

**OLIVE VIEW-UCLA MEDICAL CENTER
MENTAL HEALTH NURSING
POLICY & PROCEDURE**

**NUMBER: 6505
VERSION: 2**

SUBJECT/TITLE: WARD RULES AND POLICIES FOR INPATIENT UNIT(S)

MD ORDER: YES [] NO []

POLICY: Mental Health Nursing staff will provide each patient, upon admission to the inpatient unit(s), a verbal orientation to the Ward Rules and policies, along with a written copy. A copy of the Ward Rules is to be signed by both patient and nursing staff and placed in the chart.

The Ward Rules (copy attached) provide information and guidelines to the patient relative to behavior expectations, contraband, activities participation, community meetings, the non-smoking policy, medications, visiting hours, restraints/seclusions, etc.

PURPOSE: To define the responsibility of nursing personnel in providing orientation to the Ward Rules and policies upon patient admission.

DEPARTMENTS: MENTAL HEALTH NURSING, PER

DEFINITIONS: Ward rules are established guidelines for patient conduct during hospitalization. They are the boundaries and expectations of the inpatient unit(s).

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References:

American Nurses Association (1997). Standards of Psychiatric - Mental Health Clinical nursing Practice, Standard V-b. Milieu Therapy. Washington, DC.

Haber, Judith, et al. (1997). Comprehensive Psychiatric Nursing (5th ed.)

Official California Code of Regulations (1999) Title 22. Social Security (Division 5). San Francisco, CA: Barclay Law Publishers.

Joint Commission on Accreditation of Healthcare Organizations (2001), Accreditation Manual for Hospitals. Oakbrook Terrace, IL: Joint Commission on accreditation of Healthcare Organizations.

Approved by: Georgia Foot'e-Sam (Clinical Nurse Director II)

Date: 03/20/2017

Review Date: **03/20/2020**

Revision Date:

Distribution: Mental Health Nursing, Psychiatry

Original Date: 03/20/2017