



Admission Instructions

To Make Man Whole by the Love of Christ and Medical Care



Kobe Adventist Hospital

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What to bring1: Please have with you

- Admission Consent Form
For the guarantor, please chose someone who can be financially responsible
- Registration record
- Please fill in the blanks within the bold line
- Operation agreement form
- It is necessary only if you are receiving an operation
- Personal seal
- Patient ID card
- Health insurance card

- ❖ Please follow the information your doctor or nurse indicated
- ❖ Please keep all the documents with you until discharge
- ❖ Other social security cards (physically disabled, etc)
- ❖ For childbirth hospital admission, you may receive additional information



What to Bring2: Personal items and valuables

- Personal toiletries
(soap, toothbrush, toothpaste, cup, comb, shaving kit, tissues, etc.)
- Admission instructions (this booklet)
- Towel
- Pajamas & night gowns
- Slippers (non-slip sole)
- A small amount of money (newspapers, telephone calls, TV card, etc.)
- ❖ We request that you **do not** bring jewelry or other valuables or excess cash when you are admitted to hospital. We **will not** be responsible for any loss of valuables or cash kept in the ward.



Meals

- We provide vegetarian meals which include dishes in high-fiber, low-fat, fresh fruits and vegetables, and so on.
- During you hospital stay, we provide individualized meals based on your medical condition. Please feel free to ask dietitians about your meals.
- Breakfast is served from 8.00am. Lunch is served from 12.00pm. Supper is served from 6:00pm .



Chaplain services

- The Chaplain Service is an interfaith service designed to provide spiritual and mental support to patients and their families. A full-time Hospital Chaplain provides the service to respond to persons of any or no religious background.
- Our hospital provides medical services based on Christian beliefs, but we respect all beliefs and religions. Please feel free to ask chaplain services such as visits and prayers. If you do not wish chaplain's visits, please let the nursing staff know.



Television services

TV services are available in your room. For watching TV, you need to purchase a TV card at a vending machine on the 2nd and 3rd floor. (1000yen/card: approximate 16 hrs)

- Please use a headphone when watching the TV. (300yen/headphone)
- TV cards can be refunded at a refund machine on the first floor (50yen/handling charge)
- The use of TV is limited between 6AM-10PM except for private rooms
- As part of our television service, the hospital offers free programs on channel 1.
- Bible Hour :Monday-Friday,11AM-12PM
- Church Service Programs: Saturday morning
- Although it is free, you need to insert a TV card for watching the programs.



Laundry Room

Washers and dryers are available on the 4th floor and open 9AM-7PM. The cost is 100yen each.



Haircut

A barber will come to the hospital. Please let the nursing staff know for the service.



Phone Service

1. To make a call from your room phone
 - Press 9 to connect with an operator. Please follow the instruction.
 - (You cannot transfer your call to a mobile phone)
 - The fee will be charged to your bill.
 - Hours: 9AM-8PM
2. To make a call from public phone
 - The phone is located on each floor.
 - Phone cards can be purchased from the vending machine on the first floor.
3. Mobile phone

For using your mobile phone, please follow the instruction 'Use of Mobile phone'



Visiting Hours

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|-------------------|--------------------|------------------------------|
| 2F Nursery | Everyday | 3-5PM, 6:30-8PM |
| 2F Ward | Mon-Fri | 3-8PM |
| | Sat, Sun, Holidays | 11AM-8PM |
| 3F Ward | Mon-Fri | 2-8PM |
| | Sat, Sun, Holidays | 11AM-8PM |
| 4F Ward (Hospice) | Everyday | 24hours (no time limitation) |

※Please make sure to visit 1F reception for a visitation.



Accommodations

Bed and meal accommodation is available with charges. For the accommodations, reservations are needed. (breakfast: 600yen, lunch/dinner: 800yen)



Everyone's Responsibilities

- For your safety, please obtain permission from your doctor or nurse when you leave the wards or hospital.
- Please use headphones when watching TV or listening to the music.
- Smoking and bringing alcohol is prohibited in the hospital.
- Lights will be turned off at 10PM.
- If you need a parking space during your hospital stay, please obtain permission.

- Please consider the comfort and needs of other patients.
- We do not accept any personal gift toward hospital staff.

Protect Your Privacy

We have a responsibility to safeguard the privacy and integrity of your personal information. Please let us know when the following applies:

- You do not wish your name to be displayed on the bedside
(We do recommend displaying your name to prevent accidents, however.)
- You do not wish to receive a phone call or to have a visitor.
- You do not wish to talk about your medical conditions during doctor's rounds in avoiding other patients to know them in the room.
- You do not wish interns and students to participate in your care for educational purposes.
- You do not wish your baby's name to be displayed on the bed during visiting hours.

Social Work Services

Social workers are available for consultations regarding your admission, discharge, changing hospitals, paying the medical cost, other social problems, and so on. Please let the nursing staff know if you would like the services.

Your Bill

- Long-term admission: You will receive your bill at the nurse station after the 10th of the each month.
- Short-term admission: You will receive your bill at the time of discharge.

Room Charge

| | | |
|------------|---------------|---------------------|
| General | Private | 7,000 +tax yen /day |
| | Semi-private① | 4,800 +tax yen/day |
| | Semi-private② | 2,400 +tax yen/day |
| Hospice | Private A | 10,000 +tax yen/day |
| | Private B | 5,500 +tax yen/day |
| | Private C | No extra charge |
| Childbirth | Private | 10,000 yen/day |
| | Semi-private | 4,800 yen/day |



Discharge and Payment

- Please visit the accounting office on the 1st floor and complete your payment in business hours. (9:30Am-5:00Pm)
- You may pay by cash, credit card, and debit card.
- Remember that you are responsible for the costs of your treatment so it is important that you understand the cover your insurer will provide you.
- Discharge from the hospital is 11Am. Please ensure you have collected all your personal items before leaving the ward.



Restaurant and Gift shop (1st floor Saniku-Center)

- Vegetarian restaurant “Shalom” is open 10AM-3:30PM. (10AM-1:30PM on Fri, closed on Sat and holidays)
- Gift shop is open 9AM-5PM (-1:30PM on Fri, closed on Sat and holidays)



Your Rights

1. You have the right to receive health care with dignity and respect for you as an individual under all circumstances.
2. You have the right to receive health care regardless of age, gender, race, religion, disabilities, or any other discrimination prohibited by law.
3. The right to understand your diagnosis and treatment, as well as the possible outcomes, risks and benefits of your care, and to be involved in decisions concerning your care.
4. You have the right to receive the best care medically available. You also have the right to express your opinions and type of care you would like to receive.
5. You have the right to expect your privacy and confidentiality.
6. You have the right to request complete information about your condition and treatment, including the benefits, risks, and costs of appropriate treatment alternatives, in terms you understand.