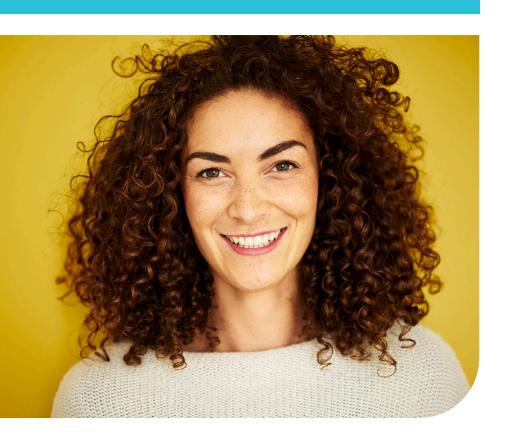
Welcome!

Here you will find everything you need to know regarding your stay.





Welcome to East Jefferson General Hospital

Just a few odds and ends during your stay with us



Pardon our construction

Sorry but things may be a bit noisy during your stay due to construction. This is part of an extraordinary renovation project in our emergency department that will be completed in 2023.



Nice and tidy

Keeping your room and bathroom clean is incredibly important to us. If your room needs immediate attention, please call our Housekeeping hotline. Simply dial extension 7422 on the phone located in your room.



Nutrition and meals

While in the hospital, you may not be able to eat the same kinds of food you'd normally eat at home. During your stay with us, your meals will be prepared based on your doctors' recommendation. If you have any questions or need to request any additional food items, dial extension 6325 (MEAL) from your hospital phone.



Prescriptions

Talk to your doctor and nurse about any medications (including vitamins) you are taking. This will be essential to your care and treatment.



Need help?

Helping you is what is most important to us. To contact the nursing staff, press the 'call light' button located at your bed. Should you need immediate medical attention, you may call our Rapid Response Team by dialing 4111 from your hospital phone. For any additional questions or concerns, call our concierge line 3333.

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Introduction

Thank you for choosing East Jefferson General Hospital for your healthcare needs



This patient guide has been designed to assist you and your loved ones during your stay. We hope you will take time to become familiar with the information in the guide. If you have questions, please talk to any of your caregivers.

We look forward to being your trusted healthcare provider for many years to come.

Smoke free campus

To protect our patients, visitors, and staff, our entire campus, including the building, courtyards, parking lots, and garage, are tobacco-free.

For patients who need help and want a cigarette, a nicotine patch can be prescribed for you while you are in the hospital. Please let your nurse know if you are having problems with not being able to smoke while you are in the hospital.

If you are interested in kicking your smoking habit, we offer complimentary adult counseling sessions for all patients. You can call our Smoking Cessation Coordinator at 504.503.6322.

About LCMC Health

We're a New Orleans-based, non-profit health system on a mission: to provide the best possible care for every person and parish in Louisiana and beyond, and to put a little more heart and soul into healthcare along the way. And that means we do things a little differently around here.

Treating people like family is the LCMC Health way, and it always has been. Founded by Louisiana's first freestanding children's hospital, we've grown into a healthcare system that's built to serve the unique needs of our communities and families across New Orleans, the Gulf Coast and beyond.

We believe in treating the whole patient, not just the condition. When you visit an LCMC Health facility, you will get the care that is best for you and your family because we believe that shared beliefs and positive outlooks are what drive our exceptional care.

LCMC Health by the numbers









988,021 PRIMARY & SPECIALTY CARE CLINIC VISITS





2,901 PHYSICIANS



1,112
Active
Volunteers

Source: information annualized based on December 31, 2019 data available

Mission

Health, care, and education beyond extraordinary.

Vision

Creating a culture of wellness.

Values

We bring heart and soul. We're in it together. We give a little extra.

About East Jefferson General Hospital

For over 50 years, East Jefferson General Hospital has been deeply rooted in Metairie as East Jefferson Parish's not-for-profit community hospital. We pledge to always bring a little heart and compassion to the people we serve.

Treating our community like family is the only way we know. We've been sharing the love with our community since our opening on Valentine's Day in 1971 through our commitment to one-of-a-kind care for everybody, from head to toe. Frequently recognized with national accolades, we're proud to be East Jefferson Parish's go-to hospital for health and wellness.

EJGH by the numbers





















163K APATIENTS SERVEI











Patient rights and responsibilities

Patients have the right to:

- Be informed of their rights and responsibilities.
- Have a family member, chosen representative and/or their physician notified promptly of admission to the hospital.
- Receive treatment and medical services without discrimination based on age, race, ethnicity, religion, culture, language, physical, or mental disability, socioeconomic status, sex, sexual orientation or gender identity or expression.
- Religious and other spiritual services.
- Be treated with consideration, respect, and recognition of their individuality.
- Be informed of the names and functions of all physicians and other healthcare professionals providing their direct care.
- Receive the services of a translator or interpreter to facilitate the communication between the patient and the hospital healthcare professionals.
- Receive visitors that they designate, including, but not limited to, a spouse, a domestic partner (including a same-sex domestic partner), another family member, or a friend, and they have the right to withdraw or deny this visitation consent at any time.
- Participate in the development and implementation of their plan of care.
- Make informed decisions regarding their care.
- Be informed of their health status, involved in care planning and treatment, and allowed to request or refuse treatment.
- Be included or refuse to be included in experimental research.
- · Have a full explanation if they are being transferred to another facility
- Be informed if the hospital has authorized other institutions to participate in their treatment.
- Patients have the right to know the identity and function of these institutions and to refuse to allow the institutions to participate in their treatment.
- Formulate advance directives, and have physicians and other healthcare professionals comply with these directives.
- Be informed by their physician and other healthcare professionals about any continuing healthcare requirements after their discharge.
- Receive assistance from their physicians and appropriate healthcare professionals in arranging for required follow-up care.
- · Have their medical records kept confidential.
- Have access to their medical records within a reasonable time frame.

Patients rights and responsibilities

- Be free from restraints of any form that are not medically necessary.
- Be free from all forms of abuse and harassment.
- Receive care in a safe setting.
- Management of pain.
- Personal privacy.
- Examine and receive an explanation of their bill and may receive information relating to financial assistance available.
- Be informed in writing about the hospital's policies and procedures for initiation, review, and resolution of patient complaints, including the address and telephone number of where to file complaints with the Department of Health and Human Services.

Patients have the responsibility to:

- Provide information
- Follow instructions
- · Follow hospital rules and regulations
- Accept consequences of their decisions
- Meet financial obligations
- · Show response and consideration
- Ask questions

Concerns may be brought to the attention of any hospital team member, including the charge nurse, the unit supervisor, director, and an administrative representative.

