Rogers Public Library Homebound Services Policy

The Rogers Public Library (RPL) Homebound Service is available to individuals who wish to borrow print or audiovisual materials and are physically unable to come to the library. Individuals may receive materials through the mail or designate a specific borrower to transport items for them.

Mail Delivery Option

Eligibility

To qualify for homebound mail delivery a patron must:

- Live in the city limits of Rogers.
- Possess a valid resident library card.
- Be unable to visit the library building on their own due to temporary or long-term illness, injury, impairment, medical condition, or disability.
- Patrons under eighteen (18) years of age are not eligible for this service without a parent or guardian as the designated borrower.

Borrowing Policies

- RPL provides a wide variety of library materials, including books, magazines, DVDs, and audiobooks and a homebound patron may borrow these items consistent with RPL borrowing guidelines.
- For mailing, a homebound patron may borrow 10 items at one time.
- Homebound patrons may place holds and request items as other patrons do.
- Overdue notices will be sent to both the homebound patron and the staff homebound coordinator.
- Fees will be charged for lost, damaged, or unreturned library materials consistent with RPL guidelines.
- A homebound patron may terminate homebound mail delivery service at any time.

Mail Delivery Procedures

- To initiate service, an individual must complete an RPL Application for Homebound Services.
- Library materials will be mailed monthly.

Designated Borrower Delivery Option

Eligibility

To qualify for homebound designated borrower delivery, a patron must:

- Possess a valid resident, non-resident, or reciprocal RPL library card.
- Be unable to visit the library building on their own due to temporary or long-term illness, injury, impairment, medical condition, or disability.

Borrowing Policies

- RPL provides a wide variety of library materials, including books, magazines, DVDs, and audiobooks and a homebound patron may borrow these items consistent with RPL borrowing guidelines.
- For ease of delivery, a homebound patron may borrow 10 items at one time.
- Homebound patrons may place holds and request items as other patrons do.
- Overdue notices will be sent to both the homebound patron and the staff homebound coordinator.
- Fees will be charged for lost, damaged, or unreturned library materials consistent with RPL guidelines.
- A homebound patron may terminate homebound designated borrower service at any time.

Designated Borrower Delivery and Pick-Up Procedures

- To initiate service, an individual must complete an RPL Application for Homebound Services, and choose the Designated Borrower option allowing release of registration and borrowing records to the designee of their choice.
- Library materials will be delivered/picked-up by the designated borrower at a frequency agreed upon between the homebound patron and the designee.
- Designee contact information will be included in the homebound patron's account only for the duration of the homebound status.
- The homebound patron must notify the library if they wish to remove permission of the designee to access their account information and check out materials on their behalf.

Approved by the Rogers Public Library Board of Trustees on August 27, 2004

Amended on August 15, 2023