

A guide to searching The King's Fund Library Database



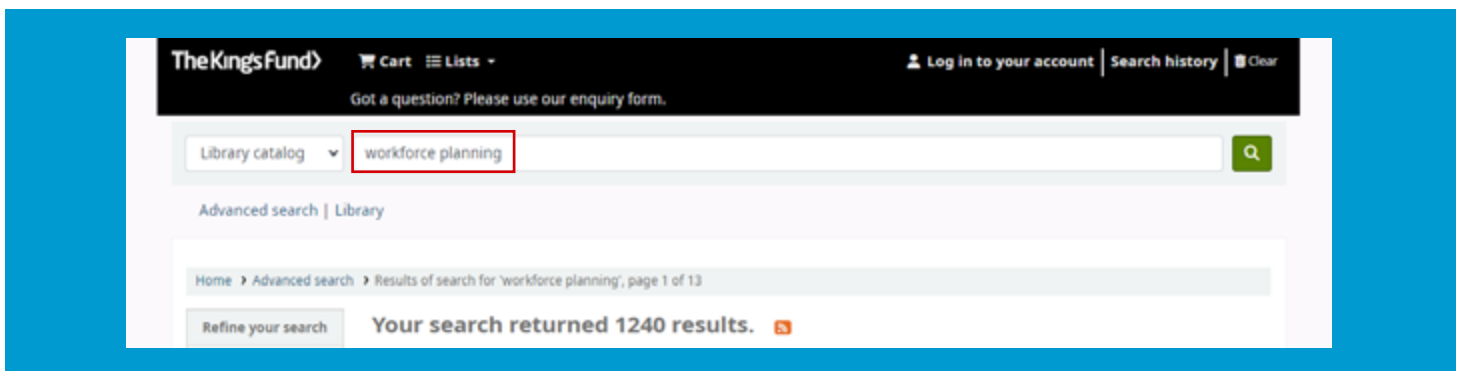
Contents

Basic search	3
Viewing your results	4
Reading lists	4
Advanced Search	5
Phrase searching	5
Combining search terms	5
Combining Boolean search operators	6
Useful Boolean operators	8
Subject headings	9
Exporting your search results	12

The King's Fund Library Database is the online catalogue for the The King's Fund Library Service. The collection holds material focused on health and social care policy and management, primarily in the United Kingdom. It contains a unique collection of grey literature (reports, papers government documents, etc) as well as journal articles, books and relevant websites. The database is updated on a daily basis and it holds material from 1897 right through to present day. The Library Database provides access to valuable resources covering the history of the health service in England from the beginnings of a National Health Service through to the very latest developments.

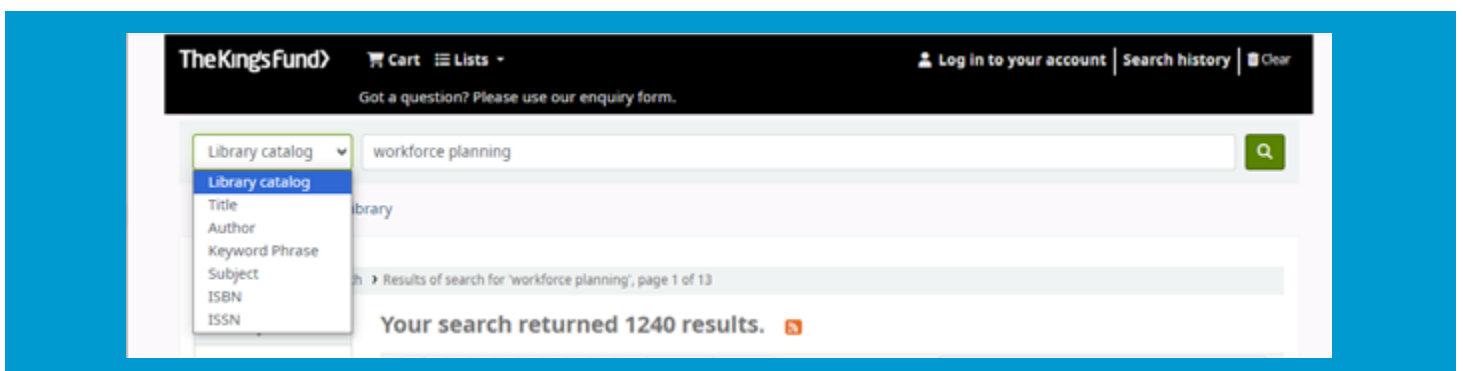
Basic search

Enter your search into the search box at the top of the screen. Entering your search terms into the database will bring up results containing all the words you have entered.