You also may call East Jefferson General Hospital Guest Services at 504 503 4837

Concerns also may be forward to:

The Louisiana Department of Health (LDH)

Post Office Box 3767 Baton Rouge, LA 70821 1.866.280.7737 hss.mail@la.gov

or

The Joint Commission (TJC)

F 630.792.5636 jointcommission.org Click "Report a Patient Safety Event" or at: Office of Quality and Patient Safety One Renaissance Blvd. Oakbrook Terrace, IL 60181

Advance Directives

An advance directive is one of the most important decisions you can make about your care in case you can no longer speak for yourself. Advance directives are documents that let others know your wishes about the type of care you want, and they will only be used if you become unconscious or unable to communicate yourself.

Directives can include:

Living Will

This set of instructions explains the type of life-prolonging medical care you wish to accept or refuse. It can include your wishes about the use of resuscitation (CPR) if your heart stops, a ventilator if you stop breathing, or feeding tubes, or IVs if you cannot eat or drink.

Durable Power of Attorney for Healthcare

This is a legal document that names your healthcare proxy—someone who can make medical decisions for you if you're unable to do so. An official healthcare proxy can represent your wishes on emergency care but also on other medical issues like potential treatment options, blood transfusions, kidney dialysis, etc. Choose someone you trust, discuss your medical wishes, and make sure the person agrees to represent you in this role.

For finances

You also have the right to appoint someone or the same person to help manage your finances if you cannot.

Our commitment to diverse populations

Non-discrimination

East Jefferson General Hospital is committed to meeting the needs of the diverse population that we serve. We do not discriminate on the basis of race, color, national origin, age, disability, gender identity, or sexual orientation.

English

If you speak a language other than English, complimentary language assistance services are available to you.

Call 504.503.4837

Español (Spanish)

Si habla español, tiene a su disposición servicios gratuitos de asistencia lingüística. Llame al 504.503.4837

Français (French)

Si vous parlez une langue autre que l'anglais, des services d'assistance linguistique sont mis à votre disposition gratuitement. Appelez le 504.503.4837

Tiếng Việt (Vietnamese)

Nếu bạn nói Tiếng Việt, có các dịch vụ hỗ trợ ngôn ngữ miễn phí dành cho ban. Goi số 504.503.4837

Accommodations for diverse populations

In order to better accommodate our diverse community, we provide the following complimentary services to persons with disabilities:

- Qualified sign language interpreters
- Written information in other formats

In order to accommodate patients and families who prefer to communicate in a language other than English, we also provide the following complimentary language services:

- Qualified interpreters
- •Information translated into languages other than English

If you need these services, please contact our Patient Experience department at 504.503.4837.

Complaints and grievances

If you believe that we have failed to provide these services or discriminated in another way on the basis of race, color, national origin, age, disability, gender identity, or sexual orientation, you can file a grievance with:

East Jefferson General Hospital-Patient Experience

4200 Houma Blvd. Metairie LA 70006 504.503.4837 ejgh.org

You can file a grievance in person or by mail, fax, or email. If you need help filing a grievance, our Patient Experience team is available to help you.

Office of Civil Rights

U.S. Department of Health and Human Services 1301 Young St., Suite 1169 Dallas. TX 75202

P: 800.368.1019 **F:** 214.767.04332

Civil Rights Complaint Portal: ocrportal.hhs.gov/ocr/portal/lobby.jsf

U.S. Department of Health and Human Services

200 Independence Ave. SW Room 509F, HHH Building Washington, DC 20201 800.868.1019 800.537.7697 (TDD)

Complaint forms are available at: hhs.gov/ocr/office/file/index.html

Concerns may be brought to the attention of any hospital team member, including the charge nurse, the unit supervisor or director, or an administrative representative.

Our commitment to diverse populations

Concerns may also be forwarded to:
The Louisiana Department of Health
Post Office Box 3767
Baton Rouge, LA 70821
1.866.280.7737
hss.mail@la.gov
or
The Joint Commission
F: 630.792.5636
jointcommission.org
or
Office of Quality and Patient Safety
One Renaissance Blvd.
Oakbrook Terrace, IL 60181

Medicare beneficiaries have the right to contact a Medicare Quality Improvement Organization (QIO) with concerns about the quality of care they receive under the Medicare program, disagreements about a coverage decision or to appeal a premature discharge.

KEPRO

5700 Lombardo Center Dr. Suite 100 Seven Hills, OH 44131 **P:** 844.430.9504 or 216.447.9604

TTY: 1.855.843.4776

Hospital Consumer Assessment of Healthcare Providers and Systems

Once you leave our care, we will continue to seek your feedback through the Hospital Consumer Assessment of Healthcare Providers and Systems (HCAHPS) survey. The HCAHPS survey is a tool to measure and report patient satisfaction. It's made up of simple multiple-choice questions on key care topics such as:

- Doctor and nurse communication
- Medicine and discharge information
- · Pain management and staff responsiveness
- · Overall quality of the hospital environment

If you're selected to receive this brief survey, please take the time to complete it. The results will help us know what we're doing right and where we can improve.

Want to know how we score?

You can review and compare the quality, care, and safety ratings for different hospitals at:

 Medicare Hospital Compare uses HCAHPS results and other data medicare.gov/hospitalcompare

You also can find information on hospitals through these accrediting organizations:

- Healthcare Facilities Accreditation Program (HFAP) hfap.org
- DNV GL Healthcare dnvglhealthcare.com
- The Joint Commission qualitycheck.org

Ethics committee

The East Jefferson General Hospital Ethics Committee provides non-binding opinions to assist in managing ethical issues concerning patient care. Examples of issues addressed by the committee include Do-Not-Resuscitate orders, or the withdrawal or withholding of medical treatment or futile care. Patients have the right to access protective and advocacy services. The committee reviews cases by request of physicians, patients, family members, surrogates, or hospital staff members. To request a consultation by the Ethics Committee, please dial 0 for the administrative representative



myEJGH Patient Portal

Access your medical record from anywhere with our online patient portal

We believe it is important that you be as informed and involved in your care as possible. Our online patient portal provides you convenient access to your medical record. Stay connected to your health from anywhere where by accessing the portal via web or app.

Create an account using your activation code.

- 1 Visit LCMChealth.org/patientportal
- 2 Select "Sign Up Now"
- Follow the **instructions** to activate your account
- Download the MyChart app

With the myEJGH Patient Portal, you can:















For technical support, questions about features, or help navigating the portal, call us at **866.662.6161** or email **MyChart@LCMChealth.org**

For more information, contact your clinic directly.

