

Patient and Family Welcome and Orientation

Patient, Family and Community Education

Sheri & Les Biller Patient and Family Resource Center

Department of Supportive Care Medicine



Welcome to City of Hope!

Today we will talk about ...

- Section1: Slides 6 to 15
 How to Get the Most From Your Care
- Section 2: Slides 16 to 26
 Patient and Family Support Services
- Section 3: Slides 27 to 42
 Get to know the Duarte campus
- **Section 4:** Slides 43 to 52
 - Services, Amenities and Resources
 - In the Community
 - Patient and Family Education
 - Resources







Find More Orientation Information

Visit

www.CityofHope.org/PatientOrientation

Learn more:

How do I prepare for my appointment?

Parking and patient drop-off locations

Watch recording from this class

Campus Visitation Guide

Download this slideshow

How Do I Prepare for my Appointment?

For information on where to go and how to prepare for your visit to the Duarte main campus, go to:

- Preparing for your first appointment (includes inpatient and outpatient clinics guide in English, Spanish and Chinese).
- Our parking and patient drop-off locations: Before visiting the main campus, watch these videos with comprehensive directions to park or drop off a
 patient.
- Main Campus Visitation Guide for maps and wayfinding help.

Watch Our Video

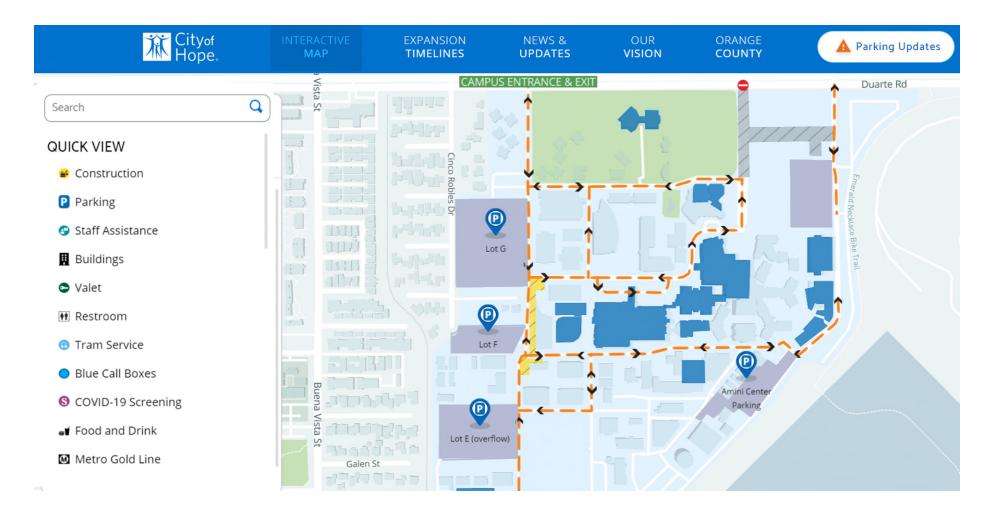
To get the most from your care, learn about the resources that City of Hope provides by watching the Patient and Family Welcome and Orientation video below.



Download the Patient and Family Orientation slideshow

CITY OF HOPE

Please Pardon Our Dust | Construction





Patient and Family Centered Care



Committed to patient and family-centered care



Treating the whole person, supporting practical and emotional needs



National Cancer
Institute-designated
comprehensive
cancer center









SECTION 1

How to get the most from your care

- Your Health Care Team
- What a Typical Appointment Looks Like
- Where to Check In
- Talking With Your Health Care Team
- Financial Support Services and Billing
- 24-Hour Help Line Nurse Triage Call Center

Who Is Your Health Care Team?



Doctors — lead the health care team

- Medical oncologists
- Surgical oncologists
- Hematologists
- Radiation oncologists
- Other specialists

Nurses — front line care providers

- Nurse practitioners
- Nurse coordinators
- Outpatient nurses
- Bedside nurses
- Case managers
- Other specialty nurses

Supportive Care Team — help you cope

- Palliative care physicians
- Nurses
- Pain specialists
- Clinical social workers
- Psychologists
- Psychiatrists
- Patient navigators
- Child life specialists

Other team members

- Dieticians
- Rehabilitation physical therapists
- Occupational therapists, etc.





Outpatient Clinics Check-In: All Patients



Check in at the Information Desk



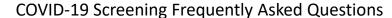
City of Hope Helford Clinical Research Hospital





Visitor Policy Frequently Asked Questions

COVID-19 Visitor Policy FAQs | City of Hope | California



COVID-19 Screening FAQs | City of Hope California



What Your Appointments May Look Like

Screening Check-in Labs and Imaging Clinic Check-in (Appointment) Treatment (as needed) Schedule Follow-up Appointment

- Check in for each appointment
- Lab tests: blood draw and Vascular Access Device (VAD)
- Imaging (Radiology in City of Hope Helford Clinical Research Hospital)
- Clinic appointment with health care team
- Treatment: radiation or chemotherapy (if needed)
- Schedule your follow-up appointment at the scheduling desk
- Check out



If you do not have labs first, then you will go directly to your clinic appointment.



