



Adult acute wards

Informal patients and time away from hospital

Introduction

You have agreed to be admitted to hospital and actively participate in your care.

As an informal patient, you are free to take time away from the hospital at any time. This can be agreed after discussion with your care team. However, we ask that you avoid times when we have planned specific aspects of your care. This includes:

- medication times
- agreed meetings with your named or allocated nurse
- participation in agreed therapeutic activities
- ward reviews

You may be asked to stay on the ward during mealtimes to ensure that you have regular nutritional meals.

Other times may be agreed with you and your named nurse, the consultant psychiatrist and the wider care team. As an inpatient, you will be expected to be on the ward between 9.00pm and 9.00am, unless otherwise agreed. This is to ensure your safety at night, encourage you to sleep well and to avoid disruption on the ward.

During your stay, you will have a care plan that will be regularly reviewed to ensure that we continue to provide care that meets your needs. In care plan reviews, we will discuss with you how your time away from the ward is going and the activities that help towards your recovery.

Going on leave

While you are an inpatient, we have a duty of care to support you in maintaining your safety at all times. We want your leave to go well, and for you to return safely. We will provide you with a card with the ward address and telephone numbers before you go on leave so that you can easily contact us in the event of a problem. We ask that when you take time away from the ward, you let us know of your plans and when you intend to return.



It is important that if you are delayed in returning for any reason, you contact the ward immediately so that we can discuss how you plan to return safely.

If we do not hear from you, staff will try to contact you, your family, or your friends. If we become very concerned for your safety, we may contact the police.

If at any time you feel unable to agree to these expectations, please discuss this with us; we will consider other options of continuing care and treatment to support your recovery.

Concerns and complaints

We aim to provide you with a high quality service at all times. However, if you have any concerns, complaints or comments about your experience of our service then please tell a member of the team or contact the PALS and complaints team on freephone 0800 328 7971.

If you need the information in another language or format please ask us

Nëse ky informacion ju nevojitet në një gjuhë apo format tjetër, ju lutem na kontaktoni

আপনি যদি এই তথ্যাদি অন্য কোন ভাষায় বা মাধ্যমে (ফরম্যাট) পেতে চান তবে দয়া করে আমাদেরকে বলুন

જો તમને આ માહિતી બીજી ભાષામાં અથવા બીજા આકારમાં જોઈએ, તો કૃપા કરીને અમને પૂછો

यदि आपको यह जानकारी किसी दूसरी भाषा या आकार में चाहिए हो तो कृपया हम से पूछें

若您需要本信息的另一种语言或格式的版本，请与我们联系

নেবত ত্রুতালুঁ টিও নতবলী বিসী ভূনী ভাঙ্গা নাঁ সবলে ঙ্গিঁচ চাওঁসী ওঁই তঁ বিতথা তব বে সালুঁ থুঁ

اگر آپ کو یہ معلومات کسی دوسری زبان میں یا کسی دوسرے طریقے سے درکار ہوں تو براہ کرم ہم سے پوچھیں۔۔

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