



POLICY & PROCEDURE MANUAL

Title:	Patient Visitation by Clergy		
Origination Date:	2/89	Manual:	Administrative Policy Manual
Review Date(s):	7/02, 06/08, 10/08	Section:	11-Patient Rights/ Organizational Ethics (RI)
Revision Date(s):	2/92, 2/95, 2/97, 5/99, 11/99, 7/02, 8/05, 02/09	Policy No.:	11.7
Effective Date:	5/99, 7/02, 8/05, 02/09	Contact Dept.:	Spiritual Care Department
Approval(s):			
<i>Signature on File</i>		<i>Signature on File</i>	
Donna Bost, RN, MSN, VP/ Clinical Support and Cape Fear Hospital Administrator		Marty Aden, MDiv, Director, Spiritual Care Department	

I. PURPOSE/SUPPORTING INFORMATION

New Hanover Regional Medical Center is committed to providing comprehensive medical care for patients. This concept of care recognizes the importance of the spiritual as well as medical needs in the healing and caring for patients.

Clergy is defined as an ordained clergy, such as a rabbi, priest, pastor, Islamic cleric, associate pastor, licensed minister, a Roman Catholic Eucharistic minister or an Episcopal hospital minister who is serving a congregation.

Upon admission, patients will be asked their religious affiliation. Patients will be informed that the Medical Center provides a directory of patients by religious affiliation and that clergy can access the directory in order to visit patients. Patients will be asked if they wish to be listed. Those who consent will be listed in the religious directory according to denomination or faith group. The directory is updated daily and available at the Medical Center and Cape Fear Hospital information desks. In the absence of consent, patient's religious preference will not be listed in the directory.

II. QUALIFICATIONS

The Spiritual Care Department is responsible for the execution and enforcement of this policy.

III. EQUIPMENT

N/A

IV. PROCEDURE

A. Clergy Badge

1. A clergy badge is issued to clergy serving a congregation. To obtain a clergy badge, clergy must participate in a brief Clergy Orientation with a member of the Spiritual Care Department staff. The orientation is for clergy who are new to the area or those who do not have a clergy badge.
2. Clergy must submit a letter on the congregation's letterhead and signed by the congregation's lay leader stating they are serving the congregation. This letter constitutes certification of the congregation's clergy for orientation.

3. If the clergy is no longer serving the congregation, the clergy badge must be returned to Special Police. Clergy who change congregations must submit a letter certifying their new status, return the current badge, and a new one will be issued.
4. The clergy badge is provided free of charge. However, if the badge is lost there is a replacement fee.

B. Clergy Visiting Guidelines

1. Clergy must wear the Medical Center "Clergy" badge while visiting members on the Medical Center and/or Cape Fear Hospital campus.
2. Clergy may visit their members who are patients at any time; however, pastoral visitation depends upon the medical status of the patient. The patients' nurse will make the assessment.
3. Clergy visiting the Intensive Care areas of the Medical Center: Coronary Care Unit (CCU), Surgical/Trauma Intensive Care Unit (STICU), Medical Intensive Care Unit (MICU), Cardio-Vascular Intensive Care Unit (CVICU) are to pick up the red phone outside the respective units to identify themselves as well as the patient they wish to see.
4. Clergy visiting the Betty H. Cameron Women's and Children's Hospital need to identify themselves as well as the patient being visited. A pass will be issued that will enable the clergy to have access to the area where the patient is located.
5. Clergy visiting the Cape Fear Hospital Intensive Care Unit are welcome to visit any time, but are asked to pick up the phone outside the unit to identify themselves and the patient they wish to see.
6. Clergy visiting the Rehabilitation Hospital are welcome to visit their members anytime except when patients are involved in therapy sessions. Patient room assignments can be obtained at the Medical Center information desk.
7. The Oaks visiting hours are Monday – Friday: 6:00 p.m. to 7:00 p.m., Saturday: 1:00 p.m. – 2:00 p.m. and 6:00 p.m. – 7:00 p.m. and Sundays and holidays: 12:00 p.m. – 2:00 p.m. and 6:00 – 7:00 p.m. Because of confidentiality at The Oaks, patients will be asked upon admission to list the people they consent to visit them. Only clergy who are listed by patients will be allowed to visit.

Clergy are welcome to visit their members anytime during these times except when members are participating in a scheduled activity. Clergy are to check with the reception desk upon arrival.

8. Visits by clergy or non-clergy for purposes such as proselytizing, distributing religious literature, etc. is prohibited.
9. Questions or concerns about patients or patient visitation by Clergy are to be directed to the Spiritual Care Department, 343-7014.

V. REFERENCES

N/A

END