Making Your Voice Heard: With Your Health Care Team

Communicating

- Bring a list of concerns and questions.
- Take notes and write down the answers to your questions.
- Bring someone with you.
- Speak up if you don't understand something.
- Repeat back or paraphrase what you heard, "So I hear you saying ..."

Ask your doctor how they would like to communicate in between appointments: email, phone or the *My*CityofHope patient portal at **MyCityofHope.org.**



Make sure you understand your next steps:

- 1 Scheduling follow-up appointments
- 2 Making decisions regarding your treatment
- 3 Filling new prescriptions

Doctor, Can We Talk? Important Questions to Ask

- What are the risks and benefits of the treatment?
- What are possible short- and long-term side effects?
- How often will I receive treatment?
- How long will each treatment last?
- What is the recovery time?
- Where can I find education about this treatment?
- How quickly must the decision be made?
- If I have questions during my treatment and my doctor is not available, whom can I ask?



DOCTOR, CAN WE TALK?: TIPS FOR COMMUNICATING WITH YOUR HEALTH CARE TEAM

Talking to your doctor can be difficult. A diagnosis of cancer may leave you feeling frightened or overwhelmed, but good communication with your doctor will help improve the quality of the care you receive.

WAYS TO IMPROVE COMMUNICATION WITH YOUR HEALTH CARE TEAM

As a patient, it is important to remember that you are a consumer of health care. The best way to begin making difficult decisions about health care is to educate yourself about your cancer and who is on your health care team, including nurses, social workers and patient navigators.

Start a health care journal. Having a health care journal or notebook will allow you to keep all of your health information in one place. You may want to write down the names and contact information of the members of your health care team, as well as any questions for your doctor. Keep a diary of your daily experiences with cancer and treatment. You can separate your journal or notebook into different sections to help keep it organized.

Prepare a list of questions. Write down your questions and concerns about your illness and treatment before your next medical appointment. Write down the most important questions or concerns first. This way, you won't forget to ask about something that was important to you. Remember to try and make your questions specific and brief as your doctor may have limited time. Ask your most important questions first.

Bring someone with you to your appointments. Even if you have a journal and a prepared list of questions or concerns, it is always helpful to have support when you go to your appointments. The person who accompanies you can serve as a second set of ears. He or she may also be able to think of questions to ask your doctor or remember details about your symptoms or treatment that you may have for gotten.



Write down your doctor's answers, Taking notes will help you remember your doctor's responses, advice and instructions. If you are unable to write down the answers, ask the person who accompanies you to do it for you. A mobile device can also be used to take notes as well. Writing down notes will help you when you need to review the information at a later time.

If your doctor allows it, record your visit. Recording your conversation with your doctor gives you a chance to hear specific information again or share it with family members or friends.

https://www.cityofhope.org/sites/www/files/2022-04/1430385109955-wcc_037802.pdf

With MyCityofHope, you can:

- Request appointments.
- Ask for prescription refills.
- View after visit summaries.
- Access most test results.
- Communicate with your care team.
- Pay bills online.
- Connect to your Hope Virtual (televideo) appointments.



How do I sign up?

1. Find your activation code on the after visit summary.

2. Visit MyCityofHope.org

- Click the "New User Sign Up" box.
- Enter activation code.
- Follow the steps to complete your registration.

Or scan the QR code on your iPhone or Android.





For a new activation code, call (844) 777- 4673

Help Desk available 24/7

Partners in Safe Care: Patient Safety

Take an active role in your care:

- Find out more about your condition and treatment.
- Ask questions and use reliable sources.

Learn ways you can help keep your care safe:

- "Expect to Check:" Be properly identified.
- Medication safety: Know how to take them.
- Hand hygiene: Prevent the spread of infections.
- Prevent falls: We ask that you help us.

Report concerns about care, treatment, services or safety to:

Your doctor, nurse or social worker, or call a patient advocate at (626) 218-2285.





Find patient and family education and resources at the Sheri & Les Biller Patient and Family Resource Center.

Financial Clearance Specialist, Insurance and Billing

Financial Support Services

- They answer insurance and financial questions before treatment or service has occurred.
 - Financial counseling
 - Questions regarding insurance coverage
 - Cost estimates for upcoming services
 - Charity care screening



Billing Department

They answer payment or other questions about your City of Hope bill *after* the treatment or service.



