CONTACT DETAILS

Chaplains are available for advice on pastoral issues and on protocols for visitors, and always appreciate contact with faith community leaders and lay people. Out of normal office hours please telephone the hospital switchboard & ask for the chaplain on call.

Bolton Hospice
Switchboard: 01204 663066

Bury Hospice
Switchboard: 0161 7259800

Central Manchester University Hospitals
Chaplaincy: 0161 2768792
Switchboard: 0161 2761234

Christie Hospital
Chaplaincy: 0161 4463097
Switchboard: 0161 4463000

Dr. Kershaw's Hospice (Oldham)
Switchboard: 0161 6242727

Fairfield Hospital
Chaplaincy: 0161 7783568
Switchboard: 0161 7646081

Greater Manchester West Mental Health
Chaplaincy: 0161 7723833
Switchboard: 0161 7739121

North Manchester General Hospital
Chaplaincy: 0161 7202990
Switchboard: 0161 7954567

Rochdale Infirmary
Chaplaincy: 01706 517044
Switchboard: 01706 377777

Royal Bolton Hospital
Chaplaincy: 01204 390770
Switchboard: 01204 390390

Royal Oldham Hospital
Chaplaincy: 0161 6278796
Switchboard: 0161 6240420

St Ann's Hospice
Chaplaincy: 0161 7025428
Heald Green *Switchboard:* 0161 4378136
Little Hulton *Switchboard:* 0161 7028181
Neil Cliffe *Switchboard:* 0161 2912912

Salford Royal Hospital
Chaplaincy: 0161 2065167
Switchboard: 0161 2067373

Springhill Hospice (Rochdale)
Switchboard: 01706 649920

Stepping Hill Hospital, The Meadows,
The Alexandra Hospital (Stockport)
Chaplaincy: 0161 4195889
Switchboard: 0161 4831010

Tameside General Hospital
Chaplaincy: 0161 3315333
Switchboard: 0161 3316000

Trafford General Hospital
Chaplaincy: 0161 7462624
Switchboard: 0161 7484022

University Hospital of South Manchester
Chaplaincy: 0161 2912297
Switchboard: 0161 9987070

Wigan Hospice
Switchboard: 01942 525566

Wrightington, Wigan & Leigh Hospitals
Chaplaincy: 01942 822324
Switchboard: 01942 244000

Willow Wood Hospice (Ashton)
Switchboard: 0161 3301100

Published by
GMCC
Greater Manchester Chaplaincy Collaborative
2009 ©

GREATER MANCHESTER CHAPLAINCY COLLABORATIVE

Guidelines for Faith Representatives when visiting patients in a Hospital or Hospice

WELCOME

The hospitals and hospices in Greater Manchester all have chaplaincy teams who seek to meet the spiritual, religious and cultural needs of patients and their families.

We hope that we can work with you to look after members of your community who are in our care.

It helps us if you let us know of any members of your faith community who are in the hospital or hospice. Sometimes they need an urgent visit, but if not, we can make a point of visiting them when we are next on their ward

If you think that a particular spiritual, religious or cultural need may arise, please inform the Chaplaincy team as soon as possible.

In this leaflet you will find guidelines for Faith Representatives visiting the hospital and hospice.

ACCESS

In most hospital wards there are set visiting times. If possible, the Trust would like you to visit within these times. All access outside visiting times is at the discretion of the Nurse-in-Charge.

If you need to visit at other times please ask permission, preferably by telephone in advance. This may save you a wasted journey.

All hospital wards, and some hospices, have protected times, e.g. meal times, patient rest periods, doctors' ward rounds, during which no-one is allowed to visit. Please respect these.

CONFIDENTIALITY

Chaplains cannot inform you that someone is in a hospital or hospice unless the patient specifically consents to this.

Please remember that even the fact that a person is in a hospital or hospice is confidential. When visiting you may bump into people you know; don't take it for granted that anyone else (even their families) know they are there.

VISITING PATIENTS

When you visit please do not give food or drink, (this includes Holy Communion), to a patient without first referring to the nursing staff, in case this compromises their treatment.

If any new spiritual, pastoral or religious needs arise during your visit, you may feel it appropriate to inform a member of the Chaplaincy team. Please ask the patient for their permission before doing so.

When you have visited the patient from your faith community, do not make religious visits to other patients on the ward.

RELIGIOUS CEREMONIES

It is the responsibility of the chaplains to arrange religious ceremonies within the hospital or hospice, and to obtain any necessary permission for such from the relevant authorities.

This includes prayer services, such as Muslim Jumah Prayers, Christian Holy Communion, and any form of 'extra-ordinary' ministry, such as a naming/thanksgiving service for a child, baptism, confirmation and marriage services, and the laying-on of hands or anointing.

INFECTION CONTROL

Holy water should not be given to a patient to drink, or be sprinkled on the patient or their surroundings. Sterile water for this purpose can be requested from the nurse in charge, and blessed at the bedside.

Please cleanse your hands as you enter and leave any patient area. If a patient is in isolation or in a single room, ask staff if you need to follow any special procedures, e.g. wearing an apron, gloves, mask, etc.

Please do not sit on, or put coats, etc., on the patient's bed; chairs are available for visitors.

Please do not visit if you are ill. If you, or anyone in your household, have had sickness or diarrhoea, do not visit until at least 48 hours after the symptoms have ceased.

CRB CHECKS

Those who regularly visit patients in a hospital or hospice on behalf of a faith community are working with vulnerable adults, and must have a current, enhanced Criminal Records Bureau disclosure check from the faith community they represent.