

USING UPtODATE

UpToDate is an online resource specifically designed to answer the clinical questions that arise in daily practice and to do so quickly and easily so that it can be used at the point of care. Its physician editors and authors review and update the content on a continuous basis and a new, peer-reviewed version is issued every four months. The published evidence is summarized and specific recommendations made for patient care.

General Information

- UpToDate can be accessed through the Library's Web page (<http://www.utoledo.edu/library/mulford/>). Click on **Full-Text Resources**. Please note that UpToDate is limited to Health Science Campus use only.
- If assistance is needed, ask a library staff member. From home or office, contact Mulford Reference Assistance at 419-383-4218, MulfordReference@utoledo.edu, or <http://www.utoledo.edu/library/mulford/resources.html> (online chat).

Searching UpToDate

Conducting a search in UpToDate is different than other resources. Follow these instructions to get the most from the resource.

1. Enter a search term or phrase in the search field (for example, "treatment of hypertension in pregnancy"). The term may be a disease, a symptom, a trial, a procedure, or a drug name; UpToDate recognizes most abbreviations and word roots, and capitalization is not important.
2. From the result list, hover your cursor over the topic which matches your search: on the right side of the page you will see an outline for that topic.
3. Click on a heading in the outline view or on the topic you are interested in.
4. Use the outline in the left frame to find your answers quickly.
5. Access MEDLINE abstracts by clicking on a reference number in the text or in the reference section at the bottom.

For more information on searching in UpToDate, see the online help.

Printing, Emailing, and Exporting

- To **print** a topic review, click on **printer friendly format** in the upper right corner of the topic review, then select **Print** from the file menu.
- To **e-mail** a topic review, click on **e-mail this to a colleague** to e-mail the complete text, graphics, and references.
- To **export** a topic review, click on **printer friendly format** to remove frames. From your browser, click on file, save as, and save the document as a text file (.txt).



Making Slides

Step by step information for Windows and Macintosh is available through the [Help](#) page at UpToDate. Click on **User Manual**.

Additional Features

Table of Contents	Every subscription to UpToDate includes the entire collection of specialty and subspecialty sections in the same database. The program automatically searches across all of these every time a search is initiated. Click on About UpToDate (upper right hand corner), then Contents .
Authors	The authors of each topic review are listed at the top of the review. Clicking on their name will give you their title and affiliation. A full listing of the authors can be viewed by clicking on About UpToDate (upper right hand corner), then Contents .
Literature Review/ Last Change Dates	UpToDate constantly monitors the literature and update the relevant topic reviews with important new medical findings. The physician editors review hundreds of journals and other resources in total every month.
MEDLINE Abstracts	All of the material in UpToDate is fully referenced. Click on any underlined reference number, either within the text or from the list of references at the bottom of the screen, and open the corresponding MEDLINE abstract (if one exists).
Drug Database	The UpToDate drug information database contains drug information topics that include information about usual dosage, adverse reactions, and more. Drug information may be found by search by drug name. Where relevant within articles, links to drug information are also available. Click on any underlined drug name in a topic review to access the drug database.
Graphics	UpToDate has extensive graphics incorporated into the topic reviews, denoted by phrases such as "show figure" in the text and listed in the topic review outline. Clicking on these links will display the graphic in a separate window. All graphics can be printed, made into slides, or emailed to a colleague.
Related Topics	Most topic reviews have links to related topics if you want to dig deeper into an issue. These links appear in parentheses with the topic text. A list of all related topic links may be found at the end of any topic outline.
What's New	Search on "What's New" to read summaries of editor selected findings since the last release for each specialty.
Patient Information	UpToDate includes hundreds of patient information handouts written specifically for patients. Patient information may be found through the main search box (e.g. "patient info" asthma). Patient information topics will also appear among the list of matches if you search on a disease for which one exists. These topics go through peer-review and constant updating as with our professional-level topics.
CME Credit	You can get category 1 CME credit while you work. Your time using UpToDate is automatically logged by a tracking mechanism. To see your accrued credits, select CME. You can request a certificate for your credits by following the instructions in My UpToDate. (For more information, see online help.)