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## HOW TO PREPARE FOR A SAFE HOSPITAL ARRIVAL

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You and your care partner are important members of your hospital care team. Other members include doctors, nurses and staff who will care for you during your hospital stay. We invite you to partner with us in your care. Just like you, our goal is to make sure that you get the best and safest care.

Use this checklist to help you get ready for your hospital stay and to help you during your hospital stay.

### ➤ BEFORE ADMISSION TO THE HOSPITAL

**Choose at least one trusted family member or friend to be your care partner. A care partner is someone who can:**

- Help you with your care and make decisions about your care
- Support your recovery in the hospital and at home after your leave
- Help make sure that your preferences, values and goals are used in care planning and during your hospital stay

**Bring the following important items with you to the hospital:**

- List of all medications you take including over-the-counter medicines, vitamins and supplements (include reason for taking, dose, time you take and how you take them)
- ALL **Allergies** to medications or food
- Names and phone numbers of your primary care doctors and specialists
- Your insurance information
- Your wishes about care and treatment in case you become unable to speak for yourself (bring any written forms you have such as an Advance Directive for care or Living Will and/or a current **Do Not Resuscitate** form will be signed at each admission)

**Talk to your doctor who is admitting you to the hospital to get the information you want and need about:**

- Your lab, X-ray, EKG or surgery
- Diagnosis or condition
- Tests you will have
- Medicines you will be given
- How your pain will be safely managed
- How long you will be in the hospital and if it is likely you will need to go to a swingbed or skilled nursing facility before you go home
- Any physical therapy or other therapies you will receive in the hospital

## ➤ WHEN YOU ARE ADMITTED TO THE HOSPITAL

**Learn about who is on your team by asking:**

- Who will be taking care of you and what they will do
- How to contact them
- What time the bedside rounding is done, so your care partner can be present, if desired

**Find out about how you and your care partner can share and get information and be part of care planning. This includes:**

- Be present during **bedside rounding** (between 06:00-0900)
- Be present in **planning meetings for discharge or transition** to your home or another care setting
- Use and communicate on **whiteboard** in your hospital room
- Utilize through an **online patient portal** (if applicable)
- Review, Ask questions to understand TCLMH **Blue Patient Folder**

**Safety is key! We all work together to make sure your care is safe. Speak up at any time with any concerns you have. Talk with your team about the best ways to:**

- Make sure everyone washes their hands – family, friends, staff and doctors
- Help prevent infections
- Help prevent pressure injuries (sometimes called bed sores)
- Protect yourself from falling
- Make sure your patient identification is correct and is checked especially before tests, procedures and being given medicines
- Make sure that all doctors, nurses and staff introduce themselves and explain what they are going to do before giving you any medicine or before a treatment or test
- Make sure your surgery site is correctly marked on your body or you are getting the correct test or procedure
- Be aware of side effects of treatment and medicines
- Learn about symptoms and danger signs to watch out for
- Know what to do and who to talk to about concerns if you or your care partner thinks something does not seem “right”

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## ➤ BEFORE YOU LEAVE THE HOSPITAL

**Talk with your team as early as possible about how you and your care partner can get ready to leave the hospital. You will get specific discharge instructions before you leave the hospital but you can talk with your team at any time about:**

- Your medicines and what they are for and how to take them properly
- Serious signs and symptoms to look out for once you get home, what to do if you see them and who to call if you have concerns
- What to expect in your recovery
- Instructions for care related to your surgery or treatment



- Instructions for what you should and should not eat and drink
  - Need for additional therapy: home care, support or equipment at home, outpatient services
  - Follow-up appointments
  - How doctors and staff will share information with your primary care doctors and specialists
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