Social media

Stay connected to East Jefferson General Hospital

Follow us on social media

- facebook.com/EJHospital
- © @EJHospital
- youtube.com/ejghweb
- @ejhospital



Enhance your career

Become a team member

A career at East Jefferson General Hospital is a commitment, first and foremost, to clinical excellence and outstanding patient care. The work here is fast-paced and challenging with plenty of opportunities for personal success, so if you are a dedicated professional, interested in working with some of the brightest minds in healthcare, then apply now to become a team member at East Jefferson General Hospital.

Some perks of working at East Jefferson General Hospital include:

- Free parking
- Meal discounts
- · 22 PTO days
- Medical/dental/vision insurance
- Retirement plan
- · Walgreens onsite
- · Jefferson Parish Credit Union onsite
- Wellness Center discount
- · Gift shop onsite
- · Magnet Designated for Nursing Excellence hospital

Benefits include:

- Health insurance
- Health savings account (HSA)
- Flexible spending accounts (FSA)
- Dental insurance
- Vision insurance
- · Life insurance

- Short term disability
- Long term disability
- LCMC Health employee discount program
- Tuition reimbursement

This list of benefits is intended to be only a brief overview. For more detailed information, you may refer to the LCMC Health's Policies and Handbook.



Services

Visitor hours

Visiting hours are 8 am-8 pm, seven days a week

Some units have specific hours and rules. Please ask a team member what hours or rules apply to your area.

Due to unforeseen circumstances, the visiting hours may be delayed, shortened, or canceled.

Visiting after hours

The main doors to the hospital are locked at 9 pm every night. After that time, anyone entering the hospital must do so through the Emergency Department or Groundlink Garage.

Woman and newborn cuddle time visiting

We provide new parents "Cuddle Time" every afternoon from 2 to 4 pm. This gives parents and their newborns uninterrupted time to bond, breastfeed, and rest. Visitors are discouraged during this time.

Visitor guidelines

Children are welcome to visit if they are accompanied by an adult. We do ask that children remain in the room of the person they are visiting and do not visit critical care, isolation, or semi-private rooms.

If you wish to have an overnight visitor, we ask that only one guest remain.

Photography and videography of patients or staff is prohibited unless authorized by hospital staff.

Visitors are not allowed to smoke, eat, or drink in any patient treatment area.

ATM

ATM's are located on the first floor near the Hudson and Canal Garage Entrances.

Chapel

The chapel is located on the first floor near the main entrance.

Fire drills

East Jefferson General Hospital conducts regular fire drills to ensure all our systems are operating properly. If you hear an alarm, stay where you are. In the event of a real emergency, patient room doors are closed by staff and you will be given specific instructions to ensure your safety.

Flower and gift delivery

Hospital volunteers deliver flowers or gifts directly to your room. Deliveries are made by 4 pm each day. Call extension 5548 for more information.

Gift shop

Rudiger's Gift Shop is located on the first floor of the hospital and offers gifts and sundries for patients and visitors. They can even coordinate delivery.

Monday-Friday 9 am-5 pm Saturday and Sunday Closed

Linens

To be more planet friendly and with your comfort in mind, bed linens are not always changed daily but as needed. If you would like yours changed, let your nurse know.

Lost and found

When you are admitted, your personal items are stored in your room with you. If you are missing a personal item, call extension 4059. All clothing will be discarded after 10 days and other items are discarded or donated after 30 days.

Food and Nutrition Services

Patient meals

Your diet is prescribed by your physician and planned by registered dieticians to maximize your health and recovery. Room Service is available to order food from 7 am-7 pm by calling MEAL or extension 6325. You will find a menu in your room. If you need further assistance, a room service ambassador can visit with you to discuss personal preferences and options.

Our House Café

Located on first floor near the main entrance, we are not your typical hospital cafeteria. Our House Café chefs take great pride in providing great food that includes daily specials like fresh made sushi, local New Orleans favorites, and some of the best fried chicken in Metairie.

Monday – Friday

Breakfast 7–10 am
Lunch 11 am-3 pm
Dinner 4–7 pm

Saturday and Sunday

7 am-3 pm

PJ's Coffee

Located on first floor, PJ's Coffee is a great place for a great cup of coffee, a delicious sandwich, or just to grab a snack before visiting a loved one.

Monday–Friday 6 am–2 pm Saturday and Sunday Closed

Vending machines

Vending machines with drinks and snacks are located throughout the hospital. Call Food & Nutrition at ext. 4391 to find the closest location.

Notary services

We offer complimentary, limited notarial services to our admitted patients. Please provide your own witness. For more information, contact Legal Services at extension 5558.

Parking hours and policies

Parking is complimentary for patients and visitors. The Canal Garage is open 24/7 while the Hudson Garage is closed on weekends and after 8 pm on weekdays. All our parking areas are lit and patrolled by security. If you would like an escort to your car or have something to report, call Security at extension 4059.

Spiritual Care

Chaplains are available to provide spiritual support and encouragement to any patient or visitor 24 hours a day, seven days a week. Catholic clergy and Eucharistic ministers are available to tend to the sacramental needs of Catholic patients. Call extension 4840 to contact a chaplain or if you are in need of a Chaplain after 4:30 pm simply ask a staff member.

Video surveillance and privacy

We are committed to providing a safe and secure environment for our employees, patients and guests. We also value your privacy. So while our campus is under surveillance by an entire network of video cameras, no cameras are used in locker rooms, restrooms or personal areas where you should enjoy an expectation of privacy.

Volunteer services

Our volunteers are one of the most cherished aspects of East Jefferson General Hospital. They provide non-medical wheelchair assistance, deliver books and magazines, and perform countless kind acts every day on behalf of our staff and our patients. The office for Volunteer Services is open Monday through Friday, 8 am–4:30 pm. Call extension 5548 for assistance.

Walgreens Pharmacy

For your convenience, a Walgreens Pharmacy is located within the hospital on the first floor, not far from the hospital's main entrance. You can even have your prescriptions delivered directly to your room prior to discharge. Call 504.206.3695 for assistance.

