

# Child and Adolescent Program: Frequently Asked Questions

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**How do I start the admissions process for my child?** You, your referring clinician or the referring hospital social worker or case manager can call our Needs Assessment counselors 24 hours a day, 7 days a week at 800-753-5223 to start the referral and admissions process. We will arrange a facility transfer and/or a comprehensive multidisciplinary assessment by our professional counselors.

**What if my child has more than one problem?** If your child is experiencing both mental health and substance abuse problems, we can help. To gain admission, your child must have a primary psychiatric diagnosis. A treatment plan is developed for each patient to help with each component of the whole problem.

**How long will my child be in the hospital?** The length of stay is determined by the treatment team, the patient and their parents/guardians on an individual basis. Most patients stay from 5 to 10 days for treatment.

**How much does it cost and how do I pay for these services?** We participate in most major insurance plans, and accept Medicare, Medicaid and private payment. Our admissions staff will help you gain information on your insurance policy and allowable benefits, co-payments and deductibles.

**What are the responsibilities of psychiatrist and other professionals on the treatment team?**

At the beginning of your child's stay, a team of highly qualified professionals will be assigned to help them. This includes a Psychiatrist, Nurses, Social Workers, Activity Therapists and Mental Health Assistants. The doctor and other members of the treatment team will meet to form the treatment plan. Your treatment plan describes your child's goals, what type of help they need, who and how they will be helping you. A physician will meet briefly with each patient daily for medication management and stabilization.

**What is included in your child's general treatment plan?** The primary modality of treatment is group process. Our counselors meet with patients to do an initial assessment (within 72 hours) and again prior to discharge to determine the Discharge Plan. Patients are expected to attend and participate in all school and therapeutic group activities.

**How will my child keep up with schoolwork?** Our on-unit school program will meet your child's education needs, at no additional cost to you, which helps your child stay current with lessons and eases their transition upon their return to school. Our caring certified teachers work as a part of your child's treatment team further ensuring therapeutic as well as academic progress.

**Can you accommodate my child's special nutritional needs?** A nutritional evaluation by our Registered Dietitian is provided as needed. Our dietitian works with Food Services to accommodate specific dietary needs. Unfortunately, we are unable to accommodate cultural specific needs. However, our physician will write an order allowing food to be brought in, stored and provided.



19 Prospect Street, Summit, NJ 07902-0100  
800-753-5223

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**What is your visitation policy?** Visiting hours are scheduled Wednesdays from 6:00 pm to 7:30 pm and Sundays from 1:30 pm to 3:00 pm. Only two visitors are allowed. Status 1 patients may have only parents/guardians visit. Status 2 and 3 patients may have parents, guardians and/or adult relatives visit.

**Can I send my child letters or a care package?** Patients are encouraged to write, send and receive letters. Care packages can be sent, and staff will assist your child in opening all care packages in order to maintain safety and security.

**What are the activities options for my child?** Activities including art, music, yoga, and pet therapy along with other age-specific and appropriate recreational therapeutic activities are regularly available. Special events, such as talent shows, art exhibits, our Wall of Hope, are regularly scheduled. We also offer special holiday events.

**What clothing, personal items should we bring?** Patients are allowed to bring five changes of clothing, one pair of shoes and two changes of night clothes to the unit in one bag. All other personal items must be sent home or stored in our secure property room. Personal care products are supplied on the unit. No drawstring clothing, belts or shoelaces are allowed, and slip-on shoes are preferred.

**Are there laundry services available?** A washer and dryer are located on the unit and may be used, as needed, at no charge.

**What is your telephone policy? Can my child bring a cell phone, laptop or other electronic devices?** Patients are not permitted to bring cell phones or other electronic devices, including laptop computers.

A telephone is available for patient use on scheduled basis. Phone time is 7:30 am to 8:30 am and 5:30 pm to 6:30 pm. One phone call a day for Status 1, and 2 phone calls per day for Status 2 and 3. If patient's parents are divorced, both parents may be contacted each day. Phone calls can be made to parents or guardians only.

We have computers available for patient use if the treatment team determines that the patient can have access to them.

**What jewelry can my child wear, bring?** Only one pair of stud earrings can be worn. We strongly encourage all other jewelry remain at home or they can be secured in our safe upon admission.

**What is your smoking policy?** Smoking is not permitted. Patients are not to have any cigarettes, matches, lighters or other smoking materials in their possession. If your child is a smoker, they are encouraged to discuss this with their treatment team.

**Who can I call with questions once my child has been admitted?** There is always someone available for you to talk with. Our Child and Adolescent Psychiatric Nurse Manager can be reached at **908-522-7044** and the nurses' station can be reached at **908-277-9041**.



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