

Beaumont®

Subject GROUPS PASS FOR PATIENTS – ACCESS TO THE HOSPITAL CAMPUS		No. 164	Page 1 of 3
Content Expert(s) NURSING ADMINISTRATION	Prior Issue Date 09/14/12	Issue Date 09/25/15	

POLICY:

Patients may leave their assigned inpatient unit to go to various areas of Beaumont Hospital, including outdoors, with approval. This policy outlines the process for patients to be safely on the hospital campus. Grosse Pointe provides access to the hospital campus using the following guidelines, but does not use the grounds pass form or magnet.

GENERAL:

1. A Grounds Pass allows the patients' to leave their assigned unit at their own risk for short periods of time (time should not exceed 2 hours).
2. Each Grounds Pass is to be handled on an individual basis determined by the patient's:
 - Cognitive level of functioning (e.g., judgment, sedation, safety, memory)
 - Condition
 - Activity level
 - Expected length of stay
3. A Grounds Pass allows patients to leave the assigned unit for on campus, etc.
4. The Grounds Pass and magnets are located in the nursing office, if not on the individual unit.
5. Walking on campus should not be permitted after dark.
6. The patient is not permitted to leave the hospital campus.
7. Patients are permitted to leave their units via the Grounds Pass Policy and travel to:

Grosse Pointe	Royal Oak	Troy
<ul style="list-style-type: none"> • Patient Floors 2nd – 4th (4th floor restricted for Women's Services patients only) • Chapel – 2nd Floor • Healing Garden – 2nd Floor between the East and West towers, weather permitting, open dawn until dusk 	<p><u>Indoor Areas:</u></p> <ul style="list-style-type: none"> • Garden Court-6 South Tower, use this area for inclement weather (opened nightly until 8:30 pm) – this is the Mother/Baby area, assess patient appropriateness first. • Retail food service areas. <p><u>Outdoor Areas</u> (Weather permitting):</p> <ul style="list-style-type: none"> • South Tower entrance, under the canopy 	<p><u>Indoor Areas:</u></p> <ul style="list-style-type: none"> • Cafeteria (see #15 for details) • Starbucks on Main Street • Main Street Lobby • Chapel – First Floor • West Lobby – Ground floor <p><u>Outdoor Areas</u> (Weather permitting):</p> <ul style="list-style-type: none"> • Main Entrance Sidewalk Patio • West Entrance – Canopy Area <p><u>Please note:</u> patients are not permitted to travel across the pedestrian bridge to the Medical Center, Sterling Heights at any time during their stay.</p>

PATIENT CARE – CORPORATE POLICIES

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DETAILED PROCEDURE:

1. The RN will review the patient's request.
2. The RN will contact the attending physician / designee for an order
 - **Royal Oak:** Residents may act as the designee only after consultation with the attending physician which is then documented in a progress note
 - **Troy:** must be attending or covering physician.
3. The attending physician order must be renewed every 24 hours or if any changes in status occur.
4. The patient must notify the RN prior to leaving the unit with **each** occurrence. The RN may grant permission for the patient to leave the unit, based on nursing judgment of the patient's condition. The RN and patient are to discuss time limits (when to return to unit). Form #600 (Available through Forms Library) is to be used to document.
5. A Grounds Pass ID Badge is to be issued every 24 hours upon receipt of an order entered electronically in the electronic health record (EHR) by the attending physician. The RN is to add the following information to the badge:
 - Date and time of order
 - Room number
 - Unit phone number
6. A Grounds Pass ID magnet is to be placed on the patient's door jam.
7. The nurse will document in the Progress Notes when the patient has left the unit and upon return.
8. Patients may be accompanied on a Grounds Pass by a family member, companion/friend or guardian.
9. A pediatric patient (17 years of age and under) **MUST** be accompanied by a parent or guardian.
10. Patients with the following contraindications **will not** be granted a Grounds Pass:
 - a. Patients with IV access with a known history of IV drug use
 - b. Patients requiring cardiac monitoring
 - c. Continuous pulse oximetry
 - d. Patients with Transmission Precautions (isolation)
 - e. Smoking is not an appropriate reason to request a grounds pass. Beaumont is a smoke-free environment. Smoking is not permitted on hospital grounds
 - f. Patients requiring safety sitters or on suicide precautions
 - g. Patients on 9C Psychiatric (Royal Oak)

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DETAILED PROCEDURE: (Cont'd)

11. The Grounds Pass may be revoked at any time if the patients' condition/status changes. Order to be discontinued in the EMR.
12. Patients should dress appropriately before leaving the unit (Hospital attire with appropriate coverage).
13. Slippers/shoes must be worn.
14. A Grounds Pass ID Badge must be secured at the collar/shoulder level and visible at all times while off the unit.
15. Retail Food Services Guidelines (not applicable for Grosse Pointe):
 - a. Grounds Pass to the Retail Food Service areas should be limited to long term patients according to the following guidelines:
 - b. Patients are requested to use dining room between 2:00 P.M. – 4:30 P.M., and 8:00 P.M. – 10:00 P.M- **Royal Oak only**. Patients are not permitted to access the Cafeteria at Grosse Pointe.
 - c. Patients should be accompanied by family member, companion/friend or guardian while in the dining room.
 - d. Food and beverages in the Retail Food Services areas must be purchased and staff are **not** able to assist with diet compliance information.
 - e. Prior to patient visits, nursing should notify:
 - Royal Oak: Retail Services Supervisor or Leader at ext. 83142
 - Troy: Nutrition Supervisor at ext. 41414
 - f. To assure patient dignity and to maintain dining room decorum, every effort should be made to cover open wounds and drainage bags with clothing and/or draping (i.e., sheet over legs in a wheelchair).

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