Services

What not to have

No Electrical Appliances, Oxygen, Candles or Latex Balloons are allowed

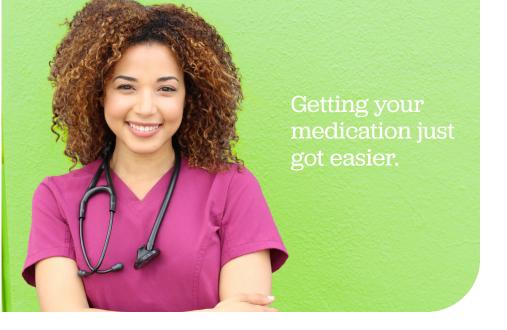
Wi-Fi access

East Jefferson General Hospital has a guest Wi-Fi system for our patients and their family members. To gain access from your mobile device, select **EJGH-Guest** in your Wi-Fi connection options. Open your web browser and click "Accept" on the disclaimer screen. For help, call ext. 2457 or 504.349.2457

Worship services

Catholic Mass is celebrated on Sundays at 10 am and Wednesdays at Noon in the chapel which is located on the first floor near the main entrance.





Walgreens bedside delivery

While you concentrate on getting well...Walgreens at East Jefferson General Hospital will concentrate on giving you top-quality pharmaceutical care. We offer an exceptional level of individualized service—including delivery of medication to your hospital room! It's easy to take advantage of our bedside delivery service upon discharge from the hospital. All you need to do is provide us with some basic information.

If you have any questions, please call your Bedside Liaison at 504.503.6200.

Walgreens Pharmacy at East Jefferson General Hospital 4200 Houma Blvd.

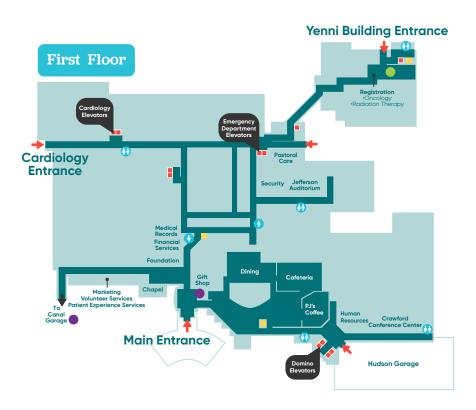
Suite 150, 1st floor of hospital near main lobby entrance Metairie, LA 70006

Bedside Liaison cell phone: 504.349.2020

Store phone: 504.206.3695

Delivering to bedsideMonday–Friday
9 am–5 pm

Campus map



LEGEND

- Information
- Elevators
- Stairs
- Waiting Area
- Restrooms
- Vending
- Valet Parking
 Available at 2nd Floor
 of Hudson Garage

Campus directory

Department	Floor	Department	Floor
Administrative Offices	2	Patient Access	2
Blood Donor Bank	2	Patient Rooms	2-9
Breast Care Center	2	PJ's Coffee	1
Cafeteria	1	Pulmonology	3
Cardiac Rehab	7	Radiology (Inpatient)	2
Cardiology Registration	2	Radiology (Outpatient)	2
Cath Lab Waiting	2	Rehab (Inpatient)	9
CCU Waiting	2		
Chapel	1	Rehabilitative Services	8
Community Services	1	Same Day Services	3
Volunteer & Guest Service	es	Security	1
Healthy Lifestyles		Skilled Nursing Unit	6-7W
Crawford Conference Cent		Surgery	3
Dreyfous Rooms I, II	1	Surgical Waiting	3
Esplanade Rooms I, II, III	1	Talent Acquisition	1
Credit Union	1	Triage	2
Dining	1	Walgreens	1
Emergency Department Waiting	2	Women & Newborn Boutique	ue 4
Financial Services	1	Women & Newborn Center	
Foundation	1	Women & Newborn	
Geriatric Behavioral Unit	7W	Patient Education	4
GI/Endoscopy	3		
Gift Shop	1	Yenni Building	Floor
Human Resources	1	Infusion Center	3
ICU Waiting	3	MRI	1
Jefferson Auditorium	1		
Lab	2	Nursery & NICU	4
Labor & Delivery	4	Oncology Registration	1
Medical Records	1	Radiation Therapy	1
Nuclear Medicine	2	Registration	1
Oncology Clinic	2		
Pastoral Care	1		

Telephone directory



Hospital main line

504.503.4000

Blood Donation Center

504.503.5691

The East Jefferson General **Hospital Foundation**

504.503.5800

Patient Experience Department

504.503.4837

Patient Financial Services/ Billing

504.503.4040

Safety and Security

504.503.4059

Same Day Surgery

504.503.4100

Spiritual Care/Chaplains

504.503.4840

Supportive/Palliative Care

504.503.4997

Volunteer Services

504.503.5548

Walgreens Pharmacy

504.206.3695

Woman & Newborn Boutique

504.503.5992

Need a primary care physician? Contact 504.503.7000 for an appointment.

View our online directory at ejgh.org/find-a-physician/

For more information on the resources available at East Jefferson General Hospital, visit eigh.org/services.

Television

Television sets are provided in each room. The remote control is at bedside. Please be considerate of other patients by playing TV sets softly and by turning off your set at bedtime.

Channels

- 2 Religious Network
- 3 CBS (WWL)
- 4 CNBC
- 5 MSNBC
- 6 Univision
- 7 NBC (WDSU)
- 8 WGNO
- 9 FOX (WVUE)
- 10 POP
- 11 ABC (WGNO)
- 12 PBS (WYES)
- 13 CW (WNOL)
- 14 Cartoon Network
- 15 Freeform
- 16 Telemundo (KGLA)
- 17 TBS
- 18 Weather
- 19 Travel
- 20 Food Network
- 21 HGTV
- 22 GSN
- 23 History
- 24 Fox News
- 25 TNT
- 26 SEC
- 27 SEC 2
- 28 USA
- 29 CNN
- 30 Disney
- 31 Nickelodeon
- 32 Fox Sports 1
- 33 HLN
- 34 Lifetime
- 35 ESPN
- 36 ESPN 2
- 37 Velocity
- 45 Syfy

- 46 WWL Newswatch
- 47 PBS World
- 48 Me TV
- 49 ION (WPXL)
- 50 C-SPAN 2
- 51 TLC
- 52 A&E
- 53 Bravo
- 54 OWN
- 55 Hallmark Movies & Mysteries
- 56 E!
- 57 C-SPAN
- 58 HSN
- 59 TCM
- 60 AMC
- 61 truTV 62 Hallmark
- 63 CMT
- 64 Comedy Central
- 65 Discovery
- 66 BET
- 67 MTV
- 68 VH1
- 69 Animal Planet
- 70 TV Land
- 71 Investigation Discovery
- 72 National Geographic
- 73 FX
- 74 FXX
- 75 Paramount Network
- 76 Cox Sports Television
- 77 WLAE
- 78 Golf Channel
- 79 Fox Sports New Orleans
- 80 Fox Business





Patient care

What you need to know about your stay.

