

# Guidelines for supporting someone with a learning disability who needs to be admitted into York or Scarborough hospital during this high risk COVID-19 period.

## Learning Disability Liaison Nurses:-



**Karen Pearce – 07917 184 539**  
karen.pearce@york.nhs.uk  
Leads liaison support in York



**Jo Blades – 07795 126**  
jo.blades@york.nhs.uk  
Leads liaison support in Scarborough

## Preparation:-

- Create and laminate a detailed Hospital Passport for each individual in your care.
- Share this passport with either Karen Pearce or Jo Blades by email. Karen and Jo are the Learning Disability Liaison Nurses for the Trust. They will place this on the hospital computer system, create an alert and add the person to the learning disability register for the Trust.
- Put together a 'grab pack' for each individual which includes -
  - Hospital Passport
  - List of medication
  - Completed CV19 Summary Sheet NY
  - Any important other information which will enable hospital staff to support the individual e.g. risk management plans etc.

All these should either be laminated or placed in a clear plastic wallet that can be wiped clean. Please do not send original copies to the hospital.

- Assist individuals as appropriate in coping with current restrictions and potential need for admission using easy read guides. Provide explanation about use of swabs so that this is not a shock on admission.

## If an individual that you care for has Coronavirus symptoms:-

- Liaise with GP / 111 regarding symptoms and treatment and provide this support.
- Contact Karen or Jo and make them aware of the individual and that they have symptoms. Discuss the level of support the individual will require should they need to be admitted into hospital.
- Keep Karen or Jo updated regarding the progression of the symptoms.

## If admission into hospital is required:-

- Liaise with GP / 111 and follow their advice should they feel that a paramedic is required.
- Follow the advice of the paramedics once they have assessed the individual
- If the individual is to be admitted
  - Send grab pack with them.
  - Send a member of staff with them if this is your policy to do so.
  - Inform Karen or Jo that the individual is on their way to hospital.

By informing Karen or Jo they are able to:-

- Contact Emergency Department (A&E) and make them aware that the individual is on their way.
- Advise Emergency Department of the individual's needs / level of capacity and any additional concerns / information.
- Advise the Emergency Department if the individual has a carer with them and that this carer should be allowed into the Emergency Department.
- Flag up the support needs of the individual with the Matron of the Day so that preparations for their admission can be made e.g. If they may require 1:1 support? Are there any risks etc?

## On arrival in the Emergency Department:-

- Carers will be immediately expected to wear hospital provided protective clothing.
- The individual will be swabbed for COVID-19 – this swab is taken from inside the mouth and from up the nose.

- The carer will be able to remain with the individual until they are admitted onto the ward. The carer or Care Provider can contact Jo or Karen at this time for reassurance or advice if required.

## **Admission onto the ward:-**

- It is the Trust's preferred choice that once an individual is admitted onto a ward the ward staff will provide all of the individual's care.
- The carer should provide the ward with as much information as possible to enable them to support the individual.
- Contact can then be provided via phone calls to the ward. There are tablets on the ward to help with patient contact.
- It may be identified through discussion with the Matron of the Day that the individual requires enhanced 1:1 provided by the hospital. It will be the hospital's responsibility to then put this in place.
- If it is identified that the individual will require their own familiar support staff to enable them to remain in hospital safely or to enable their nursing needs to be met Jo or Karen will have already discussed this with the Matron of the Day. The Matron of the Day or Ward Sister will complete their own assessment of this need and will raise this with the Directorate for agreed funding. If you have been unable to get hold of Karen or Jo please raise this with the Ward Sister or Matron at the time of admission onto the ward. Please be aware that if you are offering to support someone in hospital and they have symptoms of COVID-19 it is the Trust's recommendation that your support staff change over every 2 hours to reduce the risk of their absorption of the virus. This may influence your decision to be able to provide this.