

**PROCEDURE FOR: Visitors to Inpatient Psychiatry**

- POLICY:**
1. Visiting hours are M-F from 5:00 pm - 7:00 pm and weekends and holidays from 2:00 pm - 8:00 pm. Visiting hours and general visiting rules are posted at the entrance to the unit, and will be explained to patients / family / visitors upon admission.
  2. Visitors arriving on the unit must register their arrival and departure dates / times, first name of the patient they are visiting and the visitor's relationship to the patient in the visiting book at the nursing desk.
  3. A patient is allowed only two visitors at one time on the unit. If a patient has more than two visitors, the nurse may assess the number and decide whether they may stay or visit elsewhere.
  4. Visitors may be asked to leave the unit if they exhibit any inappropriate behavior, including threatening, verbal or physical abuse and inappropriate attire. UCHC Police Department may be summoned for assistance as needed.
  5. Nursing staff must ask any person with an odor of alcohol and/or who appears to be intoxicated to leave the unit. The nursing staff may ask UCHC Police to escort the individual from the premises, if necessary.
  6. Children ages 12 and older are allowed on the unit. Exceptions may be made for children younger than 12, with arrangements made as deemed appropriate by the treatment team.
  7. Packages or items brought in by visitors for patients must be screened by nursing staff in the presence of the visitor or patient. Items deemed hazardous or inappropriate will be confiscated or removed, per unit policy.

**APPROVAL:** Nursing Standards Committee

**EFFECTIVE DATE:** 1974

**REVISION DATES:** 1977, 1980, 1982, 1983, 1984, 1990, 10/96, 4/00, 11/03, 7/08