

HAWAII STATE LIBRARY FOR THE BLIND AND PRINT DISABLED

REGISTRATION INFORMATION

WHAT WE DO:

The Hawaii State Library for the Blind and Print Disabled (LBPD) lends reading materials in audio, braille and large print formats to eligible library users free of charge. You can choose to have materials mailed to you (for free) or you can download books to a computer or mobile device. LBPD is a branch of the Hawaii State Public Library System and the Pacific Regional Library for the National Library Service for the Blind and Print Disabled (NLS).

WHO IS ELIGIBLE:

1. Individuals with visual impairments, including those who are legally blind, those unable to read standard printed material with corrective lenses, and those who are unable to read comfortably without special aids or devices other than regular eye glasses.
2. Individuals with physical disabilities that prevent them from turning pages or holding a book because of muscle or nerve deterioration, paralysis or any other physical impairment.
3. Individuals with a reading disability resulting from an organic dysfunction, such as dyslexia, that prevents them from reading printed material in a normal manner.
4. Those with temporary conditions listed above.

5. Reading material and equipment may also be loaned to institutions such as nursing homes, hospitals, and schools for the blind provided they are used only by persons who meet the eligibility criteria. Students at public and private schools must be certified on an individual basis.
6. To qualify, applicants must be residents of the United States, including territories, insular possessions, and the District of Columbia, or American citizens living abroad.
7. For all LBPD services, preference shall be given at all times to eligible persons who have been honorably discharged from the armed forces of the United States.

HOW TO APPLY:

1. Complete the attached application form.
2. Have it signed by a “Competent Authority.”
3. Submit the application to LBPD or any public library branch.

WHO IS A “COMPETENT AUTHORITY?”

1. A “Competent Authority” is a professional who can certify an applicant’s disability. This includes doctors of medicine, doctors of osteopathy, ophthalmologists, optometrists, registered nurses, therapists, and professional staff of hospitals and public or welfare agencies (such as educators, social workers, counselors, rehabilitation teachers, certified reading specialists, school psychologists, or

superintendents). In the absence of any of these, certification may be made by professional librarians or by any person whose competence under specific circumstances is acceptable to NLS.

2. Applicants, or anyone related to them, may not consider themselves a competent authority and are not allowed to certify their own forms, including those borrowing for an institution or agency.

RESOURCES AVAILABLE:

1. **BOOKS:** Available from NLS in audio and braille formats.
2. **MAGAZINES:** Available from NLS in audio and braille formats. Direct mail subscriptions from the producer is available free of charge.
3. **DOWNLOADS:** Downloadable books and magazines in audio and electronic braille formats are available from **BARD**, the Braille and Audio Reading Download service provided by NLS. Library users must have access to a computer with an Internet connection, an email address, the ability to zip and unzip files, and a talking book machine, smartphone or similar device to read materials.
4. **CATALOGS:** Listings of new audio and braille books and magazines are available in audio, braille and large print formats. The catalog for audiobooks is called "Talking Book Topics," and the catalog for braille is "Braille Book Review." Direct mail subscriptions from the producer are available free of charge.

5. **MACHINES:** Special machines designed to play the audiobooks and magazines distributed by NLS are available. They provide high-quality sound, offer variable speed controls, and have built-in audio instructions for people with visual disabilities. Machine repair/replacement for malfunctioning NLS equipment is provided by LBPD.

6. **LARGE PRINT BOOKS:** Books in large print are available as part of the Hawaii State Public Library System collection. An HSPLS library card is required to borrow these materials.

7. **REGULAR PRINT MATERIALS ON DISABILITIES:** This collection is also part of the Hawaii State Public Library System. These books are published in standard print and not available in braille or audio. An HSPLS library card is required to borrow these materials.

8. **RADIO READING SERVICE – HAWAII (RRS):** LBPD provides a closed circuit radio broadcast over a sub-channel of Hawaii Public Radio (KHPR), which can be heard on Oahu and Maui. Narrators read articles from local newspapers and magazines, grocery ads, locally produced books and more. Programming is broadcast 24 hours a day, 7 days a week. A special radio receiver from LBPD is required.

9. **TRANSCRIBING SERVICES:** Upon request, LBPD can transcribe print material into braille and audio formats. Material may be transcribed only if not already available in the desired format.

10. **BOOKLISTS:** A list of new large print books is mailed out to registered patrons at least 4 times a year.

LIBRARY HOURS:

LBPD is normally open the following hours:

Mon, Wed, Thurs, Fri	8:30 am to 4:30 pm
Tues	10:00 am to 6:00 pm
Sat, Sun	Closed

Hours may be subject to change. Please call the library before visiting.

