

**GUAM MEMORIAL HOSPITAL AUTHORITY  
ADMINISTRATIVE MANUAL**

Approved	Responsibility	Effective Date	Number	Page
<i>Heleen B. Ripple</i>	CIP Committee	01/20/94	6120-5	1 of 2
<b>TITLE: PATIENT RIGHTS DURING CONSTRUCTION</b>				

**PURPOSE:**

To protect the rights of patients at all times.

**POLICY:**

The Hospital supports the rights of each patient at all times. The Hospital shall establish patient rights policies and ensure that these rights are protected and exercised.

**PROCEDURE:**

- A. During construction in occupied patient areas of the Hospital, the Hospital supports the following patient rights:
  - 1. Patients are to be informed of the construction activities within the area by the respective unit's Nursing or Professional Support staff.
  - 2. Patients are to be treated with considerate and respectful care that respects the patient's personal values and belief systems.
  - 3. Patients are to be provided with personal privacy and information.
  - 4. The Hospital shall implement the Interim Life Safety Measures to ensure the safety of each patient in all areas affected by construction.
  
- B. Prior to construction,
  - 1. The Hospital's CIP Committee will conduct a coordination meeting with the Contractor to outline the guidelines for construction within patient areas.

2. The Planning Department shall provide written notice of scheduled construction to the affected Nursing and/or Ancillary unit. The notice shall include the date, time duration, the areas and utilities involved as well as the type of construction to be undertaken.
- C. During construction in occupied patient areas of the Hospital, the Contractor is obligated to perform work within the following guidelines.
1. The Contractor must coordinate all work with the Facilities Maintenance CIP Coordinator of record or the Planning Department.
  2. The Contractor is to keep all construction-related noise to a minimum.
  3. When entry is required in occupied patient areas of the Hospital, the Contractor must be accompanied by a Hospital employee. The employee may be the CIP Coordinator or a member of the Nursing or Professional Support staff.
    - a. The employee must knock before entering.
    - b. The employee must announce his/her presence by identifying himself/herself.
    - c. The employee must explain the reason for the visit and give an approximate time of duration for work to be performed.
    - d. If the patient states that it is inconvenient for the work to be done at that time, then the employee is to ask when would be a more appropriate time for their return. The employee shall advise the CIP Coordinator. The CIP Coordinator will reschedule the work accordingly.

The Hospital employee must remain in the area with the Contractor until the work is completed or the area is vacated. If the work is to exceed 30 minutes, then the CIP Coordinator shall arrange for the patient area or room to be vacated before scheduling and allowing the work to begin.

Reviewed: 7/95

Revised:

Approved: CIP Committee 10/5/93; EMC 01/20/94; EMC 8/95