



The Ravitz Cancer Center Research Unit

A Patient Handbook

**The Ravitz Research Unit is located on
Level 2 of the Rogel Cancer Center**

Hours of Operation:
Monday through Thursday
8am – 7pm
Friday
8:30am -5pm

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Must Know Facts

These are the most important facts to know.

Details about these
can be found in this booklet

- 1. Do not take your study medication before your visit in the CCRU. Bring the study medication with you. (see page 4)**
- 2. Alert the staff prior to your care if you are taking blood thinner (see page 4)**
- 3. Do NOT bring your routine medications with you to your visit, bring your medication list (see page 4)**
- 4. Your visit to the CCRU will be better if you plan ahead. (see page 3).**

Preparing for Treatment

What Should I Bring? We encourage you to bring DVDs, iPods, laptops, books, magazines, knitting, hand-held games, etc. to help pass the time when you are in the Center. WIFI is available in both areas. Please use headphones or earphones to keep the sound low. There may be interruptions in your viewing/reading necessitated by protocol-required procedures such as vital sign measurements, ECGs or blood draws. We appreciate your patience during these times

How many visitors can I bring? Visitors are limited to one per patient. For safety reasons, children under 14 will not be permitted in the center due to increased health risks that may result if exposed to accidental chemotherapy spill and/or the privacy of other infusion patients receiving treatment

Should I bring food? Since treatment days can be quite long, you may find it helpful to bring snacks or small meals while you are receiving treatment. Snacks such as juice, soda, bagels, granola bars and soup are available for you. You may purchase food at the UMHS cafeteria, Einstein's Bagels or one of the coffee stands. A refrigerator is available to keep any items purchased or brought from home. Drinking plenty of fluids in the days before your visit is helpful if you need to have an IV catheter placed to receive your treatment. Being well hydrated makes it easier to place an IV catheter.

People going through cancer treatment are often sensitive to odors. Please refrain from bringing foods that have strong smells, such as garlic, fish, onions or other spicy foods. Patients and visitors should avoid wearing perfume or other strongly scented products.

What to wear? Temperature may vary. Dressing in layers will assist you with your comfort level. Blankets are available as needed.

Should I take my medications on the day of my visit?

- Please take your daily medications prior to your Cancer Center Research Unit appointment unless otherwise directed. If you require multiple medications during your visit, please let your research nurse/study coordinator know. Do not bring your daily medications with you to the CCRU.

Do not take your study medication prior to your visit in the CCRU.

If you need to remain fasting for your study medication, do not eat prior to your CCRU appointment time.

- If you are on an ORAL study medication, please remember to always bring it with you to the CCRU with your study diary (if applicable). If you are unsure of fasting requirements please ask your treatment or research staff.
- Please alert your research staff if you are on any blood thinners prior to any procedures. These include: Coumadin[®] , warfarin, Lovenox[®] and Pradaxa[®] .

Day of Treatment

Parking

You will find it most convenient to park in the Rogel Cancer Center (parking structure P1) lot.

Labs/Blood Draw

- If given instructions for a blood draw, please stop at the blood draw station (phlebotomy) on level B2/G prior to your Research Unit appointment.
- You may also have additional “study” labs as outlined in the study protocol that will only be drawn in the Research Unit.

Check in

- Check in for your Research Unit appointment is located on level B1, reception B.
- Check in at the Registration desk. The clerk will place your armband and then will have you sit in the adjacent waiting area. A staff member will meet you in the waiting area to escort you to the area where you will be treated.
- Please provide your parking ticket to the clerk at check-in. They will be able to validate your ticket for a discounted parking rate.
- **Cell phones:** you may bring and use cell phones in the center; however, we ask that you set the phone to vibrate or silent mode. Visitors taking calls are asked to step out of the center during the call.

On your team

You will interact with a variety of people in different roles during your appointment in the Research Unit:

- **Physicians** are called primary investigators in the studies. You will have one main physician, but may encounter other physicians as they cover for each other when needed.
- **Research Nurses/Study coordinators** will discuss the study with you, go over the informed consent documents, set up appointments for you, provide a study calendar to keep track of you appointments and be your primary contact for any questions related to the study or scheduling matters.
- **Treatment Nurses** will care for you while you are in the center receiving treatment. They will start IVs, administer the study medications, and oversee your monitoring with vital signs, ECGs and blood specimens. They can facilitate communication with other team members for you as well.
- **Medical Assistants** will assist you in the center, performing monitoring procedures and will help provide you with a comfortable environment

After Treatment

Test results: CCRU staff may discuss the laboratory results relevant to your treatment. For other lab values, biopsy results, or imaging results, please contact the appropriate clinic.

Contacting your Physician or Study Staff

- During the daytime (8am -5pm) please call: _____
- After usual business hours, on weekends and holidays:
call Hospital Paging at (734) 936-6267 and ask for the
Hematologist/Oncologist On Call.

Resources

Friends and Family Form: you may request a Friends and Family form from our check in area or the treatment area at any time. This form allows the staff to discuss certain aspects of your treatment with designated individuals you name on the form. It does not allow friends or family to access your medical record or receive printed results on your behalf.