CONTACT INFORMATION:

Hawaii State Library for the Blind
and Print Disabled
402 Kapahulu Avenue
Honolulu, HI 96815

Phone: (808) 733-8444 (Voice/TTY)
Toll-Free Line: 1-800-559-4096
Website: <http://www.librarieshawaii.org/lbpd>
Email: olbcirc@librarieshawaii.org

Guam Subregional Library for the Blind
and Physically Handicapped
Nieves M. Flores Memorial Library
254 Martyr Street
Hagatna, Guam 96910-5141

Phone: (671) 475-4751
Website: <http://gpls.guam.gov>
Email: gpls@gpls.guam.gov

Affiliated neighbor island libraries:

Hilo Public Library
300 Waianuenue Avenue
Hilo, HI 96720
Phone: (808) 933-8890 (Voice/TTY)

Lihue Public Library
4344 Hardy Street
Lihue, HI 96766
Phone: (808) 241-3222

Kahului Public Library
90 School Street
Kahului, HI 96732
Phone: (808) 873-3097

PLEASE RETURN APPLICATION FORM TO:

Library for the Blind and Print Disabled
402 Kapahulu Avenue
Honolulu, HI 96815

Thank you for your interest in the Hawaii State Library for the Blind and Print Disabled. We look forward to serving you!



HAWAII STATE LIBRARY FOR THE BLIND AND PRINT DISABLED

402 Kapahulu Avenue, Honolulu, Hawaii, 96815; (808) 733-8444, www.librarieshawaii.org/lbpd

APPLICATION FOR FREE LIBRARY SERVICE: INDIVIDUALS

Audio, braille and large print books are available to those who are unable to read standard printed materials as a result of blindness or other visual or physical disability. Residents of the United States and American citizens living abroad are eligible for service. Please fill out all sections completely and print clearly.

Name: _____

Street Address: _____

City: _____ State: _____ ZIP: _____

Email Address: _____

Telephone: (Day) _____ (Evening) _____

Date of Birth: _____ Gender: _____

Alternate contact if you cannot be reached for an extended period:

Name: _____ Telephone: _____

Check here if you were honorably discharged from the United States military.

Indicate the primary disability preventing you from reading regular printed material.
Check one box only. See eligibility criteria on next page.

- Blindness Physical disability Deaf-blindness
 Visual impairment Reading disability

If you also have a hearing impairment please indicate the degree of hearing loss.

- Moderate – some difficulty hearing and understanding speech.
 Profound – cannot hear or understand speech.

Notice: Records relating to recipients of Library of Congress reading materials are confidential except for those portions defined by local law as public information.

ELIGIBILITY AND CERTIFICATION

Eligibility Criteria: The following people are eligible for service:

1. Blind: Those whose visual acuity is certified as being 20/200 or less in the better eye with correcting lenses, or whose widest diameter of visual field subtends an angular distance no greater than 20 degrees.
2. Visually impaired: Those certified as having a visual impairment, with correction and regardless of optical measurement, which prevents the reading of regular printed material
3. Physically disabled: Those certified as unable to read or unable to use regular printed material because of physical limitation
4. Reading disabled: Those certified as having a reading disability resulting from organic dysfunction and of sufficient severity to prevent reading regular printed material in a conventional manner.

Certifying Authority:

1. Applicants must be certified by a competent authority, which includes doctors of medicine or osteopathy, ophthalmologists, optometrists, registered nurses, therapists, and professional staff of hospitals, institutions, and welfare agencies (such as an educator, social worker, case worker, counselor, rehabilitation teacher, certified reading specialist, school psychologist, superintendent, or librarian). Certification may also be made by any person whose competence under specific circumstances is acceptable to the Library of Congress.
2. Relatives may not sign as the competent authority.

TO BE SIGNED AND COMPLETED BY CERTIFYING AUTHORITY:

I certify that the named applicant requesting library service is unable to read or use regular printed materials for the reason indicated on this form.

Signature: _____ Date: _____

Name: _____ Title: _____

Organization Name: _____

Address: _____ City: _____ State: _____ ZIP: _____

Telephone: _____ Email: _____

READING PREFERENCES

- Do not select books for me. Send only titles that I request.
 Select books for me.

If you wish to have books selected, please tell us about your reading interests. Please select no more than 10 subject categories from the list below.

