

ADMISSION

Please do not leave ward until you have checked with nursing staff, there may be questions or details to be finalised. All children and adolescents are individuals with specialized needs, please instruct staff of any particular needs your child may have to assist in their care i.e. special drinking cup, preference for a night light etc.

Children are requested to bring their own toiletries with them (toothbrush, shampoo, hair brush etc.) Towels and face washers are supplied on the ward.

DISCHARGE

Ward Staff Endeavour to keep waiting time to a minimum however it may be necessary to wait for relevant paperwork involving follow-up appointments and/or medications to arrive from pharmacy prior to being discharged.

VISITING HOURS

Rest period is enforced daily between 1.00 p.m. and 2.30 p.m., during this time lights are dimmed and children are encouraged to switch off televisions, play stations etc. and have a quiet time on their beds. Parents of children and direct family members are encouraged to visit at any time during the day (including rest period). Other visitors are requested to visit children between the hours of 11.00a.m. - 1.00 p.m. and 2.30 p.m. - 8.00. p.m. only and are asked to consider other children and their families especially in the multi bed rooms.

MEALS

Meal times are approximately 7.00 a.m., 12 noon and 5.00 p.m. with morning tea at 9.30a.m., afternoon tea at 3.00 p.m. and supper at 7.00 p.m. We encourage a healthy diet and there is a variety of menus offered to tempt all taste buds!

Special diets need to be discussed with nursing staff; parents are encouraged to assist with selection of meals for their children.

Food or drink can be brought into the ward. This can be labelled and stored in the kitchen and warmed up as required. Kitchen access is for staff only. Don't hesitate to ask if you require something for your child.



A dietician is available with any additional assistance necessary.

PARENTS MEALS/PARENTS ROOM

Parents have access to the main cafeteria located just outside Heath Wing Level 3 (lunch is served between 12 noon - 2 p.m. and dinner from 5p.m. - 6.30 p.m.). Meals can also be eaten on the outdoor podium area located outside the cafeteria.

The parent's room is located at the entrance to Heath Wing Level 3 and can be accessed from the east corridor. Hot drinks can be made there at any time and are permitted to be brought back onto the ward with the appropriate lid in place. Bread is also available in the mornings so toast can be made for a light breakfast.

The key to the parents room is kept at the nursing station (please ask nursing staff). This lounge is for parents/carers only.

MILK/SOY FORMULAS

The Geelong Hospital does not supply a full range of infant formulas. If your child is having a milk formula that is not stocked, you are requested to bring this formula in. We do supply a range of teats and bottles but again, if your child prefers to drink from a special bottle/teat then this should be brought in for them to use.

MEDICAL ROUNDS

The Hospital Registrar or Resident will visit your child daily. The medical staff usually conduct their rounds in the mornings but are available as required at other times of the day to answer questions or if there are any other concerns. The Unit Nurse Manager or nurse in charge of the shift will be happy to discuss your child's nursing care at any time and the daily planning of your child's stay in hospital.

SAFETY AND SECURITY

The hospital is not responsible for loss or theft of items. Please do not bring anything of value with you and keep your wallet/purse/mobile phone with you at all times (do not leave unattended by your child's bedside).

The main door to Heath Wing Level 3 is locked nightly at 8.00 p.m.; access to the ward can only be obtained through the back corridor past the nursing station.

Please let nursing staff know if you are leaving the hospital, when you expect to return and where you may be contacted.

Car parking vouchers can be obtained from nursing staff /ward clerk on request, depending on availability.

SOCIAL WORKER

A social worker is available for children and families to offer emotional support and practical assistance relating to accommodation, finances, legal matters, managing at home and a wide variety of information regarding community services.

ISOLATION

In order to prevent the spread of infection, it is necessary at times to isolate children. If your child is placed in an isolation room it is extremely important that the following guidelines are adhered to at all times:-

- * Your child must remain in his/her room
 - * If other children come to visit your child, they must stay in the room. Brothers and sisters may be incubating the same infectious illness that caused your child to be hospitalised.
 - * Parents, visitors and staff must wash their hands before and after contact with your child.
 - * Parents are asked not to visit other patients in the ward as infections can easily be transmitted this way.
 - * Children, parents and family members of children in isolation are requested not to enter the play area of the ward.
- If children inadvertently enter this area they will be asked to return to their room.

