

# Welcome to Sonning Ward

**Sonning Ward is a ward for gynaecology patients, which is located on level 5 of the Maternity Block. This leaflet outlines ward routines and useful advice.**

## Aims

Our aim is to treat all women equally, regardless of their condition, and irrespective of their age, religion or ethnicity. We employ a holistic approach to nursing care, based on assessment of the individual's needs. We respect our patients' own beliefs and actively encourage family participation.

Due to the sensitivity of our speciality, we aim to provide supportive care in a secure environment and to respect dignity and privacy.

## The ward team

You may meet many different staff on the ward, including doctors (consultants and their junior colleagues), nurses (sister, specialist nurses, discharge co-ordinators, staff and senior staff nurses, junior nurses and health care assistants), pharmacists, occupational therapists, physiotherapists, ward clerk, housekeepers and porters. All of these Trust staff will wear a name or ID badge and if they need any contact with you, they will introduce themselves to you, but please feel free to ask if you are unsure who someone is.

## Useful items to bring in

We appreciate that you may have been admitted into hospital as an emergency and not anticipated packing any belongings. You are likely to need basic toiletries, dressing gown and slippers. The ward can provide basic items of toiletries but ask that you arrange for items to be brought in, where appropriate. Valuables can be locked away by a member of the team if requested.

## Management of Covid symptoms

**We ask that you make contact with the ward if you have recently been confirmed as having Covid-19 within the last 7 weeks or if you have had contact with anyone who has been Covid-19 positive within the last 10 days. All patients who have [symptoms](#) of Covid-19 will be asked to undertake a PCR test.**

## Single rooms

Single rooms are allocated to patients with the greatest clinical need.

## Expectations

In order to aid your recovery and to ensure you are fully prepared to leave hospital, we will expect you to take an active part in your care and rehabilitation. This means:

Compassionate

Aspirational

Resourceful

Excellent

- Washing and dressing yourself (after a clinical assessment).
- Mobilising yourself and following any exercise regimes given.

### **We will aim to:**

- Provide you with information about your medications and when to take them.
- Optimise your nutrition and hydration (make sure you eat and drink properly).
- Encourage you to wear your own clothes and safe footwear.
- Communicate plans about your discharge and available support in the community.
- We encourage the use of our discharge lounge while waiting for medications or transport home.

### **Visiting**

- Visiting times are 2pm to 8pm. Carers, care partners and relatives supporting patients with enhanced needs are able to visit as needed.
- Up to two people visiting at the bedside at any one time.
- Please do not visit if you are unwell or have cold symptoms, high temperature, new continuous cough, ongoing headache, loss of taste / smell, vomiting or diarrhoea.
- Please avoid wash-times, to protect patient dignity, unless previously agreed with ward staff.
- We may ask you to leave in order to protect patients' privacy and dignity, for ward rounds, procedures, or if they need rest.

### **Meals / refreshments**

Meal times are: Breakfast 7am-7.45am, Lunch 12.30pm-1.15pm, Evening meal 5.45pm-6.15pm.

We offer a large variety of meals including cultural and religious choices, special diets including gluten free, vegan and diabetic. Meals are available in different textures and in small, medium and large portion sizes. Cakes, fruit and biscuits can also be ordered for between meal snacks.

### **Telephone enquiries**

We are unable to provide specific information over the phone. We recommend that you contact patients themselves for information and aim to ring after 10am for general enquiries. Our telephone numbers are: **0118 322 8204**. Please nominate one relative as main contact.

Free Wi-Fi is available for patients on the RBFT\_GUEST network.

### **Car parking**

Public parking is pay on foot (pay at a paypoint machine before exiting) and the nearest parking is in the multi storey car park (public parking is on Levels 0-3). Disabled bays are clearly marked. A 'one per patient' reduced cost parking permit is available for regular visitors to long-stay or end of life patients – authorised at the discretion of the ward sister – ask for an application form on the ward.

## Mobile phones

Use of mobile phones is allowed in the ward but please be sensitive to the needs of others when using your phone. **Phone cameras must not be used under any circumstances.** Hospedia IV / Phone consoles (bedside entertainment system) are available with cards available from a machine on Level 2 Maternity Block.

## Talk to us

Please talk to a staff nurse, the nurse in charge or the ward sister if you have further questions or concerns about your care. Please do not hesitate to ask a doctor or a nurse to explain care or discharge plans.

## And lastly...

**Please treat staff, fellow patients and visitors politely and with respect. Verbal abuse, harassment and physical violence are unacceptable and may lead to prosecution.**

To find out more about our Trust visit [www.royalberkshire.nhs.uk](http://www.royalberkshire.nhs.uk)

**Please ask if you need this information in another language or format.**

Lead Nurse, Sonning Ward, September 2016

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Next review due: March 2025