 <p>B.S. Aquino Drive, Bacolod City, Negros Occidental, 6100</p> <p>DR. PABLO O. TORRE MEMORIAL HOSPITAL</p>	Document Code:	DPOTMH-HW-P18
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	Document Title:	HOSPITAL VISITING POLICY

PURPOSE:

1. To meet the therapeutic need of patients to see family and friends.
2. To ensure that clinical care is delivered in a timely manner while maintaining our patients' privacy and dignity.
3. To help prevent and reduce hospital-acquired infections.
4. To assist in providing patients, staff and visitors with a clean, safe hospital.
5. To ensure that there is provision of restful times in a quiet environment for patients, which is conducive to the promotion of their well-being.

LEVEL:

Information Personnel, Admitting Personnel, Security Personnel, Medical Doctors, Staff Nurses, All Hospital employees (Medical and Non-Medical), all patients and visitors of DPOTMH.


DEFINITION OF TERMS:

Hospital Visit- visitors are an important part of the recovery process and are welcome in hospitals. Visitors can help people recover faster, and also help reduce their anxiety and stress. Visitors must respect hospital policies and visiting hours.

Visiting Hours- visiting hours are the times during which people from outside the institution are officially allowed to visit people who are staying at the institution.


POLICY:

1. Family and friends shall visit between the hours of 10:00 am to 12:00 noon and 3:00 pm to 9:00 pm, and shall be limited to two (2) at a time in every room.
2. Exceptional circumstances when visiting outside these established visiting hours shall need to be arranged with the Nurse Supervisor (e.g. patients in ICU, Neonatal patients and patients who are in critical conditions). These should be

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agreed upon based on individual patient's needs and may be reviewed as circumstances change. In such cases, the guard on-duty shall refer the matter to the Client Relations Officer or Nurse Supervisor.

3. In cases when the established visiting hours are difficult to comply on grounds of disability, religious beliefs or other personal reasons, visitors shall be accommodated whenever it is reasonably possible, without compromising either *health and safety or infection control issues*.
4. Visitors are not to sit or lie down on the patient's bed or touch wounds, IV drips, or patient's notes, or leave personal belongings on the bed.
5. Visitors are not allowed to bring pets, alcoholic beverages or liquor, extra Foams or folding beds and electrical devices such as: ovens, rice cooker, heaters, microwave oven and etc.
6. Visitors are allowed only during the designated visiting hours unless alternative arrangements have been made due to certain circumstances. (e.g. patient is in a critical condition or when a relative/caregiver is involved in the delivery of patient care).
7. Visitors are advised to wash their hands or use the alcohol hand rub upon entering and leaving the patient's room.
8. Only 2 visitors are allowed inside the patient's room at a given time. If the number exceeds this, the nursing staff may have to ask some visitors to leave.
9. Visitors are not allowed to visit from ward-to-ward or room-to-room as this can increase the risk of the transfer of infection.
 - 9.1. Children under 7 years old are not allowed to visit the hospital. Those seven years old and above are permitted to visit but should be accompanied by an adult and be properly supervised at all times. Children are not

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allowed to roam around the hospital premises to prevent hospital-acquired infections.


- 9.2. Children below 7 years old shall only be allowed for humanitarian reasons (e.g. in cases of death and dying and the patient is requesting to see the child) provided that a waiver shall be signed by the parents or guardians.
10. Visitors are to observe the proper waste segregation program of the hospital.
11. In the interest of promoting patient privacy, camera phones, cameras and camcorders are not to be used within the hospital premises except if a special arrangement had been agreed upon and permission from the attending physician and patient was obtained (e.g. giving birth documentation, Newborn and Mother bonding documentation, case study documentation purposes, etc.)
12. All patient watchers/guardian will be tested with a:
 - 12.1. SARS CoV2 Rapid antigen test or SARS CoV2 RT-PCR If watcher / guardian tests Positive, He/She will not be allowed to remain as watcher for a Covid-Negative patient.
 - 12.2. Only 1 adult watcher / guardian allowed per patient room for the whole duration of the patient's stay and they should stay within hospital premises.
 - 12.3. If ever there will be a need to change watcher / guardian, He or she will be tested for SARS CoV2 Antigen.

DOCUMENTATION:





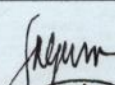
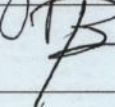
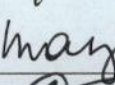

New Policy

DISSEMINATION:

1. Leaflets
2. Patient's Guideline Information Sheet
3. Posters
4. Departmental Meetings

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