HOSPITALIZATION BY DRS. ARBUCK AND SIDHU

In an effort to stabilize and improve your condition, inpatient hospitalization had been recommended. Please understand that the hospital admission is psychiatric in nature and therefore there are some inconveniences present. For example, unit doors are locked and the general environment is designed more for safety than comfort. At the same time, a dire need for stabilization and medication changes far outweighs several days of inconvenience. The Intractable Pain Unit is designed to help people like you. From time to time, the Intractable Pain Unit is closed by the hospital if too few patients are on the unit. If this occurs, admission will be to the general unit.

PROCESS FOR ADMISSION TO COMMUNITY HOSPITAL NORTH

PSYCHIATRIC PAVILION

1) Schedule or confirm that your provider has scheduled the date of your admission. Non-Medicare patients MUST BE SEEN IN OUR OFFICE ON THE DAY OF THEIR ADMISSION.

2) All admissions to the hospital are at assigned times. Call Indiana Polyclinic at (317) 805-5500 between 9:00 -10:00 am on the morning of the day you HAVE BEEN SCHEDULED TO BE ADMITTED TO CONFIRM YOUR ADMISSION, MONDAY THROUGH WEDNESDAY ONLY. (If you are scheduled to be admitted on Sunday, all of these arrangements must be made on Thursday.) Nurse Laurie coordinates admissions. Please note, you must be on the schedule for admission before you can call the Nurse. Do not call expecting to be admitted that same day if you are not on the schedule. While we try to accommodate requests, it is not always possible.

3) Nurse Laurie (or another staff member) will contact the hospital to determine if there are beds available on that day and proceed with making the arrangements. If the hospital is full, your admission may be postponed. In the event that your admission is postponed, your name will be placed on a waiting list in the order it is received.

4) As a courtesy, your insurance and medical information will be faxed to the hospital, in preparation for your admission. Hospital admissions will verify your coverage for inpatient therapy. Our clinic cannot verify inpatient benefits. Any questions or concerns about this matter should be directed to the hospital billing department. Please contact CHN at 317-621-5185.

5) Upon receiving the call from our staff to verify your admittance, you will be assigned a time (either 4pm or 7pm) to arrive at the hospital. Medication orders will be given the same day, and the Doctor will see you the following morning, between 7:00 and 10:00 am.

6) Community North Hospital is located just off I-69 at the 82nd Street exit in Indianapolis. At the bottom of the ramp, turn left onto 82nd Street. At the next stoplight, (Clearvista Drive) turn right. Follow the signs to the Behavioral Care Pavilion entrance.

By signing below, the patient verifies that he/she has received this three page document and understands the content related to hospitalization.

(This is a duplicate of the signed copy provided to Indiana Polyclinic)
Welcome!
Thank you for choosing Community Health Network for you healthcare!

We would like to share some information about our Behavioral Care Services Department with you to help you feel comfortable during your stay here, and to help you understand what will happen once you are admitted.

Each inpatient unit is different, but all of the units have certain things in common such as:

- Every unit is locked. The units are locked for two reasons: 1) to protect patients who would not be able to function outside a safe, secure environment from leaving the unit, and 2) to protect the privacy and confidentiality of the patients on the unit.
- There is no smoking or tobacco products allowed on the units or on the grounds of Community North Hospital. For patients who do smoke, Nicorette gum or Nicoderm patches may be ordered as soon as you are admitted. Ask your nurse; he or she will obtain them for you.
- Each patient will have a private room with a shared bathroom. The units do not have telephones in the patient rooms but each room does have a TV. We want to encourage you to participate in your treatment and socialize with other patients while you are here. There are educational groups on the unit and patients from all of the units, with the exception of our Senior Adult Unit, participate in off-unit activities in our Activities Therapy area on the first floor.
- The Intractable Pain Unit is designed to help patients with a combination of medical and mental health problems.

When you arrive on the unit, you will be greeted by the staff. The staff will take your belongings to record them on a list, so upon discharge you take everything with you. Your belongings will be placed in a locked cabinet or, if allowed, in your room. Valuable items, such as jewelry or large amounts of money will be locked in a safe.

The staff will ask you to remove your clothes and put on a patient gown so that they are able to do a skin assessment and make sure that you do not have anything in your pockets, socks, etc. with which you might be able to hurt yourself or others. We do this for every patient because our main concern is the safety of patients and staff.

As a part of the admission process, you will be asked to sign consent forms and answer questions about your mental and physical health by a RN.

After talking with you, the RN will call your doctor for diet, activity, medication and other orders. A staff person will orient you to the unit and tell you about the meal times, rules, etc. Each shift, you will have a staff person, either an RN or clinician, assigned to you. This will be your “go to” person for that shift. Keep in mind, that if your staff person is unavailable, then another staff person will be happy to help you.

- In addition to breakfast, lunch, and dinner, each unit has a designated snack time. Snack times are posted by the kitchenette.
- Food from outside of the hospital is allowed in limited quantities. Food should be limited to non-perishable items and may be restricted by hospital staff as they see fit.
COMMUNITY HOSPITAL NORTH
BEHAVIORAL HEALTH CARE
ADULT PATIENT – POSSESSION GUIDE

I. CLOTHING
   o Patients may have up to three (3) outfits plus one pair of pajamas.
   o The patient units have laundry facilities.
   o Drawstrings of any sort are not allowed. Exceptions may be made, but it is better to have clothes without strings, belts, or cords.
   o The same goes with shoes. (Orthopedic shoes with ties will require a physicians’ order)
   o Shower shoes or flip flops are encouraged.
   o Please bring your personal hygiene items.

II. VALUABLES
   o We recommend leaving purses/wallets/valuables at home.
   o No more than $20 cash please.
   o Credit cards, checkbooks, jewelry except wedding bands, etc. should be left at home.
   o We try to accommodate a patient’s needs, but no equipment with cords are allowed in patient rooms. Electronic equipment may be used. Cell phones, computers, MP3s, etc. may be used charged at the Nurses’ station and used in the room cordless. Valuables brought to the hospital will most likely be locked up on the unit and returned upon discharge.

III. MEDICATIONS
   o Please bring a complete list of your medications. Include any inhalers, creams, injections, etc. along with any oral medications. The list needs to include the strength and frequency (times per day).
   o DO NOT BRING THE ACTUAL MEDICATIONS unless requested by doctor or staff. The exception would be oral contraceptives as these are not supplied by our pharmacy.
   o Include a list of vitamins and supplements as well as doses. If these are deemed by your Doctor to be continued, they can be brought to you from home later.
   o No vitamins or home medications can be used without hospital pharmacy approval first.

IV. COMMON ITEMS NOT ALLOWED
   o Smoking or drug paraphernalia.
   o Any alcohol containing substances. These include perfume, cologne, aftershave, hairspray, mouthwash, etc.
   o Sharps such as clippers, pocket knives, glass items, mirrors, aluminum cans, razor blades, etc.
   o No caffeine in any form, including sodas is permitted.
   o Crafts are permitted, but please limit the amount of supplies.

THANK YOU FOR YOUR COOPERATION. ALL OF THE GUIDELINES ORIGINATED FROM SAFETY CONCERNS. OUR PATIENTS AND VISITORS’ SAFETY IS OF UTMOST IMPORTANCE TO COMMUNITY HEALTH NETWORK.