(800) 270-HOPE (4673)

Financial Counselors

(844) 936-4673

Ask to speak to your financial counselor, or email them at **DL-Patient-Estimates@coh.org.**

Financial Counselors Assigned by Service Type (Located at the Duarte campus)

Veronica Torres, ext. 88279

(Breast, Gynecology, Plastic Surgery)

Erika Velasco, ext. 85086

(Diagnostic Radiation, Genetics, IR, Pediatrics, Lung, Thyroid, New Radiation Oncology, Survivorship, Urology)

Mercie Charon, ext. 88193

(Brain, Colon, Rectal, Gastrointestinal (GI), Liver, Neurology, Oncology, Pancreatic, Melanoma, Supportive Care)

Monica Rojas, ext. 88415

(Head and Neck, Lung/Thoracic, GI/GOS, Muscoskeletal, Orthopedic, Neurology, Prostate)

Patty Chantes-Meza, ext. 82049

(Hematology 1-2-3, Cardiology, Diabetes, Endo, GI, Nephrology, Infectious Disease, Foot Surgery)

Virginia Trigueros, ext. 88416

(Dermatology, Hematology 4-5-6-7)

Melissa Williamson, ext. 85313

Upland location

Javier Cervantes, ext. 88343

Corona location

Whom Do I Call for Help at Night or Weekends? Nursing Triage Call Center





CALL 911 FOR:

- A life-threatening emergency
- Severe chest pain
- Difficulty breathing
- Poisoning
- Uncontrollable bleeding
- Signs of shock rapid pulse, cold/pale/clammy skin, confusion, rapid breathing
- Unconsciousness or nonresponsive
- Serious injuries or burns

CALL THE TRIAGE NURSE FOR:

7 24 hours

- High fever (100.4 F or higher)
- Nausea, vomiting or diarrhea that is not controlled by your medications
- Uncontrolled pain
- Problems with your VAD (venous access device) or PICC line
- Any health problem where you were told to call City of Hope
- Nonurgent health problems
- Help with self-care procedures
- Bleeding

If you go to a hospital emergency room:

- Identify yourself as a City of Hope patient
- Call your City of Hope doctor after discharge

Urgent ETC



Triage nurses may tell you to come to the Evaluation and Treatment Center (ETC)

Located in the Brawerman Center **1A** clinic

SECTION 2

Patient and Family Support Services, Programs and Resources

Biller Resource Center Department of Supportive Care Medicine

Sheri & Les Biller Patient and Family Resource Center

- Library of cancer information and resources
- Educational classes and support groups
- Integrative therapies: Gentle yoga, guided meditation, art therapy, and more
- Business Center: computers, internet, free Wi-Fi
- Helpful staff and volunteers
- Monday through Friday, 8 a.m. to 5 p.m.





The Supportive Care Team



Open - no Referral

- Patient Navigators
- Clinical Social Workers
- Positive Image Center
- Spiritual Care Services
- Patient & Family Education
- Biller Patient and Family Resource Center
- Interpreter Services

- Clinical Supportive Medicine
- Pain Clinic (Interventional Pain)
- Child Life Services
- Psychology
- Psychiatry





Ask your health care team for a referral

Support and Counseling: Clinical Social Workers

Every patient has a clinical social worker assigned.

Counseling and problem solving

- Adjustment to illness
- Coping skills
- Stress management and resources
- Grief and bereavement counseling

Help with practical issues

- Help with advance directive
- Disability and Paid Family Leave







Advance Care Planning: Advance Directive

What is an advance directive?

A written form that tells your family and health care team what you want if you can't speak for yourself

It lets you choose:

A medical decision maker to speak for you

The kind of medical treatment you want or do not want

Making an advance directive

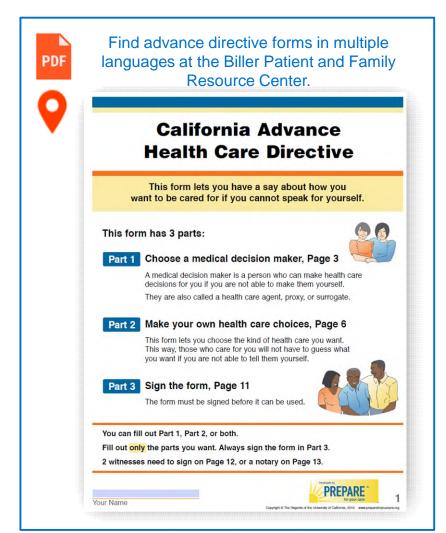
Talk with family ahead of time.

Use the booklet "Advance Directive All In One Guide."

Contact your clinical social worker, or call (626) 218-CARE (2273).

Free Notary Services for Advance Directives

Monday to Friday, 11 a.m. to 2 p.m. or by appointment, Monday to Friday, 8 a.m. to 4:30 p.m.



