



Royal Hospital for Neuro-disability

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ROYAL HOSPITAL FOR NEURO-DISABILITY:
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Patient and staff handbooks

Printed rules for patients

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**Royal Hospital and Home for Incurables,
PUTNEY.**

RULES FOR PATIENTS.

1.

Patients may be visited between the hours of 2.30 and 5.30 p.m. on week-days (Saturdays 2.30 to 6 p.m.) and from 2 to 4 p.m. on Sundays.

Parcels containing cake, fruit, jam, eggs, &c., are permitted, but meat, fish, and tinned foods are prohibited.

2.

Patients who are able to go out unattended may do so with the permission of the Matron on week-days from 9 a.m. to 12.45 noon, and from 2 p.m. to 7 p.m., from April 1st to September 30th.

Attended patients must not go out after 6 p.m.

On Sundays unattended Patients must return not later than 5 p.m. Attended Patients must return not later than 4 p.m.

From October 1st to March 31st all Patients must return not later than 4.45 p.m., unless special permission be given. Patients, whether in their chairs or walking, are not allowed to linger in the vicinity of the Entrance Lodge, either inside or outside the grounds.

3.

No Patient may be absent for more than one night without permission from the House Committee and permission for absence for one night must be obtained from the Matron. The names and postal addresses of the friends whom it is proposed to visit must be given in all cases.

4.

Any Patient wishing to make either a complaint or a request may do so either to the Matron, the Medical Officer, the Secretary, the House Committee or the Ladies' Visiting Committee. If an inquiry is desired in the case of any complaint, no time should be lost in giving information, otherwise the inquiry is made less easy. Letters respecting complaints, or requests, which are intended for the House Committee, should be addressed to the Secretary. By this means inquiry can be made into the circumstances raised by the letter before the meeting of the House Committee takes place.

5.

No Patient is permitted to bring, or cause to be introduced, into the Hospital, any intoxicating liquors or drugs, nor is allowed to take any medicines other than those prescribed by the Medical Officer.

6.

Patients must provide themselves with all necessary clothing, keep it in good repair, and always be suitably attired throughout the day.

7.

Patients must keep their presses locked. On admission each Patient will receive a key for the press. If the key is lost one shilling will be charged for a new one. The Committee do not hold themselves responsible for any losses.

8.

No articles of furniture or clothes boxes may be introduced without the permission of the Matron.

Any box or trunk brought into the Home must not exceed 36 in. in length, 24 in. in height, or 21 in. in width, and the owner's name must be painted on each end.

The Head Attendant only is allowed to go to the Male Patients' box room. When clothing is required the box must be opened in the presence of the Patient and locked again in the presence of the Patient.

9.

No Patient may be absent from meals without permission of the Matron.

10.

Patients must retire to bed not later than 8 p.m. Male Patients must be in bed by 8.30 p.m. when the Attendants go off duty.

All lights must be extinguished at 9 p.m.

Helpless Patients must retire to bed any time after 6 p.m. whenever the Nurse or the Attendant is ready for them.

11.

Patients may go out only in the chairs assigned to them.

12.

No Patient is allowed in any circumstances to interfere with the fires, or to remove the fireguards, the Nurse alone being responsible.

13.

No Patient may give a present, either in money or in kind, to any Member of the Staff.

14.

Male Patients must not enter the apartments used by the Female Patients. Female Patients must not enter the apartments of the Male Patients.

15.

Betting is strictly prohibited, and Patients are forbidden to enter any public-house.

16.

Smoking is only allowed in the grounds, verandahs, and room set apart for that purpose.

17.

Male Patients must not visit their bed-rooms during the day without permission.

By order of the Board,

CHARLES CUTTING, Secretary.

January, 1926.