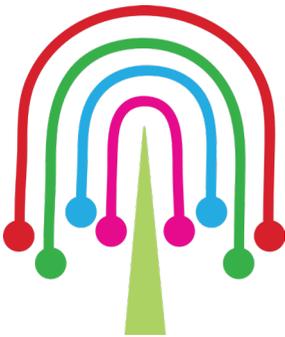


Welcome to Bosworth Ward

Admission pack



Children's Hospital
School Leicester

Bosworth Ward
Bradgate Mental Health Unit
Glenfield Hospital
Groby Road
Leicester LE3 9EJ

Ward phone number: 0116 225 2551

www.leicspart.nhs.uk

Email: feedback@leicspart.nhs.uk

Contents

Covid-19	3
Information about Bosworth Ward.....	4
Informal patients	5
Formal patients	5
Who will be involved in my care on the ward?	6
What's at the unit?	9
Meals on the unit	10
Visiting times.....	10
The programme - what does a typical day on the unit look like?	11
Ward expectations.....	12
Ward rounds and CPAs	14
Things you may want to bring with you.....	14
Prohibited items	15
Going on leave.....	16
Raising concerns and your rights	18
Religion/faith and culture.....	19
Useful websites and support services.....	20
Other websites for information/advice	22
Getting here	22
Local amenities	23

Covid-19

Due to the Covid-19 situation, some of the information within this booklet has been revised in order to keep everyone safe. This includes things like the daily timetable and the visiting times. This is being continually reviewed in line with government and NHS England advice.

We are offering a lot of activities on the ward that have been adapted to ensure we maintain social distancing as much as possible. This includes a reduced school timetable and any family contact can be supported via remote methods (e.g. phone or video calling) alongside visits in the garden (during visiting times).

You will also notice that staff are wearing face masks and protective clothing on the wards. This is to keep everyone safe.

If you have any questions/queries about any of the changes due to the Covid-19 situation, please ask to speak to a member of staff who can discuss them with you.

Information about Bosworth Ward

Bosworth Ward is a 10 bedded ward inside the main building of Bradgate Mental Health Unit.

We provide inpatient care for young people aged 12 up to 18 years who are experiencing mental health difficulties and/or concerns about their ability to stay safe. Young people may need an inpatient admission when their family and/or community support network feel that they can no longer keep them safe and/or support their mental health needs while they are living at home.

Our service aims to offer young people and their families a thorough multi-disciplinary assessment, alongside NICE (the people who provide recommendations to health and care) approved treatment such as the development of coping skills and family therapy input. We aim to support young people to re-gain stability in their mental health and behaviours so that they are able to rejoin their community and continue their recovery journey with their outpatient teams and support networks.

We achieve this through the offer of a supportive, therapeutic environment, assessment from our specialist multi-disciplinary team and the development of a person-centred care plan. We will offer daily sessions with our nursing team to continually monitor and support your mental health needs. This support may also include some work with our therapy team (e.g. family therapy, psychology or occupational therapy). This may also include a review of medication and signposting to other services after you leave the ward.

We do not provide long-term care and treatment and if you have specific clinical needs or need longer term treatment then we will refer you to another specialist team who can meet your needs more appropriately.

From the point of admission, we will be starting to think about discharge planning and working collaboratively with young people and their families in order to achieve this.

Informal patients

Being an informal patient means that you have agreed to be admitted. If you are less than 16 years, your parent or guardian has agreed to the admission.

It is important to note that although you are informal, we ask that you remain on the ward for at least the first 72 hours of your admission so our team can safely assess your needs and help to develop a plan of care for your recovery.

Formal patients

If you have been admitted as a formal patient, then you have been detained on a section of the Mental Health Act (1983) - the law that covers the assessment, treatment and rights of people with a mental health disorder. A member of staff will explain your rights and a leaflet will be made available to you for your reference. Other leaflets are available which cover

- An Independent Mental Health Advocate (IMHA) - this is someone who can help you with meetings and your care. They do not work for the NHS and can help you to have your say.
- Second opinion regarding your care and the process for appealing against your detainment.

Following your admission, the clinical team can consider the use of the Mental Health Act (1983) if they have concerns about:

- your health and safety
- if you are presenting a risk
- if you refuse necessary treatment.

Who will be involved in my care on the ward?

We have a multi-disciplinary team (MDT) on the ward. You will be offered support and input from the following team members:

Nurses and healthcare support workers

On admission you will be given a named nurse and a named healthcare support worker who will take responsibility for your care planning while you are in hospital. They will work alongside the multi-disciplinary team (MDT) throughout your admission. On each shift, the nursing team will give medication, monitor your physical health, provide time to meet with you on a one-to-one basis and ensure your aims for admission are met.

