

If you have any comments about this leaflet or the service you have received you can contact :

Ward Manager

Ward 4C

Calderdale Royal Hospital

Salterhebble

HALIFAX

HX3 0PW

Telephone (01422) 357171

www.cht.nhs.uk

If you would like this information in large print, Braille, audio, CD or in another language contact the above.



Ward 4C Women's Health Unit Calderdale Royal Hospital



You will be involved in your discharge from hospital. You will receive a discharge information sheet and all the necessary information you need.

If you have been an acute admission your discharge home will be dependent on your recovery.

Lastly, if you have any worries or concerns, please do not hesitate to discuss these with the nursing staff, who are happy to help you.

Concerns / Suggestions

We value your opinion on the service we provide and are constantly look at new ways to improve our service we would appreciate any suggestions that you may have.

If you have any concerns regarding your treatment or any aspect of your hospital stay, please inform the nursing staff, who will try to resolve any problems for you. If you need any further assistance, please ask to speak to the Ward Sister or the Ward Manager.

Welcome to Ward 4C the Women's Health Unit at the Calderdale Royal Hospital

The purpose of this leaflet is to provide you with helpful information about the ward.

We cater for women who live in Calderdale and Huddersfield with women's health problems including Gynaecological surgery, Breast surgery and pregnancy loss.

We hope that the time you spend with us is as comfortable as possible and the information contained in this leaflet will be helpful to you.

Where to find the ward

Ward 4C is situated on the third floor and easily accessed by lift 1 in the main entrance to the hospital or by A&E entrance – lift 2.

The direct phone line to the ward is [01422 224415/16](tel:01422224415). It would be helpful if your family/friends arrange for one key person to co-ordinate and pass on information and messages to other family members/carers/friends.

Ward 4C is a 16 bedded ward, comprising of three 4 bedded bays and 4 single en suite rooms. At busier times the pressure on beds increases, which may mean you will have to be transferred to another ward or female patients from other wards will be transferred to 4C.

Planned surgery

If you are undergoing planned surgery you will be asked to attend the Admissions Unit on level 3. You will be prepared for theatre in this area. Please bring reading material as there will be varying length of time you will wait for surgery dependant on where you are placed on the theatre list. Morning theatre is 8.45am – 12.30pm. Afternoon theatre is between 1.45pm – 5pm. After your operation you will be in a recovery area in theatre. When you are able to transfer to ward 4C a qualified nurse will collect you and escort you to the ward. If you are on the afternoon list and you are the last on the list – you may not be on ward 4C until early evening.

Refreshments

You are offered a beverage of tea or coffee at 8am, 10am, 12 noon, 2pm, 6pm, and 8pm.

There are facilities available on the ground floor. There is a restaurant, coffee bar and newsagents shop, which can be used by you, your family and friends.

There is also a post-box, telephone and cash point.

Shops open Monday – Sunday 8am – 8pm

Café opens everyday 8am – 5pm

Please try to avoid bringing valuable items and large amounts of cash into hospital.

Parking

There are three car parks within the hospital grounds. Street parking is available nearby. Parking is often difficult at busy times – please allow yourself time, particularly if attending for appointments.

Security

Security staff are available 24/7. The hospital wards are all locked from 8pm and overnight. There is a phone at entrance of each ward to contact staff within the ward area.

Bed Management

During your hospital stay there is a possibility that you may be transferred to a different bed or ward. Any move will allow emergency admissions to be placed in the appropriate beds. This will not compromise your hospital treatment of care.

Your Discharge from Hospital

If you have undergone planned surgery you will have been given an estimated length of stay.

Major Gynaecology Surgery – you will be discharged 1-2 days post operatively dependant on type of surgery.

Breast Surgery – you will be discharged 1-3 days post operatively dependant on type of surgery.

Meal Times

The mealtimes on the ward are as follows:

Breakfast 8am
Lunch 12 noon
Evening Meals 5.30pm

You will be encouraged to sit out for meals. If you have any food brought in from home, that requires refrigeration, it may be kept in the ward fridge but it must be in a sealed container with your name and date on it.

What to bring into Hospital

NB – Please try to limit the amount of belongings you bring

Money – small amounts
Nightclothes including dressing gown, slippers and pants
Comfortable loose light clothing for day wear
Sanitary towels
Hairbrush, comb
Tissues
Face cloth, soap, shampoo, hand/bath towel
Hand wipes
Container for denture
Contact numbers
Cordial/biscuits

Any Electrical items brought into the hospital will need to be checked before use by the hospital electrician.

Our housekeeper is available to sort your flowers and go to the hospital shop for you. The League of Friend volunteers also visit the ward daily with a trolley contained sweets, newspaper etc.

Hospital Radio and other channels

These can be listened to using the headphones and patients headset. There is no charge for this service.

Television

Available at every bed side facility.

Staff Identification / Team

All staff wear identification badges, which give their name, a photograph and their occupation.

