

Patient Visitor Guidelines

Adair Acute Care at Osawatomie State Hospital

Osawatomie, Kansas 66064-0500

Visiting Hours:

Monday through Friday: 3:00 p.m. – 4:00 p.m. and 7:30 p.m. to 9:00 p.m.

Saturday, Sunday, and Holidays: 9:30 a.m. to 11:00 a.m. and 7:30 p.m. to 9:00 p.m.

Ages and Number of Visitors:

A patient may have two (2) visitors at a time. All visitors must be at least 14 years of age. Exceptions to these guidelines must be approved by the patient's Treatment Team or the Nursing Supervisor in the event the Treatment Team is unavailable.

General Guidelines:

- Visitors may not bring contraband to a patient who is in the hospital. (See reverse side for categories and examples.)
- Purses, backpacks, packages or bags are not allowed in the visiting area. These items should be left in the visitor's locked vehicle.
- Items / packages cannot be given directly to patients.
 - Any food and drink being brought into the facility must be single service items that were preapproved to be consumed during the visit. All other items brought for a patient must be left at the OSH Fire Station
 - Security will search and log the items/packages and are directed to handle contraband and non-compliant items as per hospital policies.
 - Once searched and cleared items will be delivered by security to the patient's unit to be given to the patient or stored until discharge.
- Communication devices (e.g. cell phones, tablets) are not allowed in the visiting area or around patients and should remain in the visitor's locked vehicle.
- Audio and video recording devices (e.g. cameras, video recorders, audio recorders) are strictly prohibited unless approved by the Superintendent or Chief Executive Officer or designee.
- Visitors must respect the privacy, confidentiality and dignity of all patients. Visitors must not discuss any patient with others. **Abuse, neglect or exploitation of any patient will not be tolerated.**
- Food or drink that will be consumed by the patient during a visit must be approved at least 24 hours in advance by the treatment team for special events on a case-by-case basis.
- Visitors must follow instructions from any hospital staff member. A visitor may ask to discuss any concerns with the Nursing Supervisor on duty.
- Visitors are subject to wandering to ensure the safety of all patients, staff, and visitors. If refusal of wandering the visit will not be able to take place as scheduled.
- Visitors must read and follow instructions from the Maintaining Safety on the Unit training posted on the bulletin board at the OSH Fire Station.

I, _____, **have not** been a patient at OSH/AAC within the last 180 days. I agree that if I consented to restrict my physical access to the OSH/AAC campus that an OSH/AAC staff member may permit me to write a letter to the person(s) I sought to visit in lieu of visiting with a current OSH/AAC patient(s). I understand that after I have permitted 180 days to pass after my most recent discharge that I may visit patient(s) if there is agreement from the patient(s) to have face to face visitors at OSH/AAC—I also understand that signing this form is voluntary.

By signing below, the visitor agrees to abide by the guidelines listed above and on the reverse side of this form and understands violating this may result in termination of the visit and / or restriction of future visits.

Visitor's Printed Name _____

Date and time _____

Unit _____

Visitor's Signature _____

Officer Call # _____

CONTRABAND

The following list includes categories of contraband and examples. Patients are not allowed to possess contraband while at the Hospital.

Contraband	Examples
Weapons	Firearms, knives, clubs, Tasers
Tobacco and Tobacco-related Products	Vapes, cigarettes, cigars, loose tobacco, chewing tobacco, rolling papers, pipes, snuff, e-cigarettes
Explosives	Black powder, fire works
Toxic Substances	Alcohol based products, nail polish and remover, aerosol cans, household chemicals, paints, perfume, cologne, model glue
Alcohol	Alcoholic beverages, alcohol-based products, mouthwash, perfume, aftershave, cologne
Flammable Substances	Lighter fluid, lighters, disposable lighters, matches fuel, paint thinner, flints
Unidentifiable Substances	Vials, powders, pills, liquids
Sharp Objects	Scissors, nail clippers, knives, needles / pins, razor blades, awl, icepick, exact-o-blade, hat pins, pencil / makeup sharpeners
Hanging Risks	Ropes, electrical wires and cords, wire, scarves, nylons, or nylon knee highs, string / rope / cord
Metal Cans and Lids	Soda can, potato chip can lid, pull tabs, snuff can lid, plastic lids with metal disks, tin and aluminum cans,
Personal Defense Chemicals	Mace, pepper spray
Illegal Substances / Items	Street drugs
Medications	Non-controlled substances, over-the-counter medications, personal medications
Patient-owned Electronics with Internet Access	Cell phones, tablets, personal computers, or similar devices
Personal Cameras	Digital & video cameras, camera phone
Personal Recording Devices	Cassette or micro cassette recorders, cell phones
Glass Items	Bottles, jars, fish tanks, keepsakes, mirrors
Office Supplies Associated with Danger Risk	Metal spiral notebooks, metal paper clips, letter openers, spring clips, tape dispensers, staplers, non-approved pens and pencils
Jewelry Associated with Danger Risk	Long chains or thick metal necklaces, large rings, large buckles. Jewelry should be evaluated by RNSP or designated RN.
Clothing Associated with Danger Risk	Clothing with tied waistbands or cuffs, large belt buckles, belts, steel-toed or heavy boots, nylons, scarves, items with long straps or drawstrings, shoestrings
Personal Grooming Items Associated with Danger Risk	Coloring agents, hair removal products / chemicals, metal files, sharp hair accessories, nail polish and remover, long hair ties
High Potency Caffeinated Products	Any energy drinks, or similar high potency caffeine drinks containing liquids and powders. This does not include coffee, tea or regular soft drinks
All Pornographic Materials	Pornographic magazines, pictures, videos

Other items may be considered contraband at the Hospital's discretion.