Psychiatry

You will meet regularly with one of the ward psychiatrists who will review your mental health needs and discuss things like medication use, leave and discharge plans with you.

Education

There is an education team on Bosworth Ward which is part of The Children's Hospital School, Leicester. You will be offered three and a half hours of school each day and education staff will work with your own school or college to minimise any disruption to your education. If you're not currently accessing education they will support you in identifying an appropriate pathway and making appropriate applications.

My named nurse is:

My named healthcare support worker is:

My doctor is:

You may also be offered input from other members of the MDT depending on yours and your families' individual needs. These members include:

Occupational therapists (OTs) and OT support workers

Occupational therapists on the ward work to minimise the disruption to a young person's occupations caused by their difficulties and by admission to the unit. They work with young people to help maintain or develop skills and meet their occupational goals while on the unit. The occupational therapy team also help young people learn strategies to regulate their emotions and behaviour along with helping to improve daily living skills. This can be supported through group or individual work.

Clinical psychologist

This is someone who is trained in a number of "talking therapies" and may support you on the ward to understand and make sense of the things you find difficult and help you to develop some coping strategies to support your progress. Psychologists may support you directly with 1:1 appointments and/or may support you indirectly by helping your family and other people involved in your care.

Family therapist

This is someone who is trained to work with families and young people to help strengthen their relationships, promote positive communication and to develop a shared understanding of what is difficult at present and to explore ways to work together to move towards recovery.

We also work with other specialist teams, for example the eating disorder team, or the psychosis intervention and early recovery (PIER) team. If support from other agencies is thought to be necessary we would make the appropriate referrals.

We will also make referrals for other forms of support if this is needed which includes support from a dietician or speech and language therapist.

Other staff who work with us

Housekeeping and catering staff

Our hotel services staff maintain the housekeeping of the ward and provide meals. You will be asked to choose your meals from a menu on a daily basis.

Students and trainees

Bradgate Mental Health Unit is a learning environment for students and trainees from a variety of disciplines. With your permission, they may be involved in your care during your stay.

What's at the unit?

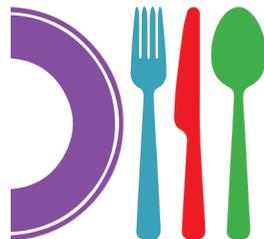
When you are admitted, a member of the team will show you round. They will be able to answer any questions you may have about our facilities or your stay.

Facilities in the unit which you will have access to during your stay include:

- communal lounge areas
- therapy room
- therapy kitchen-to make drinks, snacks and on occasions prepare some meals
- outside garden area
- Wii and games
- pool table
- TV and DVD player
- laundry facilities
- de-escalation room

Meals on the unit

You will be asked to pick your menu choices each day and there is always a vegetarian and Halal option. If you have any other dietary requirements (e.g. vegan, gluten free) please speak to a member of staff - we will be able to cater for these with advance notice.



Meal times at Bosworth Ward are protected which means that no appointments will be made during these times, and no mobile phones can be used during these times.

Young people are welcome to bring in their own snacks and drinks which can be kept in the therapy kitchen. We are unable to reheat food that may be brought in for you but you will be supported to manage your snacks and drinks appropriately.

Visiting times

Monday to Friday 6pm - 8pm

Saturdays, Sundays and Bank Holidays 10am - 8pm

We know that it can sometimes be difficult for relatives and friends to visit during set times so please speak to a member of staff if alternative times need to be arranged.

- When you are in hospital you can have visitors and see family or close friends. When you are admitted, we will ask you to give us a list of approved visitors.
- Anyone under the age of 18 years needs to be accompanied by an adult.
- Visitors will be asked to ring the ward to confirm when they wish to come and see you.
- Please note that visiting is currently prohibited because of the Covid-19 situation - this is being continuously revised.

The programme - what does a typical day on the unit look like?

You will be offered a daily timetable of education, therapeutic activities and individual therapy tailored to your needs. Please note this timetable will vary from time-to-time and at the current time, this timetable is reduced due to the Covid-19 situation.

During the week, you will be woken up from 7.30am-8am and there is a daily morning meeting for all staff and young people to hear about the timetable for the day.

