

Starter List Gen

STATE OF MINNESOTA

Mr. Kigoe

DEPARTMENT PUBLIC WELFARE - Medical Services

Office Memorandum

TO : Medical Directors Humane Practices Committee DATE: October 11, 1966
Administrators ✓ Medical Policy Committee
Directors of Nursing Medical Services Division Staff

FROM : David J. Vail, M.D.
Medical Director

SUBJECT: Ward Living Conditions Questionnaire

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This is the final form of the 1966 Edition of the Ward Living Conditions Questionnaire. Some modifications had to be made since Mr. Lucero's visits to one-third of the wards in our institutions.

I would like to express my appreciation to the Humane Practices Committee and to the ward personnel for their cooperation.

DJV:lz

Enc.

*cc: Mr. Blomquist
Mr. Kigoe*

Developed by:

Division of Medical Services
Department of Public Welfare
State of Minnesota, U.S.A.

and

Severalls Hospital
Colchester
Essex, U. K.

Instructions: Ward refers to the living unit which may be a cottage or building, etc. Hospital is the name of the institution. Please place the date that you fill out the questionnaire in the appropriate blank. Name refers to the name of the person filling the questionnaire out. You will note that under every question there are lines in which explanations can be made of the answer. If you feel that such explanation should be made, please do so.

<u>Ward (Cottage, etc.)</u>	<u>Hospital</u>	<u>Date</u>	<u>Name</u>
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1. Describe the types of patients on the ward. (Such as male, female, mixed, severely retarded, receiving, geriatric, etc.) _____

A. How many beds are there on the ward? _____

B. How many patients do you have? _____

2. Do you have the same type of patients that you had last year at this time? _____

Explain _____

3. Does the ward have a bulletin board easily accessible to view by all patients? _____

4. Is there a large calendar easily accessible to view by all patients? _____

5. Is there a clock easily accessible to view by all patients?_____
- _____
- _____
6. Is there a piano on the ward?_____
- A. Has it been tuned in the last year?_____
- B. Is the piano used by patients?_____
- C. Are there other musical instruments available?_____
- _____
- _____
7. Is there a dressing table with a mirror where patients can sit and apply make-up, shave, etc.?_____
- A. Are there adequate electric outlets near mirrors for shaving?_____
- B. Is the lighting adequate for shaving, etc.?_____
- _____
- _____
8. Do the patients have access to a plot in which to grow a garden or flowers?_____
- A. Do they use it?_____
- _____
- _____
9. Is there recreational equipment available on the ward?_____
- A. Is there a sufficient amount?_____
- B. Is it appropriate to the needs of the patients on this ward?_____
- _____
- _____
10. A. How many dorms locked all day?_____
- B. How many sleeping rooms locked all day?_____
- _____
- _____

11. Do you have rooms that are used for seclusion (this does not refer to medical isolation units)?_____

If you do not, do you have patients in seclusion on other wards?_____

A. How many seclusion rooms do you have?_____

B. Is the temperature the same in the seclusion rooms as in the ward as a whole?_____

Explain_____

C. Is food warm when it is served to patients in seclusion?_____

D. Is there a toilet in the seclusion rooms?_____

E. How many patients are in seclusion at this moment?_____

F. How many have been in seclusion in the past month?_____

G. What is the purpose of seclusion for each patient who is in seclusion right now?_____

12. How many patients are allowed a nap at some time?_____

13. Personnel: (If someone works 1/5 of time, list as 1/5 of a person.)

- A. How many patient care personnel do you have (including the night shift)?_____
 - B. How many food service personnel do you have?_____
 - C. How many janitors or custodial personnel do you have?_____
 - D. How many student nurses do you have?_____
 - E. How many L.P.N. students do you have?_____
 - F. How many psychiatric technicians in training do you have?_____
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14. Do volunteers play a part in ward activities?_____

- A. Do they carry on activities with groups of patients?_____
 - 1. How often?_____
 - 2. What do they do?_____
 - B. Are individual volunteers assigned to individual patients?_____
 - 1. How many?_____
 - C. Do patients go off the ward with volunteers?_____
 - 1. How often?_____
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15. How many patients may watch the show after the 10:00 P.M. news?_____

16. How many patients may watch the midnight show?_____

17. A. How many live plants on ward?_____
- B. How many artificial plants on ward?_____
- C. Do patients take care of the plants?_____
- D. Do patients have pets?_____
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18. How many toilet bowls on ward?_____
- A. How many have seats?_____
- B. How many have full partitions?_____
- C. How many have doors to partitions?_____
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-
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19. A. How many showers?_____
- B. How many bathtubs?_____
- C. Is there privacy in bathing?_____

Explain_____

- D. Do you find more use for bathtubs or showers?_____
- E. How many patients need help with bathing?_____
- F. How many patients will not bathe unless it is insisted upon?_____
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-
-
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20. When is bedtime?_____
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21. Are patients allowed up after bedtime?_____

22. At what time are all patients up in the morning?_____

23. A. What time is breakfast for your ward?_____

B. What time is supper for your ward?_____

24. A. How many pictures in dayrooms and halls?_____

B. How many pictures in patients' rooms or dormitories that patients put up
(this includes photographs on bedside stands, pictures of movie stars on
walls, etc.)?_____

25. Is this ward open?_____

A. Until what time in winter?_____

B. Until what time in summer?_____

26. Are patients allowed to smoke after bedtime (in dayrooms, etc.)?_____

27. A. How many patients have a place to keep personal possessions?_____

B. How many of these have a lock to which the patient has a key?_____

28. How many windows do not have curtains (other than bathrooms, etc.)?_____

29. Is there a coffee (snack) room for patients?_____

A. Is it open until bedtime?_____

B. If not, are there some facilities for coffee for patients on ward?_____

30. Can patients cook an occasional meal for themselves on ward?_____

A. Is there a stove on ward for patients' use?_____

31. How many irons on the ward?_____

A. Are they always accessible to patients?_____

32. Is there a washer and dryer on the ward?_____

33. A. Is state clothing marked with individual patients' names?_____

B. Is state clothing issued on a general basis?_____

C. Do patients use clothing other than that marked with their own names?_____

Explain_____

34. Do patients carry own money?_____

35. A. If patients go to a main dining room, do they go mainly in a group?_____

B. Or can the majority go whenever they feel like it (within the hours the dining room is open)?_____

36. A. Do patients go by themselves to canteen (store)_____or are there certain days and hours for each ward_____or are store orders made up_____?

B. Can they sit down with employees in the canteen?_____

37. Is there a pop machine on the ward?_____

38. Is there a water cooler on the ward? (This refers to a water cooler as distinct from a water fountain.)_____

39. A. Is there a telephone on the ward for patients' use?_____

B. If not, how many pay phones that patients can use in the hospital?_____

40. Are there places where more than one patient at a time can visit with visitors in private?_____

41. Can patients from other wards visit patients on the ward?_____

42. How many patients have free access to toiletries (lipstick, shaving lotion)?_____

43. Are some of the patients on your ward so untidy that, despite anything you can do, there is a slight odor?_____

44. Is there a full length mirror on the ward?_____

45. Current reading material:

A. Is there a current daily newspaper regularly subscribed to for the ward as a whole?_____

B. Are there current magazines regularly subscribed to for the ward as a whole?_____

46. Are there activities on the ward which involve the opposite sex?_____

47. What things would you like to see improved on your ward?_____
