



A GUIDE TO

# Your Hospital Stay



**UPMC** | **HORIZON**  
GREENVILLE



## WELCOME LETTER FROM ELIZABETH PICCIONE, MD, PRESIDENT

Welcome to UPMC Horizon and thank you for trusting us with your care.



At UPMC Horizon, we know that quality is more than state-of-the-art clinical services and advanced technology – quality is treating our patients with care and compassion, listening to their ideas, and using their feedback to improve our services. We also know that hospital stays can be stressful, so we have developed a few ways to help you feel as comfortable as possible.

During your stay, you can expect to be visited by a nurse leader, who manages all staff members on your unit. We call this **nurse leader rounding**. This visit will take less than 5 minutes and helps us be sure that your care needs are being met. You will also see our nurses doing **bedside shift report**, which is when the nurse going off duty meets with you, your support person(s), and the nurse going on duty who will start taking care of you. Please use these opportunities to ask questions and share any concerns or suggestions you may have.

You will also see a white board in your room called the **communication board**, which is a tool we use to help keep you updated on the important details of your care during your stay. This will list things such as your room number, diet, activities, upcoming tests, and the names of your care team members. Each day, we will also give you a printed document called **My Daily Plan of Care** that will list your scheduled procedures, tests and lab results, and medicines. We encourage you to share this care plan with your support person(s).

Your feedback is important to us as it guides how we care for our patients. **Nurse leader rounds, bedside shift report, communication boards, and My Daily Plan of Care** are ways for you to tell us about your needs and share any concerns you may have about your care.

After you leave the hospital, **you may receive a survey through mail or email** that will ask you questions about your stay. I would like to personally request that you please take a few moments to complete this survey to let us know how we did. Your input is very important in our efforts to give our patients and families the best possible experience.

I want to personally thank you for choosing UPMC Horizon and for your help and input so we can continuously improve the services we provide.

Sincerely,

Elizabeth Piccione, MD  
President, UPMC Horizon





# LANGUAGE INTERPRETATION SERVICES

You have access to interpretation services 24 hours a day, 7 days a week at no cost to you.

This chart includes languages commonly spoken in our community. Additional languages are available. For more information or to request language interpretation services, please ask a care team member.

**English: Do you speak [language]?**  
**We will provide an interpreter at no personal cost to you.**

Spanish	<b>Spanish</b> <b>Español</b> ¿Habla español? Le proporcionaremos un intérprete sin costo alguno para usted.	Somali	<b>Somali</b> <b>Af Soomaali</b> Ma ku hadashaa Af Soomaali? Waxaan kuu helaynaa tarjumaan bilaaw lacag ah.
Nepali	<b>Nepali</b> <b>नेपाली</b> तपाईं नेपाली बोल्नुहुन्छ? हामी तपाईंको लागि निःशुल्क रूपमा दोभाषे उपलब्ध गराउने छौं।	Burmese	<b>Burmese</b> <b>မြန်မာ</b> သင် မြန်မာစကား ပြောပါသလား။ ကျွန်ုပ်တို့ စကားပြန် တစ်ဦးကို သင့်အတွက် ကုန်ကျစရိတ် မရှိစေပဲ ပေးပါလိမ့်မည်။
Arabic	<b>Arabic</b> <b>اللغة العربية</b> هل تتحدث اللغة العربية؟ سوف نوفر لك مترجمًا فورًا بدون أي تكلفة عليك.	Kirundi	<b>Kirundi</b> <b>Ikirundi</b> Uvuga ikirundi? Tuzokuronsa umuntu agusigurira ata mahera utanze.
Mandarin	<b>Mandarin</b> <b>中文</b> 您讲国语吗？我们将免费为您提供翻译。	Bengali	<b>Bengali</b> <b>বাংলা</b> আপনি কি বাংলায় কথা বলেন? আমরা আপনাকে একজন দোভাষী (ইন্টারপ্ৰিটার) দেব যার জন্য আপনার ব্যক্তিগতভাবে অর্থব্যয় করতে হবে না।
Swahili	<b>Swahili</b> <b>Kiswahili</b> Je, unazungumza Kiswahili? Tutakupatia mkalimani bila gharama yoyote kwako.	Korean	<b>Korean</b> <b>한국어</b> 한국어를 사용하십니까? 무료로 통역 서비스를 제공해 드리겠습니다.
Russian	<b>Russian</b> <b>Русский</b> Вы говорите по-русски? Мы абсолютно бесплатно предоставим вам переводчика.	Kinyarwanda	<b>Kinyarwanda</b> <b>Ikinyarwanda</b> Mbese uvuga ikinyarwanda? Tuzaguha umusemuzi utiyishyurira wowe ubwawe.
Vietnamese	<b>Vietnamese</b> <b>Tiếng Việt</b> Quý vị nói được tiếng Việt không? Chúng tôi sẽ cung cấp một thông dịch viên miễn phí cho quý vị.	French	<b>French</b> <b>Français</b> Parlez-vous français ? Nous vous fournirons gratuitement un interprète.
Uzbek	<b>Uzbek</b> <b>O'zbek tili</b> Siz O'zbek tili da gaplashasizmi? Biz bepul tarzda sizga tarjimon beramiz.	Italian	<b>Italian</b> <b>Italiano</b> Parla italiano? Le forniremo gratuitamente un interprete.