Below is an example of a typical day on the ward:

Time	Activity
8 - 9.30am	Breakfast time
9.45 -10am	Morning meeting
10 - 11am	School time
11 - 11.30am	Break/ time in the garden
11.30am -12.30pm	School time
12.30 - 1.30pm	Lunch
1.30 - 2.30pm	School time
2.30 - 3.30pm	Walk off the ward
3.30 - 4.30pm	Psychology/occupational therapy (OT) group
5.30 - 6pm	Evening meal
Evening onwards	OT activities, 1:1 time with nursing staff

You will also be offered 1:1 appointments with different staff members depending on your needs, for example individual psychology sessions or family therapy sessions.

Ward expectations

In order to create a safe, trusting and therapeutic environment, the following expectations exist for all young people and staff on the unit.

We ask that you read and sign this please upon admission to the ward.

1. We will always listen to one another and hear each other's points of view.
2. Staff will deal with patient's requests in a timely and efficient way, reporting back to them on progress.
3. We will all respect each other's differences; racism, bullying behaviour and offensive remarks of any kind aimed at a person's religion, race, ethnicity, age, appearance or beliefs are unacceptable.
4. Everyone has the right to feel safe on the ward. Therefore, violence of any kind, including threats, swearing or aggressive language will not be tolerated. If you feel angry, politely ask to be left alone or walk away from the situation.
5. We will all respect the fact that certain items are not allowed on the ward to ensure everyone's safety. A list of restricted items will be made available upon admission.
6. We will all be mindful about the environment we live in, including keeping ward areas clean and tidy, respecting each other's property and ensuring that we keep noise levels down (including doors banging and loud music/ conversations at night).
7. Everyone should try and look after themselves, keeping themselves clean and well dressed. Staff will assist anyone who is unable to do so.

8. All young people will have individualised care plans and opportunities to contribute towards these and discuss them with staff. These will be centred on promoting safety and overall health and wellbeing.
9. There will be an individualised therapy programme offered to every young person; this is a key part of the recovery process and unless there are specific reasons, it is expected that young people will take part in the ward programme and activities offered.
10. There will be daily opportunities to hear about the activities and plans and to discuss any specific needs for that day, via a morning meeting.
11. You will agree to remain on the ward for the first 72 hours of your admission without leave, so we can adequately assess your needs and devise a plan of care to help with your recovery.

I have read and agree to the above expectations:

Signed:

Date:

Ward rounds and CPAs

What are ward rounds?

This is a weekly review. It is a chance for you and your family to meet with members of the team to explore how to get the most out of your admission and to discuss your progress and plan your care.

What are CPA's?

This stands for Care Programme Approach and there will normally be a meeting approximately four weeks after your admission. It is similar to a ward round but is a bigger meeting where external professionals are invited to discuss your care and think about your discharge plans. Other professionals may include your outpatient team, social worker and staff from your school or college. You and your family should be notified of the date and time of this on or soon after admission.

Things you may want to bring with you

- Clothes
- Toiletries
- Books
- Small amount of money
- Mobile phone (see policy)
- Electronic devices e.g. Kindle or MP3 player
- Photos/posters
- Coping items, e.g. self soothe boxes, weighted blanket
- Other personal items such as one cuddly toy

Prohibited items

In the interest of health and safety and risk management the following items are not allowed on to the unit:-

- Cigarettes, lighters, matches (smoking is not prohibited throughout the hospital site, however smoking cessation support will be provided)
- Over 18 material including magazines/DVDs/music
- Inappropriate reading material (this will be discussed on a case by case basis)
- Pirate DVDs/CDs
- Watch lighters
- Alcohol (or alcohol based products)
- Laptops (unless agreed by the education team for special educational circumstances)
- Metal cans
- Oil burners, candles, incense sticks
- Knives/blades/razors/pencil sharpener's/needles
- Energy drinks
- Drugs/illegal substances
- Aerosol cans
- Plastic bags
- (Certain) multi-media recording devices (items that contain camera/recording/internet facilities e.g. Ipods/Nintendo's)
- Dye
- Batteries
- Glass items
- Hair-grips
- Chewing gum
- Smart watches e.g. Apple watch

Restricted items or anything of value are placed in the property cupboard in an individually labelled property box. All items in the property cupboard are to be used under staff supervision (dependent on individual/ward risk). These items include:

- Electric Razors
- Hairdryers
- Straighteners
- Glue
- Keys
- Chargers
- Blu-tack
- Tweezers
- Eye lash curlers
- Mirrors
- Wool and thread
- Spiral bound notebooks (agreed by the education team for special educational circumstances)
- Craft tape/ribbon/sellotape
- Nail polish/nail polish removal cream
- Body spray/perfumes
- Hair removal cream
- Make-up items

We reserve the right to check your property and undertake random checks of your bedroom if we have cause for concern about your safety or the safety of others and the environment. You will be informed of this and be given the opportunity to be present, whilst these checks are completed.

