

Orientation to Extended Care Unit

Welcome to the Extended Care Unit.

You will be seen by a medical officer upon admission, and by a psychiatrist within a week where a plan will be developed.

Ward Contact:

- The phone number for the ward is **5454 7660**, please give this number to family & friends should they wish to contact the ward.

Smoking Policy:

- This is a **No Smoking Facility**, smoking is not permitted on the hospital grounds.
- You are able to use nicotine replacement therapies free of charge whilst in hospital. Ask your nurse about the options available.
- Cigarettes & Lighters are not permitted on the ward. They will be stored in the property cupboard, which will be handed to you on leave and returned to you on discharge.

Personal Belongings:

- Certain items are not permitted on the ward. In the interest of the safety and security of your belongings, we ask that your family/visitors please take any unpermitted items home with them.
- We can supply basic toiletries until visitors can bring your own in

Common areas:

- We ask that you please use the appropriate areas with consideration to other people's needs. If you are unsure please ask nursing staff.

Contact Nurse

- At the beginning of each shift a Nurse will be assigned to you. This nurse will be your contact person for this shift, at each change of shift the nurse will come around (if your on the ward) and discuss your needs for the shift
- you can find who your contact nurse is at each end of the nurse's station.

Coping and Safety Plan

- You have access to a coping and safety plan, which you are encouraged to complete as soon as possible. They are designed to help you identify your coping strategies and allows staff to understand how you best cope.

Visiting Hours:

- Visiting hours for the ward are from 2pm until 8pm, however, this is flexible and arrangements can be made for other times of the day to fit in with your and visitors schedule.
- Please arrange for visitors to come between these times.
- A family room is available for use. Please ask if you would like to access this with your family.

Food & Drink:

- The ward does not have a fridge for patient use; food and drink that requires refrigeration **cannot** be stored within the hospital.
- Meal times:
 - o 8am breakfast
 - o 10am morning tea
 - o 12pm lunch
 - o 3pm afternoon tea
 - o 5pm dinner
 - o 7pm supper
- To collect your meal, please go to the kitchen area.
- Fresh water is available in the kitchen area.

Phone Use:

- Personal phone use on the ward is permitted, however restrictions may be put in place by your treating team for yours and others safety.
- Access to charger cables is limited, however you are able to charge your phone in the nurse's station.

Laundry Facilities:

- We have laundry facilities available on the unit for you to utilize to do your washing – please ask the nursing staff if you would like access into the laundry
- We are able to provide you with hospital PJ's, should you need a change of clothes.

Sexual Safety

- Physical interpersonal relationships are not permitted on the ward. For the safety of yourself and others, please do not engage in physical relationships with others whilst on the ward.

Personal Medications

- Personal medications are not permitted on the ward. All medications must be stored in the medication room, or taken home by visitors.