Patient Navigators: Specialized Assistance

Personalized guidance, information and support

- Help with coordinating multiple appointments
- Problem solving
- Assistance navigating the hospital system
- Reduce barriers to care

Contact a patient navigator:



(626) 218-CARE (2273)





Spiritual Care: Mind, Body and Spirit

What do our chaplains do?

- Listen and support
- Counseling
- Address spiritual and religious concerns
- Give sacraments and religious information
- Connect you to resources for all faiths/religions in your community

Let your doctor or nurse know that you want to speak with a chaplain.

Contact a chaplain:



(626) 218-3898



CityofHope.org/SpiritualCare



Chaplain Jacqueline Trinkaus, M.Div., BCC



Chaplain Rev. Fr. Okey "Jude" Uche, Ph.D., M.A., BCC



Chaplain Khurram K. Ahmed, M.A., M.Div.



Chaplain Jonathan Timothy Stoner, M.Div.

More Resources and Information

- Financial assistance (as available)
- Transportation
- Health care referrals
- Food banks
- Housing resources
- Other resource needs



(626) 218-2004



resourcecoordinators@coh.org



AMERICAN CANCER SOCIETY'S ROAD TO

This program provides a ride to and from treatment for people with

cancer who do not have a ride or cannot drive themselves. Drivers

give their time and the use of their cars so that patients can get the

RECOVERY PROGRAM

medical care they need.

HEALTH INSURANCE

transportation.

Reach out to your insurance company

to see what they may offer for medical

Interpreter Services

Interpreters are provided through:

- Live face-to-face
- Over the phone
- Video remote interpreting

Contact Interpreter Services:



(626) 218-8024



interpreter@coh.org



In Your Language | Diversity and Inclusion | City of Hope in Southern CA



Positive Image Center SM

Services

- Complimentary haircuts and head shaves
- Custom wig fittings and cuts
- pre/postmastectomy fittings
- Eyebrow application
- Head wrap and scarf tying techniques

Products

Intimate boutique space to shop for:

- Radiation creams and lubrication oils
- Cosmetics and skin-care products
- Postmastectomy bras
- Wigs, hats, head wraps and scarves



Private consultations with oncology-trained licensed cosmetologists

Monday to Friday, 8 a.m. to 4:30 p.m.



Southeast Ambulatory Clinic (Green Path)



Walk-ins are always welcome!



For appointments, call (626) 218-3842



CityofHope.org/PositiveImage

Recommended Websites With Reliable and Up-to-Date Information

City of Hope

CityofHope.org

- Information on treatments and diagnoses
- Online educational classes
- City of Hope clinical trials search engine

American Cancer Society

cancer.org

- Transportation and lodging assistance
- Over the phone education classes
- Online support groups

Cancer Legal Resource Center

thedrlc.org or (866) 843-2572

- Health insurance, government benefits
- Time off work, disability
- Estate planning
- Free, confidential, one-on-one consultations

Cancer Care

cancercare.org

- Online and over the phone educational workshops and support groups
- Financial assistance for medications, home care, transportation and childcare

National Cancer Institute

cancer.gov

- Nationwide clinical trials search engine
- Cancer data and statistics
- Live help: online chat

Cancer Support Community

cancersupportcommunity.org

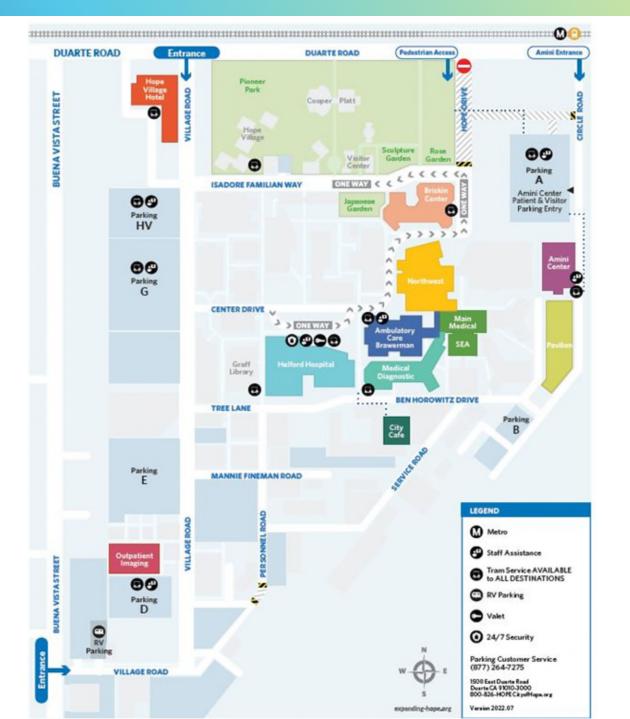
- Online support and discussion groups
- Treatment decision counseling
- Cancer Support Hotline

SECTION 3

Get to know the Duarte campus

- Parking and Shuttle
- Finding Your Way Around
- Patient Care Areas: Clinics (Outpatient), Hospital (Inpatient)
- Places to Eat, Healing and Meditation Gardens

City of Hope Duarte campus



Parking and Shuttle Services

Self-parking is available at no charge at Lots D, E and G.

