

## INFORMATION BOOKLET FOR PARENTS / CARERS OF A CHILD

### Haematology Oncology Day Unit (HODU)



#### PHILOSOPHY OF CARE

We are committed to providing family centred health care in a safe, compassionate and supportive environment. We recognise the uniqueness of each child and their family and aim to provide holistic care that is personal, individual and attentive to one's needs.

The care provided is research based enabling the multi-disciplinary team to deliver the highest standards of healthcare to each child and their family.

## Welcome to the Day Unit

#### INTRODUCTION AND WELCOME

Welcome to the day Unit, we are dedicated to providing safe and efficient care with an emphasis on engagement and partnership between you and us. The purpose of this booklet is to inform you first of all of the running of the unit and what we expect from you, and secondly to include you, to hear from you about challenges you may be having. We will try to accommodate you and your busy schedules as much as we can. We are flexible to a degree obviously as it is a very busy unit with a quick turnover. Our aim is always to look at ways of improving our service and we welcome your input.

### HODU IS A 15 BEDDED UNIT SERVING:

- Haematology patients requiring Day Case treatment and education for patients with clotting disorders and red cell disorders.
- Patients on the Chronic Blood Transfusion Programme, including Sickle Cell Disease, Thalassemia and Diamond Blackfan Anemia. Medical Day Unit also facilitate this programme.
- Patients with clotting disorders requiring treatment pre day case theatre procedures including Dental work.
- Patients for DDAVP Trial or Factor trial.
- Emergency admissions for Haemophilia patients with joint bleed or trauma, attend the Day Unit Monday – Friday, excluding head injury. These patients and out of hours patients go directly to Emergency Department.
- Patients with Sickle Cell Crisis, go directly to Emergency Department at any time.
- Malignant Haematology and Oncology patients attend for day case procedures including Chemotherapy, theatre for Bone Marrow Examination and Lumbar Puncture with Intrathecal Chemotherapy, Supportive Care including Antibiotics, Red Cell Transfusions (RCC) and Platelet transfusions, bloods and Dressings, Glomerular filtration rate (GFR)
- Emergency admissions for malignant Haem/Onc patients who are febrile, vomiting or generally unwell following their treatment, attend the Day Unit Monday - Friday. Out of hours - patients attend St. Johns ward. Please phone ahead should you need to come in at any time.
- Patients having an MRI, MIBG, CT scans with sedation, Removal of Hickman or Port, attend the main hospital Medical or Surgical Day Unit.

### STAFF

- Clinical Nurse Manager II – Mairead Lee
- Clinical Nurse Manager I - Veronica Ryan
- Staff Nurses x 11
- Bed Manager - Karen Marshall, ring switch 01 409 6100 / Bleep 8649
- 2 Ward Clerks
- Admissions Clerk
- Health Care Assistant
- Contract Household Cleaners
- Play Specialist - Carol

While attending the HODU for treatment, patients may see a range of professionals and allied health workers. These include:

Ask your nurse to contact them should you wish to meet them	
Clinical Nurse Specialists	IV Team
Consultants	Pharmacist
Dietician	Physiotherapist
Doctors	Psychologist
Dentist	Social work

## OPENING HOURS

- Monday – Friday 7:45am - 7:00pm. After this time, St Johns Ward will provide care to Malignant Haem/Onc patients.
- Elective admission to the HODU is limited between 12:30hrs - 14:00Hrs. This is to avoid extended waiting times as morning patients may still be receiving treatment and there is reduced staff over the lunchtime period.
- Exceptions can apply and the nurse may ask you to attend between these times, should your treatment require it. The Admission clerk, will always check with the nurse in charge before asking you to wait.
- Patients requiring admission as an emergency e.g. febrile, joint bleed or generally unwell, can attend ANYTIME. Please phone ahead to 01 409 6649.
- Patients with red blood cell disorders for planned blood transfusions:
  - 14:00hrs is latest appointment time, if blood cross matched the day before. 12:00hrs is latest appointment time, if blood samples have to be taken for transfusion on same day.
- Saturday and Sunday care, will be provided by St Johns ward in-patient ward for Malignant Haematology Oncology patients, however plans are in discussion to open HODU on Sat and Sun with reduced staff.
- Bank Holiday Mondays, HODU is open with reduced staff. Medical cover is ON CALL.

