

## The Medical Day Unit

The Medical Day Unit (MDU) is a twelve bed day treatment and diagnostic unit that provides a safe and effective environment for children and youth requiring medical treatments, diagnostic tests, and procedures.

It is ideal for studies requiring procedures including:

- Diagnostic lumbar punctures
- Catheter specimen for urine C&S
- Infusion Centre:
  - Central Line Care: Assessment/accessing/locking, management of blocked lines, dressings/blood sampling
  - I.V. starts for multiple types of procedures/blood sampling and infusions.
- Preparation and Recovery for sedated procedures

The MDU facilities include:

- Ten patient examination cubicles each with ophthalmoscope, otoscope, bedside BP and Sa<sub>O2</sub> monitoring, suction and oxygen
- weigh/assessment equipment, which includes electronic scales (infant, adult and wheelchair), stadiometer (infant and adult), electronic vital signs monitor and patient lift.
- A reception area/waiting room children's table and chair, accessible patient washrooms and baby change table.

## The Medical Day Unit - Policy on Room Use and Room Bookings

1. The MDU is under the management of BC Children's Hospital, Specialty Pediatric Medicine Program.
2. The MDU can be booked for clinical study appointments and monitoring visits. An orientation to the MDU is required prior to booking the rooms.
3. The MDU is located on the second floor of BC Children's Hospital in Area 2C.
4. All users must complete the brief Application for the Use of the Clinical Research and Evaluation Facilities before the space can be scheduled. You can download and complete the application form (<http://cfri.ca/crs/researchclinic.asp>). Assistance is available to assist first time applicants with this form (contact: Terry Viczko, Research Coordinator at [tviczko@cw.bc.ca](mailto:tviczko@cw.bc.ca) or 604-875-2345 x5312).
5. The application can be saved and electronically submitted to the Research Coordinator ([tviczko@cw.bc.ca](mailto:tviczko@cw.bc.ca)) or printed and faxed to the CRSU assistant, Evelyn Chan at 604-875-3124.
6. The completed application will be reviewed by the CRSU Director for resource availability and appropriateness within the MDU. You will be contacted with availability within one week of the received completed application.
7. The MDU is open from 0700 to 1830 Monday to Friday. They are closed on weekends and statutory holidays.
8. All booking for use of the MDU are coordinated through the Research Coordinator, Terry Viczko (contact: Terry Viczko, Research Coordinator at [tviczko@cw.bc.ca](mailto:tviczko@cw.bc.ca) or 604-875-2345 x5312).
9. The MDU operates on a fee for service basis to offset the operating costs of the staffing and space. The rate for use of the MDU is determined on a case-by-case basis.
10. The Research Manager/Principal Investigator must advise the Research Coordinator as early as possible if the booked rooms are no longer required. **A 72 hour cancellation is required to prevent being billed for use.**
11. For general inquiries and/or a brief orientation of the MDU space, please email [tviczko@cw.bc.ca](mailto:tviczko@cw.bc.ca).
- 12. Testing Rooms**
  - a. The MDU expects that the authorized research staff will leave the weigh/assessment room and exam rooms in a clean and tidy state, as they found it. The authorized research staff must notify the MDU Research Coordinator if the rooms are not in a clean and tidy state.
  - b. Users of the MDU are to inform the MDU Research Coordinator if any equipment is missing, or requires repair or calibration.
  - c. The authorized research staff are free to change the configuration of tables and chairs in the exam rooms, but upon leaving the room, must return it to the way it was found.
- 13. Reception Station**
  - a. The reception station is available to all users of the MDU. It is a common space and may not be used exclusively by researchers during their booking times.
  - b. All patients are directed to report to the unit clerk in the MDU. All patients are registered with BC Children's Admitting.

**14. Waiting Area**

The waiting room furniture configuration of tables and chairs must not be reconfigured and must be left the way it was found.

**15. Arriving at the Medical Day Unit**

The MDU expects that the authorized research staff will be at the MDU a minimum of 30 minutes before their first scheduled appointment, to ensure that they always arrive before their clients.

**16. Patient & Staff Safety**

- a. On the occasion that there is disruptive or threatening behaviour, a patient codes or requires first aid, the PHSA Oak Street Protocols related to Security and Protection Services must be followed. The urgent assistance contact number is local 899, first aid is local 899 and the non-urgent contact number is 604-875-2999.
- b. **If you have any concerns about your personal safety or general security, please do not hesitate to call Protection Services at extension 2999. For a security emergency dial 899.**
- c. **For Code Blue, follow site policy for C&W by dialling 33 and first aid 899.**
- d. As per the REB requirements for reporting adverse events, you are required to complete the required incident report and a PSLS (Patient Safety Learning System) report. A copy of this report must be submitted to the MDU Research Coordinator.
- e. The MDU is a scent free zone.

**17. Ethical Considerations and Confidentiality**

- a. The ethos of the MDU is one of professionalism, kindness and respect for clients and this should be demonstrated in the behaviour that staff show at all times. Confidentiality is one of the core tenets of ethical practice and we have a duty to respect the client's trust and keep private any information we may hear in the course of their visit. Confidentiality also requires us to respect the client's privacy by restricting access of others to that information.
- b. The MDU focuses on family centred care and a respectful workplace

**18. Security**

In the event of any urgent building concerns, please call the Program Manager on call at 604-875-2161.