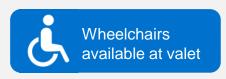
There is alternative parking in the employee lots.
 Ask the valet for more information.

Valet — \$4 (\$2 disabled placard)

Helford Hospital: Monday through Friday, 7 a.m. to 7 p.m., Saturday, 8:30 a.m. to 5 p.m.

Shuttle service around campus

- Monday through Friday, 7 a.m. to 8 p.m.
- Saturday, 8:30 a.m. to 5 p.m.



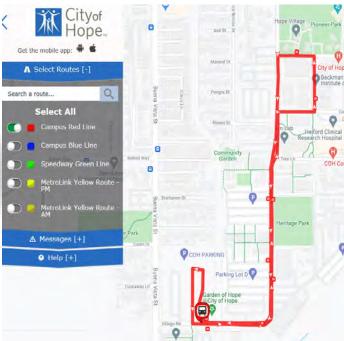


Call for a shuttle at (626) 218-2006, or call for an escort to your car after hours/on the weekend.



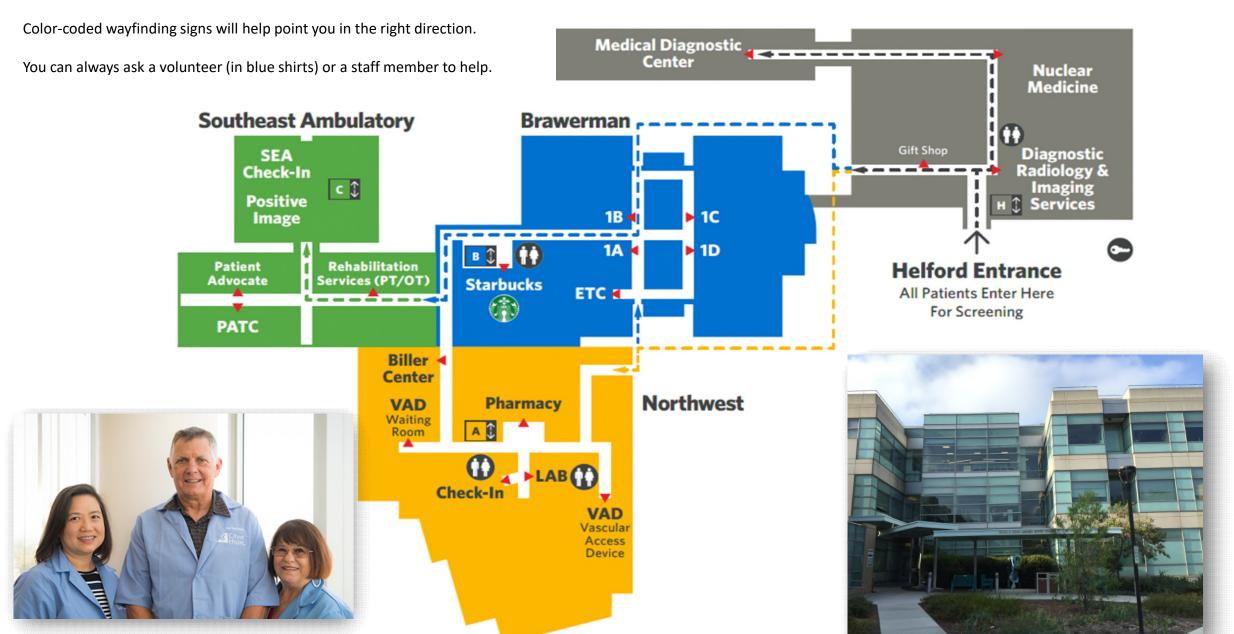
Download Live Shuttle Tracker: **ETA SPOT**







Look for the signs! Look for the volunteers in blue shirts!

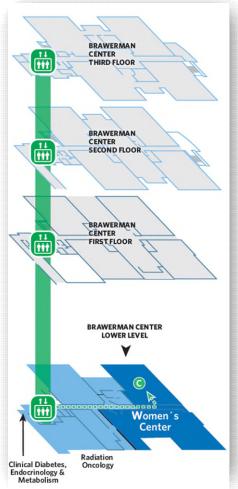


Outpatient Clinics Geri & Richard Brawerman Ambulatory Care Center

Ambulatory = Outpatient

For outpatient clinic visits without prior lab or imaging appointment, check in at the clinic.