The ABCs of antibiotics

A (Ask)

"Are these antibiotics necessary?" and "What can I do to feel better?"

B (Bacteria)

Antibiotics do not kill viruses. They only kill bacteria.

C (Complete the Course)

Take all of your antibiotics exactly as prescribed (even if you are feeling better).

Did you know?

- Antibiotics are drugs used to treat bacterial infections. Using antibiotics the wrong way can lead to antibiotic-resistant infections that cause illness or death. This is why healthcare providers are being more careful when prescribing antibiotics
- Antibiotics cause one out of five Emergency Department visits for drug-related side effects
- Antibiotics can lead to severe forms of diarrhea that can be lifethreatening, especially in elderly patients

How can I help prevent antibiotic resistance?

- Take antibiotics exactly as your healthcare provider instructs
- · Only take antibiotics prescribed
- Do not save antibiotics for the next illness or share them with others
- Do not pressure your healthcare provider for antibiotics

Is an antibiotic needed?

Illness	Virus	Bacteria
Colds or flu	No	
Whooping cough		Yes
Strep throat		Yes
Most ear aches	No	

Check ID's

While you are here, every member of your care team including physicians, nurses, technicians, and all other team members will be wearing an East Jefferson General Hospital ID badge. Anyone whose badge is not visible can be asked to show it, and anyone who cannot show their badge should not be in your room. Speak up, use your call button, or call for help if this happens.

Choose a support person

As part of your care, you may choose one designated family member who will be your advocate and take the lead in communicating with your care team, especially if you are sleeping or out of the room for testing.

Your support person can:

- Ask questions you might not think to ask and take notes regarding your care.
- Watch for signs of progress or decline in your health that you may not notice.



Communication

Your room has a dry erase board to help with communications. It will list your nurse's name along with important information regarding you and your care. It also has a list of phone numbers for your convenience.

Concierge care

This is for any non-clinical need you might have, such as needing a housekeeper, a new TV remote, or a Patient Experience representative. To contact concierge care, call extension 3333.

Infection prevention

Yes, the hospital is where you come to get well, but there are germs here too. To prevent catching any germs, or of them catching you; use these tricks:

- Wash your hands with soap and water or hand sanitizer after every interaction, before eating, after visiting the bathroom, and touching any surface.
- 2. Ask hospital staff to be sure and use the hand sanitizers as they enter your room.
- If you are sick, wear a mask when you can and be sure to cover your nose and mouth when sneezing or coughing to prevent the spread of germs.
- Keep an eye on bandages and dressings. If they become loose or wet, let a nurse take a look. Keeping wounds dry and protected is key to recovery.
- 5. Keep your vaccinations up to date. Check with our staff to see if you are due for any vaccinations and whether they are right for you at this time.

Interpreters

Language interpreter services are available at no charge to patients and their families. We also provide interpreters for sign language. Contact your nurse to help. Please note, medical translation is different than general translation, and family members may need to use these services on behalf of their loved ones. We are happy to help in any way possible.

Medication management

No matter how many medications you take, it's important to know what you are taking and why.

Ask your doctor these questions about any new medications:

- What is the name of this medication and is there a generic name?
- · Why am I taking this? How does it help? When will it start working?
- What is the dosage? How often do I take it? How long will I be taking this?
- Is there a best time of the day to take this? Is there a best way to take this with food, water, etc?
- What are the possible or most likely side effects? What do I do if those happen?
- Are there any foods, drinks, activities, or medications I must avoid with this medicine?
- · What do I do if I miss a dose?

Prevent medicine errors: Be sure your doctors and nurses know:

- All the prescription drugs, over-the-counter medicines, and herbal or vitamin supplements you take.
- · Any allergies you have to medicines, anesthesia, foods, latex, etc
- That your name matches the name on the medicine. Hospital staff may scan your ID bracelet to double-check.

Remember, take charge of your medicines – Think you're due for your next dose? Wondering if this new medicine can replace one you already take? Want to make sure all your medicines and supplements are safe to take together? Don't be afraid to ask.

Nurse call button

Attached to your bed is a call button that rings directly at the nursing station. Please use this if you need a nurse to come into your room for anything at all. Please expect a response within a few minutes of ringing the bell.

Nurse rounding to your room

Every nurse and patient in the hospital is on a rounding schedule to ensure patients are visited an appropriate amount of times each day. We round every hour on patients between 6 am and 10 pm then once every two hours from 10 pm to 6 am.

Nutritional counseling

The right foods can help you recover better, stay healthy, and prevent future ailments. Registered nutritionists provide complimentary nutritional counseling for those who are admitted and for a fee for those on an outpatient basis. Call extension 4077 for more information.

Pain management

Managing pain is a key factor in a successful recovery. We offer a variety of pain management treatments including the following:

- Pet therapy
- Relaxation/meditation
- Repositioning/mobility
- Spiritual support
- · Ice/heat, as ordered

Understanding and managing your pain

We want to make you as comfortable as possible during your stay and help you manage pain you may be having. Our staff will ask you for your pain using a scale of 0-10 with a face chart (see below). On this scale, "0" means no pain and "10" is pain as bad as it can be.

If your pain suddenly gets worse, is not relieved by pain medication, or other methods of pain control, or if you have any side effects, notify your nurse or doctor immediately. Other methods in addition to medication can help you control your pain. They include aromatherapy, breathing exercises, heat or cold, massage, meditation, music, physical activity, and relaxation techniques.

To reduce the risks associated with opioid use, we try to use non-habit-forming medications like acetaminophen or ibuprofen as well as treatments such as patches, ice packs, and heating packs to help you with managing pain.

By law, there is a limited amount of pain medication that we can prescribe when you are discharged from the hospital.

Personal belongings and valuables

Please leave all valuables at home or send them home with a family member. If valuables cannot be sent home, please call Safety and Security at extension 4059 to have your items stored safely in the hospital's vault. Please note, East Jefferson General Hospital accepts

no responsibility for valuables, personal items, or patient care items that are not stored with the Safety and Security department.

Photo/video consent

Taking picture and/or video of other patients or hospital staff is strictly prohibited without consent.

Precautions

East Jefferson General Hospital wants you to be aware of any precautions that you, your visitors, or medical staff members to maintain a safe healthcare environment.

Hand hygiene: preventing the spread of infection

For visitors, patients, and healthcare workers, good hand hygiene is one of the most important steps in preventing the spread of infection. There are two ways to perform good hand hygiene and it should be done before and after care and the before and after the use of gloves. The first is to wash hands thoroughly with soap and water. The second way is to use the alcohol-based hand sanitizer. Hand hygiene does make a difference in keeping infections under control. Good hand hygiene includes, washing hands thoroughly with soap and water, using alcohol hand sanitizer* before and after care, and using gloves. *When caring for patients with certain diagnoses as C.diff (Clostridium difficile) please use soap and water. Do not use alcohol hand sanitizer.