Nursing staff wear the following uniforms:-

Sister – Navy
Staff Nurse – Royal Blue
Specialist Nurse – Mauve
Health Care Assistant – Light Blue
Ward Clerk – Blue Pinstripe
Student Nurses / Midwives – White
Housekeeper – Mint Green
Cleaner – Grey

Other Multi-disciplinary (professional) team members:-

Physiotherapist
Physiotherapy Assistant
Social Services
Porters
Phlebotomists (take blood for testing)
Pharmacy Staff
Cardiology Technicians (take ECGs – heart readings)
Pain Team
Hospital Chaplain
Medical Staff

Access to other services

Hospital Chaplain – Spiritual Care

The Trust employs a full time Chaplain (Church of England) and a part-time Methodist, Roman Catholic and Muslim Chaplains. There is an ecumenical Eucharist every Sunday in the hospital chapel at 10.20am, if you would like to go please speak to a member of staff or ring 01422 224220.

Social Worker

We can arrange for you to see a social worker, if it is highlighted that you may need extra help or support on discharge. It would be helpful if these needs were discussed at your pre-admission clinic appointment or on admission to the ward. Please ask staff if you wish to see a social worker.

Self Medication

Self administration of medicines is where you are given the responsibility of taking your own medication whilst you are in the hospital. This will be discussed with you on admission if appropriate.

Sleeping Hospital

We strive to provide a quiet sleep environment at night however we provide 24 hour services which may mean that some noise is to be expected to be made by admissions theatre cases and emergencies etc. You may find it helpful to bring in ear plugs, eye masks or items that may be helpful to you.

Visiting Hours

Visiting is as follows:

Monday – Sunday
2pm – 4 pm
6.30pm – 8pm

Please respect patient rest and meal times. Special arrangements can be made with the nursing staff.

There are no problems with your own children visiting, but please use your own discretion. If children cause disruption your visitors will be asked to take them to another area.

Please limit visitors to 2 at any one time. Visitors are requested not to sit on the beds.

Falls Prevention

It is trust policy that all adult patients admitted to the hospital have falls risk assessment completed within 72 hours of admission. Patients assessed at high risk will then have a falls prevention care plan implemented to minimise the risk.

Resuscitation Policy

It is hospital policy to initiate cardiopulmonary resuscitation where appropriate. We encourage you to inform us if you or a relative have strong feelings regarding resuscitation or have a living will / advance directive. We appreciate that this is a difficult subject but it is our belief that it is the individual's right to be involved in care decisions.

Medicine Rounds

Please bring with you any medication you are taking at this present time, so that these can be prescribed for you to continue taking and if any of your medication required changing, the doctor will do this as necessary. They will be stored in a locked cupboard by your bedside.

Your medicines will be explained to you and their side effects.

Medicine rounds take place 4 times a day:

8am, 1-2pm, 5-6pm, and 10-11pm

Hospital Acquired Infections

To help us to minimise the risk of a hospital acquired infection, we ask you to remind staff to wash their hands before undertaking any personal cares or wound care. Alcohol gel dispensers are situated by each bed and in the ward area. Visitors must be encouraged to use the gel, prior to and after visiting you. Hand washing regularly will help to minimise risk of infection.

Hand wipes are available for patients to use prior to meals – if unable to access hand wash facilities nearby.

Medical, nursing staff and other health care professionals will be vigilant at hand washing before and after giving care to you.

We would also ask that any visitors with infections or illnesses such as diarrhoea and vomiting do not visit during your hospital stay.

Smoking and Alcohol

The hospital prohibits the consumption of alcohol on the premises and has a [no smoking policy](#), which requests patients, visitors and staff to use the designated smoking areas within the hospital grounds.

Fire Alarm

The fire alarms are tested weekly on a rota system. If you hear a continuous fire alarm sound, the nursing staff will ask you to evacuate the ward if required and assist you if necessary.

Patient Advice and Complaints Service

Patient advice and complaints service are available within the trust, they offer independent confidential advice and support on a range of subjects. They can be contacted on 0800 0130018 or alternatively their office is open 9am to 5pm Monday to Friday. Information leaflets are also available on the ward.

Nursing Team

Ward 4C use a team nursing approach to the nursing care provided. The ward is divided into 3 care areas with a qualified nurse caring for their own area. Depending on your operation/condition we provide nurse-led discharge.

We regularly have Student Nurses and Midwives, voluntary workers and work placement students allocated to ward 4C.

Medical Team

You will be under the care of a named Consultant. You may not always see your Consultant after your operations. We have a team of doctors allocated to the Women's Health Unit. You will be seen by the doctors daily, or more frequently depending on your clinical need.

Enhanced Recovery Programme (ERP)

All patients undergoing planned major Gynaecology surgery will be on the ERP. You will be strongly advised to attend an information session 1-2 weeks prior to your operation. The ERP specialist nurse will provide comprehensive information regarding your recovery and discharge home. You will be given a diary which you will be asked to follow to aid your recovery which will help you to return to your normal daily routine. You will be encouraged to get dressed during the day, take regular walks and sit out of bed for meals.

When you are discharged you will receive a phone call a few days later and 1 week later to check on your progress.

What we expect for you

In order to achieve the best possible outcomes, we need you to work with us, and share common goals. Our aim is to help you to regain your optimum level of independence and we will encourage you to get dressed and advise you to have appropriate clothing and footwear available. Please ensure you have a supply of personal hygiene items with you

Sick Notes

Please ask the doctor if you require a sick note for your employer.