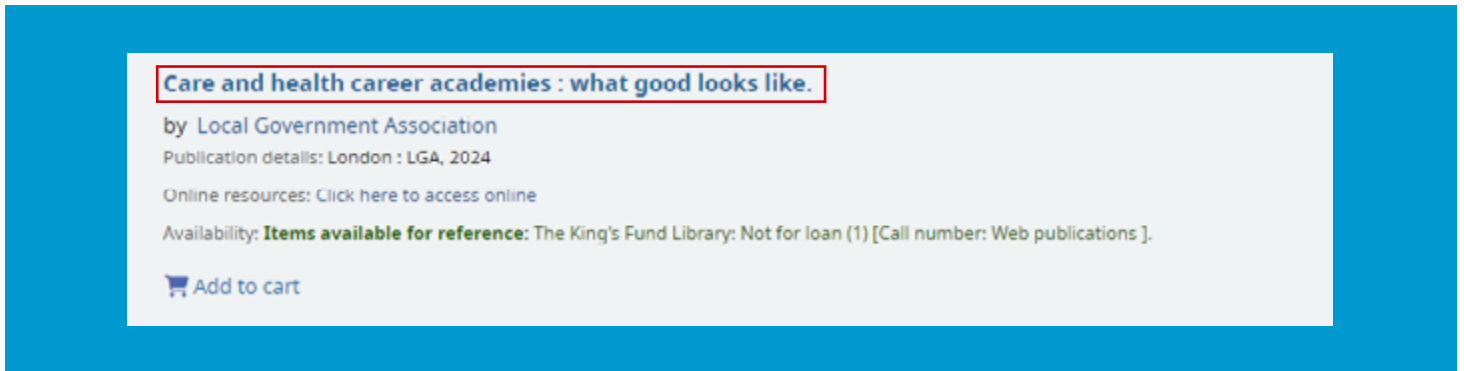
For example, workforce planning will search for workforce AND planning (you don't need to include the AND but it will also work if you do.)

Use the drop-down list next to the search box to search specific fields, such as title or author:




Viewing your results

The results of a search are displayed below the search box.
Click on the title for the abstract/description of the record:

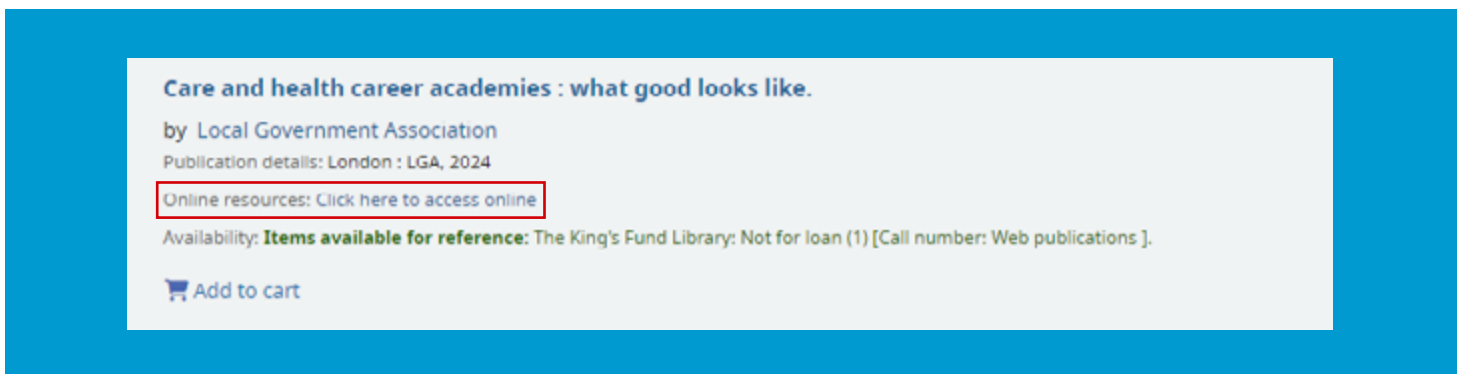


Care and health career academies : what good looks like.

by Local Government Association
Publication details: London : LGA, 2024
Online resources: [Click here to access online](#)
Availability: **Items available for reference:** The King's Fund Library: Not for loan (1) [Call number: Web publications].


 Add to cart

If the item is available freely online, we will provide a link in the record:



Care and health career academies : what good looks like.

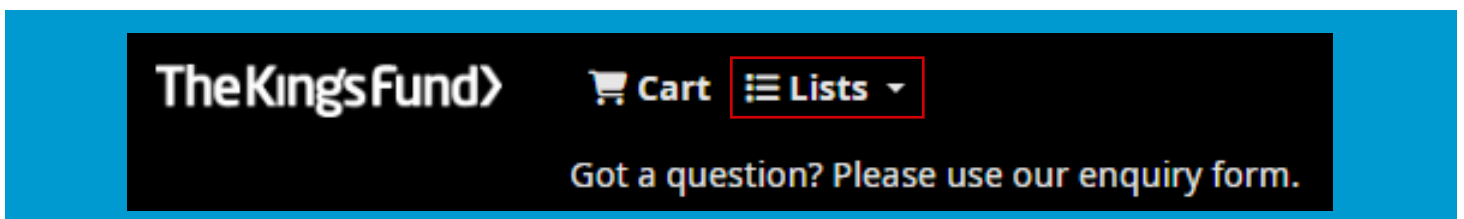
by Local Government Association
Publication details: London : LGA, 2024
[Online resources: Click here to access online](#)
Availability: **Items available for reference:** The King's Fund Library: Not for loan (1) [Call number: Web publications].



