


<b>Name of Policy:</b> <u>Visitor Authorization After Regular Hours</u> <b>Policy Number:</b> 3364-100-85-03 <b>Department:</b> Hospital Administration <b>Approving Officer:</b> Chief Executive Officer - UTMC <b>Responsible Agent:</b> Chief Nursing Officer <b>Scope:</b> The University of Toledo Medical Center	 <b>Effective Date:</b> 8/1/2020 <b>Initial Effective Date:</b> August, 1981
<input type="checkbox"/> New policy proposal <input type="checkbox"/> Major revision of existing policy	<input type="checkbox"/> Minor/technical revision of existing policy <input checked="" type="checkbox"/> Reaffirmation of existing policy

**(A) Policy Statement**

The University of Toledo Medical Center recognizes that visitors provide support for patients while they are in the hospital setting. Family / visitors can be a critical element in the treatment and/or recovery of the patient, therefore the university acknowledges family and visitors and prohibits discrimination based on age, race, ethnicity, religion, culture, language, physical or mental disability, socioeconomic status, sex, sexual orientation, and gender identity or expression. This policy defines visitation after regular hours (8:30 pm to 6:00 am).

**(B) Purpose of Policy**

To maintain a secure environment for patients and staff, this policy is meant to identify a system when requests are made to visit after regular visiting hours.

**(C) Definitions**

The term “Family/Visitor” as used in this policy shall refer to person(s) who play a significant role in an individual’s life. This may include a person (s) not legally related to the individual including a friend, or other individual of the patient’s choice. “Family/Visitor” include spouses, domestic partners, and both different-sex and same-sex significant others. “Family/Visitor” also includes a minor patient’s parents, regardless of the gender of either parent. Parenthood is to include for this policy legal parents, foster parents, same-sex parent, step-parents, those serving loco parentis, and other persons operating in caretaker roles.

**(D) Procedure**

1. Visiting hours are posted in the “Guide to Patient Services” located in each room.
2. The hospital allows for the presence of a support individual of the patient’s choice unless the individual’s presence infringes on others’ rights, safety, or is medically or therapeutically contraindicated. The individual may not be the patient’s surrogate decision-maker or legally authorized representative. Visitors who wish to stay after regular visiting hours must make this request known to the Nursing Director (ND) and/or their designee (House Supervisor) or Charge Nurse. Patient privacy and safety are primary concerns. All patients have a right to privacy. When patients in semi-private rooms request visitation after hours, staff will make every effort to move the patient/requestor to a private room.
3. Staff will advise after hours visitors of the following considerations:
  - ❖ Only one visitor may stay in the patient room after regular visiting hours (lobby adjacent to the elevators on each floor can be used for others, if needed)
  - ❖ Visitor may be asked to leave the room for patient care
  - ❖ Visitor is not to occupy a hospital bed
  - ❖ Noise levels must be kept to a minimum
  - ❖ Visitors shall use bathrooms by the elevators
  - ❖ Bedding is provided only if available
  - ❖ Clean environment must be maintained
4. Visitors under 14 years of age must be accompanied by an adult (other than the patient) who is responsible for monitoring the child’s behavior at all times.

5. Visitors with known upper respiratory infection or symptoms of other infectious diseases should not visit the hospital.
6. Disruptive behavior such as very loud talking, shouting, frequent use of profanity or damage to hospital property will not be tolerated.

<b>Approved by:</b>  <u>/s/</u> Richard P. Swaine, CPA Chief Executive Officer - UTMC  <i>Review/Revision Completed By:</i> <i>HAS</i> <i>Director, Hospital Safety</i> <i>Chief Nursing Officer</i>	<u>07/10/2020</u> Date	<b>Review/Revision Date:</b> 31484 2/20/2002 5/22/85 1/2004 10/28/86 1/2007 2/24/87 12/13/2010 5/2/88 5/25/2011 2/17/89 6/3/2011 3/30/90 6/1/2014 10/10/91 8/1/2017 3/24/93 8/1/2020 8/16/96 2/22/99
		<b>Next Review Date:</b> 8/1/2021
<b>Policies Superseded by This Policy:</b> 7-85-03 - Visitor Authorization After Regular Hours		