


SUBJECT: Release of Information to Patient's Relatives	
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1 Policy:

Releasing information to the families, maintaining active involvement in decision making, coordinating care across disciplines, providing the physical comfort and emotional support of families, and providing culturally sensitive care

2 Procedure:

2.1 The patient information should be given to the first-degree relatives only.

2.2 There are four levels to release patient information to the relatives:

2.2.1 Nurses: Basic information only, general description for the patient's condition after discussion with the consultant for the category for the patient,


Patient categories:

- Critical ill unstable.
- Critical ill stable.
- Critical ill improving.
- Critical ill no changes.
- Patient improving
- No need for ICU care, patient for discharge.
- Chronic stable.
- Chronic unstable.

2.2.2 Consultant and Registrar

- Appointments should be made between 13:00H and 14:00H. Time for each patient's relative -15 minutes only. Only first-degree relative can have information about their patients.
- The charge nurse will arrange the appointments.

Director of Department	Director of Medical Administration	Program Director

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Attending Dr. has to approve the appointment first.

2.2.3 Consultant and Senior Registrar

- Appointments should be taken between 17:00H and 18:00H, Time for each patient relative 5 minutes only, and not more than four appointments. First-degree relative only they can have information about their patients.
 - The charge nurse will arrange the appointments.
- Attending Dr. has to approve the appointment first.

2.2.4 Consultant: (to attend the family meeting only).

- Appointment should be taken 24 hours in advance.
- Members of family meeting are:
 - Intensive care consultant.
 - Senior registrar.
 - Primary consultant.
 - Services consultant if needed.
 - Bedside nurse.
 - Social worker if needed.

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