

2002 Weeding Criteria

Overriding Principle: Use Common Sense.

Items for preliminary weed are in Bold below.

Duplicate Copies of Texts:

**Keep multiple copies of the most recent edition on the shelves;
Discard other duplicate copies**

Old editions of texts

**Keep the current edition + multiple copies, 1 copy of the next-most-recent edition,
and keep 1st editions.**

Discard other editions even if more recent than 1985

Exception see #5 under Keep below

Example:

The World's Most Important Medical Book

2000 copy 1, copy 2

1995 copy 1, ~~copy 2~~

~~1990~~

~~1985~~

~~1980~~

1973 first ed.

Discard:

1. Books published prior to 1985
2. Languages other than English, Spanish, Native American (except Dictionaries)
3. Incorrect information e.g. old directories (except see #5 under Keep below)
4. Proceedings of meetings
5. Books on occupations over 10 years old
6. Bibliographies of material which can be found in Medline (1966-present)
7. Government Documents
8. Bad physical condition

Keep:

1. **Locally relevant material (Native American, Hispanic, HantaVirus)**
2. **Local author (if known)**
3. **Bibliographies covering pre-Medline timeframes (pre-1966)**
4. **Historical works listed in Morton's**
5. **Old editions likely to be used for legal standards –**
 - **Healthcare Standards Directory**
 - **PDR**
 - **Drug Facts & Comparisons**
 - **Merck Manual**
 - **Current Medical Diagnosis and Treatment**
 - **Conn's Current Therapy**
 - **old editions of AMA, ABMS, and Osteopathic physician directories**
 - **Classic Core Text Titles list prepared by Jon Eldredge.**