

GUIDELINES FOR PATIENTS AND VISITORS

ADULT UNIT INFORMATION

TELEPHONE CALLS – Outgoing calls can be made daily from **8:00 am to 10:00 pm** via the patient phones. Phone usage is not restricted in any way in case of an emergency.

VISITING HOURS

C-WING, EXT 300

Thursday

6:30 pm – 7:30 pm

Family Education Group 5:45 pm – 6:15 pm

Saturday

2:00 pm – 4:00 pm

D-WING, EXT 400

Tuesday

6:30 pm – 7:30 pm

Family Education Group 5:45 pm – 6:15 pm

Sunday

2:00 pm – 4:00 pm

HOLIDAY VISITING SCHEDULE

MAJOR HOLIDAY (Thanksgiving Day, Christmas Day, Easter)

Please contact the nurses' station for specific times & details

CHILD / ADOLESCENT (E-WING) INFORMATION

TELEPHONE CALLS – Outgoing calls can be made during the following hours via the patient phones:

Daily 7:00 pm – 9:00 pm, Saturday 11:00 am – 12:30 pm, Sunday 11:00 am – 12:30 pm

Although phone times have been structured around therapeutic activities, we understand that there may be times that necessitate calling throughout the day. The nursing staff will accommodate your loved ones needs to the best of their abilities, while maintaining a safe environment for all patients. Please note, phone usage is not restricted in any way in case of an emergency.

VISITING HOURS – Visiting hours are limited to immediate family only (mother, father, siblings (12 and older), and grandparents.) Any other visitors must have pre-authorization and a doctor's order must be written.

WEDNESDAY

6:30 pm – 7:30 pm

Caregiver Education Group

5:45 pm – 6:15 pm

SATURDAY

11:00 am – 12:30 pm (Visit/Lunch)

SUNDAY

11:00 am – 12:30 pm (Visit/Lunch)

HOLIDAY VISITING SCHEDULE

MAJOR HOLIDAY (Thanksgiving Day, Christmas Day, Easter)

Please contact the nurses' station for specific times & details

Visiting hours are intended to be therapeutic for all patients. Visiting privileges may be restricted in the patient's best interest, and visitors who are disruptive may be asked to leave at the discretion of the staff.

If it is not possible for your family members or a significant person to visit during the above times, other arrangements can be discussed with the charge nurse who must obtain a written order from the physician.

All visitors must "sign in" in the visitor's log located at the front desk. You must also "sign out" upon leaving the facility. This is a State License Requirement.

OVER PLEASE

Outside food and drink are not permitted during visiting hours or on the units. The Dietary Department provides patients with nutritious, well-balanced meals and snacks. Adult patients have access to the vending machine.

FOR SAFETY PURPOSES:

1. **TWO** (2) or less visitors per patient at a time
2. Children under the age of **TWELVE** (12) may not visit and must have adult supervision in the lobby.
3. Visiting hours for the Children/Adolescent are limited to immediate family only (mother, father, siblings (12 & older), and grandparents). Any other visitors must have prior authorization and a doctor's order must be written.
4. Visitors are asked to sign in and leave their coats in the lobby of the hospital. Handbags or other packages should not be brought onto the units or in the visiting area. Visitors should lock them in their vehicles. Small lockers are available. Clarion Psychiatric Center is not responsible for lost or stolen articles left in the lobby.
5. For the patient's safety, certain items are **NOT** allowed on the units. Items will be sent home when possible or stored until discharge.
6. Medication or other substances of any kind are not permitted.
7. Our building is a smoke-free building; therefore, patients and visitors will not be permitted to smoke in the building. Adult patients 18 and older will be permitted to smoke in the courtyard at designated times. Visitors may **not** smoke with the patients in the courtyard during visiting hours.

PATIENT BELONGINGS GUIDELINES

It is the policy of Clarion Psychiatric Center to maintain a safe environment and ensure that upon discharge, a patient is provided with all of their belongings. All other belongings will be stored in the secured belongings room until the patient is discharged. Upon admission, the patient will have the opportunity to select their belongings identified on the "Approved Belongings" list below.

APPROVED BELONGINGS

- **Four** sets of clothing (4 pairs of socks, 4 pairs of undergarments, 4 tops, 4 bottoms) (**Nothing revealing, no spaghetti strap tanks, no belts or strings, no scarves, bandanas**)
- **One** set of sleep clothing
- **One** hat (*adult patients only*)
- **One** pair of shoes; **One** pair of shower shoes (no high-heeled, no boots, no shoelaces)
- **One** jacket/coat
- **One** pillow; **One** blanket
- **One** comfort item
- **One** book/journal (no spiral notebooks, no pencils, pens, colored pencils or crayons)
- **Unopened** tobacco products (*adults only*; no e-cigs, no matches or lighters)
- **Four** pieces of make-up (*adult patients only*, no glass or mirrors, pumps, cans or aerosol, no metal)
- Maximum \$20.00 (*adult patients only*)
- **Adult patients only** may have a wedding band, no other jewelry of any kind

Toiletry items are provided, washers/dryers are available for the patients to use, and additional items can be provided as clinically necessary.

Belongings that are delivered, at any time, following the admission, these belongings will be given to the patient based on the inventory of what the patient already has and is allowed to have. All other belongings will be secured until discharge.

No electronic items of any kind are permitted. Please retrieve numbers from your cell phone before it is secured in the belongings room.

If there are any questions pertaining to the visiting guidelines or patient belongings please ask to speak to the RN Supervisor or Charge Nurse on the assigned unit.