**UPMC** LIFE CHANGING MEDICINE

American Sign Language (ASL)



**CYRACOM**  
Language Solutions



## TIPS FOR YOUR HEALTH AND SAFETY IN THE HOSPITAL

- **Review your care plan.** Each day you will receive a printed document called *My Daily Plan of Care*. It has information about your care in the hospital such as diet, tests, and laboratory results. Please ask your nurse if you do not receive the document.
- **Talk to your health care team.** Feel free to ask questions or have something explained if you do not understand. We encourage you to take notes and include your support person(s) to help you make important decisions.
- **Know your medicines.** Do not take any of your personal medicines unless your doctor or nurse tells you it is okay. You should give them to someone to hold for you. Before you leave, you should know the names of your medicines, the reason you need to take them, and possible side effects.
- **Control your pain.** We want you to be as comfortable as possible. Let us know as soon as you start to feel pain. If you get pain relief before the pain becomes bad, it takes less medicine to make you feel better.
- **Get your rest.** Rest is an important part of the healing process. Earplugs are available to help reduce noise. Please ask a member of your care team.
- **Prevent infections.** The most important step in preventing the spread of germs and infection is **handwashing**. When washing, rub your hands together vigorously. It's OK to ask anyone who enters your room if they have washed their hands! Try not to touch medical devices and minimize clutter in your room so surfaces can be cleaned.
- **Be a partner in your care.** Devices that go inside your body, such as a catheter in your bladder or an IV in your arm or neck, may be a source of infection if left in longer than necessary. It's OK to ask a care team member when they can be removed.
- **Be aware of fall risks.** There are many reasons people feel unsteady when getting out of bed or walking by themselves. As needed, ask for help before getting up. Non-slip socks are also available. Ask your nurse.
- **Stay active.** An important part of feeling better is getting out of bed and moving. Talk with your care team about safely getting out of bed.
- **Protect yourself and others by not smoking.** Smoking is not allowed on UPMC property. This includes hospitals, facilities, and grounds, including parking lots, garages, and other outdoor locations such as UPMC-owned sidewalks.



For a full library of health education materials, go to [UPMC.com/HealthLibrary](https://www.upmc.com/HealthLibrary).



## CONDITION HELP

Condition Help is a patient safety hotline that patients and support persons can call when there is:

- An emergency when patients or support persons cannot get the attention of hospital staff
- A communication breakdown with the care team in how care is given
- Uncertainty over what needs to be done

**To activate Condition Help, call 724-983-3190 and a rapid response team will be sent to your room.**



## SAFETY AND SECURITY

We want to keep all of our patients, support persons, and staff safe. Our Security Department is available 24 hours a day, 7 days a week. To contact Security, please call **724-718-5615**.