Critical times to wash your hands

- Before and after any patient contact
- After contact with blood or other bodily fluids
- After handling money
- · After blowing your nose, sneezing, or
- Coughing into your hands
- Before eating or handling food
- After changing a diaper
- After visiting the restroom
- After handling garbage

Proper hand washing steps:

- Remove all jewelry.
- Wet hands with warm running water.
- Add soap and lather well.
- Scrub your hands on all surfaces for 40 to 60 seconds covering the palms and back of your hands; under nails; around the nail cuticles;

Patient care

between your fingers; and about 2 inches up your wrists

- Rinse with hands angled down.
- Dry hands with a clean paper towel or an air dryer.
- Use a paper towel to turn off faucet and to open door with door handle.

Proper hand sanitizer steps:

- · Remove all jewelry.
- Place your hand palm up under the automatic dispenser to allow the sanitizer dispenser to allow the sanitizer to squirt onto your hand.
- Start rubbing your hands together for 20 to 30 seconds covering the palms and back of your hands; under nails; around the nail cuticles; between your fingers; and about 2 inches up your wrists.
- · Allow all of the sanitizer to air dry. Do not wipe off.
- The alcohol content in the sanitizer may sting cuts but this is temporary.

Other infection prevention tips:

- · Keep your hands away from your face.
- Cough or sneeze into a tissue or the bend of your elbow.
- Visitors should not use the patient's restroom.
- Visitors should clean their hands with soap and water or alcohol hand sanitizer before and after caring for or visiting patients.
- Those who have been exposed to an illness such as influenza (flu), chickenpox, measles, or tuberculosis should not visit patients.
- Those who have infection should not visit patients.
- If a bandage becomes wet or dirty or comes off, please tell a nurse or doctor immediately.
- Tell a nurse or doctor if you notice that the skin around your IV is sore or red.
- Only take medicines prescribed by your doctor.
- Tell your doctor about any medical problems you have and all medicines you are taking.

Preparing for surgery

We want you to be safe. Before your procedure, make sure you and your surgical staff confirm:

- Your name
- Type of surgery you are having
- Body part to be operated on—in fact, hospital staff will mark the correct spot on your body. Make sure you or your support person checks that it's correct.

Also be sure to tell the surgeon, anesthesiologist, and nurses if you have allergies or have had an adverse reaction to anesthesia. Take simple steps like these to help prevent medical mistakes.

Prevent falls

While you are here, you may feel dizzy or weak. Illness, procedures, medicines, or even just lying down for too long can make you less steady on your feet.

Here are some tips to keep yourself safe:

- Use the nurse call button for help getting out of bed.
- Ask for help going to the bathroom or walking around and use hospital handrails when they're available.
- · Wear nonslip socks or footwear.
- Keep often-used items within easy reach glasses, remote, tissues, etc.
- Make sure your wheelchair is locked when you get in or out of it, and never step on the footrest.

Patients of all ages are at risk for falls. It's always better to be extra careful than to risk an injury from falling.

Falls risk program

Our Falls Risk program helps us identify patients that may be at an increased risk of falling. If you are identified as a falls risk, a falls risk armband will be placed on your wrist, a falls risk sign will be placed at the door to your room, and/ or a falls risk label will be placed on your chart.

Protect your skin from sores

Too much time in the same position can cause pressure sores, sometimes called bed sores. These sores damage the skin, become quite painful, and can complicate your recovery.

To prevent sores, follow these steps:

- 1. Change your position every two hours
- 2. Remain mobile and move or exercise your extremities
- 3. Use pillows to elevate heels
- 4. Use barrier cream to protect skin from excess moisture
- 5. Participate in therapy
- 6. Maintain nutrition with supplements, as instructed

Rapid Response Team

You can call a critical-care response team if your condition worsens, and you do not get the immediate care you need. Dial extension 4111, tell the operator your name, room number, the patient's name (if you are not the patient), and your concern or the cause of your call.

Staying active

We encourage you to keep active as much as possible while you are in the hospital. Every little bit helps. Try sitting up to eat meals, when you have visitors, or walk around your room if you can. Please ask your nurse if you need help getting out of bed or returning to bed. For your safety, do not leave your unit on your own or leave the hospital grounds.

Telephones

All calls within the hospital can be made by dialing the last four digits of the phone number. All calls to external numbers begin by dialing 9, then waiting for the dial tone before dialing the number you wish to call. The hospital operator can assist you with that.

Family and friends can call your room from outside the hospital by dialing 504.503, then 4, then your room number. Or, they can call the hospital operator at 504.503.4000, and they will transfer the call directly to your room. Please note, while you can make outbound calls 24/7, in-room phones do not ring between 10 pm and 7 am.



Patient and caregiver resources

A reason to plan early

If you need a rehabilitation facility, nursing home, skilled care, or other service after your stay, you'll need time to find and weigh your options. For help comparing services in your local area, ask your case manager for assistance or go to:

- · medicare.gov/care-compare
- · qualitycheck.org

Before you go

We are here to help you get to the very best version of you, and that means a plan for a successful recovery. Let's reduce your chances of complications and increase your chances for a healthy recovery at home.

Take these steps as soon as possible during your stay to plan for a successful transition from the hospital:

- Review the following with your nurse
 - Your discharge summary and discharge plan
 - Your complete medicine list and instructions
 - Your upcoming appointments
 - · What to do if you don't feel well

Once your physician has ordered your discharge, your nurse will provide written instructions for your care at home. He or she will review these documents with you and your family before you leave the hospital. This information can also be found in your MyChart under the visits tab.

Checklist for your discharge

Make sure you have the following information before you leave the hospital:



Discharge summary

This includes why you were at the hospital, who cared for you, your procedures, and medicines.



Medicine list

This includes all your new and former prescriptions, over-the-counter medicines, vitamins, and supplements. Ask if there are any medicines you can stop taking or that are not okay to take together. Also make sure you know why, how, and when to take each one.



Prescriptions

Check that your pharmacy has your new prescriptions, and you have a plan to get them filled. There is a Walgreens on the 1st floor for your convenience.



