

Guidelines During Your Stay

We strive to provide you and all of our patients with a safe and healthy environment that promotes healing and a return to daily independence. To maintain that environment, we ask that you observe the following guidelines.

The Environment

The Memorial Medical Center Adult Psychiatric Program is located on the 5A and 5G units. These are closed and secure units where special measures are taken to create a safe environment during your stay. Patient placement on the unit is based on a comprehensive assessment and is determined by your healthcare team.

Visitors

We welcome visitors during your stay and ask that they observe the following guidelines:

- Visitors are welcome between the hours of 4 p.m. and 8 p.m. daily and 1 to 8 p.m. on weekends and holidays. Visitors are asked to check in at the desk.
- No one under the age of 18 can visit.
- You are encouraged to have visitors of your choice who can be respectful of the quiet and privacy needed by all patients during their stay.
- We ask that you keep the door open while visitors are in your room.
- Only 2 visitors at a time.
- Visitors can bring packaged and sealed snacks to share during visit. Any leftovers must be sent home with your visitor or it will be thrown away.
- Visitors are asked to not bring anything on the unit unless pre-approved by staff. This includes cell phones.
- Visitors may be restricted if patients are found to be in possession of contraband or if visitors are found with restricted items.

Smoking Policy

Memorial Medical Center is a smoke- and tobacco-free environment. We ask patients and their visitors to refrain from smoking and using tobacco products.

Personal Responsibilities

Your Room — We ask that you keep your bedroom neat, clean and orderly. Examples include making your bed, keeping desk tops neat and keeping the bathroom tidy. No food in rooms.

Quiet Time — Nighttime medications are given around 9 p.m., and we encourage a routine sleep pattern that should begin around 10 p.m. on weekdays and 11 p.m. on weekends. We ask all patients to be respectful of others' need for quiet and privacy during their stay.

What to Wear — All patients are provided with scrubs and a scrub jacket. No personal clothing will be allowed. Public health rules require that feet be covered when out of bed. Patients may be allowed to wear their own shoes if not on special precautions and the nurse determines the shoes to be safe. Otherwise, non-slip socks and shower shoes are available. **All patients at Memorial Medical Center must wear identification (ID) bands*.**

**Your ID band is used for additional safety when performing tests and administering medications.*

Special Safety Guidelines

Your safety is one of our primary concerns. In order to ensure safety, patients will be asked to observe the following:

- Patients may be asked to remain in hospital for tests. Staff will accompany the patient when it is necessary to leave the unit.
- For safety reasons personal items will be restricted. Nothing will be allowed to be stored in your room.
- Staff will complete a safety check of your person on admission and if there is reasonable suspicion that you may have something that could be used to harm self or others.
- Patients can't visit in each others rooms.
- Room checks will be completed at a minimum of twice daily to ensure the environment is safe. If contraband is found it will be removed from your room and visitors will be restricted.
- To protect privacy, patients are asked to visit each other only in general meeting areas rather than in individual patient bedrooms.

Personal Belongings

The safety of your personal belongings is your responsibility. We ask all patients to observe the following guidelines regarding your belongings:

- All items brought in will be searched and stored or sent home with family.
- Money and valuables will be sent home or stored in the safe. We are not responsible for any valuables that are lost or stolen, so send them home.
- For the safety and comfort of all patients, the following items are not allowed on the units:
 - Marijuana
 - Alcohol/drugs/drug paraphernalia
 - Weapons/pocketknives
 - Lighters/matches
 - Electronic cigarettes/vaping
 - No electronics including cellphones
 - Any items that require batteries or electrical cord
 - Cameras or recording devices
 - Prescription or over-the-counter drugs (the nursing staff will dispense all medications prescribed by your physician)
- A television is available during specific times. Staff members have the right to close the group room and shut off the TV at any time, if behavior is inappropriate.

Phones

Phones are available in the hall and dining area. We ask that you make phone calls between the hours of 7 a.m. and 10 p.m., and that you keep your conversations under 10 minutes in length. To receive a call, the caller should dial the nurses' station at 217-788-3505 and the staff will transfer the call to an available phone. Cellphones are not allowed on the unit.

Meals and Snacks

Breakfast is served at 7:15 a.m., lunch at 12:30 p.m. and dinner around 5:30 p.m. Food and Nutrition Services staff will be on the unit daily from 8:45 to 10:30 a.m. to collect meal orders. **If you do not order during this time, you will receive a non-select tray.** Snacks are available on the unit at designated times.

Programming

- Group therapy, individual therapy, recreational activities and therapeutic assignments/resources are provided.
- Patients are required to attend all available group therapy sessions.
- Patients are expected to participate in their treatment.
- If you are unwilling to participate in treatment, you may be discharged home.