

FALLOW WARD

A guide to help you during your time in the ward

1. Ward Telephone Numbers :

These are numbers where friends and relatives can reach you or the ward staff :

Nurses' Office :

Office Fax :

Female patients' payphone :

Male payphone :

2. Mobile Phones. You are free to use mobile phones on the ward.

3. Visiting Times. Visiting times are **4.30 - 8.30 pm.** on weekdays and **11.00 am - 8.30 pm** on week-ends and bank holidays. Visitors are asked to remain in the day areas. Bedrooms are not permitted visiting areas. Visitors are asked not to bring children on to the ward. Alternative arrangements can be made for parents with children.

4. Meal times.

Breakfast : 08.30

Lunch : 12.30

Dinner : 5.30

Supper : 10.30

All special diets can be catered for, including dietary requirements of religious groups.

5. Cooking. There are no cooking facilities on the ward. But you can make a variety of hot and cold drinks in the ward kitchen which is open 24 hours a day, with no restriction of access.

6. Smoking. Smoking is only permitted in the Smoking Room.

7. Psychiatrists. Dr Harvest is the Lead Consultant Psychiatrist and his ward round is on a Thursday. You will be invited to attend the meeting, usually once every fortnight. You will be given a 30-minute appointment and others involved in your care will be invited to attend. Other consultants do not have set times but do come on set days. The Community Outreach Team attend every Tuesday.

8. Key nurses. You will have your own key-nurse, who will co-ordinate your care and make sure you are given a copy of your care plan. Key nurses can also provide information re medication. There are also pharmacists who can help if requested.

9. Advocacy. This is an independent service that can offer you support to ensure your rights are respected. Advocates come to the ward on a weekly basis to see inpatients. They have an office on the Ground floor of the Hospital and can be accessed during office hours. The Advocates hold a Patients Council meeting on Wednesdays once a month on Fallow Ward.

10. **Day Time Activities.** Day hospital activities are open to inpatients. Every day, staff come to the ward to write up the day's programme on the whiteboard in the corridor and to invite you to attend. We have an Occupational Therapist who runs groups on the ward, with the support of the nursing staff. At the weekends we have groups on both days - Men's group on Saturday evening and Women's group and Bingo on Sundays. The ward community meeting is on a Wednesday morning.
11. **Bathroom Plugs.** Plugs for bathrooms are kept in the nurse's office and will be supplied on request.
12. **Washing Your Clothes.** There is a washing machine in the laundry room. The ward staff will help you access it.
13. **Female Only Area.** There are five bedrooms, a bathroom, toilet and day room in the female only area. Male patients are not permitted in this area. Male staff are permitted in this area to undertake nursing duties.
14. **Television.** There are televisions in the female lounge, in the group room and in the day area. The one in the group room can be used to watch videos and DVD's. The TV in the day area has Freeview. It is down to those watching to negotiate with each other re choice of channels. We ask for the televisions to be turned off at midnight but this is negotiable.
15. **The Group Room.** This room has a small library of books, a collection of CD's and DVD's and two flat screen computers.
16. **Internet Access.** From August 2006, the Group Room and the female lounge will be equipped to provide access to the Internet..
17. **The Mental Health Act.** Patients detained under the mental health act will be advised of their rights on admission and at regular intervals during their stay. Key nurses and the Mental Health Act officer can assist with the appeal process.
18. **Leave.** Detained patients will be given written information about leave. Informal patients are free to come and go as they wish. We would ask that they inform us of their plans and that they would kindly return to the ward before 21.00, in order for us to provide the appropriate care.
19. **Discharge.** Discharge will be planned at a Care Programme Approach (CPA) meeting. You and your carers will be invited. Your housing and financial needs will be discussed as well as your health care needs.

*This guide was prepared by members of Farmland User Group,
who wish to thank Fallow Ward staff for their help and co-operation.*