### **Patient Personal Property**

Please leave personal property at home or with a support person. If that is not possible, please tell your nurse. UPMC is not responsible for any patient valuables or other personal property brought to the hospital. Do not bring in or use appliances that plug into wall outlets (fans, radios, televisions, heating pads, or blankets). Most battery-powered devices are allowed. Please check with your nurse.

### **Video and Photography**

UPMC reserves the right to prohibit, for any reason, personal photography or video or audio recording by a patient, a patient's family member, or a patient's visitor. Photographing, filming, or recording another patient, or a UPMC staff member, without that person's consent is never permitted. Violations may result in confiscation of the photograph or recording, and/or requiring the person violating the policy to leave the UPMC hospital. Photographing or filming the birth of a baby may be permitted, subject to appropriate limitations, when all parties have given their consent.

### **Security Escort Service**

Security is available to walk you to your car after hours. For an escort, please ask a staff member to contact Security.

### **UPMC No Weapons Policy**

UPMC does not allow weapons or illegal substances of any kind on its property, regardless of any permits you may have. UPMC reserves the right to search patient rooms and belongings, and to remove medicines or supplements not prescribed by your doctor, as well as weapons, illegal substances, or other items considered unsafe for the care environment.



## TV CHANNELS

Local Guide	10.1	Ovation TV	40.3	BET HER	58.1
Spectrum News	10.2	CNN	41.1	TV One	58.2
WYTV (ABC)	11.1	Fox News	41.2	BBC World News	58.3
WKBN (CBS)	11.6	MSNBC	41.3	Nicktoons	59.1
WYFX (FOX)	12.1	HLN	42.1	Teen Nick	59.2
WFMJ (NBC)	12.6	CNBC	42.2	Disney XD	59.3
WFMJ 2 (CW)	13.1	Fox Business Network	42.3	MTV Live	60.1
WNEO (PBS)	13.6	Bloomberg	43.1	Revolt	60.2
WNEO 2 (PBS Fusion)	13.7	Weather Channel	43.2	FUSE	60.3
ION	23.1	C-SPAN	43.3	INSP	61.1
WYTV 2 MyTV	23.3	Disney Channel	44.1	Sundance TV	61.2
Telemundo	24.3	Boomerang	44.2	LMN	62.2
Unimas	25.1	Disney Jr.	44.3	IFC	62.3
Univision	25.2	Universal Kids	45.1	Hallmark Movies and Mysteries	63.1
Daystar	25.3	Nick Jr.	45.2	BET Soul	63.2
TBN	26.1	Nickelodeon	45.3	PAC-12 Network	63.3
Bally Sports Ohio	28.1	Cartoon Network	46.1	BYU TV	64.1
Bally Sports Ohio Plus	28.2	Discovery Family	46.2	FX Movie Channel	64.2
AT&T SportsNet Pittsburgh	28.3	CMT	46.3	Impact Network	64.3
Bally Sports Great Lakes	29.1	GAC Family	47.1	Magnolia Network	65.1
Deluxe Guide 1	30.1	ESPN	47.2	MTVU	65.2
USA Network	30.2	ESPN 2	47.3	Newsmax TV	65.3
AE	30.3	Deluxe Guide 2	48.1	Big Ten Network	66.1
TNT	31.1	Thursday Night Football	48.2	ACC Network	66.2
TBS	31.2	SEC Network	48.3	Sports Pass Guide	69.1
AMC	31.3	Fox Sports 1	49.1	BEIN Sports	69.2
Discovery Channel	32.1	Fox Sports 2	49.2	CBS Sports Network	70.1
History Channel	32.2	Motortrend	49.3	ESPN Deportes	73.2
FX	32.3	TCM	50.1	ESPN News	74.1
BBC America	33.1	HSN	50.2	ESPNU	74.2
Syfy	33.2	EWTN	50.3	Fox Deportes	74.3
TruTV	33.3	Shop HQ	51.1	Golf Channel	76.2
Comedy Central	34.1	QVC	51.2	MLB Network	76.3
Paramount	34.2	CNN EN Espanol	51.3	MLB Strike Zone	77.1
VH1	34.3	FXX	52.1	NBA TV	77.2
MTV	35.1	MTV2	52.2	NFL Network	77.3
TV Land	35.2	MTV Classic Rock	52.3	NFL Redzone	78.1
Freeform	35.3	UP	53.1	NHL Network	78.2
Hallmark Channel	36.1	National GEO Wild	53.2	The Olympic Channel	78.3
National Geographic	36.2	Smithsonian Channel	53.3	Outdoor Channel	79.1
Animal Planet	36.3	Viceland	54.1	PAC-12 Arizona	79.2
Science Channel	37.1	FYI	54.2	PAC-12 Bay Area	79.3
AHC	37.2	Destination America	54.3	PAC-12 Los Angeles	80.1
HGTV	37.3	Investigation Discovery	55.1	PAC-12 Mountain	80.2
Food Network	38.1	ACCU Weather	55.2	PAC-12 Oregon	80.3
Travel Channel	38.2	Cooking Channel	55.3	PAC-12 Washington	81.1
TLC	38.3	Oxygen	56.1	SEC Alternate	81.2
Bravo	39.1	WE TV	56.2	Tennis Channel	81.3
E!	39.2	POP	56.3	TVG	82.1
Lifetime	39.3	Game Show Network	57.1	TUDN	82.2
OWN	40.1	LOGO	57.2	Willow Cricket	82.3
BET	40.2	Discovery Life	57.3	C.A.R.E.	95.1



