Yorkshire Regional Centre for Paediatric & Adolescent Oncology and Haematology

Introduction to the outpatient and day care unit.

Information for patients & parents
Introduction

This information leaflet has been written to tell you about our services in the Children and Young People’s Oncology and Haematology Day Care and Outpatient Department. If you have any questions about the department or the information in this leaflet please do ask a member of the clinic team.

How to find us

The department is located on the third floor (C Floor) of Clarendon Wing - Children’s Oncology and Haematology Outpatient and Day Care

Reception Tel: 0113 3927179
Nursing Team Tel: 0113 3927379

Appointment and Parking

You will have been given a time to arrive. This is not an appointment time as we book in several children for each hour of clinic to accommodate any tests or investigations they may require before seeing the doctor. This might include x-rays, blood tests, heart tests, eye tests etc.

Parking outside Clarendon Wing is very limited. There is some restricted parking for children and young people who are receiving outpatient treatments in the oncology or cystic fibrosis units. This car park is located to the side of Clarendon wing. To access the car park you will need a code for the barrier. You can contact the clinic receptionist in advance of your visit to ask for the code.
You will also need a permit to display on the dashboard of your vehicle. This can be obtained from the receptionist. Patients who are having follow up visits only are asked to park in the Pay and Display car parks or use bus/rail links.

If you have no transport or cannot arrange a lift we can arrange hospital transport. This is limited and can only be provided for children receiving treatment. To book hospital transport we need at least 48 hours’ notice, please let the receptionist know if you need transport.

**Facilities**

There is a parent’s kitchen where tea, coffee and soft drinks are available next to the play room. There is also a microwave for your use.

On Wednesday and Thursday mornings no eating or drinking is allowed in the waiting area. This is because a number of children and young people will be fasting for anaesthetic procedures.

Toilets and baby changing facilities are situated adjacent to the waiting room and on the ground floor entrance to Clarendon wing. If you need baby changing facilities or somewhere quiet to feed your baby, please ask the receptionist or the nurses.
On Arrival

When you arrive in the department please book in with the receptionist.

If your child is unwell or has a recent history of vomiting, diarrhoea, rash, cough, cold or contact with anyone who has chicken pox or measles it is important that you tell a member of staff as soon as you arrive. It is possible that your child may need to be isolated.

Investigations

Before seeing the doctor your child will have their height and weight measured and if needed a small blood sample taken from their thumb (thumb prick).

If your child requires any additional blood tests it will be necessary to take blood samples from your child’s central line (if they have one), or vein. These blood samples will then be sent to the laboratories in the hospital and will take longer to process than a full blood count. The clinic nurses will inform you when the results will be available and will contact you by phone if any changes in medication are necessary.

If your child requires other investigations such as x-rays or ultrasound scans the receptionist will give you the appropriate cards when you arrive and point you in the right direction.

Seeing the Doctor or Nurse

Once the blood count result is ready and any other investigations are completed, the doctor or nurse will see you and your child in the consulting rooms, give him/her a physical examination and prescribe any medicines needed. If you have any queries or worries - please do ask the doctors or nurses.
At times you may want to discuss your concerns or ask questions without your child present. Sometimes children or teenagers may want to talk to the doctor alone. Where possible we try to allow for this. Because this may need a longer appointment please tell us so that we can make the necessary arrangements.

Some parents may need to have longer discussions than others with the doctors - please be patient if you are waiting - you may have a lot of questions next time!

You may not see the same doctor at each visit - the consultants have set days in clinic. If you want to discuss your child’s treatment or progress with a particular doctor this can usually be arranged by informing us in advance of your appointment.

Nursing and medical students join our clinics most weeks to learn and gain further experience. We hope this will not be intrusive for you.

Although your consultant will oversee your child’s care, you may be able to have some of your follow up appointments at a “shared-care” hospital closer to home. If this is appropriate, the staff will be happy to discuss this with you.

**Return appointments**

Before leaving, the doctor will give you a prescription sheet if medicines are needed and an appointment slip. Please give this slip in to reception. Do ask if there is specific information you wish to know about any investigations before next attending clinic, for example, fasting before an anaesthetic, attending for scans etc.
Pharmacy
If you need any medication, the clinic has its own pharmacists who will give the medications out and explain how they should be taken.