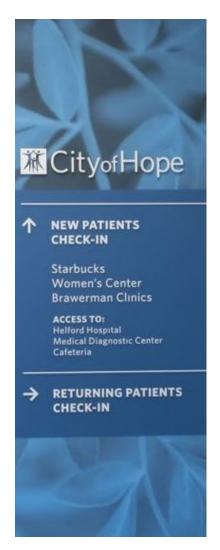


Brawerman Center, Lower Level

- Kaiser Bone Marrow Transplant
- Prostate Cancer Survivorship Clinic
- Radiation Oncology
- Women's Center
- Diagnostic visits
- Clinic visits and minor procedures
- Genetic counseling
- Mammography and tomosynthesis imaging
- Ultrasound imaging
- Bone density testing
- Stereotactic breast biopsy
- Plastic Surgery
- Supportive Care
- Couples counseling (one-on-one)
- Couples program

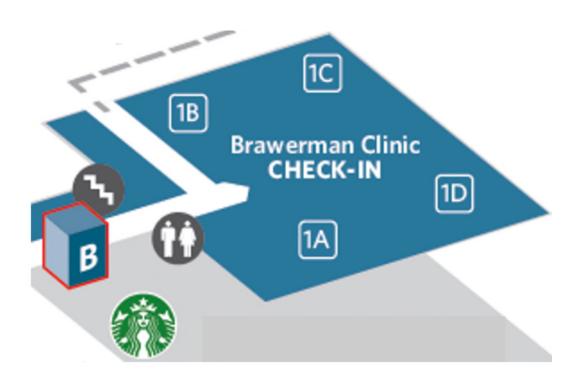






Outpatient Clinics – Brawerman Center, Level 1

- **1A** Evaluation and Treatment Center (ETC)
- **1B** Hematology | HCT/Bone Marrow Transplant
- **1C** Hematology | HCT/Bone Marrow Transplant
- **1D** Observation



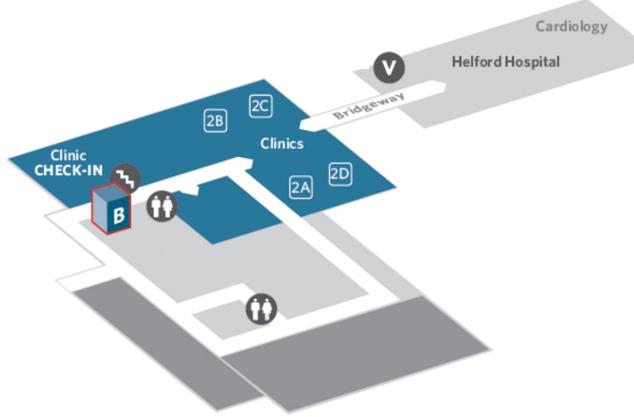


Outpatient Clinics – Brawerman Center, Level 2

- 2A Head and Neck | Pulmonary | Thoracic
- **2B** General Oncologic Surgery | Adult Gastrointestinal (GI)
- 2C Melanoma | Sarcoma | Neuro-Oncology | Pain Clinic
- **2D** Urology

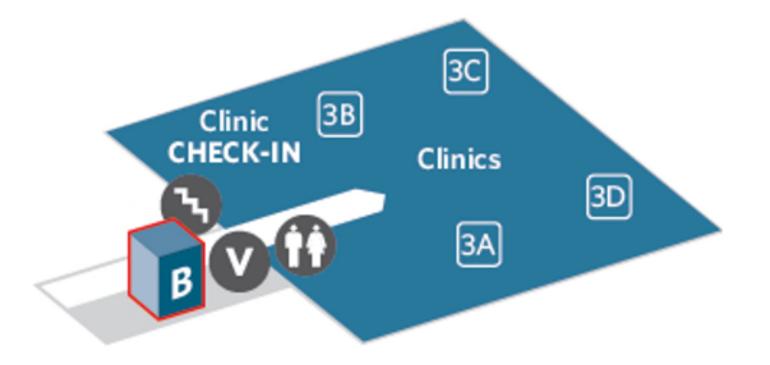


Waiting areas (lounges)



Outpatient Clinics – Brawerman Center, Level 3

- **3A** Orthopedic
- 3B Medical Oncology | Hematology
- **3C** Chemotherapy Infusion
- **3D** Infusion



Southeast Ambulatory Clinic

1ST FLOOR 2ND FLOOR 3RD FLOOR 4TH FLOOR

Procedure Clinic and Positive Image Center SM

Pediatric Clinic

Diabetes, Endocrinology & Metabolism Clinic

Medical Specialties and Supportive Care Medicine Clinics







Michael Amini Transfusion Medicine Center

Second Floor

- Blood transfusion
- Stem cell collection

Third Floor

Day Hospital

- Hematology & Hematopoietic Cell Transplantation
- Outpatient transplant services
- Stem cell collection
- Other transplant appointments