## AMENITIES AT UPMC HORIZON - GREENVILLE

### ATM

There is an ATM located in the front lobby.

### Dining

Diet plays an important role in your recovery, and we want to make sure you have the best diet to fit your needs and physical condition. Each day, a care team member will visit you or call to take your menu choices. If you miss this opportunity, please call Nutritional Services at **724-589-6206**.

### Guest Trays

Guest trays are available for support persons. To order, your guest should go to the Nutritional Services Diet Office located in the kitchen on the 1<sup>st</sup> floor near the cafeteria. Payment for the guest tray is due when ordered.

### Cafeteria

The cafeteria is located on the 1<sup>st</sup> floor towards the back of the hospital. It is open daily during the following hours:

Breakfast: 7 to 10 a.m.

Lunch: 11 a.m. to 1:30 p.m. (Open until 3 p.m. on Saturday and Sunday)

Dinner: 5 to 6 p.m. (Closed on Saturday and Sunday)

### Vending Machines

Vending machines are located on the 1<sup>st</sup> floor near the Emergency Department.

### Wireless Devices and Internet Access

We offer free wireless Internet access for all patients and support persons. To connect, follow these 3 easy steps:

1. Go to “Wi-Fi” or “Network Connections” on your mobile device.
2. Choose “UPMC Guest”.
3. Press “accept” to verify that you have read and accepted the Acceptable Use Policy.

Please read and follow all signs posted in the hospital about restrictions on the use of cell phones, computers, and other wireless devices.



## DISABILITIES RESOURCE CENTER

The UPMC Disabilities Resource Center (DRC) makes sure that health care is accessible to people with disabilities, including those who are deaf, hard of hearing, blind, low vision, or with mobility, speech, intellectual, cognitive, or behavioral disabilities. We offer accessibility, communication, and hearing assistance resources. Please let a staff member know of your needs.

### **Service Animals**

Service animals as defined by the Americans with Disabilities Act, are welcome in all public areas within UPMC facilities, and your room. Animals must be housebroken and under the control of their owner. If the owner is unable to care for the animal during their stay or visit, another person must be designated to do so. UPMC staff are not required to care for service animals.

