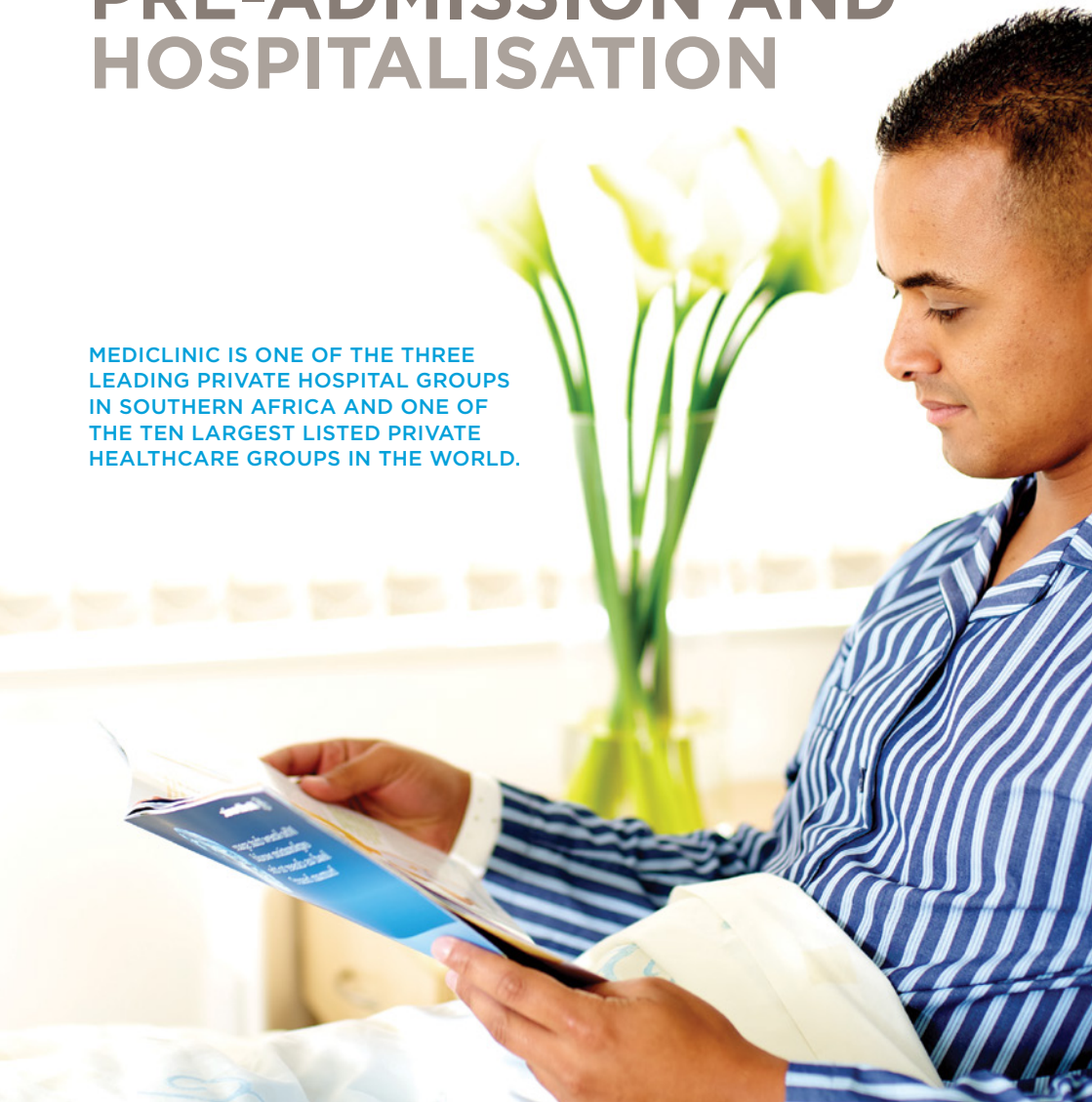


YOUR GUIDE TO PRE-ADMISSION AND HOSPITALISATION

MEDICLINIC IS ONE OF THE THREE
LEADING PRIVATE HOSPITAL GROUPS
IN SOUTHERN AFRICA AND ONE OF
THE TEN LARGEST LISTED PRIVATE
HEALTHCARE GROUPS IN THE WORLD.



WELCOME TO MEDICLINIC KLOOF

Our hospital offers state-of-the-art medical technology, highly skilled staff and the support of experienced private medical specialists in a wide range of disciplines and specialties. As such, we are able to offer you the highest standard of hospital care, ensuring your comfort and wellbeing at every stage of your journey to recovery.

Infection prevention and control (IPC) is necessary for protecting you when you are most vulnerable and plays an integral part in your safe care. Our hospitals align with recognised international and national evidence-based IPC guidelines to ensure that you, your visitors and all healthcare workers are safe.

Hand hygiene is the simplest and most effective way of reducing the transmission of organisms that can potentially cause infection. Our staff will regularly sanitise their hands with alcohol-based handrub or wash their hands when providing care. We encourage you to make use of these

products or ask for assistance so that you can clean your hands if confined to bed.