Outpatient Surgery Center

- Endoscopies
- Biopsies
- Lumpectomies and reconstructive surgeries

Blood Donor Center







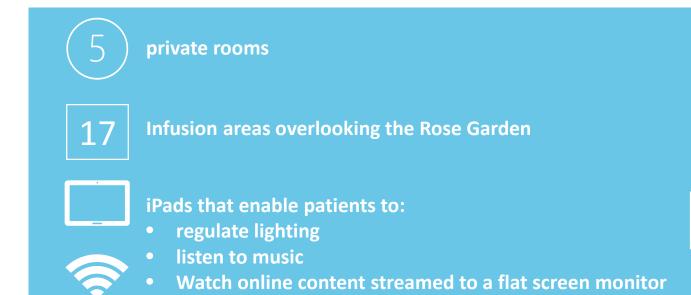




Judy & Bernard Briskin Center for Clinical Research

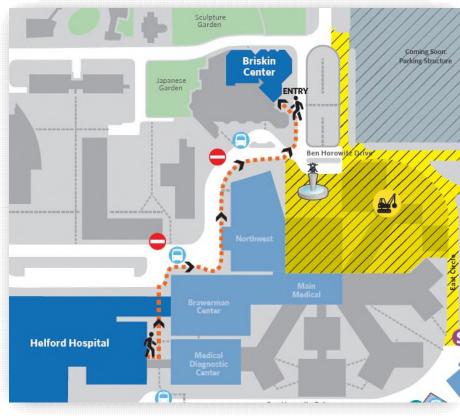
For patients in clinical trials

- All services in one space
- Multidisciplinary team
- Infusion appointments
- Dedicated pharmacy, lab services and EKG



Individual electronics charging stations





Inpatient: Hospital Areas and Rooms



City of Hope Helford Clinical Research Hospital

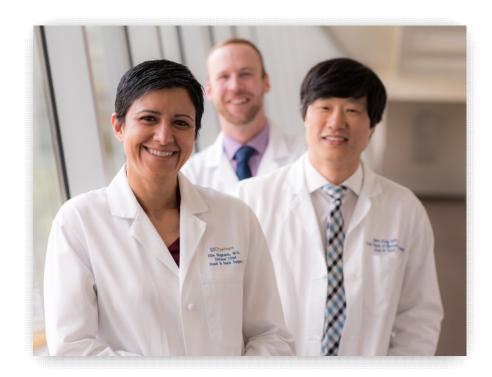


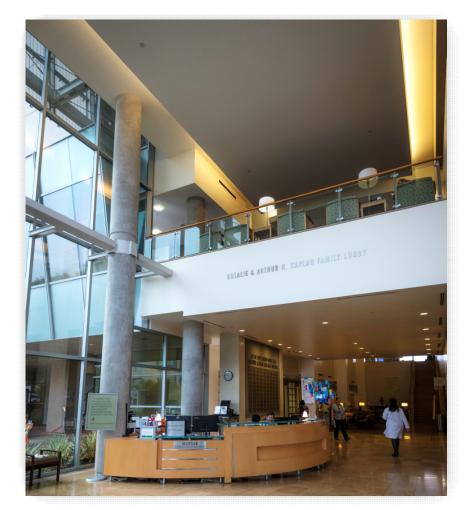
Nurses in Helford Hospital, 4 West Unit

Helford Clinical Research Hospital

First Floor

- Guest Services Desk
- New Patient Services
- Admitting
- Radiology (X-ray, CT, etc.)
- Meditation Center, Chapel
- Gift Shop





Helford Hospital, Second Floor

- State-of-the-art operating rooms
- Surgery waiting room
- Bridge to and from Brawerman Center (Outpatient)





da Vinci robotic-assisted surgery



Bridge to/from Brawerman Center

Helford Hospital: Third to Sixth Floors

6th — HTC | Stem Cell | Bone Marrow Transplants

5th — Hematology | Discharge Lounge

4th — Surgery | Medical Oncology

3rd — Pediatrics | Intensive Care Unit (ICU)





Section 4

Services,
Amenities and
Resources



Transportation

If you have any concerns about transportation related to your care at **City of Hope:**

Call Clinical Social Work at (626) 218-2282.

Metro Gold Line stops at the entrance of City of Hope.







CITY, COUNTY AND STATE **GOVERNMENT AGENCIES**

These agencies can arrange for lowcost or free local transportation for people who are disabled and meet income criteria.

For more information on these services, please contact 211.

HEALTH INSURANCE

Reach out to your insurance company to see what they may offer for medical transportation.

ACCESS TRANSPORTATION

ACCESS applications for Los Angeles County are available in the Sheri & Les Biller Patient and Family Resource Center and Clinical Social Work office. They can also be found online at https://bit.ly/2PAitBm.

To apply for ACCESS:

1) Call Customer Service for your county and let them know that you have reviewed the application and need an identification (ID) number.

