



## Admitting a New Resident

You can make a difference

---

---

---

---

---

---

---

---

## You are their first impression

- Have room ready with equipment/supplies.
- Assist prn to get pt. dressed in gown.
- Record baseline Vitals, height, weight.
- Orientate to room, routines, B/R,



---

---

---

---

---

---

---

---

## Be diligent in handling their belongings

- Obtain belongings list from nurse.
- Mark all clothing / items in an inconspicuous space
- Use an indelible marker that won't wash off.
- List everything on belongings list.
- Encourage family to take home valuables.
- List jewelry appropriately- yellow metal with clear stone, etc.
- Procedure for marking dentures, glasses, hearing aides.

---

---

---

---

---

---

---

---

Be Courteous, Confident, and Efficient.

- Ask nurse for any special instructions, equipment, and how to transfer resident.
- Obtain info. from family/visitors.
- Orient family/visitors to routines, etc.
- Show them where to wait.
- Let them know approx. how long it will be.
- When admission is complete, locate visitors.

---

---

---

---

---

---

---

---

### Routine Equipment Needed

- Vital sign equipment, scale, paper, pen
- Admission Kit:
  - carafe
  - basin
  - towel
  - glass,
  - lotion
  - washcloth
  - soap
  - mouthwash
- An open bed lets the resident know that they are expected and welcomed.

---

---

---

---

---

---

---

---

### Orient Resident to Unit by explaining:

- Visiting hours, laundry procedures.
- How to use call light, TV, telephone.
- When meals are provided.
- Facility routines.
- Standard hospital regulations.
- Introduce them to their roommates
- If they don't seem compatible notify nurse.

---

---

---

---

---

---

---

---

### Reasons a resident may be transferred:

- Resident's preference.
- Behavior.
- Change in condition
- Change in insurance coverage.
- Closer to family.
- Conflict with roommate.
- Safety.

---

---

---

---

---

---

---

---

### To be sure there aren't any interruptions in health care:

- Nurse will have notified new unit.
- Determine which vehicle will be required.
- Pack up belongings, check against clothes list
- Wait with resident until transportation has arrived.
- Obtain chart, and other equipment to be sent.
- Assist with physical transfer.

---

---

---

---

---

---

---

---

### Discharging a Resident You can help if you:

- Assist with packing as needed.
- Check laundry, facility safe, drawers, etc.
- Verify that the patient has received discharge instructions.
- Any equipment going with patient?
- Disposable equipment clean and packed.
- Patient is dressed and well groomed.
- Never allow a patient to leave unassisted.

---

---

---

---

---

---

---

---