<http://www.med.umich.edu/derm/pdf/familyfriendsform.pdf>

Questions?

Please do not hesitate to ask questions of any of the Research Unit staff. We are here to assist you in any way that we can.

This document contains information and instructional materials developed by the University of Michigan Health System (UMHS) for the typical patient with your condition. Your experience may differ from that of the typical patients. Talk to your health care provider if you have any questions about this document, your condition or your treatment plan.

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**UNIVERSITY OF MICHIGAN
HOSPITALS AND HEALTH CENTERS**

Family and Friends List
For Outpatient Clinics Only

Birth Date

Name

REG. No.

Family Members and Friends Involved In Patient Care

This form documents my request to allow family members and/or friends to be involved in verbal discussions regarding my health care. The people listed below may receive any verbal information needed to participate in my care or to help me make decisions. By signing this form, I permit staff within outpatient clinics at the University of Michigan Health System (UMHS) to discuss information about me with the people listed below. This information may include diagnoses, test results, treatment options and other information from previous outpatient or inpatient services.

- I understand that signing this form is voluntary and that information may be released to family members or others without this form, if allowed by federal and state law.*
- I understand that listing a person on this form does not give them the right to receive or copy my written medical records. It does not allow them to consent for health care services on my behalf. **
- I understand this form is not used to share information about patients who are minors. **

NAME	PHONE	NAME	PHONE

The following information has special protection under Michigan law and will be made available to the people I've listed above only if I indicate my approval by checking the box(es) below and initialing the line(s).

- _____ HIV/AIDS or other communicable diseases including sexually transmitted diseases, venereal disease, tuberculosis, and hepatitis
- _____ Substance abuse services
- _____ Mental health services

I can update this form at any time by completing a new form and either giving it to my provider or forwarding it to: University of Michigan Health System, Health Information Management – Release of Information, North Campus Administrative Complex, 2901 Hubbard, Box 2435, Ann Arbor, MI 48109-2435 (Fax 734-936-8571). I can revoke or cancel this form at any time by sending written notification to the same address (or fax).

This form does not give the people listed above the right to directly access my medical information by using any Information Technology System (like CareWeb or other Electronic Health Records) within UMHS.**

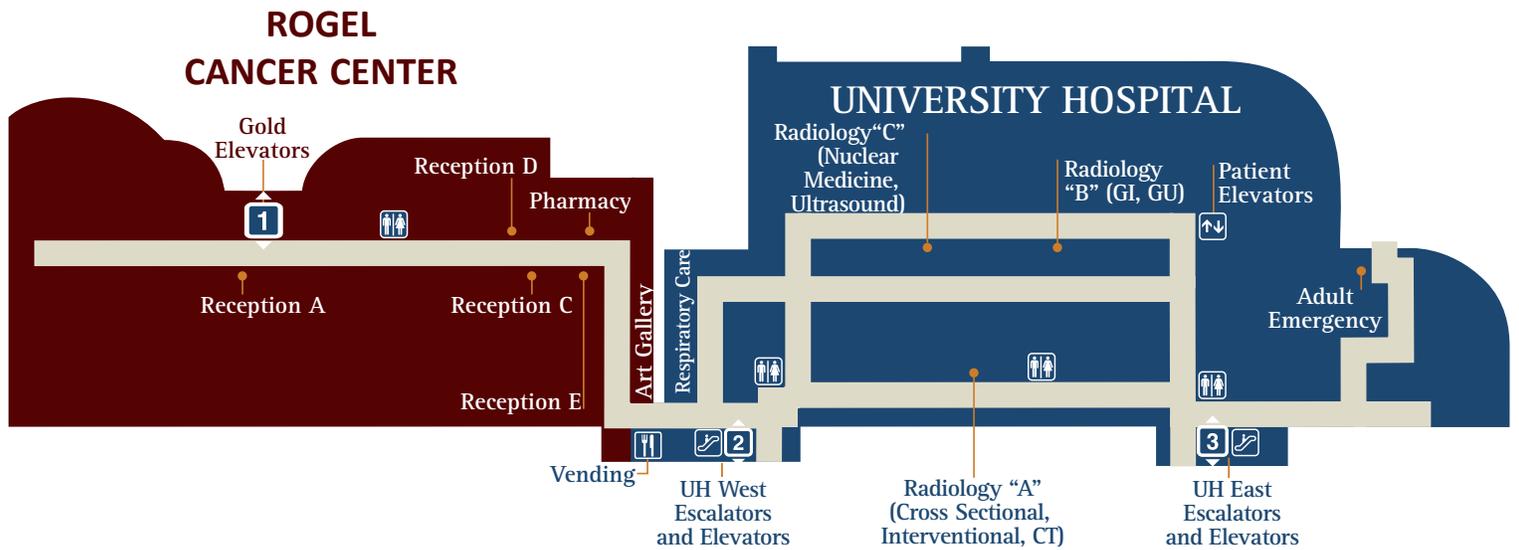
Signature: _____ (Print Name): _____ Date: _____

Relationship to Patient: Self Legal Representative or Guardian (proof of power of attorney or legal guardianship required)

* Refer to our [Notice of Privacy Practices](http://www.med.umich.edu/hipaa/npp_official.htm) at: http://www.med.umich.edu/hipaa/npp_official.htm.