**For more information, visit [UPMC.com/DRC](https://www.upmc.com/DRC) or call 412-605-1483.**



## SPIRITUAL CARE

Spiritual Care is available to persons of all faiths. We know that your faith can be a great source of healing and comfort during your hospital stay. We offer spiritual support to patients and their support persons by identifying the spiritual and emotional needs of all who desire our services.

### **We are here to:**

- Offer prayer, religious services, rituals, and sacraments
- Respond to crisis and emergency situations
- Assist patients and support persons to contact their clergy, spiritual advisor, or faith community
- Offer scripture and devotional items from different faith traditions

Our chapel is located on the 1<sup>st</sup> floor near the Imaging Department Entrance.

**To place a request for Spiritual Care, please call 419-302-3174.**





## YOUR CLINICAL CARE TEAM

### **Doctors (Including Fellows, Residents, and Hospitalists)**

Doctors (MD or DO) diagnose, prescribe treatment, and are responsible for all aspects of patient care. They also supervise and train members of the care team. Doctors will consult with a specialist if needed.

### **Advanced Practice Providers (Nurse Practitioners and Physician Assistants)**

Advanced practice providers may include nurse practitioners, physician assistants, and others who support the work of your doctors by helping them treat patients, perform procedures, and document your care. They may accompany your doctor or see you separately.

### **Nurse Leaders (Unit Directors and Clinicians)**

Unit directors manage the unit and staff. Clinicians assist the manager with their responsibilities.

### **Registered Nurses and Licensed Practical Nurses (RNs and LPNs)**

Nurses provide care while working closely with your doctor(s). Care includes your physical care as well as giving and teaching you about your medicines, illness or procedure, and what you need to go home and stay well.

### **Patient Care Technicians (PCTs) and Nursing Assistants (NAs)**

Patient care technicians and nursing assistants provide your physical care. They help you to the bathroom, take your blood pressure, temperature, and pulse, and draw blood, along with other care you may need.



## VISITING INFORMATION

Visits from others is an important part of your recovery. We call visitors **support persons**, who have specific and important duties. The support person communicates with the care team, participates in bedside shift report, reviews the communication board, participates in discharge planning, and communicates to other family members and friends.

Support persons may include but are not limited to a spouse, domestic partner, family member, or friend. You can also change your mind about who you wish to visit you at any time.

Please ask a care team member about the current visiting hours and guidelines, or go to the visitor information webpage at [UPMC.com/HorizonVisitors](https://www.upmc.com/horizonvisitors).



## PATIENT RELATIONS

Our Patient Relations coordinators are available to assist with any questions you may have about your care. If you are unable to resolve your concerns with your health care team, we can help. To contact Patient Relations, please call **724-656-4255**.



# UPMC

LIFE CHANGING MEDICINE

## UPMC Horizon – Greenville

110 N. Main St.  
Greenville, PA 16125

**724-588-2100**

**UPMCHorizon.com**

Scan this QR code to  
visit **UPMC.com** for  
more information.



## IMPORTANT PHONE NUMBERS

Care Management	724-589-6143
Condition Help	724-983-3190
Hearing Assistance	724-589-6811
Housekeeping	724-301-8862
Medical Records	724-589-6152
Nutritional Services	724-589-6206
Patient Relations	724-656-4255
Security	724-718-5615
Spiritual Care	419-302-3174
Volunteer Services	724-983-7506

 Created with input from the UPMC  
Patient and Family Advisory Council (PFAC)

UPMC policy prohibits discrimination or harassment on the basis of race, color, religion, ancestry, national origin, age, sex, genetics, sexual orientation, gender identity, gender expression, marital status, familial status, disability, veteran status, or any other legally protected group status. Further, UPMC will continue to support and promote equal employment opportunity, human dignity, and racial, ethnic, and cultural diversity. This policy applies to admissions, employment, and access to and treatment in UPMC programs and activities. This commitment is made by UPMC in accordance with federal, state, and/or local laws and regulations.