Follow-up care instructions

Beyond medicine, these can include:

- · Foods or activities to avoid
- Tests or appointments
- · How to care for incisions or use equipment
- · Warning signs to watch for
- · Daily living adjustments (like how to get into bed)
- · Who to call with questions



After-hospital services

Know how much support you'll need in these areas:

- Personal care bathing, eating, dressing, toileting
- Home care cooking, cleaning, laundry, shopping
- Healthcare taking your medicines, doctor's appointments, physical therapy, wound care, injections, medical equipment



Local resources

Ask your case manager for help finding local after-care services or other support groups.

Commercial insurance providers

If you use a commercial insurance provider, then the hospital forwards your claim based on the information you provide at registration. About a month after you leave the hospital, you'll get an explanation of benefits (EOB) statement from your insurance provider. This isn't a bill. EOBs show the amount billed by your doctor or hospital, how much of that cost is covered by your insurance, and how much you owe.

Review this and all other bill-related documents carefully. If you have questions, contact your doctor or the customer service number listed on the statement.

Common terms

Deductible

The amount you owe each year before your insurance begins making payments.

Patient and caregiver resources

Co-payment

A flat fee you pay for a specific service, usually due at the time of service.

Coinsurance

The portion of your medical expenses that you're personally responsible for paying.

Discharge appeal for medicare patients

If you have Medicare as your insurance and you believe you are not medically ready for your discharge, you do have the right to appeal. Please ask to speak to your Care Management Representative.

Financial assistance

East Jefferson General Hospital offers financial assistance to eligible patients or guarantors for emergency or medically necessary care. Eligibility is determined based on household income and Federal Poverty Level guidelines, which are published annually. A copy of the facility's financial assistance policy can be reviewed on our website at eigh.org/patients-visitors/bills-payments.

Get copies

Be sure to get copies of your medical records and test results. To request medical records, please call 504.503.4960.

Keep track

One of the key ways to feel informed and less overwhelmed about the billing process is to stay organized. Keep all statements and bills together, and review each one as it arrives.

Need help?

If you don't understand something on your bill, or if you're having trouble paying your bills, call 504.401.9287. A patient representative can work with you.

Self-pay patients and payment arrangements

If you're planning to pay your bills without help from Medicare or a commercial insurance provider, then you'll get bills directly from the hospital. When the first bill arrives, call the hospital's financial services department to set up a payment plan. 504.401.9287

Communicate with the financial services department as soon as possible. If you don't set up a payment plan, or if you stop making payments, then your account may be placed with a collection agency. The hospital wants to work with you, so reach out with any questions or concerns you have.

Top 10 questions to ask before discharge

- What number can I call if i have questions or concerns? Who is my contact?
- 2. Has my follow-up appointment been scheduled? With whom? Do I have a ride there?
- 3. What are the key warning signs that I need to watch out for? Whom do I call if they happen?
- 4. What special equipment do I need? What special instructions do I need (wound care, injections, etc.)?
- 5. What kind of activities and food are limited? For how long?
- 6. Do the doctors caring for me after my stay have access to my test results and medicines? Do I need follow-up tests?
- 7. Are my new medicines safe to take with my other medicines, vitamins, or supplements?
- 8. Do I know how and when to take my medicines and how I will get prescription filled?
- 9. Who will provide the extra personal, home, or healthcare services I may need?
- 10. Who can help me if I have concerns about medical costs?

Try the Teach-Back Method

Repeat back what you hear the nurse say to make sure you understand the details correctly.

Understanding Coordination of Benefits (COB)

COBs happen when you're covered under two or more insurance companies. This may occur when spouses or partners are listed on each other's insurance policies, or when both parents carry their children on their individual policies.

To prevent duplicate payments, COBs determine the primary payer. You choose who this is when you're admitted. Insurance companies usually request completed COBs from you before paying a claim, so make sure you address these requests quickly.

Patient and caregiver resources

Understanding your bill – what you need to know

We want our billing process to be simple, and we want you to know exactly what your bills covers. For example, if you stay overnight, you can expect to see charges for your room, meals, 24-hour nursing care, and medicines. The bill also will show charges for any special services, such as X-rays and lab tests. You'll receive bills for doctors, surgeons, and specialists separately from the hospital.

Medicare

If you have Medicare, you may have to fill out an MSP (Medicare Secondary Payer) form. This ensures that Medicare only pays for services not covered by any other insurance you may have. If you have secondary insurance, this usually covers Medicare deductibles.

If you don't have secondary insurance, you need to pay these amounts yourself.

Also be sure to read your quarterly MSNs (Medicare Summary Notices) to review:

- The amount your doctor(s) charged
- The amount Medicare approved and paid
- The amount you owe
- Your current deductible status

If you have questions, call the customer service number listed on your statement.



Outpatient resources

After-hospital care

After-hospital care that fits your needs is important. Make sure you understand what your hospital staff recommends for you. After-care options include:

Home healthcare

Care provided by professionals in your home to help maintain or restore health. Includes: healthcare services such as physical therapy or skilled nursing and may include personal care such as bathing, dressing, and eating.

Independent living

Communities with individual, private apartments, or homes. Includes: meals, housekeeping, maintenance, social activities, and possibly transportation. Healthcare services like skilled nursing are not usually standard.

Assisted living

Individual unit or apartments, usually in a long-term care facility. Includes: home and personal care services, as well as help managing health conditions and medicine routines-plus social activities and transportation.

Nursing home

Long-term care facility with individual room for those who don't need a hospital, but can't be cared for at home. Includes: all daily living and personal care services, 24-hour skilled nursing care, plus social activities and events. Special units often available for people with Alzheimer's disease or memory loss. Important documents you will need to provide: bank statements, proof of income, real estate information, assets, etc.

Hospice

Program that provide support for terminally ill patients and families in hospitals, facilities, or homes. Includes: 24-hour help with pain control, symptom management, and emotional or spiritual support.

To get started evaluating or finding after-hospital care resources in your area, visit:

Eldercare Locator: eldercare.acl.gov

National Respite Network and Resource Center: archrespite.org

Hospital resources

The Center for Longevity and Wellness

The Center is a state-of-the-art internal medicine facility, founded in May of 2003 by Dr. Leonard B. Kancher and Dr. Gerald M. Weiner. The Center is designed to be a unique and nurturing environment conducive to healing. With state-of-the-art bone densitometer from GE Lunar, and blood drawing capabilities, the most commonly recommended studies can be performed at the Center. 504.885.7360.

Diabetes management

Working with people at every stage of diabetes, even those who are pre-diabetic, our Diabetes Management Center helps you manage the disease through education, prevention and proven disease management approaches. Call 504.503.4165 for more information.