** Other forms are required for these purposes. To obtain other required forms, you can go to: <http://www.med.umich.edu/1toolbar/visinfo/record02.htm> or call (734) 936-5490.

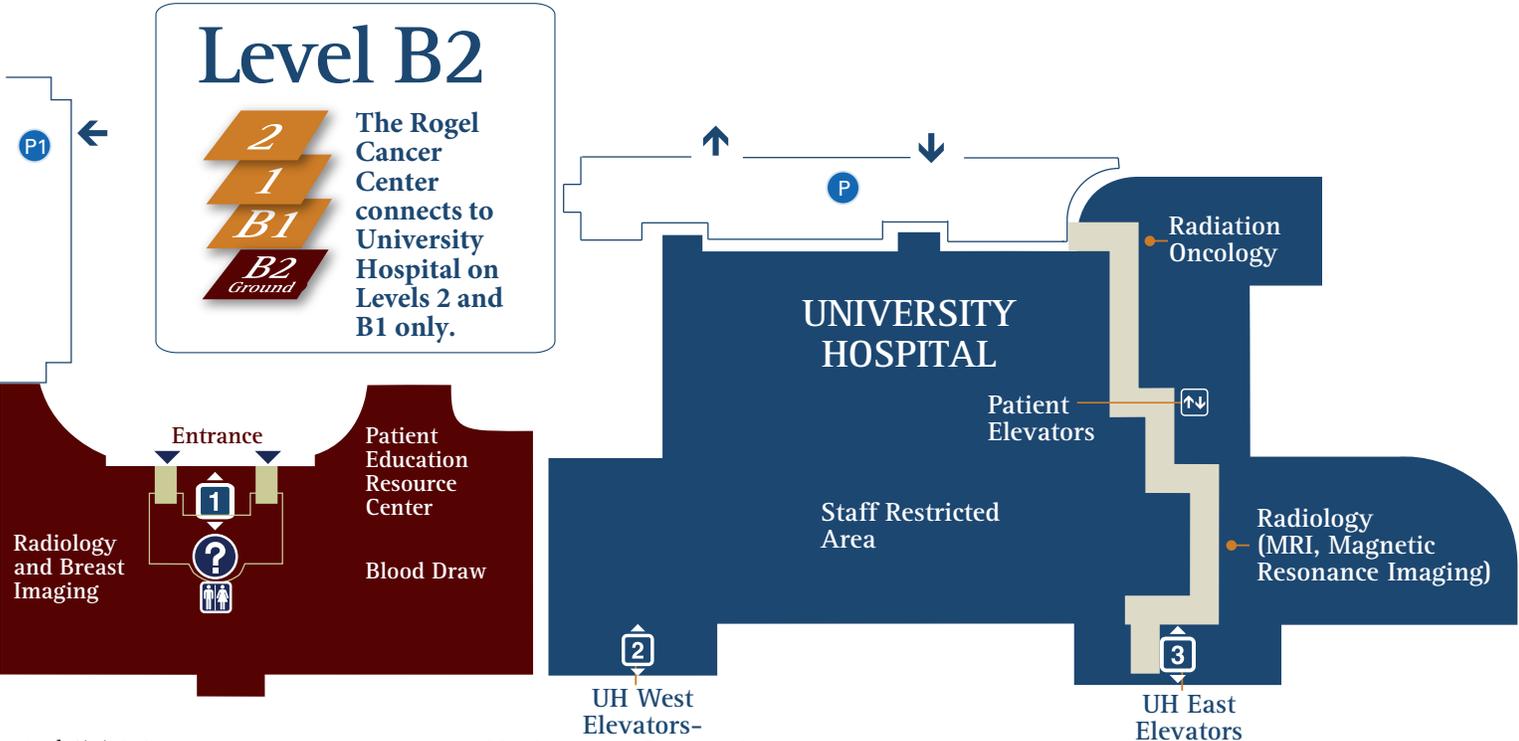
POD - 0107	REV: 12/06 HIM: 12/06	Image to CareWeb – Family and Friends Original – Patient		Family and Friends List
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Level B1

The Rogel Cancer Center connects to University Hospital on Levels 2 and B1 only.

- Public Pathway
- Information/Registration
- Elevators
- Food Service
- Restroom
- Parking





Level 2



The Rogel Cancer Center connects to University Hospital on Levels 2 and B1 only.

- Public Pathway
- Information/Registration
- Elevators
- Escalator
- Food Service
- Restroom
- Gift Shop
- Parking

Level 1



The Rogel Cancer Center connects to University Hospital on Levels 2 and B1 only.

No access to Cancer Center patient areas

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FAC-ProjectDept@med.umich.edu

