

Health Translations Directory Collection Policy

Purpose of the Policy

- To establish the subject and content criteria for the linking of material to the Health Translations Directory (HTD) – hosted by the Better Health Channel (Department of Health) – and managed by the Centre for Culture, Ethnicity and Health (CEH).

Why a Health Translation Directory

- To provide a portal for health professionals and intermediaries to find and access high quality translated health information online that supports their culturally and linguistically diverse (CALD) patients/consumers to make informed health and lifestyle choices.

What is included in the collection

- Written resources (such as fact sheets, brochures etc.)
- Multimedia products, including audio, videos and graphics
- Digital products and tools
- The collection embraces the view of *World Health Organisations* (1948) that defines health as “*a state of complete physical, mental and social well-being and not merely the absence of disease and infirmity*”. This definition of health forms the basis of the materials included in the collection of Health Translations Directory. The current topics listed on the directory can be seen in the Appendix 1.

What is not included in the collection

- Advertising or lobbying materials
- Clinical materials (targeted at health professionals)
- Resources published outside Australia

Selection and acquisition of new material

- The Department of Health has funded CEH to improve and update the HTD website. CEH actively sources, indexes and registers new and relevant materials. All information added to the collection must comply with the editorial guidelines as well as the collection development policy requirements. Organisations can request to register their multilingual health information by filling in the 'registration form' provided on the website. CEH will review the material against the editorial guidelines and policy to establish whether the materials will be added to the collection.

Review of the library collection

- The collection is monitored regularly to ensure that linked resources meet the requirements of the health professionals and the needs of their CALD patients/consumers. Information gaps are identified and resources sourced. Currency is vital in the HTD and removal of material that falls under one of the following criteria is undertaken on an ongoing basis:
 - Does not comply with the editorial guidelines
 - Information is out of date
 - The topic is no longer of relevance
 - Updated material is available and supersedes existing material

Review of the collection development policy

- The collection development policy will be reviewed every two years.

Appendix 1: Topics listed on the Health Translations Directory

Abuse	Eyes	Organ and tissue donation
Aged	Family law	Other resources
Alcohol	Family violence	Pain
Allergies	Feet	Palliative care
Allied health	First aid	Parenting
Alternative medicines	Food and nutrition	Patients' rights
Anxiety	Food safety	Physical activity
Arthritis	Gambling	Pregnancy and post-natal care
Asthma	Genes and genetics	Recreation
Australian Health System	GLBTI	Relationships
Behavioural disorder	Grief loss and death	Running a food business
Blood and blood vessels	Hair and nails	Safety
Bones, muscles and joints	Health practitioners	Sexual health
Bowel	Heart	Skin
Brain and nerves	Heat	Sleep
Cancer	Hepatitis	Smoking
Carer	HIV/AIDS	Stress
Centrelink	Housing	Stroke
Children's health	Hygiene	Suicide
Children and family services	Immunisation	Surgery
Chronic diseases	Infections	Tobacco reform
Contraception	Interpreting and translation	Tuberculosis
Dementia	Kidneys and bladder	Vitamins and minerals
Depression	Legal issues	Weight management
Diabetes	Lungs	Wellbeing
Digestive system	Medical examinations	Women's health
Disabilities	Medications	Young people
Discrimination	Men's health	
Diseases and conditions	Mental health	
Drugs	Mental health – Victorian statement of rights	
Ear, nose and throat	Migrants and refugees	
Eating disorders	Oral health	
Emergency		
Employment		
Environmental health		