 Add to cart

If no link is available or if the link is broken, we may hold a print copy of the item. In this case, please contact the team for help.

Reading lists

Our curated reading lists provide useful introductions to popular topics in health and social care. You can access the reading lists from navigation bar at the top of the Library Database.



TheKingsFund >  Cart  Lists ▾

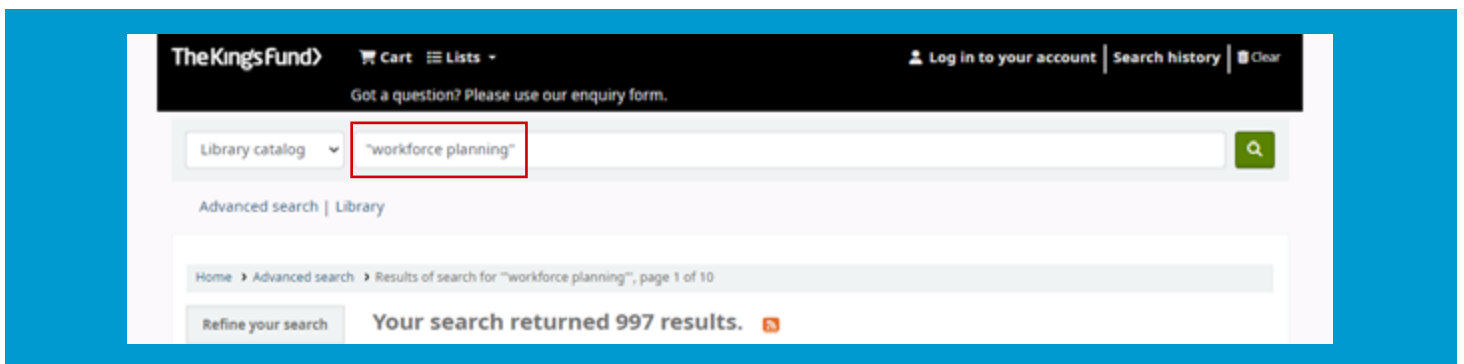
Got a question? Please use our enquiry form.

Advanced search

Phrase searching

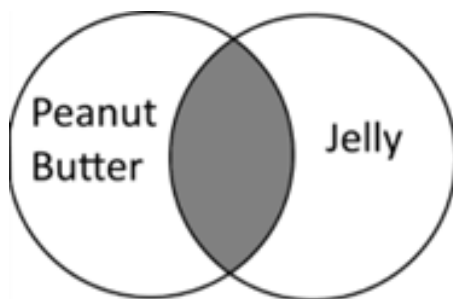
Use quotation marks to search for a specific phrase.

For example, putting the search terms “workforce planning” into quotation marks will narrow the above search to find only results where the words “workforce planning” appear together as a phrase.



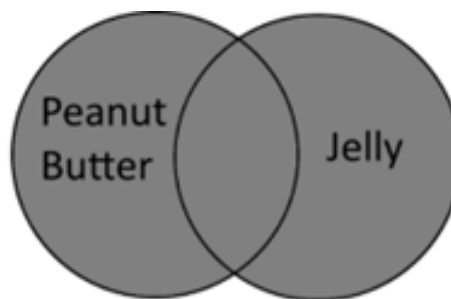
Combining search terms

You may combine search terms to enhance and improve your search results. Combining your search words and phrases using the words AND, OR, NOT (known as Boolean operators) to limit, broaden, or define your search.



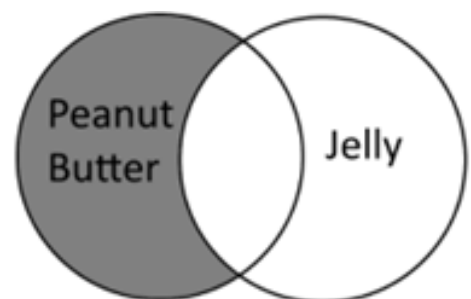
AND

Using AND, this search would only retrieve results with Peanut Butter and Jelly.



OR

Using OR, this search would retrieve results with peanut butter, with jelly, and with both.



