



Center for Autism and Developmental Disabilities -Inpatient Handbook

Dear Parent:

Welcome to the Center for Autism and Developmental Disabilities at Emma Pendleton Bradley Hospital, a Lifespan partner and a major teaching hospital of The Warren Alpert Medical School of Brown University.

We know that having a child admitted to the hospital can be extremely stressful, especially if the child has special needs. We hope that this handbook will answer some of your questions and help lessen your worries about your child's hospitalization by explaining who we are, how we work, and what to expect from us after your child has been admitted to our program.

As you will learn from reading this handbook, the Center for Autism and Developmental Disabilities (CADD) is a unique hospital program that serves only those children with both behavioral/emotional problems and developmental disabilities, such as autism and intellectual disability.

The CADD inpatient program offers unique and highly specialized clinical services for children and adolescents between the ages of 4 and 18, who present with serious behavioral disorders in addition to a developmental disability, such as, autism or intellectual disability. The inpatient service has a national reputation for outstanding clinical care and treated children and adolescents from 20 states across the country. Successful treatment requires the involvement of many different types of professionals, including psychiatrists, pediatricians, nurses, psychologists, social workers, specialists in communication disorders, special education teachers, occupational therapists, physical therapists and milieu staff. The Center for Autism and Developmental Disabilities has assembled a large, well qualified, and highly experienced clinical team that understands children with special needs and appreciates the critical importance of a parent's involvement in their child's treatment. Families also have the opportunity to participate in the center's genetics and neuroimaging along with multicenter autism research projects. The CADD program is affiliated with The Warren Alpert Medical School, training medical students, residents, child fellows, and tripleboard residents in state-of-the-art treatment of children and adolescents with developmental disabilities.

The Center for Autism and Developmental Disabilities at Bradley Hospital is dedicated to providing your child with a safe place to live while away from home, an accurate diagnosis of the behavioral problems that led to hospitalization, and the development of an effective treatment plan. We look forward to working with you.

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Program Personnel

Administration

Zen Meservy, MD	Unit Chief / Attending Psychiatrist
Lisa Mollo, RN, BSN, MA NEA-BC	Clinical Director of Nursing
Valerie Seney, LMHC, MSN, RN	Clinical Nurse Manager
Linda Valenti DeVincent, MSW, LICSW	Clinical Social Work Supervisor

Multidisciplinary Treatment Team

The evaluation and treatment of your son or daughter is the responsibility of a group of professional staff representing a variety of professional disciplines. This group is known as the “treatment team.” Your child is assigned to a specific treatment team who works together on a daily basis to provide for his or her care. Three important members of your child’s treatment team include:

Attending Psychiatrist: _____ Phone: _____
Clinical Nurse Manager: _____ Phone: _____
Social Work Clinician: _____ Phone: _____

Your social work clinician (SWC) will be your primary contact person. There is also a registered nurse on the unit 24 hours a day. If questions/concerns arise regarding your child’s treatment, the SWC or registered nurse can direct you to the team member who can best respond.

If at any time you have questions, you may call the Center for Autism and Developmental Disabilities nurses’ station (401-432-1117 or 401-432-1288). There is a registered nurse (RN) present on the unit at all times who will be happy to speak with you.

Admission Meeting

Your child’s admission to Bradley Hospital begins with the RN conducting evaluation/admission meeting. This meeting provides an opportunity for you to exchange important information with members of your child’s treatment team. Your child’s medical and developmental history, family history, and the events that led to admission are reviewed and discussed at this meeting. Following the meeting, family members are given a tour of the unit. The next family meeting also is scheduled at this time.

Within 24 hours of admission, all children admitted to Bradley Hospital receive a routine physical examination as part of their medical and developmental assessment. This includes laboratory tests which may require blood and urine samples. Hearing screenings are done routinely.

Parental Involvement

Families are a crucial partner in a child's care and treatment at Bradley Hospital. Who, after all, knows your child better than you do? Your knowledge, understanding, and input are invaluable to the treatment team. The Center for Autism and Developmental Disabilities considers parents to be an integral part of their child's treatment team.

During your child's hospitalization, active participation by parents is encouraged in various ways, including visitation, family therapy, and education in behavioral techniques. Also available to parents are "teaching" visits where milieu staff is present to model, support, and monitor a particular behavioral approach that has been found to be helpful with your child. In order to be most effective, an individualized plan will be agreed upon by the treatment team (which includes you as the caregiver) and outlines your involvement in your child's treatment.

Treatment Review Meetings

The multidisciplinary treatment team, including all of the professionals at Bradley Hospital involved in your child's care, meets regularly to review your child's progress and modify your child's treatment plan, as necessary. Your input is considered extremely valuable by the treatment team. Your ideas, suggestions, and questions are brought to your child's treatment review meetings by your SWC.

