

LEAVE OF ABSENCE PASSES (LOAP)



We understand that there are times when children or youth might benefit from some time outside of the hospital while still an inpatient. A leave of absence pass (LOAP) is part of the treatment plan, and allows children and youth to:

- attend a special event
- take part in a family outing
- transition to home palliation
- try out being home for a little while
- reintegrate more easily back to school

How do we get a pass?

First, speak with your doctor or health care team when there is an outing you want your child or youth to take part in. Your health-care team will try to make this happen if it's possible. Please make sure to give us plenty of lead time, so we can organize medications and other requirements.

What if our health care team says no?

We do our best to support these opportunities for patients. If the team feels that the timing is not right, they will discuss this with you and explore what is possible.

Cold and flu season (December-April)

Every year during the winter months, many people catch the seasonal flu virus, common cold or get sick from other infections. At CHEO, we call this "peak season" because it is the busiest time of the year.



During this time we rely on you to help protect against the spread of infection—when young children and babies are exposed to the cold or flu it can be deadly.

During cold and flu season, children and youth will only receive leave of absence passes if their health-care team decides it is medically necessary.

How will we care for our child or teen while on a pass?

We want your child or teen to have a great experience during the pass. We'll make sure you feel well prepared by:

- reviewing your child's care needs
- teaching you how to care for your child or teen
- discussing any possible problems
- helping you plan what to do if something goes wrong
- answering all your questions

Where do we get supplies and equipment?

We will make sure that you have everything you need while out on a pass. If you run out of anything, please call the unit and we'll work out a solution.

What if something happens while on a pass?

If you're not sure how to handle something during the LOA:

- call the unit and ask your assigned nurse (for example, if a dressing comes off or the pump is beeping). Your nurse can also contact your doctor (for things like pain management or any change in your child's condition that worries you).
- return to the inpatient unit you were assigned to at the hospital (you can do this at any time-but please call first so we can be ready).
- for a crisis or emergency, bring your child to the closest emergency department, or call 911

Phone extension for my child's unit:

613-737-7600

ext. _____

Protect, don't infect

We need your help to lower the chance of child or youth bringing an infection back to CHEO after a pass home – especially during cold and flu season.

If your child or teen will be getting a pass, we need you to:

1. Let us know if anyone at home is sick with fever, cold symptoms, diarrhea or vomiting before you get the pass.
2. Keep your child or teen away from crowds of people (for example, stay away from malls, movie theaters, large family gatherings). People with the flu can spread the virus to others a day before they even start to feel sick.
3. Let us know before you return if your child has developed a sore throat, fever, cough, runny nose, vomiting or diarrhea. This will give us a chance to prepare for your child's return.
4. Let us know if your child has been exposed to anyone with cold or flu symptoms while on pass (someone with a fever, cough, sore throat, runny nose, vomiting or diarrhea).

Hand washing

Viruses can live for days on surfaces like door handles or grocery carts. Cleaning your hands and your child's hands often can really reduce the chance of infection. Clean hands with hand sanitizer or soap and water for 15 seconds:

- use soap and water and hand sanitizer whenever you can
- wash your hands before you eat
- avoid touching your baby or young child without first washing your hands
- wash your hands after touching commonly touched surfaces like doorknobs, handrails, elevator buttons, etc.

What if we want to extend the pass or not return to CHEO?

If this pass was a trial to see how things would work out at home, your doctor has probably already spoken with you about this. There were reasons for the time frame you agreed upon.

You may feel that things are going so well that you don't need to return, or you would like a bit more time at home. If this happens, it's important to call the inpatient unit before you are due to return to CHEO. We'll be concerned if your child or youth doesn't come back when expected. We can also talk about any supplies or equipment you may need. We wish you the best experience possible on this pass, and hope that it helps you toward your goals!