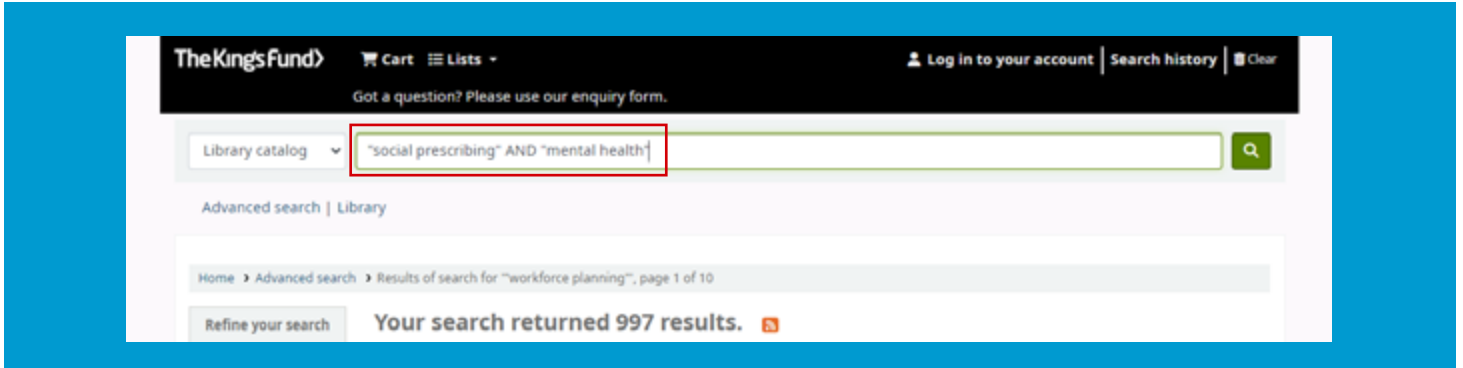
NOT

Using NOT, this search would retrieve results with peanut butter, and exclude those with jelly or PB with jelly.

Using AND

Entering your search terms and/or phrases into the search box will bring up search results where all these terms appear.

You don't need to include AND for these types of searches but if you prefer to include this, please ensure you enter your Boolean operator in capitals:



Using OR

Separating your search words and/or phrases with OR will bring up search results where at least one of those words and/or phrases appears.



Using NOT

Separating your search words and/or phrases with NOT will exclude any search results with the terms after NOT. For example, the following search would bring up search results on workforce planning but not about workforce planning and nurses:

Truncation

An asterisk can be used at the end of a word to truncate your search term. For example, searching regulat* brings up search results featuring words starting with regulat, e.g. regulate, regulates, regulation, regulations

Alternative spellings

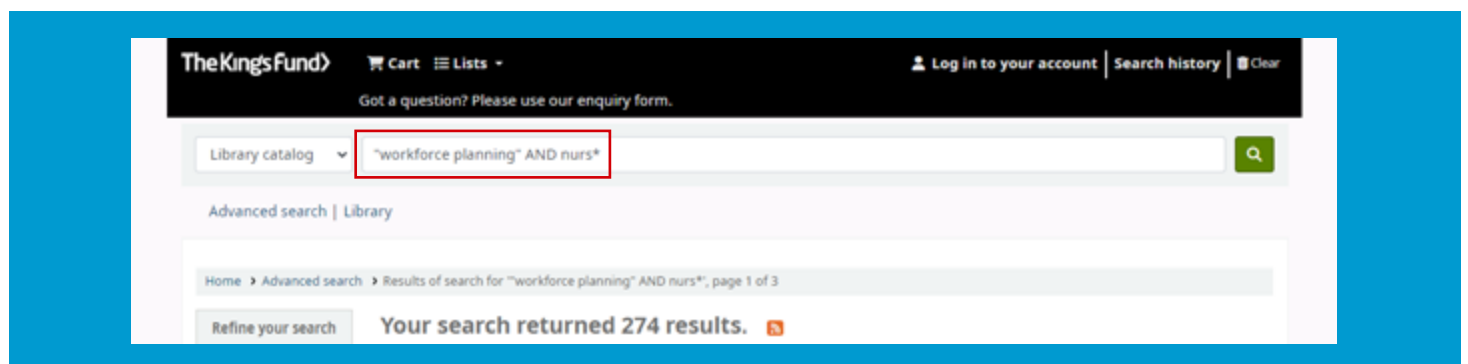
A question mark stands in for one character, so it can be used to ensure you pick up a word with alternative spellings. For example, searching for organi?ation will bring up search results that contain the terms organisation and organization.

Please note that you cannot use asterisks * or question marks ? within quotations, since quotation marks mean you want exact matches only.

Combining Boolean search operators

You can combine different Boolean search operators to ensure that your search terms bring up results that are more specific and to narrow down the number of search results you receive.

