

Behavioral Health

Community Living Guidelines

These community living guidelines are to help all patients receive the maximum benefit from the treatment program and provide a safe and pleasant living environment during your stay in the hospital.

VISITING HOURS

Saturday, Sunday, and holidays 2pm-3pm

Two visitors per patient- children under 12 years of age may visit with a physician's order.

MASKS

Masks are to be worn when outside of your room.

BELONGINGS

Belongings can be dropped off as needed.

SCHEDULED ACTIVITIES

Group activities are part of each patient's treatment.

1. You are responsible to attend and participate in the scheduled groups. Please see posted schedule for the day.
 - a. Community Meeting 9:30am-10:00am
 - b. Recreation Therapy 10:30am-11:15am
 - c. Recreation Therapy 1:00pm-1:45am
 - d. Snack 2:00pm-2:30pm
 - e. Recreation Therapy 2:30pm-3:16pm
 - f. Library 3:15-3:45
 - g. Snack and Reflections 8:30pm-9:00pm
2. You will be seen by a psychiatrist daily.
3. You are encouraged to be up by 8:00am and in bed by 10:00pm
4. Lights are turned down at 10:00pm.
5. You are expected to keep your room neat and tidy.
6. When having difficulty sleeping, you are encouraged to talk with staff about your inability to sleep.
7. There is no TV or telephone use during group activities or meals or after 10:00pm.
8. Staff will get meal trays out of the meal cart and distribute them. Patients are required to eat in the dayroom. No food or drinks allowed in your room (except water).
9. No blankets or pillows are to be in the dayroom at any time.
10. Your room door is always to remain open. (at least $\frac{1}{4}$).

LAUNDRY

- Laundry can be done as needed.
- You must empty all pockets. Staff are not responsible for any items that are left in clothing pockets.

PATIENT'S RIGHT TO SAFETY

- If at any time you feel unsafe you should notify a staff member.
- For safety, cameras are in use and images may be recorded.

NOURISHMENT

1. No food or beverages may be brought in. Exceptions may be made per doctor's order for religious, cultural reasons, and/or medical issues.
2. Meal menus are filled out at community meeting every morning. It's your responsibility to fill out a menu every morning to ensure you get your preferred choice. No substitutions are allowed and special needs will be handled through the dietitian.

DRESS CODE

1. You are to be dressed in street clothes during the day and evening hours. Clothing must be appropriate for the hospital setting.
2. No shorts above your fingertips or tank tops are permitted.
3. Hospital grip slippers must always be worn. Shoes and sandals are not allowed unless approved with a physician's order.
4. No clothing with hoods or strings.

SMOKING CESSATION

Smoking is not allowed at any time during your Inpatient treatment stay. However, transdermal patches are available with an order from the physician.

- American Lung Association: 1-800-LUNGUSA or 1-800-586-4872
- Centers for Disease Control and Prevention (www.cdc.gov/tobacco)

PERSONAL ITEMS

1. All packages/belongings must be checked by a staff member. Items appropriate for the unit will be given to you. Items not allowed on the unit will be sent back home or put in patient belongings.
2. You will only need three changes of clothing as laundry facilities are available and storage space is limited. Suitcases and excess clothing will be sent home.
3. It is strongly recommended that valuables be sent home. You are responsible for any items kept in your possession.
4. Money over \$20 may be either locked in security or sent home.
5. The following list of personal property items are to be excluded on admission: glass items, cameras, tape recorders, drugs, weapons, knitting needles, crochet hooks, sharp objects, mirrors, razors, scissors, letter openers, alcoholic beverages, needles/syringes, etc.
6. No CDs, CD players, MP3 players, radios, cell phones, laptops, tablets, smart watches, or fit bits will be allowed on the unit.
7. All jewelry, except for 2 rings, will be sent to security for safe keeping until discharge or can be sent home.
8. Personal colored pencils/markers are not allowed on the unit unless approved by a physician.
9. Cell phones may be accessed for phone numbers only at the time of admission.
10. CPAPs must be checked by clinical engineering prior to use. They will be removed from your room during the day. Physician must give an order for use.

HYGIENE/TOILETRIES

1. Personal hygiene products and grooming supplies will be supplied by the hospital.
2. Personal hair brushes are allowed (no metal).
3. Razors are available for use with staff assistance.
4. Perfumes, body spray, and cologne are not permitted due to allergies and sensitivities.

TELEPHONE PRIVILEGES

Three community telephones are available for patient use. Telephone calls can be made between the hours of 7:30am and 10:00pm when group activities/meals are not being conducted. It is encouraged to limit calls to ten minutes each so everyone can receive/make calls. Exceptions may be made on an individual basis.

MAIL PRIVILEGES

Patient mail is distributed immediately upon delivery from the mailroom. Staff must watch patients open mail. Reasonable amounts of writing materials and postage shall be provided to patients who are unable to obtain these items. Exceptions may be made on an individual basis.

PATIENT RESPONSIBILITIES

Patients can be held accountable, personally and financially, for any intentionally destructive behavior against hospital property or staff. If you destroy/damage property or assault staff, charges may be pressed against you.

Information regarding family planning, health information services, and if requested, referral assistance to providers of these services is available from your social worker. Your mental health services/treatment here at McLaren, Bay Region does not depend in anyway on requesting or not requesting family planning or health information services.

Patient Signature: _____ Date: _____

Staff Signature: _____ Date: _____