Although universal masking is no longer a requirement for patients, healthcare workers or visitors may continue to wear a mask for their own protection. It will, however, be necessary for patients who present with respiratory illnesses to wear a mask provided to them while being assessed for safety of other vulnerable patients and everyone within the hospital environment. Please note that staff working in units caring for patients with respiratory illnesses will wear a mask at all times for their own protection against seasonal influenza and illnesses.

TAKING CARE OF THE DETAILS BEFORE YOU ARRIVE

An online admission form can be completed on our website at <https://forms.mediclinic.co.za/PatientBooking>

Should you not be able to complete the online admission, please visit our reception desk at least 48 hours before you are due to be admitted. A staff member will help you to complete your admission forms and address any concerns you may have about your hospital stay.

Enjoy the benefits of pre-admission

The pre-admission process simplifies the admission process and ensures pre-authorisation is done timeously. Our staff will advise you on what to expect while you are in hospital and answer any questions or concerns you may have.

Please remember to bring:

- Your identity document (main member and patient)
- Medical aid card
- Authorisation number supplied by your medical aid
- Home medication in original packaging

If you need assistance applying for your authorisation number, we are happy to assist you. Please note, however, that acquiring the authorisation number is ultimately your responsibility; without it, we are unable to admit you. Please also ascertain from your funder if there would be any exclusions.

TO MAKE A BOOKING:

kloof.bookings@mediclinic.co.za
Visit <https://forms.mediclinic.co.za/PatientBooking> to book online.

When your booking is done, you will receive a sms to complete your medical history. This will be printed on admission and be verified in the ward.





MEETING YOUR NEEDS ON THE DAY YOU ARE ADMITTED

Our reception staff will be on hand to assist you with admission and any special requirements you may have, including:

Special needs or requirements

Please inform us if you have special dietary needs or any other requirements.

Assistance with admission forms

We encourage patients to make use of our online pre-admission service. If you are unable to complete the pre-admission process, please bring the following along with you on the day you are admitted:

- Identity document (main medical aid member and patient)
- Medical aid membership card and authorisation number (without an authorisation number, admission will be subject to a delay)
- Chronic medication (if staying overnight)

Chronic or own medication

Should you be on chronic medication, we encourage you to bring it in the original packaging or blister packs dispensed from your pharmacy. Your chronic medication will be dispensed to you as prescribed. Please do not keep or take any medication from your hospital bedside cupboard.

VISITING HOURS

Flexible visiting hours apply between 11:00 and 20:00.

Enquire from nursing staff about receiving visitors.

Visitors are limited to three in General and two in Critical Care Units. Please note that visitation may be limited in the best interests of you as a patient.

Tariffs and charges

Please refer to <https://www.mediclinic.co.za/en/corporate/stay-and-visit/tariff-information.html> for information on tariffs and charges or request a copy of our tariff information brochure from reception.

ENSURING YOUR COMFORT DURING YOUR STAY

Your treatment plan, including pain management, is prescribed by your doctor. To make sure you are kept as pain-free as possible, please inform our staff about any pain or symptoms you experience, so that your doctor can be contacted.

- Headphones for televisions can be purchased at reception.
- Visitor parking is available. Please follow directional signage.
- Doctors' rounds are at their discretion and cannot be guaranteed by the hospital.
- To ensure your safety and security, there is a uniformed security service, all hospital staff wear name badges and detailed evacuation plans are posted in all units.
- Your opinion is important to us. Daily patient surveys are provided and the unit manager and patient experience manager will be happy to discuss any complaints or concerns you may have. Press Ganey, an internationally recognised leader in patient experience research, conducts an independent online patient survey on behalf of Mediclinic. Upon receipt, we would appreciate your participation to ensure the best possible patient experience. We welcome your feedback.
- A copy of the National Bill of Rights, explaining patient rights, is available in the unit should you require it.
- We strongly advise that you leave your valuables at home. In the event that you need to bring valuables with you to hospital, please make use of the lock-up facility with combination code in your room for storing such items.
- The hospital has a no-smoking policy. Only designated smoking areas may be used.
- Alcohol and non-prescription drugs are not permitted unless authorised by your doctor.
- As a courtesy to patients, cell phones are prohibited in some areas. Please check with your unit staff.
- To make use of the Guest Wifi please enquire from the ward Unit Admin Assistant. WiFi bundles can be purchased online. Please ask for assistance if required.

ASSISTING WITH DISCHARGE

Your doctor determines the date and time of your discharge as nursing staff are not authorised to discharge a patient. Kindly hand in the discharge card, which will be issued to you, at reception before you leave the hospital.

- Please settle any private expenses on discharge.
- If you need rehabilitation aids, such as walking sticks, crutches or a wheelchair for home use, please ask our nursing staff to make the necessary arrangements for you prior to discharge.
- If you have been prescribed any medication to take home, you are welcome to make use of our retail pharmacy.





511 JOCHEMUS STREET,
ERASMUSKLOOF X3,
0048

GPS COORDINATES
S 25°48'39.9
E 28°15'47.0

511 JOCHEMUS STREET, ERASMUSKLOOF X3,
0048
T +27 12 367 4000
www.mediclinic.co.za

USEFUL TELEPHONE NUMBERS

ADMISSIONS	+27 12 367 4024
MAIN RECEPTION	+27 12 367 4000
PATIENT EXPERIENCE MANAGER	+27 12 367 4065
EMERGENCY CENTRE	+27 12 367 4004
ER24	084 124