Types of Treatment

A wide variety of treatment approaches are used within the Center for Autism and Developmental Disabilities, depending on the individual needs of each child and family. Types of treatment available include:

- **Milieu therapy**, in which a safe, organized, and structured therapeutic environment is provided for your child throughout the day. This includes attending to your child's individual needs, while teaching them about personal and social responsibilities through the use of rewards and logical consequences.

- **Individual psychotherapy**, in which difficult personal issues and behaviors may be examined and addressed in a safe, confidential, one-to-one setting.
- **Family therapy**, in which issues such as improved communication and more effective family functioning can be addressed.
- **Pharmacotherapy**, in which appropriate medications are used to enhance the effectiveness of other treatment approaches. Parental consent is obtained prior to any use or discontinuation of medication.
- **Group therapy**, in which problematic behaviors, emotional issues, communication issues, interpersonal relationship issues, and sensory integration can be addressed within the social setting of a peer group, run by RN, milieu staff, psychologist, occupational therapist, a SWC, or a speech/language pathologist.
- **Parent skills training**, in which parents may learn specific techniques for effectively manage their children's behaviors.

Behavior Skills Development

Our philosophy is to allow each child admitted to the Center for Autism and Developmental Disabilities to manage their own behavior to the fullest extent of their capabilities. Frequently, however, a child needs help in exercising self-control and learning to meet their personal and social responsibilities. Our RNs and milieu therapists play an important role in teaching your child these skills. Their goal is to provide a safe and therapeutic environment for all children admitted to the Center for Autism and Developmental Disabilities and to assist each child in developing strategies for effective communication, coping with and expressing their emotions, and improving daily living skills.

As it becomes necessary to provide your child with additional help, we always attempt to use strategies based in positive reinforcement, which are tailored to your child's specific behavioral needs and cognitive level. Examples of the positive reinforcement programs that may be used include "behavioral plans", which result in incremental rewards when the goals have been successfully met. All positive reinforcement programs are monitored on a daily basis in order to measure their effectiveness in meeting the needs of the child.

Safety Management

An individualized safety management plan is written for every child admitted to the Center for Autism and Developmental Disabilities. All safety management plans must be approved by your child's attending psychiatrist and the charge RN before being implemented. Following medical approval, the SWC reviews this plan with parents.

If your child should happen to present behavior that is unsafe and may result in harm to himself or herself or another person, the individualized safety management plan for your child will be employed. Safety management plans may include the use of physical management (physical or mechanical restraint), seclusion, or medication, as needed. The RN will explain what constitutes each of the practices contained in your child's safety management plan. In this regard, parents should rest assured that Bradley Hospital adheres to strict federal, state, and hospital guidelines regarding the use of these types of safety management plans. In addition, the unit RN will contact you in such an event and update you on your child's status. All staff involved in the implementation of safety management plans have been fully trained and certified in the safety management practices employed by the Center for Autism and Developmental Disabilities.

Special Education Tutoring

The Center for Autism and Developmental Disabilities offers state-approved special education tutoring for students with a wide range of developmental and learning disabilities, based on approved hours from your child's school department. Special education activities are provided by a certified special education teacher, who tutors each child in a therapeutic learning environment structured to meet the student's unique educational and behavioral needs.

Occupational Therapy and Speech and Language Services

A variety of support services are incorporated into the special education program, including speech and language therapy, occupational therapy and social skills training.

Visitation, Phone Calls and Mail

When your child is admitted to the Center for Autism and Developmental Disabilities, you will be asked to provide a list of people who are approved to visit and/or have telephone contact with your child. Parents may visit their child at any time. However, it is strongly encouraged that all visits be scheduled in advance through your SWC or by calling the RNs at 432-1117.

We encourage you to visit with your child, and consider family involvement an important part of treatment.

- All unit and on-grounds visits are scheduled through the SWC or RNs.
- Weekend and holiday visits may be scheduled anytime during the day and evening, and should conclude by 8 p.m. In general, we recommend that visits be limited to 2 hours per day in order to ensure that your child can be part of the treatment groups run on the unit.