Going on leave

Going on leave is an important part of working towards your discharge from Bosworth Ward. Leave arrangements are individualised and you will be able to talk to the doctors and nurses on the unit about your own arrangements.

A joint decision will be made as to how often/how long you spend off the unit and will become part of your care plan.

Time off the unit will include:

- Community activities, with/without staff
- Therapeutic work with staff (e.g. graded [step by step] exposure)
- Appointments
- Home leave
- Attend your 'home school' for re-integration

Home Leave

Our expectation is that you will work towards going home from Fri – Sun (except on the first weekend after admission). This will start gradually with short periods of day leave, to day leave and then overnight leave. In order for us to be able to assess your needs upon admission, there is the expectation that you remain ward based with no leave for at least the first 72 hours after your admission, or in some instances longer depending on how you settle in to the ward.

Decisions about leave may also need to be based on your physical health needs, dietary intake and current mental state.

On admission and when you return to the ward from any leave, you will be asked to hand in any items you may have that are not permitted on the unit. Following this, a search of your belongings will be carried out alongside a person search. This happens for everyone. This will be explained to you further once you are on the ward. Restricted items will either be placed in your property box or sent home with your parents/carers. Young people are expected back to the unit by 8pm by an escorting adult that will give feedback to the staff on how your leave went.

There is controlled access to the ward door at all times, this is to ensure the safety of patients, staff and visitors and to minimise risk. As an informal patient you have the right to ask to leave at any time. However nursing staff and medics have a duty of care to ensure your safety and wellbeing and will need to risk assess any leave requests.

Raising concerns and your rights

How do I get a second opinion?

If you are uncertain about your diagnosis or the treatment you are receiving you may wish to receive a second opinion. Please speak to a member of the team who can give you further information about this.

How do I make a complaint?

If you have any concerns about your care on the ward please do speak to your named nurse or nurse in charge who will listen to you and be able to support a resolution with you. There is a leaflet available on the ward for more information or you can speak to PALS or the advocacy service regarding complaints should you also wish.

Tel: 0116 295 0830 or Email: PALS@leicspart.nhs.uk

Can I see information that is written about me?

During your stay in hospital, people involved in your care will maintain a health record. This is a written account of your physical and mental health as well as any additional conditions. If you are over the age of 16, you can access your health record by filling in an application form. This application form can be obtained from:

Data Privacy Team,
Leicestershire Partnership Trust,
Unit 2, Bridge Park Plaza,
Bridge Park Road,
Thurmaston,
Leicester. LE4 8BL T: 0116 295 5296

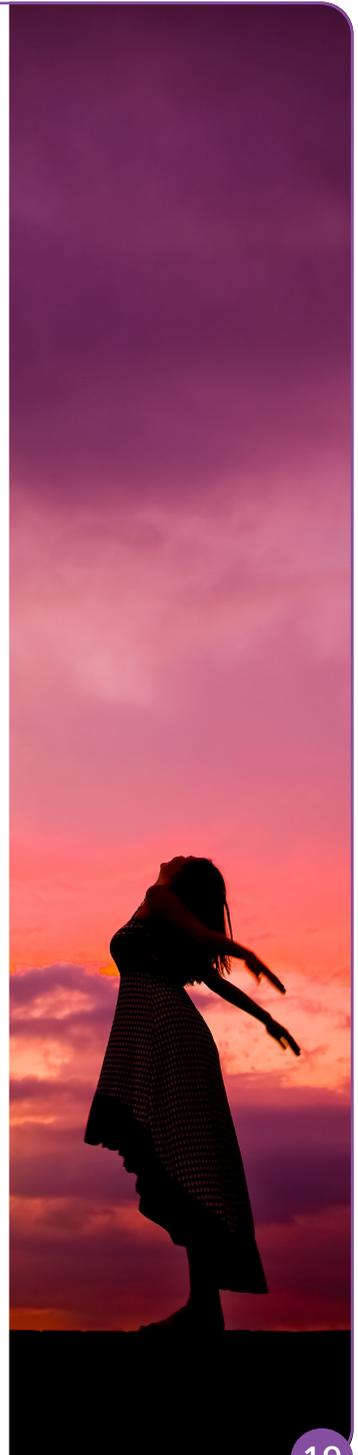
Please discuss this further with your key worker if you require any support or assistance.

