

Behavioral Health Unit Admission Orientation

Welcome to the Behavioral Health Unit at Fairview Range Medical Center. The varied clinical staff who work with you will encourage you to participate in your care so that you will experience a positive and well-planned discharge from the unit. Together, we will work toward the goal of getting you well. We will explain to you what to expect before, during and after all treatments and procedures. You are the most important part of your recovery. Ask questions whenever you have concerns.

Patient Responsibilities

You have responsibilities as a patient in the unit. We believe these responsibilities are realistic and necessary for your safety and others.

1. Identification bands must be worn at all times.
2. You are responsible for your behavior. Your feelings, thoughts and behaviors you display belong to you. The staff is available to discuss your behaviors and help you gain control of them.
3. Verbal or physical abuse of yourself, or others, will not be tolerated. Incidents of verbal or physical abuse will be dealt with on an individual basis. Destruction of hospital property will not be tolerated and could be dealt with as a civil offense.
4. An individual assessment of each patient will be completed within 24 hours of admission. A written treatment plan will be initiated within 72 hours. You will provide input into your care by discussing the goals and objectives for your care.
5. A daily group schedule is posted in the unit. You must attend and participate in groups. Be respectful of others by getting to group on time

and by not leaving during the group session. Get coffee and use the bathroom before the group begins.

6. Meals are eaten in the day room. You will pick up your tray from the food cart and return it to the cart when you're done eating. After each meal you will promptly complete your menu for the next meal and return to staff. Failure to complete your menu will result in chef's choice.

7. You will obtain shower supplies and shower daily. Supplies will be available in the day room during breakfast.

8. Clothing should be clean. Health Department regulations require that slippers be worn in the unit; staff will show you where to find slippers. Patients in the Behavioral Health Intensive Care Unit will be required to wear scrubs, available here, in the unit.

9. Patients are encouraged to be in bed by 10:30 p.m. The television will be turned off at 11 p.m. There will be no radio or use of TV during therapy hours.

10. You are responsible to keep your room clean, your bed made and your clothes picked up. Clean linen is available; dirty linen is put in the dirty linen hamper. Housekeeping will clean the floors and the bathrooms. Everyone is responsible to keep the lounge area clean.

11. You will not have drugs, alcohol, cigarettes, cigars, pipes, tobacco products, or any other smoking materials in the unit. All prescribed medication will be administered by a nurse. Any medications with you when you are admitted will be sent home or kept for you in the hospital pharmacy and returned when you are discharged. Any suspicion of street drugs or alcohol may result in the staff searching your room and belongings. Environmental safety checks will be done at least twice each day.

Fairview Range Behavioral Health



Fairview Range Medical Center

750 East 34th Street
Hibbing, MN 55746
218-262-4881

Visit www.range.fairview.org for more information.



12. Sexual or close physical contact between patients in the unit is prohibited. You may visit with other patients in the lounge. There is no visiting between patients in the rooms. Doors to patient rooms are open unless you are getting dressed.

13. All medications you take while in the hospital will be ordered by your doctor and given to you by the nurse. Discuss any concerns you have about your medications with the doctor or nurse.

14. Pop can be brought from home, but must be in a sealed plastic container no larger than 22 ounces and labeled with your name. No other foods brought in from outside (McDonald's, pizza, food from home) will be allowed in the unit. Exception: Hard candy or gum and individually-sealed items such as potato chips, etc., are allowed. Staff will not obtain pop from the machines for patients.

15. All clothing or supplies brought in for you must be checked-in at the nurses' desk before they are given to you.

Laundry

A washer, dryer, and laundry soap are available in the unit. Staff will assist with laundry.

Mail

Mail is delivered to the unit daily. Staff will observe you when opening mail to ensure no exchange of restricted items.

Meals

Meals are delivered to the unit on individual trays. Patients are to pick up their tray from the tray cart and return them when done eating. The approximate meal times are: breakfast at

7:30 a.m.; lunch at 11:45 a.m.; supper at 4:45 p.m.

All patients will be offered an evening snack.

Personal Possessions and Valuables

The hospital is not responsible for damage, theft, or loss of your personal property. You will be allowed to keep a maximum of \$10 cash with you on the unit. Valuable belongings should be sent home with a family member. If necessary, personal valuables can be kept in the hospital safe.

Restricted Items

These personal items are restricted to ensure safety:

1. Sharp items such as razors, scissors, knives, and belts. No radios with cords or fans are allowed. No cords, ties, etc., longer than six inches are allowed.
2. Metal pop cans are not allowed.
3. For safety, staff must check all personal electrical appliances (radios, MP3 players, CD players, shavers, hair dryers, curling irons, etc.) and they will be kept in the locked belongings room.
4. At times, staff may request other items from you to ensure safety.
5. Fairview Range is a smoke-free campus. Smoking is not permitted in the unit and smoking passes will not be granted.

Telephones

Telephones are available for personal use between 8 a.m. and 10 p.m. No phone calls during group hours. We ask that you limit calls to 10 minutes. One long distance phone call may be made on each shift (7 a.m.-3 p.m. and 3 p.m.-11 p.m.). Phones are available across from the nurses' desk.

5S (Acute Unit) Nurses' Station number:
218-362-6672 or 888-870-8626, ext. 1551.

Visiting Hours

Visiting hours as posted by unit.

Visitors must visit in common area and are not allowed in patient rooms. Visitors who demonstrate inappropriate behavior may be asked to leave the unit.

Visiting hours may vary for patients in the Mental Health Intensive Care Unit as visitors are not allowed in the Mental Health Intensive Care Unit without direct staff supervision. If you have questions about visiting hours please refer to your assigned nurse or social worker.

Children age 12 and under are not allowed to visit. Children age 12 and over must be accompanied by a responsible adult.

Former patients will not be allowed to visit within 30 days of discharge.

Religious Services

You may request that staff contact a clergy person to visit with you.

Patient Grievance Procedure

If you have any concerns or complaints related to the Patient Bill of Rights (a pamphlet distributed by the Admitting Department or available in the unit), you may resolve these concerns within the hospital system. The Behavioral Health Unit has a grievance procedure and you are encouraged to express your concerns to the manager of the unit or his/her designee. As a patient, you also have the right to file a complaint with the Office of Health Facility Complaints or the Office of Ombudsman for Mental Health and Mental Retardation. The contact information for these agencies is:

Office of Health Facility Complaints

393 North Dunlap Street
St. Paul, MN 55164-0970
800-369-7994
612-643-2520

Office for the Ombudsman for Mental Health and Mental Retardation

Michael Woods – Regional Ombudsman
Duluth Government Serves Center
320 West 2nd Street
Duluth, MN 55802
Direct Line: 877-766-5481
MN Relay: 800-627-3529

You are the most important member of your health care team.

Please feel free to ask us:

“Have you washed your hands before examining me?”

“What medicine are you giving me? What is it for?”

“Could you check my ID band or ask my name before you treat me or give me medicine?”