



Rancho Los Amigos National Rehabilitation Center

ADMINISTRATIVE POLICY AND PROCEDURE

SUBJECT: RELIGIOUS MATTERS

Policy No.: B505
Supersedes: October 15, 2018
Revision Date: June 30, 2022
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PURPOSE:

To clarify Rancho Los Amigos National Rehabilitation Center's policy regarding the spiritual needs of its patients.

POLICY:

All religious needs and request shall be made to Rancho's Administrative Chaplain for referral to specific denominational or religious preferences.

I. Patient Counseling Within the Medical Center

- A All initial religious ministry is to be done by the Rancho's Pastoral Care Department (PCD). During this process, patients may request visitation by his/her minister or members of his/her congregation, as long as they abide by regulations covered in Section IV and by the medical center rules for visitors.
- B A statement of purpose and procedures for the PCD is on file in the Administrative Chaplain's Office.
- C The Administrative Chaplain and staff Chaplains shall have the authority to appoint associate chaplains, lay chaplains, and religious volunteers. The Administrative Chaplain shall be appointed by the Chief Executive officer. All Staff Chaplains are screened and authorized in accordance with County rules and regulations.
- D Rancho's Administrative Chaplain may be reached at (562)385-7256 or paged by hospital operator. Patient referral may be made by staff through EHR, by phone, or by email.

II. Standards and Requirements of Staff Chaplains

- A The medical center Chaplain is an ordained or licensed Minister, Priest or Rabbi who provides spiritual guidance and may conduct religious assemblies at Rancho. Chaplains must be duly authorized, trained and recommended by an officer or board of his denomination. All chaplain staff are members of the medical center chaplaincy staff. Each chaplain is expected to meet and maintain the religious policies of the medical center.
- B They must wear an identification badge appropriate for their function, within the Pastoral Care Department. They are expected to limit their visit to patients or units which they are assigned to.

EFFECTIVE DATE: January 1, 1982

COUNTY OF LOS ANGELES • DEPARTMENT OF HEALTH SERVICES

APPROVED BY:

- 1) The chaplaincy staff is made up of all authorized medical center chaplains.
- 2) Visitors unknown to patient and without proper authorization or identification who are observed discussing religious matters with patients will be reported to the campus Sheriff, Administration, and the Chaplain's Office.
- 3) The chaplaincy staff will communicate regularly to determine and implement policies and essential activities subject to administrative approval.

III. Literature

- A. All religious literature must be cleared through the PCD prior to distribution.
- B. Blanket distribution of religious literature is prohibited.

IV. Medical Center Chapel Services/Staff

- A. The overall direction of Protestant services shall be held under the medical center's Administrative Chaplain's supervision. All of these services will be of a non-denominational nature.
- B. Provision may be made for services for various religious groups if requested by the patient.
- C. Chapel Services:
 - 1) Only an ordained or licensed minister, priest, or rabbi may hold religious assemblies, or those appointed by their staff chaplain.
 - 2) The overall direction of chapel services shall be under the administrative Chaplain or Staff Chaplain.
 - 3) Roman Catholic services shall be under the medical center's Roman Catholic Chaplain or in coordination with St. Raymond's Catholic Church.
 - 4) The Administrative Chaplain is responsible for coordinating all Protestant services.
 - 5) All interested denominations shall be given opportunity to share in worship services. Inquiry for a service/location should be made to the Administrative Chaplain.
 - 6) Religious assemblies are subject to the discretion and approval of both the chaplaincy staff and Administration.
 - 7) Adherence to infectious disease control methods is mandatory, i.e., masks, gowns, etc. This pertains to the entire PCD.

V. Services/Clergy Visitations

- A. There will be no public testimonies, religious readings, sermons or Bible studies on the open unit. This, however, does not preclude bedside ministries to one individual patient, as long as it does not disturb or infringe on the privacy of the other patients in any given room.
- B. Visiting clergy who come to the medical center randomly to visit patients will confine their religious activity to members of their own congregation.