

WELCOME TO F2

Mental Health at Sunnybrook Health Sciences Centre is part of the Hurvitz Brain Sciences Program, under the leadership of Lois Fillion, Director of Operations and Dr. Ari Zaretsky, Psychiatrist-in-Chief.

Mental Health is made up of inpatient and ambulatory services. Inpatient services found on F2 include an 8-bed adolescent unit; a 5-bed psychiatric intensive care unit (PICU) and a 22-bed adult unit. Jackie Griffin-White is the Patient Care Manager (PCM) for F2; Dr. Saulo Castel is the Medical Director.

Deborah MacPherson is the PCM for Ambulatory Services which consists of:

1. Psychiatric Emergency Services (P.E.S.) or the Crisis Team
2. SunPACT, the ACT team for psychiatrically ill persons living in the community
3. Community Psychiatric Services for the Elderly (CPSE) which offers in-home assessments and follow-up to elderly persons and their families
4. Individual outpatient counseling services (F Ground and F1), including the Discharge and Transition (DAT) team.
5. Adolescent Ambulatory Services, including Fresh Start (school day program).

Sonia Dyal is the Advanced Practice Nurse for Mental Health who works in collaboration with the PCM. The APN focuses on practice leadership of RN staff, continuing education and support of quality improvement initiatives.

F2 Inpatient Unit

There are 4 interview rooms on the unit. The rooms are a shared space due to other activities on the unit (e.g. Review Board meetings, Group activity and Staff Meetings). The key for the unit is available from Nancy, along with a panic button. For your safety ensure your panic button is worn at all times, check it prior to the start of your rotation to ensure it is working properly and weekly thereafter.

Daily Bullet Rounds are conducted on the unit M – F with your Team Members (Staff Person, SW, OT and Pharm). If Staff person is not there for his or her rounds, the resident takes the lead. Please be punctual. Within 15 minutes, each patient is discussed with a focus on their progress and discharge plans

The Schedule is as follows:

DR. SCHAFFER	8:45
DR. RAPOPORT	9:00
DR. CASTEL	9:15
DR. DELWO	9:30
DR. WEISSGLAS	9:45

Progress Notes

All first and last progress notes (admission and discharge) have to contain the diagnoses following the DSM 5. For instance, Manic-Depressive Illness has to be written as Bipolar I Disorder, most recent episode Manic/Depressive, etc. When you are trying to find your codes or lists of diagnoses for this process you can find the list bookmarked on the computers.

All physicians' notes are electronic within SunnyCare.

PRN medications & prescriptions

All PRN prescriptions have to be reviewed on the first assessment of a patient and during bullet rounds. Please, use preferentially the PRN order set. In case you choose not to, ensure that all PRN orders have a specific dosage, a clear interval for repeats (if any), a maximum dosage for 24 hrs (or the most appropriate timeframe), and a clear indication of its use. For example, Lorazepam, 1 mg PO, PRN for insomnia, q1h, up to 2 mg within 24 hrs.

Most documentation forms are in the main file cabinet in the nursing station. The Patient Advocate Office has a green folder where the request for Rights Advice forms are located. After faxing the form it has to be put back in the binder which is located in the nursing station with all the information binders for staff. There is a written procedure for the form process please become familiar with it.

Consults

Some need faxing and other consults need direct communication to the team you are consulting. Please go through the SMART paging system available on Sunnynet. Frequent phone numbers for the department are in alphabetical order on the bulletin board and on team leader's desk.

Allergy Forms

As per Sunnybrook policy: When a patient arrives at Sunnybrook, the person who is ordering or initiating treatment is required to assess and document the patient's allergy status prior to ordering or initiating any treatment or diet order. Although any healthcare professional can document the allergy information, ultimately the physician is responsible for ensuring that allergy documentation is completed. Currently, such documentation is part of SunnyCare.

Edischarge

We have adopted the edischarge system on F2. Use the tutorial available online (sunnynet – type edischarge in the address line).

Signatures

All signatures should have the name printed along with an extension or pager number.

Social Work

Direct services provided to patients and families include psycho-social assessment, counseling support, goal setting to maximize functioning and re-integration into the community, resource counseling and discharge planning, which is to begin upon admission. Referral may be initiated by the respective team members in person or by voice mail; or as requested by the patient or family. In the Adult teams, once the referral is received, the worker will “close the circle” of communication by adding the icon on the Care Visibility Board.

The social workers document in SunnyCare.

Case distribution is as follows:

Adult Teams

Cheryl Ball (ext. 3243): Dr. Delwo
 Dr. Weissglas
 Dr. Castel (split coverage)

Denise Hill-Smid (ext. 5924):
 Dr. Schaffer
 Dr. Castel (split coverage)

Adolescents Intake to Adolescent beds (only) is coordinated via Social Worker Pam Weir (ext. 2504): The adolescent physicians are: Dr. Teshima

Community Care Access Centre (CCAC)

CCAC needs 24 hour advance notification to process referrals. Same day referrals will not be processed until following day. There has to be a release of information form on the chart if you D/C the patient before home care has seen them.

AMBULATORY SERVICES

Discharge and Transition (DAT) team

An interprofessional outpatient team consisting of occupational therapists, nurses and two psychiatrists help referred clients bridge the transition from the inpatient unit to the community. This service is provided for a maximum of 6 weeks.

Place an order in patient chart and notify DAT team member at bullet rounds or place in a designated box in the F2 nursing station.