For example, searching for "workforce planning" AND nurs* brings up search results where workforce planning appears alongside words that begin with nurs (e.g. nurse, nurses, nursing)



Useful Boolean operators

Command	Meaning
au:	Author
ti:	Title
nb:	ISBN
ns:	ISSN
su:	Subject headings
yr,pubdate:	Year of publication
ab:	Abstract
itype:	Item type
"Search phrase"	Phrase searching
*	Truncation
?	Wildcard

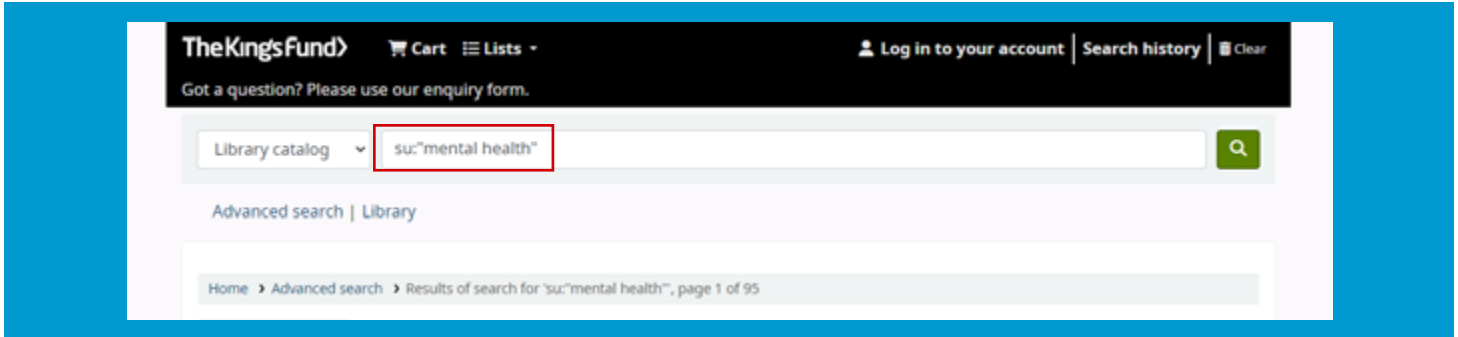
Subject headings

Subject headings are a useful way to search for items on a particular topic. When an item is added to the database, it is tagged (or indexed) with relevant subject headings so that you can search using these.

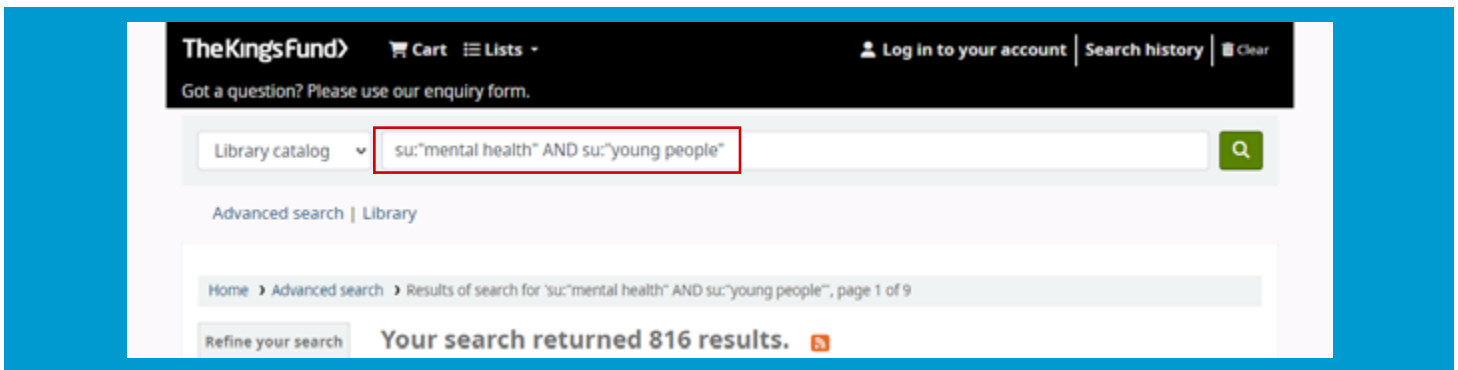
When you carry out a basic search on the Library Database you will see a list of topics (these are known as subject headings) on the left-hand side of the screen next to the results. These can be used to find suggested subjected headings for you to search with.

The screenshot displays a library database search results page. On the left side, there is a sidebar with navigation options: 'Held in offsite storage', 'Item not held at The King's Fund', 'journal held in Library', 'journal held in storage', 'Library', 'Show more', 'Series', 'Analysis', 'Briefing paper', 'Centre for Health Economics discussion paper', 'CFWI technical paper', 'Show more', 'Topics', 'England', 'NHS', 'Nhs', 'Recruitment', 'Workforce', 'Show more', and 'Collections'. The 'Topics' section is highlighted with a red box. The main content area shows three search results, each with a checkbox, a title, author, publication details, and an 'Add to cart' button. The first result is 'A workforce strategy for adult social care in England.' by Skills for Care, published in 2024. The second result is 'Reconciling medicine review targets with hospital workforce challenges.' by Wilkinson, Emma, published in 2024 in the Pharmaceutical Journal. The third result is 'MPharm clinical placements : a variable picture across Britain.' by Wilkinson, Emma, published in 2024 in the Pharmaceutical Journal.