PLAY LEADER/ENTERTAINMENT

Heath Wing Level 3 has a play group leader who directs and organises activities for the children Mondays to Fridays. Please see nurse if you have specific activities/homework for your child. Television, video and play station entertainment is also present in most rooms and is available for use at nursing discretion during visiting hours. Televisions cannot be hired in the children's ward and it is hospital policy that televisions and electrical equipment is not allowed to be brought in from home due to safety considerations.

The play room is available at all times – this area must be kept clean and tidy after use. Parental supervision is required when children are using the

outdoor play area.

CARE BY PARENTS ROOMS

A limited number of "Care By Parent" rooms are available for specific circumstances. The principle of these rooms are that one or both of the parents are able to stay and share the responsibility for nursing their child. It should be noted however, that the rooms are not always available and that parents are always encouraged to stay overnight with their children and to participate with their care regardless. Comfortable folding beds are available and can be placed next to the child's bed in many areas of the ward.



TEDDYBEAR HOUSE

The Teddy Bear House is situated on Level 2 and is available for children of parents visiting the hospital. Child care is provided by qualified staff. Hours of operation are from 9.30 a.m. – 3.30 p.m. Monday to Fridays.

PREOPERATIVE/POSTOPERATIVE CARE

Preoperative visits are welcomed prior to your child's elective hospitalisation. This can decrease anxiety levels significantly and acts as a good orientation for you and your child. Theatre Buddies are specially trained volunteers, who will assist with orientation of the ward on admission. One parent (accompanied by a nursing staff member and a Theatre Buddy) is able to accompany their child to theatre if wished. Parents are given pagers to wear whilst their child is in theatre so that they can be notified directly when their child has woken in the recovery room. In most instances they are then able to sit with their child and return with them to the ward once they have fully woken.

TELEPHONE ENQUIRIES- 52267278 or 52267279

Parents can only receive telephone calls from direct partners, otherwise telephone messages from

friends/family will be taken by the ward clerk/nursing staff and relayed where possible to parents. "Care By Parent" rooms have their own telephones available for incoming calls only.

A public telephone is located in the playroom (there is also another public telephone located outside the lifts on Heath Wing Level 4).

SMOKING

Please do not smoke in wards or waiting areas – Please restrict smoking as Barwon Health is not a "free smoke venue".

HOSPITAL IN THE HOME

Hospital In The Home may be available to your child. This program involves nursing staff coming to your home, usually on a daily basis, to carry out certain procedures i.e. Administration of intravenous antibiotics, wound dressings etc. There are certain criteria that the hospital has set for admission to this program - please discuss this with staff if you feel your child would be suitable or would benefit from this program.



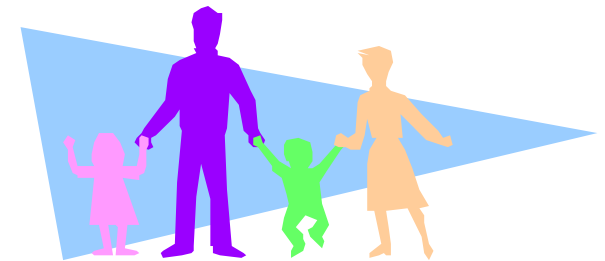
The Heath Wing Level 3 team is committed to linking family care to the expert medical and nursing care which children need whilst they are in hospital. We aim to make your stay stress free and positive, and encourage feedback and suggestions can be made via the paediatric questionnaire that is available on the ward.

Thank you - Heath Wing Level 3
Paediatric Unit

THE GEELONG HOSPITAL

HEATH WING LEVEL 3 - PAEDIATRIC UNIT -

INFORMATION BROCHURE



WELCOME TO HEATH WING LEVEL 3 – PAEDIATRIC UNIT.

The team of Heath Wing level 3 recognises that having a child in hospital can be a worrying and stressful time for parents and families. We recognise how important it is for these children to continue to receive love and support of their families whilst they are in hospital, thus encourage a safe supportive environment which gives appropriate physical and psychological care for both the patient and his/her family.

The Heath Wing 3 team support the concept of parental involvement in the care of their children. We will discuss ways we can work together to achieve this goal.