## HAEMATOLOGY THEATRE LIST

### PROCEDURE

- Lumbar Puncture, Intrathecal chemotherapy, Bone Marrow Aspirate and Biopsy only
- Performed in Anaesthetic room 6 in Theatre Department
- Max 6 patients on list per day
- Daily list: Monday – Friday
- Max 2 isolation cases per list Tues Thurs Fri only, no isolation theatre available Mon or Wed
- Start time 08:45hrs
- Time slots are allocated according to clinical need i.e. not always first come first served
- Check into HODU 08:00hrs at the Admissions Office.
- For airway safety reasons, repassing of NG tubes is not routinely performed under anesthetic.
- Due to time restraints in theatre, only the first Hickman dressing is performed in theatre.
- Date for theatre may be changed at short notice (i.e. day before) due to demand and clinical need. Decision to postpone and re-schedule, is made by consultant in charge and closest next available date is given
- Ward managers in HODU co-ordinate this List

### FASTING TIMES

- 6 hours fast from food or milk
- 1 hour fast from fluids (clear fluids only - 7Up or water, clear apple juice)
- 4 hours fast from breast feed

### BLOODS

- Platelets must be 50 or over for Lumbar Puncture.
- Full Blood Count, must be checked the day before or day of procedure.





### MEDICATIONS

- Patients receiving weekly oral methotrexate must not take their dose orally the same week as receiving IT Methotrexate (advise a 4 day gap in between)
- Discuss with your consultant, if your child is receiving other important medications e.g. diabetes, epilepsy, hypertension, as to whether these meds need to be taken pre-theatre or not.

### PRE THEATRE

- All patients must wear theatre gown and name band.
- All patients should have a wash the night before, nail varnish should be removed.

### POST THEATRE

- Remove plasters and dressings from lumbar puncture site and Bone Marrow aspirate site the next day as this can be a source of infection.
- Patients may be discharged one hour post procedure, once food or sugary drink is tolerated and patient has passed urine.

### APPOINTMENT TIMES

- A return appointment date and time will be given to you when you are being discharged
- **Please phone ahead if your attendance is unplanned**



### GENERAL GUIDELINES INCLUDE:

- Theatre 08:00hrs
- Chemotherapy Infusions 10:00hrs
- Red Cell Transfusions 10:00hrs and afternoon 14:00hrs if blood already cross matched from day before.
- Bolus chemotherapy 14:30hrs
- Bloods and Dressings 0:800hrs - 09:30hrs or 15:00hrs – 16:00hrs
- We are an Emergency Department for HaemOnc patients, so unforeseen circumstances can sometimes lead to waiting times being extended, we will do our utmost to adhere to times given and ask that you do so also. There can be variety of reasons for delays in starting treatment e.g. availability of doctor, nurse, laboratory results, pharmacy, IV cannulation, blood products etc. We will keep you informed of the reasons for waiting and we will record and report any unnecessary delays.
- As far as possible we ask elective attendance do not come between 12:30 and 1400 as waiting times may be increased at this time

*We value your input and comments in all aspects of our patients experience, so please talk to us.*

## ISOLATION

- When a diagnosis of a Multi Resistant Drug Organism (MDRO) is made, a doctor will inform you by phone, in advance of admission. Standard isolation precautions will be necessary ie a single room will be allocated as per hospital guidelines.
- Following diagnosis of an infection in the stool, we require a repeat stool sample at 3 weeks, 4 weeks and 5 weeks intervals. If these 3 samples are negative, then isolation is no longer required.
- A pack with stamped addressed envelopes, forms and sample bottles, will be available to you. Please ask a staff member
- Following a diagnosis of an infection in the sputum, throat or nasal passages, a repeat sample will be required at 4 weeks, 5 weeks and 6 weeks intervals. If these samples are negative, then isolation is no longer required.
- A diagnosis of ESBL, VRE or CRE will unfortunately mean isolation is required for the duration of your child's treatment regardless of negative samples
- Information leaflets are available in HODU wall display.
- Patients with an "infection control alert" may have go at the end of lists such as theatre, ECHO, Radiography etc. to help reduce the risk of spread and facilitate cleaning.

## VISITORS

- Most of our patients are immunocompromised and undergoing long and sometimes difficult treatment. We ask that 2 people maximum, immediate family only, attend with the patient at any one time.
- Siblings may visit, but during school holidays, we ask that siblings do not attend for the full day for several reasons, including infection control, capacity issues and health and safety of patients, siblings and staff.



## SERVICES

- WiFi is available
- Spare clothing, pyjamas, overnight toiletries are available in case of accidents or unexpected stay overnight
- DVDs, PlayStation, X Box, Arts and crafts, toys and puzzles, Beads of Courage with Carol our play specialist plus Children in Hospital volunteers
- Hot lunch each day plus breakfast and snacks/sandwiches on request throughout the day.
- Parents or patients are not permitted in the kitchen. Please ask Health Care Assistant or any member of staff should you require water or anything else from kitchen.
- Re-heating your own food is not permitted in the Day Unit as per hospital policy Health and Safety.

## CONTACT DETAILS

- HODU Phone 01 409 6649
- Bed Manager Karen Marshall 01409 6100 / Bleep 8649
- St Johns Ward 01409 6660
- Haemoglobinopathy ANP Roseanna - Bleep 8110
- Haemophilia CNSp Mary Kavanagh - Bleep 8732