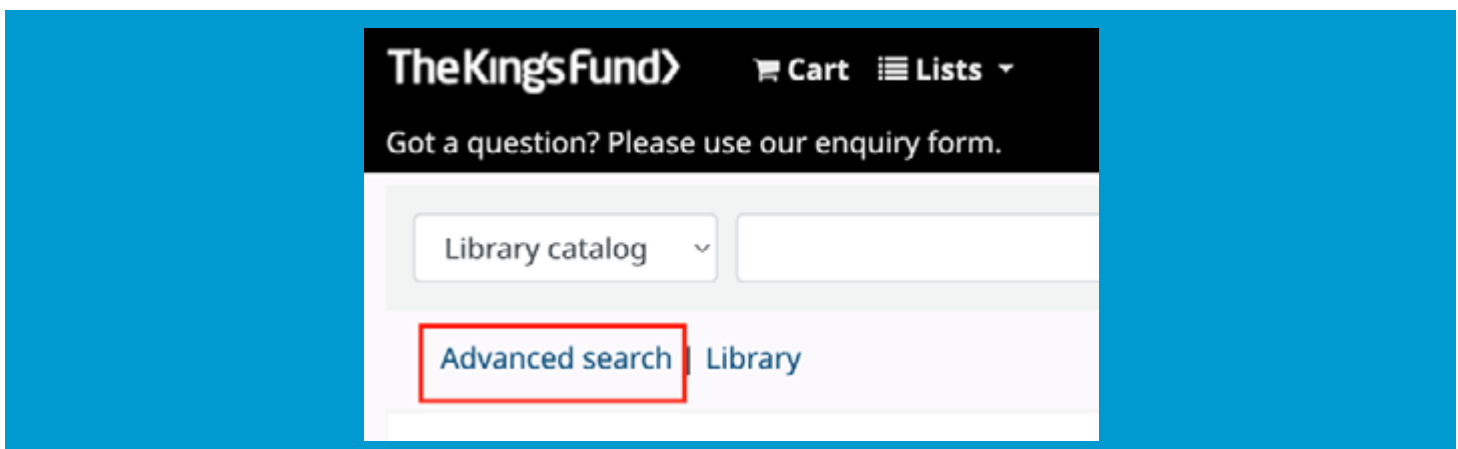
Please note, if you click on a topic on the left-hand side of the screen this will add this to your current search and limit the search you have already carried out. To carry out a new search using a subject heading you will need to type the term into the search box along with the su: command:



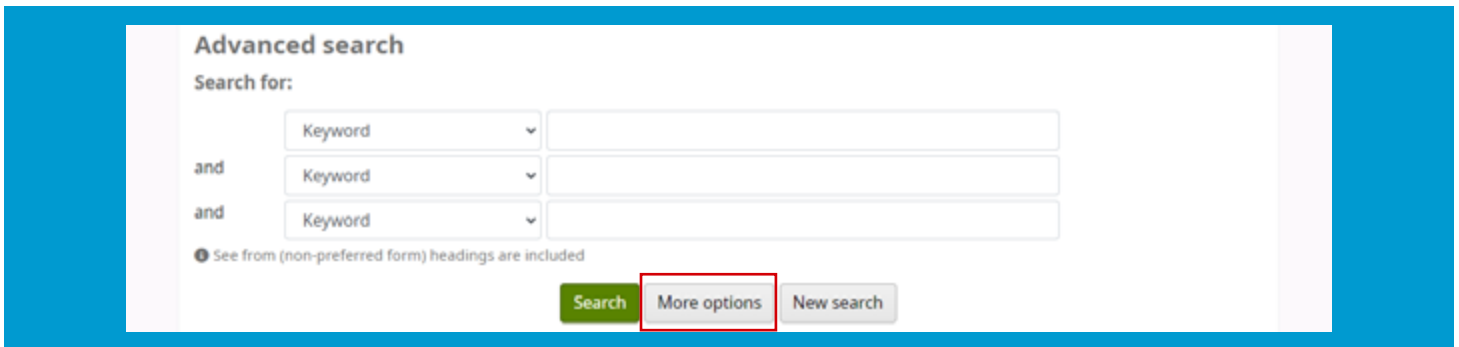
You can build up more complex searches by adding additional subject headings if you wish to narrow your search results:



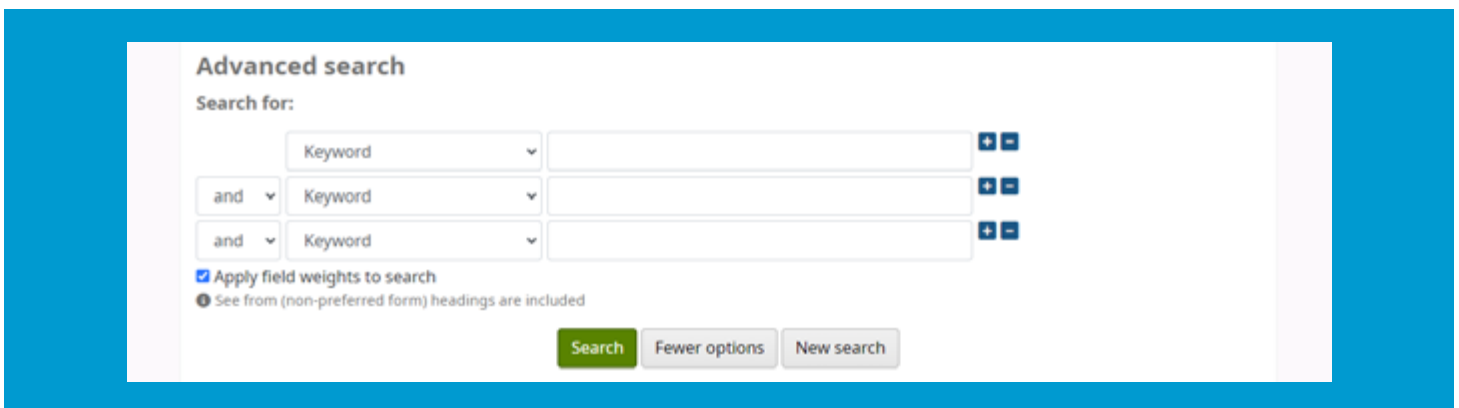
The Advanced Search screen gives you more options for searching, including limiting your search to particular types of material or within a date range. To access Advanced Search, use the link below the search box:



From Advanced Search, you can build complex searches using the More options button:



From here, you can build a search that combines common Boolean operators with different fields (such as abstract, title, subject heading):

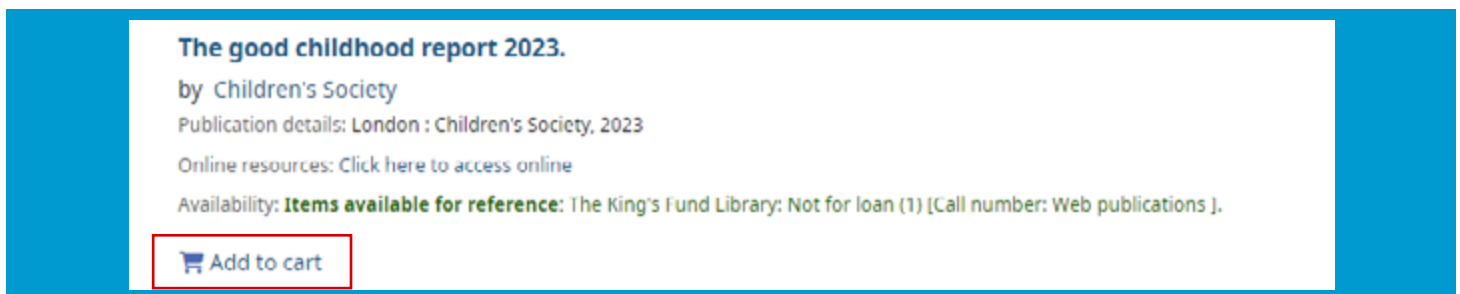


Exporting your search results

If you wish to export your results for use in a reference manager, download them as a spreadsheet or email them to yourself, you can do so through the cart function on the Library Database. There are two ways to add items to your cart:

Adding a single item to your cart

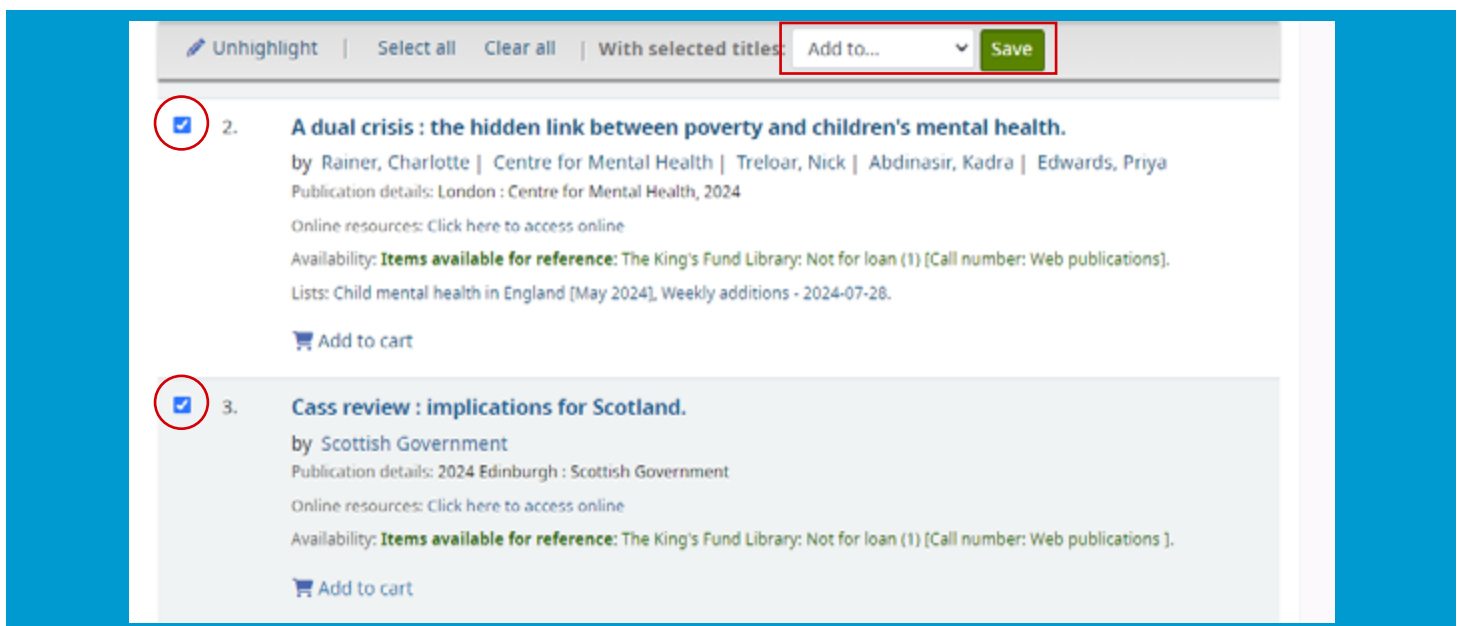
To add a single item to your cart, use the Add to cart button on the relevant record:



The good childhood report 2023.
by Children's Society
Publication details: London : Children's Society, 2023
Online resources: [Click here to access online](#)
Availability: **Items available for reference:** The King's Fund Library: Not for loan (1) [Call number: Web publications].

Adding multiple items to your cart

To add multiple items to your cart, use the checkboxes to select the items and the Add to button to add the items to your cart:



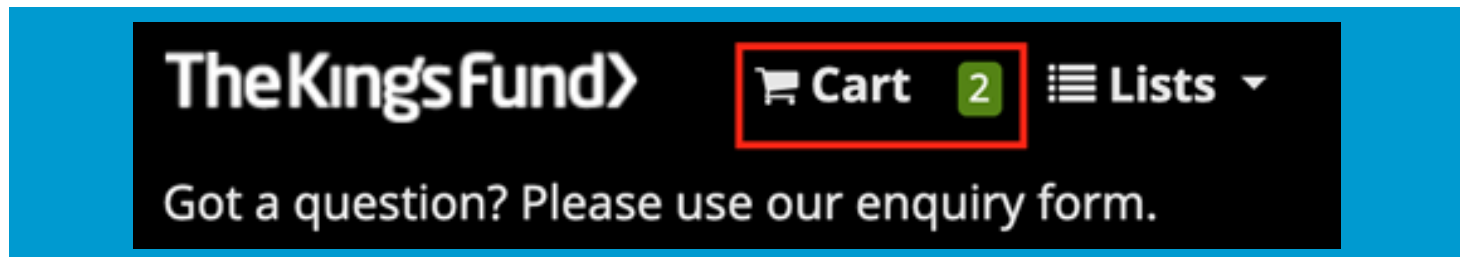
Unhighlight | Select all | Clear all | With selected titles:

2. **A dual crisis : the hidden link between poverty and children's mental health.**
by Rainer, Charlotte | Centre for Mental Health | Treloar, Nick | Abdinasir, Kadra | Edwards, Priya
Publication details: London : Centre for Mental Health, 2024
Online resources: [Click here to access online](#)
Availability: **Items available for reference:** The King's Fund Library: Not for loan (1) [Call number: Web publications].
Lists: Child mental health in England [May 2024], Weekly additions - 2024-07-28.

3. **Cass review : implications for Scotland.**
by Scottish Government
Publication details: 2024 Edinburgh : Scottish Government
Online resources: [Click here to access online](#)
Availability: **Items available for reference:** The King's Fund Library: Not for loan (1) [Call number: Web publications].

Please note that as search results are limited to 100 per screen, you will need to save your selections to the cart before moving on to the next screen of search results.

Once added, your results are accessible by clicking on the cart icon at the top of the screen:



From here, you can download your results to a reference manager or to a spreadsheet (CSV format) or email them to yourself.

Saving your searches

When you search on the database it creates permanent link for the search you have carried out. When you are happy with your search, you can bookmark the link to revisit the search or you may share the link with others. As the database is continually updated, new results that match your search will appear in any saved searches.

Further help

If you need further help searching this database, please contact The King's Fund library and one of our team will be able to help you.

Email: library@kingsfund.org.uk

Call: 020 7307 2568

Our enquiry service is available 10am - 4pm Monday - Friday.