Outpatient nutritional counseling

Perhaps nothing you do will impact your health and your life as much as your diet. Our nutritionist will guide you toward delicious success in the life you want to have. Call 504.503.4077 to schedule your consultation.

Outpatient Rehabilitation

With a wide range of therapists who sub-specialize in treating specific areas of the body or particular types of injuries, the Outpatient Rehab Unit can help you get back to your best, most fully lived life both effectively and quickly. Call 504.456.9895.

Outpatient Wound Center/Hyperbaric Chamber

Our wound center specializes in helping wounds heal that otherwise were not healing as quickly or as well as expected. Many wounds, especially those associated with diabetes, don't respond well to traditional healing methods. Let our advanced approach give you the healing and hope you need. Call 504.835.4919 for an appointment.

Pain management

Located in EJ North, the Pain Management Institute is dedicated to finding the right solution for your pain. There is no one-size-fits-all solution to pain. Their team of physicians put procedural, and non-procedural solutions into effect every day. Call 504.503.4109 for an assessment.

Outpatient resources

Pulmonary Rehabilitation

This nationally accredited center provides inpatient and outpatient education, rehabilitation, and resources for those with asthma, COPD, and other respiratory ailments. Call 504.503.6320 for an appointment.

Sleep Disorders Center

The Sleep Disorders Center, accredited by the American Academy of Sleep Medicine, will observe, diagnose, and create a treatment plan to help make your current sleep issues a thing of the past. They offer both on-site and at-home testing. Call 504.503.5920.

Smoking Cessation Program

Smoking, and using tobacco products, is highly addictive. The Smoking Cessation Program can give you the support, methods and in some cases, medical assistance you need to make this cigarette your last. Call 504.503.6322.

The Wellness Center

East Jefferson General Hospital's Wellness Center offers adults of varying fitness levels a venue for achieving optimal health through individualized fitness programs and education. Through cardiovascular exercise, strength training, aquatic activities, disease management, and specialty classes, members can manage chronic conditions, improve health, and get more enjoyment out of life.

This state-of-the art facility offers a variety of cardiovascular and weight training equipment, an aquatic area with two pools, a whirlpool, a multipurpose activity room for classes, indoor cycling studio, massage studios, men and women's lock er rooms, steam rooms, and a raised indoor walking/jogging track. To learn more about our facility call 504.503.6868.

Contact your health insurance, Medicare or Medicaid to find out what care and services are covered for you, and to obtain help with costs.



Stop smoking

Make your future one to look forward too. No matter how long you've been a smoker, it's never too late to quit.

The benefits start right away and last a lifetime:

- 20 minutes after quitting, your heart rate and blood pressure drop.
- 2. 2 weeks to 3 months after quitting, your circulation improves, and your lungs work better.
- 3. 1 year after quitting, your risk of heart disease is half that of a smoker.
- 4. 2 to 5 years after quitting, your risk of mouth, throat, esophagus, and bladder cancers is cut in half.
- 5. 10 years after quitting, your risk of lung cancer is half that of a smoker.
- 6. 15 years after quitting, your risk of heart disease is the same as a nonsmoker's.

Congratulations! You've decided to quit smoking, and that's a reason to celebrate. Remember to take it one day at a time. Remind yourself that you are in control – you can choose to smoke or not. Make a commitment to yourself. Write down why you want to quit and read it every day. Be prepared to have nicotine cravings. They usually pass soon, so wait them out.

The good news is that they become weaker and less frequent the longer you go without smoking. When a craving hits, go for a walk, call a friend, or do something you enjoy.





Lagniappe



The spirit of giving

Governed by a community board of trustees. The Foundation supports East Jefferson General Hospital by funding healthcare and educational programs, the latest technologies, and capital expansion projects through charitable contributions. Much of what East Jefferson General Hospital and the Foundation have accomplished over the past four decades is directly attributable to the aenerosity of our community.

There are many ways you can support the Foundation at East Jefferson General Hospital, including:

An unrestricted gift by check or credit card

Any gift provides the critical base of continuing support necessary so East Jefferson General Hospital can deliver on its mission.

Tribute gift

You may memorialize or honor a loved one, a friend, your physician, or caregiver by making a gift of any amount. Families and friends will be notified of your gift, and the amount is confidential.

Up on the Roof

This flagship event provides a wonderful opportunity for our community to come together to support the hospital in a fun and celebratory atmosphere. This party has become a staple in our community with a live band and extraordinary New Orleans food and drinks.

Community event to benefit East Jefferson General Hospital Foundation

Thinking of hosting your own event to benefit The Foundation at East Jefferson General Hospital? Generate ideas with friends, family, and co-workers to develop an event that is appropriate and consistent with our mission.

Planned giving

There are many ways to make a planned gift, such as bequests, charitable remainder trusts, and estate giving.

Signature name opportunities

Your name, or the name of someone you would like to honor, associated with the specific program, service, equipment, room, or building you choose to fund or support. Please contact the Foundation office for a list of these opportunities.

Endowment

A gift to endowment is a long-term investment in the future of the programs and services offered by East Jefferson General Hospital.

How to make your gift

Make your check payable to: The Foundation, East Jefferson General Hospital

Please mail to:

The Foundation, East Jefferson General Hospital 4200 Houma Blvd. Metairie, LA 70006

Donate online:

Log onto **ejgh.org/foundation** and click "Donate Now" to use our secured server to make your contribution, make a pledge, or request information.

If you have questions, call the Foundation office at **504-503-5800**

or email ej_fdation@LCMChealth.org.

Lagniappe

Donate blood. Be a hero.

Volunteer blood and platelet donors ensure an adequate blood supply is always available to meet the needs of our patients.

The Blood Donation Center is located on the second floor of the Domino Pavilion near Patient Access/Hudson Garage.

Monday -Friday: 8 am-6 pm Saturday: 8-11 am

For your convenience, appointments are recommended but walk-ins are welcome.

For an appointment, call 504.503.5691.

Volunteer opportunities

Volunteer Services is dedicated to supporting the goals and objectives of East Jefferson General Hospital programs and departments.

We will endeavor to:

- Place compassionate, well-trained volunteers who will provide quality service and customer satisfaction.
- Create an atmosphere of cooperation between volunteers, team members and our guests in support of the hospital service mission.
- Respect the dignity, individuality and cultural diversity of our patients, guests, volunteers and the community we serve.

Contact information

Patient's name
Doctor's name
Doctor's phone numbers
Dates to remember
Medications
Questions for my doctor

Thank you for choosing East Jefferson

General Hospital for your healthcare needs.



4200 Houma Blvd. Metairie, LA 70006 504.454.4000

ejgh.org 21-139820-051122