Harvard Referencing Exercise

Find below exercises for the Harvard style of referencing. Please use the Oxford Brookes University guide to referencing to help you. (Handout).

### Exercise 1

**Fill in the missing information**

As a set of principles Leutz’s rules (Leutz, [REF]) have continued to gain credibility over time, yet whilst these are a useful starting point, it is clear there is no simple formula for service development. The reasons for this are unclear, although Glasby (Glasby, [REF]) argues the historical and structural differences between health organisations and local authorities are deeply rooted and difficult to overcome.

In the case of clinically integrated systems within the NHS, Chris Ham (Ham, [REF]) asserts that national policy can act as both a facilitator and a barrier to integration, especially when the incentives at a local level are underdeveloped. A recent review of integration in six European countries came to similar conclusions. (Mur-Veerman et al, [REF]).

### References

Leutz, W. (1999) Five laws for integrating medical and social services: Lessons from the United States and the United Kingdom. The Millbank Quarterly 77(1):77-110.

Glasby, J (2003) Hospital Discharge: Integrating Health and Social Care. Radcliffe Publishing.

Ham, C (2008) Integrating NHS Care: Lessons from the front line. The Nuffield Trust.

Mur-Veeman I, van Raak A, and Paulus A (2008) Comparing integrated care policy in Europe: Does policy matter? Health Policy. 85: 172-183.

### Exercise 2

**Eight publications of various formats are described below. Try writing the reference details for each in the Harvard style and putting them into alphabetical order in a reference list.**

Schedule 11 of the Health and Care Act (2022) regarding Patient Choice: Undertakings by Integrated Care Boards.

A report by the Local Government Association and the Integration and Better Care Fund named ‘Strategic Collaborative Planning and Commissioning’, published in 2022.

A chapter from Swindon Borough Council’s Joint Strategic Needs Assessment published in 2022 focussing on Oral Health.

A book called Ending the Social Care Crisis: A new road to reform, published in 2022.

A report called ‘A practical guide for strategic workforce planning, shaping and commissioning’ published in 2022.

A guide called ‘Developing a Market Position Statement: a commissioner’s toolkit’, published by IPC in 2014.

A web page on the Social Care Institute for Excellence advising what co-production is and how to do it: <https://www.scie.org.uk/co-production/what-how>.

West Sussex’s Council Plan (2021-2025).

### Exercise 3

Look at the examples below. Which is the correct Harvard style reference?

A, B, C, or D. Mark the one you think is correct then check your answers.

**Example group 1 – book**

1. *Brilliant writing tips for students*. Basingstoke: Palgrave MacMillan, Copus J. 2009.
2. Copus J. (2009) *Brilliant writing tips for students*, Basingstoke: Palgrave MacMillan.
3. Brilliant writing tips for students. Copus, J. 2009.
4. Copus, J. Brilliant writing tips for students. Basingstoke: Palgrave MacMillan.

**Example group 2 – online report which does NOT have a full place /publisher detail**

1. Commissioning for Better Outcomes: A Route Map (2015) University of Birmingham, Health Services Management Centre and Institute of Local Government Studies.
2. University of Birmingham, Health Services Management Centre and Institute of Local Government Studies (2015) *Commissioning for Better Outcomes: A Route Map*, Available at <https://www.adass.org.uk/media/4576/commissioning-for-better-outcomes-a-route-map-301014.pdf>, (Accessed: 05/09/2024)
3. *Commissioning for Better Outcomes: A Route Map,* University of Birmingham, Health Services Management Centre and Institute of Local Government Studies (2015) (Accessed: 18/09/23).
4. University of Birmingham, Health Services Management Centre and Institute of Local Government Studies (2015) Commissioning for Better Outcomes: A Route Map. Department of Health.

**Example group 3 – internal council document**

1. London Borough of Camden, Joint Commissioning Plan for Adults with Learning Disabilities 2013-2016, 2014.
2. Joint Commissioning Plan for Adults with Learning Disabilities 2013-2016 London Borough of Camden.
3. London Borough of Camden (2014) *Joint Commissioning Plan for Adults with Learning Disabilities 2013-2016.*
4. Joint Commissioning Plan for Adults with Learning Disabilities 2013-2016 (2014) London Borough of Camden.

**Example group 4 – Article hosted on a webpage**

1. The Kings Fund (2023) *Ethnic inequalities in mortality in England: a complex picture requiring tailored, evidence-based responses.* Available at: <https://www.kingsfund.org.uk/blog/2023/09/ethnic-inequalities-mortality-england> (Accessed 18 September 2023).
2. *Ethnic inequalities in mortality in England: a complex picture requiring tailored, evidence-based responses,* Kings Fund (2023).
3. Ethnic inequalities in mortality in England: a complex picture requiring tailored, evidence-based responses, 2023. Available at: <https://www.kingsfund.org.uk/blog/2023/09/ethnic-inequalities-mortality-england>.
4. *Ethnic inequalities in mortality in England: a complex picture requiring tailored, evidence-based responses* (accessed 18 September 2023).