- | | | |
|--------------------------------------|---|---|
| <input type="checkbox"/> Adventure | <input type="checkbox"/> History | <input type="checkbox"/> Religion |
| <input type="checkbox"/> Bestsellers | <input type="checkbox"/> Historical Fiction | <input type="checkbox"/> Romance |
| <input type="checkbox"/> Biographies | <input type="checkbox"/> Hobbies and Crafts | <input type="checkbox"/> Science & Technology |
| <input type="checkbox"/> Business | <input type="checkbox"/> Humor | <input type="checkbox"/> Science Fiction |
| <input type="checkbox"/> Career | <input type="checkbox"/> Literature | <input type="checkbox"/> Short Stories |
| <input type="checkbox"/> Classics | <input type="checkbox"/> Medicine & Health | <input type="checkbox"/> Spies and Espionage |
| <input type="checkbox"/> Cooking | <input type="checkbox"/> Mystery | <input type="checkbox"/> Sports |
| <input type="checkbox"/> Drama | <input type="checkbox"/> Nature | <input type="checkbox"/> Stage and Screen |
| <input type="checkbox"/> Fantasy | <input type="checkbox"/> Occult | <input type="checkbox"/> Suspense |
| <input type="checkbox"/> Gardening | <input type="checkbox"/> Philosophy | <input type="checkbox"/> Travel |
| <input type="checkbox"/> Gothics | <input type="checkbox"/> Poetry | <input type="checkbox"/> War/War Stories |
| <input type="checkbox"/> Government | <input type="checkbox"/> Psychology | <input type="checkbox"/> Westerns |

Preference: Fiction Nonfiction Both

Reading level: Adult Young Adult Child (Grade) _____

Content: I do not wish to receive books that contain (check all that apply):

- Strong language Violence Explicit descriptions of sex

Other preferences: _____

Catalogs: NLS provides catalogs to help patrons select books; please select the format you would like to receive:

- Large print Audio Braille

Newsletters: LBPH publishes a large print newsletter 4 times a year; please tell us how you would like to receive it:

- Postal Mail Email Do not send

BOOKS, MAGAZINES AND EQUIPMENT

Please select the format of reading materials you wish to receive:

- | | |
|--|--|
| <input type="checkbox"/> Audio books & magazines | <input type="checkbox"/> Music instruction/appreciation in audio |
| <input type="checkbox"/> Braille books & magazines | <input type="checkbox"/> Music instruction/appreciation in braille |
| <input type="checkbox"/> Large print books* | <input type="checkbox"/> Music scores in large print |

*Hawaii State Public Library System Library Card required for large print materials. Please provide HSPLS library card number: _____

BARD is a service for downloading braille and audio books to personal devices. If you would like to access library materials using your mobile device, please check this box.

Please choose mailing preference. Mark one only:

- "Turnaround" (books are sent after books are returned)
- "On Demand" (books are sent only when requested)

Please select the equipment you wish to receive:

- Digital Talking-Book Player SN: _____
- Headphones (Standard) SN: _____
- Flash drive adapter and cable (for Talking-Book Player)
- High volume player and headphones
(For users with profound hearing loss; requires separate application)
- Radio Reading Service receiver SN: _____

Please select how you would like to receive the equipment:

- Send the equipment to address indicated on form
- Will pick up equipment at LBPD
- Will pick up equipment at nearest public library _____

Playback equipment and accessories are supplied to eligible persons on extended loan. If they are not being used for recorded materials provided by the Library of Congress and its cooperating libraries, they must be returned to the issuing agency.

APPLICANT AGREEMENT

It is the responsibility of the library user to:

1. Notify LBPD of any address or phone number changes or of machines needing repair.
2. Keep machine mailing container box to return machine when in need of repair, recalled by the library, or no longer needed. Return them to LBPD or your island's regional library.
3. Take care of books, magazines and machines. Keep away from food, drink and smoke.
4. Do not loan books, magazines or machines to other individuals or institutions.
5. Return books and/or magazines within the prescribed one-month loan period.

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- I understand that to retain the use of the machine provided, I must borrow at least one book or magazine a year from LBPD.
 - I understand that failure to return books and machines in a timely manner may result in suspension and/or cancellation of service.
 - I understand that failure to notify LBPD of change of address or phone may result in cancellation of services.
 - I understand the above responsibilities and agree to abide by the published policies and procedures of LBPD.

Signature of Applicant: _____ **Date:** _____

Please deliver or mail this application to LBPD. Our address is 402 Kapahulu Avenue, Honolulu, Hawaii, 96815.

FOR LIBRARY USE ONLY

Patron ID No. HI1A _____

HSPLS No. (for large print only) _____

Registration information provided: Yes () No ()

Send copy of application to: Hawaii () Kauai () Maui () Date Sent _____

Catalogs (list):