

# TURNER UNIT CARE BY PARENT - ADMISSION AND PATIENT CARE - CHW PROCEDURE<sup>®</sup>

## DOCUMENT SUMMARY/KEY POINTS

- Turner Care By Parent Unit accommodates children requiring hospital services, but do not require 24 hour nursing care.
- In the event that medical attention is required for the patient after hours, it is necessary for them to present to the Emergency Department or contact the After Hours Nurse Manager (AHNM) via switch.
- Criteria for admission apply and must be discussed with the NUM.
- Parents/carers are to provide all care for their child, including giving medications, taking the child to appointments/tests.

This document reflects what is currently regarded as safe practice. However, as in any clinical situation, there may be factors which cannot be covered by a single set of guidelines. This document does not replace the need for the application of clinical judgement to each individual presentation.

<b>Approved by:</b>	SCHN Policy, Procedure and Guideline Committee	
<b>Date Effective:</b>	1 <sup>st</sup> May 2014	<b>Review Period:</b> 3 years
<b>Team Leader:</b>	Nurse Unit Manager	<b>Area/Dept:</b> Turner Ward CHW

## CHANGE SUMMARY

- Changes to this document include:
  - Requirements/Suitability for Care By Parent admissions
  - General Principles
  - Bookings Process
  - Medication administration

## READ ACKNOWLEDGEMENT

- Clinical staff (particularly those working in Turner Ward and Emergency Department) should read and acknowledge they understand the contents of this document.

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## Care by Parent Unit

- The Care by Parent (CBP) Unit consists of 10 inpatient beds and is situated on Level two. The Butterfly Wing is located within Turner Unit and fits within the 10 beds.
- Only one parent/carer can be accommodated for each patient (see appendix for other accommodation options)
- Parent/carers are not to leave their child unattended in the CBP Unit and must stay overnight with their child.
- Parent/carers provide the care for their child: continuous nursing care is not available. However nursing staff support is provided throughout the day until approximately 6pm Monday – Friday to guide parent/carers.
- There are no nursing staff overnight, weekends or on Public Holidays.
- If after hours medical attention is required the parent/carer should present the patient to the Emergency Department. Alternatively, the After Hours Nurse Manager (AHNM) can be contacted through the hospital switch to determine the best course of action.

## Responsibilities

### ***Parent/carer responsibilities:***

- Provide all care for their child including medication administration.
- Take the child to scheduled appointments/tests.
- Parents must not be involved with treatment or care of other patients in the ward.
- Drugs, alcohol and abusive behaviour will not be tolerated from patients/parents/carers. All issues will be managed according to hospital policy.

### ***CBP Unit staff responsibilities:***

- Patients booked into the CBP Unit needs a medical admission completed on arrival: *exceptions* are Day of Surgery admissions (DOSAs) and patients transferred from another ward.
- A comprehensive care plan should accompany the booking for each child. Whenever possible, the care plan should include appointments, procedures, medications, and the expected date of discharge (EDD).
- If a patient needs to stay beyond the EDD, it *must* be discussed with the Nursing Unit Manager. Alternative accommodation on another ward may need to be found if the CBP Unit is fully booked.
- Parents caring for patients must have adequate orientation to the ward area. They must be familiar with all facilities and hospital practice with regard to handling linen, food, sanitary napkins, equipment and emergency processes (e.g. fire).
- The degree of parent/carer competence and willingness to participate in the care of their child must be assessed and evaluated before any unaccustomed tasks and procedures are delegated to the parent/carer.

## Criteria for admission

- CPAP initiation: if the patient is older than one year of age and does not meet the [CAPAC criteria](#).
- [Eating disorder patients admitted](#) for family therapy in the 'The Butterfly Wing'.
- Children who live outside of the Sydney metropolitan area requiring daily appointments/multiple reviews/investigations.
- Children requiring pre and/or post-operative short term care/tests.
- Children participating in a rehabilitation program
- Children transferred temporarily from other internal wards prior to discharge

Children requiring admissions for other reasons can be negotiated with the NUM as required.

## Food

- Both child and parent will receive meals.
- When necessary parents/carers are encouraged to document their child's daily intake on the appropriate fluid balance chart.

## Administration of Medications

- Parents/carers with a child admitted to CBP Unit must bring their child's regular medication to hospital with them.
- Newly prescribed medications need to be prescribed by the admitting team on an outpatient script: this includes S4/S8 drugs.
- The parent/carer is responsible for picking up any new/ordered medications from Pharmacy and receiving appropriate education from a Pharmacist, if required.
- If a patient requires a transfer to another ward, all current patient medications will need to be prescribed prior to transfer.

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## Appendix

### Alternative Accommodation for families

#### 1) **Parent Hostel and Ward Rooms**

Phone 9845 2958

Fax 9845 2959

Email [hostel@chw.edu.au](mailto:hostel@chw.edu.au)

Location Ward St Level 2 (past pharmacy)

The Hospital Accommodation Unit manages accommodation for parents/carers of children admitted to the Hospital. *No children* are permitted in the Parents Hostel. Accommodation is currently available on the ward and in the Parents Hostel. Fees and conditions apply. Parents/carers are required to pay daily for accommodation.

- \$22 for the first
- \$22 for the second night.
- \$44 for every night there after

**MONDAY - FRIDAYS:** Parents must visit the Hostel Office, Level 2, to register their stay on the day of admission of their child and before they take up their accommodation.

**PUBLIC HOLIDAYS & WEEKENDS:** Parents must visit the Security Office, Level 2, near Main Entrance, to register their stay on the day of admission of their child and before they take up their accommodation.

#### 2) **Wesley Lodge**

Phone 9635 1233

Address 175 Hawkesbury Rd

Westmead

#### 3) **Chisolm Cottage**

Phone 9633 4228

Address 49 Alexandra Ave

Westmead

#### 4) **Ronald McDonald House**

Phone 9845 0604

Location Next to George Gregan playground

#### 5) **CAFAT**

Phone 9380 8933

Suite 1a, level 6

Westfield Towers

88-100 William St

Woolloomooloo