Chemotherapy injections and infusions are delivered to this pharmacy for the clinics as well as the medicines to be taken home. Some of these infusions have to be given over several hours so there may be a delay in dispensing your prescription whilst these drugs are prepared. It may be necessary to wait a little while for your medicines.

If you have any queries or worries about the medicines please do not hesitate to ask the pharmacy staff or the nurses.

Supplies
Supplies for dressings, tape, feeding bottles and lines, syringes, needles etc can be obtained from clinic for your child. Please ask the nurses for the items you need. The supply of these items from clinic will be limited, however, any ongoing supplies can be provided by your GP or community nurse.

Anaesthetics
The clinic has an anaesthetic list every Monday afternoon, Wednesday and Thursday mornings for children having lumbar punctures and bone marrow tests.

If having an anaesthetic in the morning your child will need to fast for this from 04:00am.
They may have clear fluids up until 8.00am. The anaesthetic and procedures your child requires will be done between 10:30am and 12:30pm. Your child will first be examined by a doctor prior to this happening.

For Monday afternoon anaesthetic lists, they may have solid food up until 8.00 then clear fluids only until 11.30.

The nurses will show you where the tests are done and where you can wait next to your child’s bed/cot in our recovery area.

Please bring a packed lunch for when they wake up - they will be hungry! There is a shop downstairs in the reception for crisps, biscuits and snacks and a food court on Level C.

If you are attending clinic on a Wednesday or Thursday and your child does not require a general anaesthetic - please book your appointment for late morning ie. 11:30am or 12:00pm, as the children who are having anaesthetics are seen first by the doctors.

**Day care**

Some children may visit the unit for the day to have chemotherapy treatment by an infusion over a few hours, or may come to have a blood transfusion, platelets or a series of tests or investigations for the day. We have a number of beds in the department for children to use whilst receiving day care. Each area has TV’s, DVD players, videos, computers and lots of games and toys available to use. If you wish to bring in your own DVD’s etc please do.

For children who are staying all day, a light lunch is provided but you also may bring in your own food if you prefer. You
may also want to bring something to eat if you are using hospital transport as there can sometimes be a wait.

**Children with non-malignant blood disorders**

Some of our clinics are for children and young people with Sickle Cell anaemia, Thalassemia and other Haemoglobinopathies.

There are close links with the Sickle Cell and Thalassaemia Nurse Specialist and a project worker who are involved with the Leeds Haemoglobinopathy project for the support of patients and families with Sickle cell and Thalassaemia.

If your child has a condition which requires regular blood and platelet transfusions, then these may be given as a day case in the unit.

**Haemophillic and Bleeding Disorder Clinic**

The service cares for children and young people in the region with Haemophillia or any bleeding disorder. On a first appointment the Haemophillia team will discuss your medical history and what will happen next. It is likely you will need a blood test when you visit the clinic, then you will return at a later date for the results and your treatment plan.

For more information, please ask for a Haemophillia service information leaflet.
Endocrine Clinic
A small number of patients we treat can develop problems that affect their growth and development. Clinics are held in the department by the endocrinology team to assess and support any children who develop such problems.

Dental clinic
The paediatric dental team is based at the Leeds Dental Hospital. If you feel you would like your child to see the dentist please tell the receptionist, who will make an appointment for you.

Long Term Follow Up Clinic
People are referred to the Long Term Follow Up Clinic around five years from the completion of cancer treatment. Patients attend for monitoring and follow up of any possible late effects of treatment and for referral to any other specialties if necessary. Information about the late effects of cancer treatment is also collected and utilised in the development of future treatment.
Clinic opening hours

The outpatient and day care unit is open from 8:00am until 6pm Monday - Friday excluding Bank Holidays.

If you have any questions, worries or just want to contact someone, please don’t hesitate to ring us. At other times (nights and weekends), please contact the inpatient wards.

Ward L31 - 0113 3927431
Ward L32 - 0113 3927432
Ward L33 - 0113 3927433

We hope this introduction has given you an insight to life in clinic. We know you will have lots of questions and that at first it will all seem strange and worrying. Please ask anything you wish to know - ask any member of staff, we are a multi-disciplinary team and our aim is to make your stay here as easy for you as we can.

Developed by Denise Highfield (Senior Sister) & Michelle Kite (Sister) on behalf of the Paediatric and Adolescent Oncology and Haematology Patient and Parent Information Group