WELCOME TO THE CTSI CLINICAL RESEARCH CENTER
AT SAN FRANCISCO GENERAL HOSPITAL
Main Hospital – Ward 5B

MEDICATIONS Please bring all your medications in their original containers when you are admitted to the CTSI Clinical Research Center. Your medications will be given to the nurses and they will dispense them to you as prescribed. Your nurse is also required to watch you take your medications.

VISITORS are allowed from 2 - 8 PM. No visitors are permitted when studies are in progress. Please limit the number of visitors to no more than 3. Some studies do not allow visitors. Visitors are to use public bathrooms, not patient bathrooms. They should also use chairs provided and not sit on patient beds. The doors are alarmed after 9 PM and on weekends so visitors are advised to use the telephone adjacent to the CCRC entrance to gain access to the unit.

PASSES OFF THE UNIT are sometimes given with written permission of your physician when there are no tests scheduled. Whenever leaving the unit please notify the nurse, then sign out and in on the Temporary Leave of Absence sheet in the front of your chart.

PATIENT ROOMS We ask that you change your bed linens and towels and maintain a neat bedside unit if you are physically able. A laundry hamper for dirty linen is in the hallway. Please ask your nurse for clean linens. No food is allowed in the refrigerator in your room as it is for urine collection only. Posters, pictures, paper, etc. are not to be taped to the walls of your room.

SHOWERS If you do not have a shower in your room, one is available in room 5B3 at the end of the hallway.

HOSPITAL CLOTHING We can give you pajamas or gown, slippers, and toiletries to use during your stay.

PATIENT LOUNGE located in Room 5B39 is for patients and visitors. Magazines, puzzles, books, games, and a television are available. Please share the television viewing with other research participants. The television may be viewed from 8 AM to 12 midnight. Please keep the lounge neat and don’t leave your pillows and blankets there.

ENTERTAINMENT Each bed has a television with cable access. A computer with internet access is available in the Patient Lounge for checking your e-mail. There is no access to printing. You may bring your own reading materials, games, art supplies, and small hobbies that can be housed at your bedside.

SMOKING is not allowed in any area within the hospital building, since San Francisco General Hospital is a smoke-free environment by City ordinance. If you desire to smoke, your physician must write an order permitting you to go outside of the Hospital to smoke. However, you may not leave Ward 5B between 9 PM and 6 AM to smoke. Be aware that some studies do not allow smoking.

BEDTIME We ask that you be in your room by 12 midnight. The night nurse will check on you regularly throughout the night.
TELEPHONES A telephone is located at each bedside.

**Outgoing Calls** There is no charge for local (San Francisco) calls. To place a local call dial 9+seven-digit number.
For calls outside the 415 San Francisco area code dial 9+0+area code+seven digit number. The operator will come on the line to take your credit card number or the number to be charged.

**Incoming Calls** Incoming calls are channeled through the hospital’s main switchboard. No calls will be put through before 8 AM or after 9:30 PM. Callers should dial 206-8000 and ask the operator for "5B as in boy" followed by your room and bed number.

DIETARY Meals are usually served at 8:30 AM, 12:30 PM, 5 PM, and 8 PM, but meal times may vary according to your study schedule. Snack times are 10 AM, 3 PM, and 8 PM. When you are finished eating please return your tray or dishes to the cart provided in the hallway. If you have a dietary request or problem, please inform your nurse and she will notify the dietary staff. Outside food is not allowed unless previously authorized by your physician. Fresh drinking water is provided at 7 AM and 5 PM, or as needed.

SAN FRANCISCO GENERAL HOSPITAL SERVICES offers many services you may find of interest:

**INTERPRETER SERVICES** If English is not your first language and you need assistance, please ask the nurse or your doctor. There are American Sign Language interpreters available and TDD services through the hospital operator.

**CHAPLAINCY SERVICES** There are chaplains here for all patients and their families. If you would like a visit, please tell your nurse. The hospital chapel, on the second floor near the cafeteria, is open for meditation at all times. For Roman Catholics and Episcopalians, Communion and Anointing of the Sick are available on request. Catholic chaplains are on call 24 hours a day. Roman Catholic Mass is celebrated Sunday through Friday at 12 Noon and on Saturday at 4 PM. Protestant chaplains are available between 8 AM and 5 PM, Monday through Friday. Religious Services are held Monday through Friday at 12:30 PM.

**PARKING AND TRANSPORTATION**
- **Parking** is available in the public parking lot entered on 24th Street off Potrero Avenue. The charge is $1/hour with a maximum daily charge of $10.
- **MUNI** #9 and #33 run along Potrero Avenue and the #48 runs along 23rd Street, stopping at Utah Street.
- **Taxi** phones are available in the Main Lobby or you can ask your Nurse for assistance.
- **BART** The nearest BART station is 24th and Mission.

**GIFT SHOP** The gift shop is in the Main Lobby. Items for sale include snacks, toiletries, books, magazines, greeting cards, flowers, plants, toys, and other gifts. The gift store is open from 8 AM to 7:30 PM Monday through Friday, and 11 AM to 5:30 PM Saturday and Sunday.

**PROPERTY OFFICE** You may book your valuables at the Property Office located in the Main Lobby on the 1st floor. You will get a receipt and may pick them up when you go home.

**IMPORTANT** The hospital discourages the use of personal electrical appliances. Please leave valuables at home. You may not visit other units during your stay. Sexual activities are not allowed while in the CTSI Clinical Research Center.