Is information about me shared with anyone?

All information about you, your family and your care is treated in the strictest confidence by staff. Sometimes, information may need to be shared with agencies outside of Bosworth Ward in order to help support your care. A member of staff will discuss this with you if this needs to happen.

Religion/faith and culture

- We understand that everybody is different and that we all have different needs.
- We will ask you if you have any special cultural needs
- We will ask you if you have any specific religious needs, we have a selection of spiritual/religious materials available on the unit should you require anything.
- You can ask for someone from your own faith community to visit you in hospital, staff may help with this request.
- We can make space for you to practice your faith privately. Please see a member of staff if you require this.
- A member of our trust Chaplaincy service can visit you on request if you wish. Please see a member of staff if you require this service.
- We will support you to make sure that we understand each other. We will use interpreters, signing and equipment, if required.
- If English is not your first language, or you have difficulty in understanding it, we can provide skilled interpreters to help you. We can also provide written information in various languages.



Useful websites and support services

1 YoungMinds Crisis Messenger

- Provides free, 24/7 crisis support across the UK if you are experiencing a mental health crisis
- If you need urgent help text YM to 85258
- All texts are answered by trained volunteers, with support from experienced clinical supervisors

2 Childline

- www.childline.org.uk
- If you're under 19 you can confidentially call, email or chat online about any problem big or small
- Freephone 24h helpline: 0800 1111
- Sign up for a childline account on the website to be able to message a counsellor anytime without using your email address
- Chat 1:1 with an online advisor

3 The Mix

- www.themix.org.uk
- If you're under 25 you can talk to The Mix for free on the phone, by email or on their webchat. You can also use their phone counselling service, or get more information on support services you might need.
- Freephone: 0808 808 4994 (13:00-23:00 daily)

4 Getselfhelp.co.uk

- Useful factsheets and resources

5 “Young Minds” website

- Lots of resources and useful links about young people's mental health

6 “Calmharm” app

- Free to download
- Calm Harm is an award-winning app using the basic principles of an evidence-based therapy called Dialectical Behavioural Therapy (DBT).
- Calm Harm provides tasks to help you resist or manage the urge to self-harm. You can make it private by setting a password, and personalise the app if you so wish. You will be able to track your progress and notice change.

7 “Healthy Young Minds” website

- Lots of helpful information and resources, links to some helpful mindfulness/ support apps including- “MindShift”, “Mood Tracker” and MoodGYM”.

8 The Samaritans

- Free helpline, confidential advice 24/7: Call 116123 or email jo@samaritans.org (response within 24 hours)

9 Kooth.co.uk

- Online counselling service, free and confidential. Services include:
 - Chat to our friendly counsellors
 - Read articles written by young people
 - Get support from the Kooth community
 - Write in a daily journal

Other websites for information/advice

- NHS Direct- www.nhsdirect.nhs.uk
- Leicestershire Partnership Trust- www.leicspart.nhs.uk
- NHS 111 If you are concerned you are unwell, please telephone NHS Choices on 111.
- PALS - Patient Advice and Liaison Service (PALS)
Telephone: 0116 295 0830 Email: PALS@leicspart.nhs.uk
- CQC - Care Quality Commission (CQC) The quality of our service provision is monitored by the Care Quality Commission (CQC). For further information please visit: <https://www.cqc.org.uk/>

Getting here

Bosworth Ward,
Bradgate Mental Health Unit,
Glenfield Hospital,
Groby Road
LE3 9EJ

Ward phone number: 0116 225 2551

For details of public transport please contact:

Traveline on 0871 200 2233

Local amenities

For short periods of leave or time off the unit, with staff, there are a number of shops and places to eat nearby. These include:

- **Beaumont Leys Shopping Centre**
This is around 1.5 miles from the ward and can be reached on foot (30 minutes), via car (6 minutes) or via the UHL hospital hopper bus. There are a range of shops including clothing stores, home/DIY stores and cafes/ eating outlets. There is also a large Tesco Superstore.
- **Leicester city centre:** Approximately 3 miles from the ward and can be reached by car with a range of parking options in the city, or via bus from the hospital (running every 20 minutes; please ask staff for further information). The city has a range of restaurants, shopping facilities and places of interest.
- **Bradgate Park:** Approximately 5.5 miles from the ward, renowned for its herds of deer, is the only remaining enclosed medieval deer park in the East Midlands and contains the oldest rocks in England. Attractions include cafes, shops, a visitor centre and walking routes.

