

## Ross Memorial Hospital Mental Health Program 10 Angeline St. N. 2<sup>nd</sup> Floor

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Ph: (705) 328-6064 Fax: (705) 328-6065 Visit <u>www.rmh.org</u> and search by Programs & Services

# Mental Health In Patient Unit

Schedule 1 adult psychiatry short-term unit for assessment, stabilization and short-term treatment.

## THE IN PATIENT UNIT

The Mental Health Inpatient Program at Ross Memorial Hospital is committed to providing a safe therapeutic environment for patients and staff.

We are an interdisciplinary team that recognizes the rights of all, focuses on the concept of wellness and strives to provide a continuum of care from hospital to community. Upon admission you will be given orientation to the unit as well as to policies and procedures. We believe in client centered care and practice a Total Nursing approach to care. You will be assigned a Primary Nurse each shift. Your PN will begin the discharge planning process by establishing a plan of care with you, including the appropriate programs for you to attend while hospitalized. Attendance and participation in identified programs for you are an essential part of your therapy.

**Please note:** While appreciative, staff do not accept gifts! We are also a scent free environment. Thank you for your cooperation.

## **POLICIES AND ROUTINES**

# **Zero Tolerance Policy**

The Ross Memorial Hospital is committed to providing a safe and respectful working and service environment, free from harassment and discrimination and supportive of achievement, dignity, self-esteem and fair treatment. Abuse of this policy will not be tolerated.

# No Smoking Policy - RMH is Smoke-Free

RMH is committed to providing a healthy environment for its patients, visitors, staff, physicians and volunteers. That's why, as of May 12, 2011, Canada Health Day, all hospital property, including the parking lot, will be 100% smoke-free. To help with the transition, nicotine replacement therapy is available for inpatients. If you are interested in nicotine replacement therapy or in finding out more about ways to quit smoking, please talk to your physician or call the Smoking Cessation coordinator at the Public Health Unit at 324-3569.

#### **Meal Times**

All food and beverages are to be consumed in the designated dining area only. To maintain a pleasant and clean eating area, please clean up after yourself.

Breakfast: 8:45 am • Lunch: 12:30-1:30 pm • Dinner: 5:30-6:30 pm

#### **Medication Times**

Medications will be dispensed from the medication room. You are expected to come for your medications at the appropriate time with a water jug

Morning Meds: 8-9 am • Lunch Meds: 12-1 pm • Dinner Meds: 5-6 pm • Bedtime Meds: 9-10 pm

#### **Valuables**

You are encouraged to send all valuables home. RMH will not be responsible for any items that may be lost, including money. Large amounts of money will need to be kept in the business office for safekeeping if not able to be sent home.

## **Privileges**

The Inpatient Mental Health Unit is a locked Unit. All passes and privileges will be assessed and ordered by the doctor to allow patients to leave the unit for any reason.

## Television, Phones and Radio

**TV:** The television and phone will be unavailable during the hours of regular programs. Sunday to Thursday, the TV will be turned off by 10 pm; Friday and Saturday the TV will be turned off by 11pm and will be available again at 7 am.

**Radios:** To avoid disturbing/disrupting others with loud music, a portable music device may be used with headphones. Don't forget batteries! (Electrical appliances must be checked by Maintenance)

**Cell Phones:** Cell phones (includes Blackberries) and charging cords will be stored in the nursing station. Cell phones may be utilized by clients with off unit privileges when utilizing said privileges. Cell phones will be returned to the nursing station upon re-entry to the unit and placed in the client's personally labeled basket or plugged in for charging if requested

**Phone:** There is a Bell payphone located on the Unit for your use.

Incoming calls can be directed to the dining room (705) 324-6111 x 4759. This phone is answered and shared by patients.

# **Visiting Hours**

Sunday to Monday from 11am - 1pm and again from 5pm - 8 pm.

Visitors are limited to the common areas.

Bedrooms are restricted for patient use to respect privacy and confidentiality.

# **Health Information Privacy**

Your Mental Health treatment will be treated as health information and is subject to Ontario laws.

These laws include particular ideas about sharing information within the "Circle of Care".

In Day Program treatment, your Circle of Care will include the Day Program staff, Community Counselling staff (if you have services over there), your physician and/or psychiatrist, and any other Ross Memorial Hospital staff required for relevant health treatments (i.e. Emergency Room). If you also receive services from the Canadian Mental Health Association (CMHA), they are considered part of the circle of care. If you do not want someone in this list to have access to your

health information, please inform us.