

**The Miriam Hospital
Administrative Manual**

Subject:
Visitor Policy

File Under: Medical Staff
MS-07 and A-17

Issuing Department:
Nursing

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Approved By:

(Director)

(Executive)

POLICY

This policy is promulgated to acknowledge the needs of visitors as well as to address and protect the overall health care needs of patients.

It shall be the policy of The Miriam Hospital to establish daily visiting hours between 12:00 p.m. and 8:00 p.m. The number of visitors per patient will be limited to two individuals at any given time. Visitors must be twelve years of age or older.

Personnel at the information desk will ask all potential visitors who obviously do not meet the age requirement to refrain from visiting patients. They will allow remaining individuals to proceed to patient units. Information desk personnel will distribute visitor guidelines and act as a resource to visitors.

Nursing personnel on the patient units will maintain responsibility for monitoring the number of visitors per patient. Nursing personnel will alert information desk personnel when policy exceptions are to be made; information desk personnel will note these exceptions on patient index cards located at the desk. Primary nurses will be responsible for explaining visitor guidelines to their patients and family members.

The Security Department will be responsible for assisting with visitor control situations. Both information desk and nursing personnel will contact the Security Department to ask for assistance in removing excessive numbers of visitors or visitors who are unruly or disruptive. -

Patients' physicians and primary nurses will have the latitude to make exceptions to this policy at their discretion.