#### **ALL SITES**

#### **Dress Code**

Details are available on Beaumont.org. In summary:

- Identification badge(s) worn above the waist and must be visible at all times. Both the hospital and hospice badge must be worn.
- Hair, including facial hair, must be clean, neat & business-like
- Open-toe shoes and canvas shoes are not acceptable in clinical areas
- Unacceptable dress: stretch/jogging/sweat pants, T-shirts, tank tops, sweat shirts, cut off or jean shorts, Capri pants, sport shirts, denim jeans, overalls, flannel, fishnet garments, beach/party wear, spandex, sock-less legs/feet, sandals and tight fitting, low-cut or see through clothing.

Hospital staff will wear color-coded scrub uniforms. Uniform colors appear on the hospice training website under "Resource Materials"

#### Identification

Hospice partners must wear visible hospice identification as well Beaumont identification while on the premises.

#### Arrival

Introduce self to charge nurse/designee, nurse caring for the patient and to the social worker. If social work assistance is needed outside of regular business hours, ask the secretary for assistance to contact the on-call social worker.

#### Communication

Upon entering the patient's room, always knock and introduce yourself. Information about the patient's daily plan of care and the staff caring for the patient can be found on the Care Board in the room. You should add hospice contact information there for GIP patients. When leaving the patient ask "Is there anything else I can do for you? I have the time."

Physician contact information can be found Beaumont.org with calling preferences. Please enter your full 10 digit call-back number. If you are waiting for a call back, please answer all phones: "Beaumont Hospital SITE, UNIT, YOUR NAME, how may I help you?"

#### **BEAUMONT HOSPITAL DEARBORN**

18101 Oakwood Blvd.

Dearborn, MI 48184 313-593-7000 Security Non-Emergency 313-593-7720

ACCESS TO UNITS: During normal visiting hours, enter the building through main doors. After hours, enter through the Emergency Department. Non-clinical hospice representatives who need to meet with hospital staff must make appointments during business hours through the Care Management Office.

#### **DINING FACILITIES**

The Cafeteria is located on the main floor of the hospital. Hot meals are available every day for breakfast, lunch, dinner and midnight shift dining. Hours are posted outside of the cafeteria. Vending machines are available 24 hours a day in the main cafeteria. You may also visit our Atrium cafés.

#### **PARKING**

Please park in the employee lot in the back of the main hospital. Additional parking is located across the street behind the surgical center. Your badge provides parking access. Please DO NOT park in valet or in the visitor parking structure.

#### **BEAUMONT HOSPITAL Farmington Hills**

28050 GRAND RIVER AVE.

FARMINGTON HILLS, MI 48336 947-521-8000 **Security Non-Emergency 947-521-8258** 

ACCESS TO UNITS: During normal visiting hours, enter the building through main doors. After hours, enter through the Emergency Department. Non-clinical hospice representatives who need to meet with hospital staff must make appointments during business hours through the Care Management Office.

#### **DINING FACILITIES**

The Cafeteria is located on the Ground Floor across from main hospital elevators. Hours are posted outside of the cafeteria. Jazzman Cafe, a deli/coffee shop, is also available in the Visitor's lobby.

#### PARKING

Please park in the parking structures.

#### **BEAUMONT HOSPITAL Grosse Pointe**

468 CADIEUX RD.

GROSSE POINTE, MI 48230 313-473-1000
Security Non-Emergency 313-473-3911

**ACCESS TO UNITS**: During normal visiting hours and after hours, enter the building through main doors. Non-clinical hospice representatives who need to meet with hospital staff must make appointments during business hours through the Care Management Office.

#### **DINING FACILITIES**

Lakeshore Café is located in the basement of BH Grosse Pointe. The menu includes hot meal service during the meal-time hours plus soup, salad and vending available all day (except 10:30 a.m. - 11 a.m.).

#### **PARKING**

Please park in the public parking lot.

#### **BEAUMONT HOSPITAL Royal Oak**

3601 W. 13 MILE RD.

ROYAL OAK, MI 48073 248-898-5000 **Security Non-Emergency 248-898-0911** 

**ACCESS TO UNITS**: During normal visiting hours, enter the building through main doors. After hours, use the South, North or East entrances only. Non-clinical hospice representatives who need to meet with hospital staff must make appointments during business hours through the Care Management Office.

#### **DINING FACILITIES**

The Mackinac Dining Room, The Concourse Café, The Baker's Deli, and Papa Joe's Gourmet Market are located on the first floor south tower. The Coffee Shop is located on the first floor of the medical office building.

#### **PARKING**

Please park in the North or South parking structure based on your assigned unit/area.

#### **BEAUMONT HOSPITAL TAYLOR**

10000 TELEGRAPH RD.

TAYLOR, MI 48180 313-295-5000 Security Non-emergency 313-295-5555

ACCESS TO UNITS: During normal visiting hours, enter the building through main doors. After hours, enter through the Emergency Department. Non-clinical hospice representatives who need to meet with hospital staff must make appointments during business hours through the Care Management Office.

#### **DINING FACILITIES**

The Cafeteria is located in the lower level of the hospital. Hot meals are available Monday through Friday. the Beanery, a deli/coffee shop, is also available in the Visitor's lobby.

#### **PARKING**

Park in the Mental Health parking lot and enter through the Mental Health entrance. Check in with Security and they will notify the appropriate unit of your presence.

#### BEAUMONT HOSPTIAL TRENTON

5450 FORT STREET

TRENTON, MI 48183 734-671-3800 Security Non-Emergency (734) 671-3800

ACCESS TO UNITS: During normal visiting hours, enter the building through main entrance. After hours, enter through the Emergency Department. Non-clinical hospice representatives who need to meet with Oakwood staff must make appointments during business hours through the Care Management Office.

#### **DINING FACILITIES**

The Cafeteria is located in the garden level (basement) of the main hospital. Hot meals are available seven days a week. Vending machines are available 24 hours a day in the Cafeteria and ED Lobby.

#### **PARKING**

Please park in the back employee parking lot at the west end of the hospital

#### **BEAUMONT HOSPTIAL TROY**

44201 DEQUINDRE RD

TROY, MI 48183 248-964-5000 Security Non-Emergency 248-964-0911

ACCESS TO UNITS: During normal visiting hours, enter the building through main doors. After HOURS, PLEASE USE THE West, Main and Deck Entrance only. Non-clinical hospice representatives who need to meet with Oakwood staff must make appointments during business hours through the Care Management Office.

#### **DINING FACILITIES**

The Cafeteria is located on the ground floor of the main hospital. Hours are posted outside of the cafeteria.

#### **PARKING**

Please park in the employee parking lot south of the hospital.

#### **BEAUMONT HOSPITAL Wayne**

33155 ANNAPOLIS AVE.

WAYNE, MI 48184 734-467-4000 Security Non-Emergency 734-467-4073

ACCESS TO UNITS: During normal visiting hours, enter the building through main doors. After hours, enter through the Emergency Department. Non-clinical hospice representatives who need to meet with hospital staff must make appointments during business hours through the Care Management Office.

#### **DINING FACILITIES**

The Cafeteria is located on the east wing of the 1<sup>st</sup> floor. Hot meals are available seven days/week. Hours and meals are posted outside of the cafeteria. *Vending machines are available 24 hours a day in the Cafeteria*.

#### PARKING

Please park in the employee lot off of Venoy Rd.

## **Beaumont**

### **Hospice Partner Site Information**

# Required for orientation and annual education

Resource for Questions/Concerns
Tanya Thomas, MPH
Project Manager, Care Management
Email: tanya.thomas@beaumont.org