clinical Decision Making/Guideline/Procedure | |  | Patient Information/Enquiry | | |  |
| Knowledge Management/Management Decision Making | |  | Other: | | |  |
| Research/Education/Professional Development | |  |
| **What is the background to this search? What is your subject or enquiry?** | | | | | | |
| If appropriate phrase your enquiry as a question/s.    To split your search into keywords or subject headings you could use the following framework to break down your search into specific keywords or subject headings :  **SPICE (Setting, Perspective, Population, Intervention, Comparison or Evaluation)**  Alternatively list a selection of keywords/concepts related to your question. | | | | | | |
| **Keywords or Subject Headings (Please provide as much detail as possible)** | | | | | | |
| **Please complete both sides of this form** | | | | | | |

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Limits: please specify if appropriate** | | | | | | | | | | | |
| Date articles published: (range or no limit) | | | | |  | | | | | | |
| Last 2 years |  | | 5 years | | |  | | 10 years | |  | |
| Age: Please tick all that apply | | | | | | | | | | | |
| Infant (to 1 yr) | |  | | Child (unspecified age) | | |  | | Adolescent (13 to 17 yrs) | |  |
| Adult | |  | | Older Adults | | |  | |  | |  |
| **Are there any topics which you would like to be excluded?**  **Is there information that you are already aware of or have identified which does not need to be added into the search?** | | | | | | | | | | | |
| **Would you like us to copy the results to anyone else? (please give email address)** | | | | | | | | | | | |
|  | | | | | | | | | | | |

|  |  |
| --- | --- |
| **Timescale for receiving results** | |
| We aim to complete searches within **10 working days**, unless specified as urgent. It is therefore important to give us a specific date in order to help with our work planning. **Please note:** there may be a demand for evidence search requests and this may result in the search not being started on the day it is requested. | |
| **Deadline for completion:** |  |
| **Please return this form to the library or email it to:** [**library.sfht@nhs.net**](mailto:library.sfht@nhs.net) | |
| **Library Use only**  **Search completed by:** | **Date:** |