# Norfolk County Council

## **Health Information Leaflet Service**

Briefing paper Nov 2015

#### Who orders from HILS?

- ✓ GPs and health visitors
- ✓ pharmacies
- ✓ dentists and opticians
- √ health trainers
- √ hospitals
- ✓ children's centres
- √ schools/colleges
- √ housing associations
- √ charities
- √ councils

### **Contacting HILS**

The leaflet service is based at Cringleford Business Centre, on the outskirts of Norwich.

Suite 5a Cringleford Business Centre Intwood Road Norwich NR4 6AU

01603 502749 HILS@norfolk.gov.uk

Usual opening hours are Tuesday to Friday, 8am-1pm. The service is not open to the public but visitors are welcome by appointment.

### Service overview

The Health Information Leaflet Service distributes promotional materials to health and community professionals in Norfolk.



The aim of the Health Information Leaflet Service (HILS) is to enable the population of Norfolk to make well informed choices about its health by ensuring that good quality health promotion materials are widely available.

To achieve this, HILS offers a comprehensive catalogue of leaflets, posters and other marketing materials – from both local and national sources – which are ordered by professionals across Norfolk and sent out free of charge. A loan service for health education models is also available.

The service distributes materials for pharmacy and library public health campaigns, which run six times each year.

### The ordering process

Orders are placed online via the Norfolk's Living Well website at **brochure.norfolkslivingwell.org.uk**.

Once picked and packed, deliveries are made using the courier service managed by Norfolk Community Heath and Care. The courier calls at GPs, pharmacies and a number of community health settings across Norfolk. Customers based at other locations are able to select their nearest pick up point (usually a health centre) and arrange a convenient time for collection.