



Jackson County Public Library

Homebound Service Guidelines

The Outreach Services Department provides library materials and services to those who, for a variety of reasons, cannot take advantage of them at the main library.

Homebound service is free to Jackson County Public Library customers who cannot use the library due to long-term illness, physical disability, or injury. Requests for service due to special circumstances will be considered. Family members residing with eligible customers may also be eligible to receive service, depending upon circumstances. Family members are often caregivers and because of this may be homebound as well.

A valid Jackson County Public Library card and registration in the Homebound Service program is required.

An Outreach Services staff member will telephone or visit the customer at home: to determine needs and then to register the patron for Homebound Service; to create an interest profile to determine the types of materials needed; and to find the actual location of the customer's home address to set up a delivery route.

The customer may check out up to 25 items at any one time. This number may be adjusted upon request to meet individual needs. Particular authors and titles may be requested.

Materials available for delivery include: regular and large print books, magazines, Books on CD, music CDs, and DVDs.

Materials checked out to Homebound Service customers are not subject to late fees. Customers are responsible for charges due to lost or damaged materials. When customers become unable to use library materials, every effort will be made to retrieve the materials through facility coordinators or next of kin.

Seymour Library
303 West Second Street
Seymour, IN 47274

Tel: (812) 522-3412
Fax: (812) 522-5456

Crothersville Library
120 East Main Street
Crothersville, IN 47229

Tel: (812) 793-2927
Fax: (812) 793-3721

Medora Library
27 West Main Street
P.O. Box 400
Medora, IN 47260

Tel: (812) 966-2278
Fax: (812) 966-2229

Outreach Services
Serving Jackson County
Tel: (812) 522-3412 x1241

www.myjclibrary.org

The customer is responsible for being available on Outreach Services visitation days. All materials should be in the library bag and ready for the staff member or volunteer to pick up. The customer should call Outreach Services if no one is at home on delivery day. Items should not be left outside for pickup.

Customers should confine pets that may be overly friendly or especially if they are unfriendly and ensure safe access to the property for Outreach Services staff members.

Materials are normally delivered bi-weekly. Outreach visits to long-term care facilities that have requested the service will be included in the regular Discovery Bus schedule.

Visits will be cancelled when the Seymour Community Schools announce a delayed opening or closure due to inclement weather. Library staff will try to reach all persons scheduled for a delivery to tell them of any cancellations. All materials due will be automatically renewed for the customers.

Route schedules will be determined and modified according to demand. A waiting list will be established and capacity and demand evaluated regularly.

For more information, call the Outreach Services Department at (812) 405-1831.

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