- For safety reasons, children under 12 years of age are not allowed to visit patients on the unit or in other areas where there are patients present. If a younger sibling is included in the visit, our staff will assist you in locating an alternate area in which to visit.
- When arriving for all visits, please check in with the receptionist in the lobby of the main building prior to coming on the unit for your visit. You will be asked to place all belongings in a locker; cell phones are not allowed on the unit. This is a hospital security requirement. It also will allow the unit RN or staff to locate the most appropriate space available for your visit. Once on the unit, you will sign in, and any items brought for the patient will need to be checked by staff for safety measures.
- In order to respect the privacy and confidentiality of your child and family, as well as other patients and the medical needs of all patients, please remember:
 - Conversations with other patients are discouraged, except for greetings.
 - For everyone's safety, physical contact between visitors and patients other than your child should be avoided.
 - Please note that some patients are on special diets or have medical issues. Please do not offer to share food with other patients.
 - Bradley Hospital is a peanut and tree nut minimized environment. Some patients are highly allergic to nuts and may suffer serious allergic reactions. Please do not bring any food containing nuts or made with nuts of any kind to the unit during your visit.
 - Access to some areas of the inpatient unit, such as the medication and exam rooms and general staff office, is restricted.
 - Parents may call at anytime to speak with a nurse about their child.
 - Your child also may send and receive mail while in the hospital. The mailing address of the hospital is:

 Center for Autism and Developmental Disabilities
 Bradley Hospital
 1011 Veterans Memorial Parkway
 East Providence, RI 02915
 - Postage will be paid by Bradley Hospital for outgoing mail sent by your child.
 - For the safety of all patients and staff, any visitor who is suspected of having consumed alcohol, or who is behaving in an erratic or threatening manner, will be asked to leave the premises immediately.

Typical Weekday Programs Schedule (copies of unit programming can be provided)

7 - 8:30 a.m.	Wake up, self care, morning responsibilities, breakfast
8:45 a.m. - 2:30 p.m.	Special education tutoring Special education, occupational therapy, speech therapy, social skills, individual and/or group therapy, lunch
2:30 - 3:30 p.m.	Shift change, snack, leisure time
3:30 - 4:30 p.m.	Outdoor activities, art activities, home economics, gym activities, family visits, family therapy
4:30 - 6 p.m.	Dinner, self-care, leisure time
6 - 8 p.m.	Evening activities (similar to afternoon activities; opportunities for social skills development, family visits)
8 - 10 p.m.	Self care, snack, bedtime (dependent upon patient's age)

Clothing and Laundry

*Clothing needed during hospitalization**

- sneakers
- casual clothing; jeans, shorts, shirts, sweats (please ensure clothing fits properly as we do not allow belts on the unit)
- swimwear (in season)
- hats, gloves, boots (in season)
- sleepwear or pajamas (please, no pants with drawstrings)
- jacket or sweatshirt
- socks
- underwear

All clothes should have your child's name written on an inside collar/waistband. Clothes are sent to a laundry service daily (except on Sundays). Families have the option of taking laundry home to wash. Due to space constraints we ask that you not bring excessive amounts of clothing. We suggest only one week's worth of clothing.

*Despite our best efforts, articles of clothing are occasionally misplaced or lost.

Please label all of your child's personal belongings. We strongly discourage bringing expensive clothing or personal items which might inadvertently be lost, damaged or broken.

Personal Items

In order to maintain a safe environment, all personal items being brought to the Center for Autism and Developmental Disabilities must first be checked by a RN or milieu staff.

Items permitted in bedrooms:

All items are kept locked in the closet in each room

- Personal bed linens*
 - However, fresh linens are provided
- Blankets, comforter*
 - Comforters are provided for all beds
- Posters that can be taped to bulletin board only
- Pictures (without glass frames)
- Books, magazines*
- Toys, stuffed animals, etc.
 - please limit to 1 or 2 items only
- Book or scrapbook about your child
- Communication devices
- You may bring food to be consumed during your visit. Due to food handling guidelines, food cannot be stored; all food brought on a visit must be go home with the visitor. No cutlery or utensils. We can provide disposable utensils and please do not bring anything that contains glass.

****The unit will provide all personal hygiene products, including disposable razors for shaving.***

Items not permitted on the unit:

- Any item containing alcohol
- Knives or any item that may be used as a weapon (such as a baseball bat)
- Cigarettes, lighters or matches
- Alcohol, drugs or substance-use paraphernalia
- Pins, needles, thumbtacks
- Plastic bags

- Pornographic, violent, drug oriented or other inflammatory, offensive magazines, posters, or literature
- Clothing with reference to sex, violence, or drugs
- CD's of a violent or sexually explicit nature
- Glass or ceramic items, including picture frames, bottles, etc.
- Perfume/cologne
- Hooks on the walls
- Any products containing nuts
- Balloons
- DVD's, iPods, iPads, hand held video games, headphones with cords, craft and hobby kits, CD players

Planned activities for leisure time and arts and crafts will be provided by the unit.

Thank you for understanding our emphasis on safety and for abiding by the guidelines reviewed in this handbook.

We look forward to working with you as part of your child's treatment team.