**The Outpatient Treatment Centre at Poole Hospital.**

The OPD Treatment Centre is situated in the OPD, Pink Zone, Level 0 and you check in at Clinic Area 2 desk.

Services currently offered by the OPD Treatment Centre, under Local anaesthetic, include: -

Ear Nose and Throat (ENT) Diagnostic and Surgical Procedures.

Oral Maxillary Facial (OMF) Surgical Procedures.

As well as Specialist Cancer Services including:

Restorative Dentistry, Dental Hygienist, Prosthetics, Oral Maxillary Facial Nurse-Led Dressings Clinics.

Opening Times:

Monday to Friday 8am to 6pm.

The area is staffed by:

Registered Nurses (RN/RNA), Registered Dental Nurses (SRDN), Healthcare Support Workers (HCSW) as well as the OMF and ENT Consultants and their teams for their treatment/diagnostic sessions.

**Local Anaesthetic:**

Local anaesthetic can be administered in several ways depending on the type of procedure you are attending the OPD Treatment Centre for: -

1. Injection to the site.
2. Nasal Spray.
3. Throat Spray.
4. Ointment/Gel to the area.

**Anticoagulants:**

**For all procedures undertaken in the Treatment Centre, you are required to inform the team if you are taking any medication that thins your blood, known as anticoagulants. If you take anticoagulants and you were NOT given instructions by the clinician at your outpatient appointment, call 0300 019 2145.**

**This number has an answerphone, leave a clear message with your name, hospital number, contact phone number and if you know, the date of your procedure.**

**The phone messages are read daily and we will contact you with any information when we are able too. On some occasions we need a clinician’s advice so this will take longer to get back to you.**

**Surgical Procedure Patient Journey:**

If you have received an appointment for a surgical procedure, the time you have been given is for the start of your patient journey through the Treatment Centre.

You should allow up to 4 hours for your appointment.

You should arrange for someone to bring you into and collect you afterwards from hospital. Some procedures can affect your ability to drive post procedure.

1. Once you arrive you will be asked to complete the pre-procedure information form. Please bring with you information on allergies, current medication and contact phone numbers. Also bring any inhalers, EpiPens or medication you usually carry with you when you are not at home.
2. If you require blood tests or X-Rays, you will be sent to the relevant area to have these undertaken on arrival to the OPD.
3. The pre-procedure nurses will then go through the form with you and prepare you for the procedure including taking you observations. If required at this point you will be given your antibiotic cover and any local anaesthetic creams.
4. The clinician performing your procedure will then speak to you regarding your procedure and you will then sign your consent form.
5. If you have been prescribed sedation by your GP, you must not take this until you have agreed and signed your consent form. Please inform the Clinic Area 2 desk staff that you have sedation with you that you wish to take before your procedure, they will contact the nursing team.
6. Once the treatment room is ready you will be taken through to the treatment room to have your procedure.
7. After your procedure you will be sat in the Recovery Area. You will be looked after by the allocated nurse. They will give you your post procedure instructions and discharge summery once all your documentation had been completed. This nurse will also assess when you are fit enough to leave the hospital and assist you in leaving if required.
8. Your Post Procedural instruction will include how you are to look after yourself after your procedure and over the next few days. Useful phone numbers will also be given to you.

**Diagnostic Procedure Patient Journey:**

If you have received an appointment for a diagnostic procedure, the time you have been given is for the start of your patient journey through the Treatment Centre.

Diagnostic procedures include Transnasal Oesophagoscopy (TNO) / Esophagoscopy (TNE).

You should allow up to 2 hours for your appointment.

For this procedure you are not to eat or drink anything prior to the procedure as indicated on your appointment letter.

If you are able to, you should arrange for someone to bring you into and collect you afterwards from hospital. Sometime this procedure can affect your ability to drive afterwards.

1. Once you arrive you will be asked for your completed form that should have been sent out to you with your appointment information. If you have not your form, you will be asked to complete this now. Please bring with you information on allergies, current medication and contact phone numbers. Also bring any inhalers, EpiPens or medication you usually carry with you when you are not at home.
2. The registered nurses assisting with the treatment session will then come and speak to you, they will confirm you identify and then explain that as part of the procedure process, you will be required to have a small drink of a medicine, Infacol that reduces the bubbles created by your digestive tract during the procedure.
3. Once the room and team are ready for you to have your procedure, you will then be taken to the procedure room. This is where the clinician performing your procedure will then speak to you regarding your procedure and you will then sign your consent form.
4. You will then be given the local anaesthetic to assist with the procedure. This will include a nasal spray, and can include a throat spray and/or a gel being administered by the clinician.
5. We try to make the experience of this procedure as stress free as possible, you will be supported by the registered nurse throughout the procedure but this procedure is uncomfortable.
6. After your procedure you will be sat in the Recovery Area. You will be looked after by a nurse and given the time to recovery from your experience, if required.
7. You will then be given your post procedural instructions and any other additional information. The nurse will assess when you are fit enough to leave the hospital and assist you in leaving if required.
8. Generally, you will be told not to eat or drink for 45 minutes after the procedure to allow the local anaesthetic you had during the procedure to wear off.