Los Angeles County (800) 827-0829, (800) 827-1359

(714) 560-5956, ext. 2 **Orange County** (800) 795-7887 Riverside County San Bernardino County (800) 990-2404

2) After getting the ID number, you can schedule a transit evaluation.

AMERICAN CANCER SOCIETY'S ROAD TO RECOVERY PROGRAM

This program provides a ride to and from treatment for people with cancer who do not have a ride or cannot drive themselves. Drivers give their time and the use of their cars so that patients can get the medical care they need.

Hope Village: the hotel at City of Hope

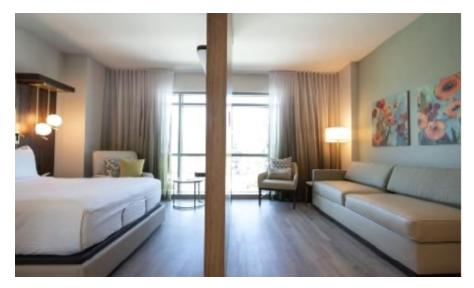


- Walking distance of Helford Clinical Research Hospital
- Complimentary tram to/from City of Hope Duarte facilities
- Complimentary breakfast buffet for all registered hotel guests from 6 to 9 a.m. daily.
- 147 rooms
- 1913 Restaurant and Bar









RV Parking

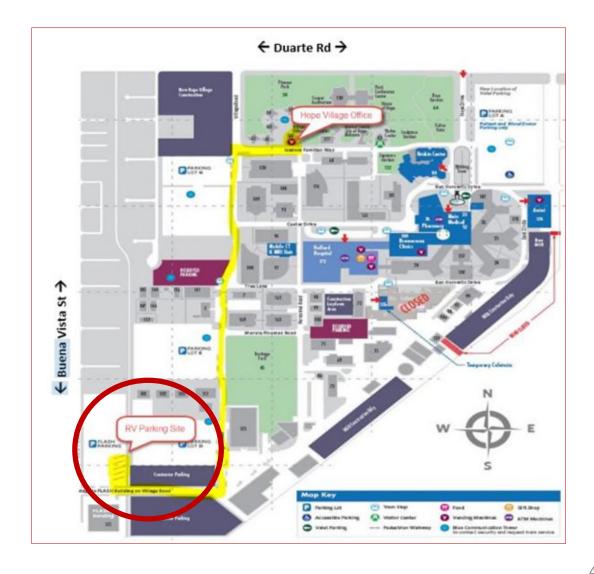
Entrance on Buena Vista





There are five reserved RV spaces with full hookups. Spaces are reserved on a first-come, first-served basis.





Healing Spaces: Gardens for Peace and Meditation



Sculpture Garden



Rose Garden





Japanese Garden



Wishing trees



Dining Options — Places to Eat

Visit <u>www.CityofHope.org/nourishing-hope</u>

City Café

- Ben Horowitz Drive, south of Helford Hospital
- Monday through Friday, 7 a.m. to 8:30 p.m.
- Saturday and Sunday, 7 a.m. to 7 p.m.

City Café Pantry

Self Serve, online or mobile ordering

Starbucks

- Brawerman Center, First Floor
- Monday through Friday, 6 a.m.–6:30 p.m.

Bella Presto

- Beckman Research Institute of City of Hope
- Monday through Friday, 7 a.m. to 3:30 p.m.





For Inpatients — ask Guest Services about a meal ticket.

Patient and Family Education Library



CityofHope.org/patients/living-with-cancer





Physical Concerns & Side Managing Your Affects

Your care team is committed to helping you manage the physical concerns, side effects and symptoms that can occur during and after cancer treatment.

Emotions

At City of Hope, our integrated, interdisciplinary supportive care cancer programs are designed to provide emotional support to assist you and your family, no matter what stage you are in your cancer

Practical Concerns

Balancing your home, work or school life can be exceedingly difficult both during and after cancer treatment. There are actions you can take own to manage the impact on your routines and relationships.



Wellness

Wellness takes into account your lifestyle as a whole, encompassing your mental, emotional



Social Concerns & Relationships

Staying connected with your loved ones and



For Caregivers

The first thing to understand, if you're a caregiver? That you're not alone.

Before, During and After Treatment

CityofHope.org/patienteducation



Patient Education

Our team works with patients, families, physicians, nurses and many others at City of Hope to develop patient and familycentered, tailored and evidence-based patient education, instructions, information and resources to help prepare you for your treatments, procedures as well as the physical and emotional side-effects of cancer and its treatment.

Wellness, Connection and Support



Living Well

Connect with other City of Hope patients, families and caregivers.

- Discussion groups
- Sounding board
- Advice, wellness information and healthy recipes

CityofHope.org/living-well





- Pairs cancer fighters, survivors and caregivers to "Mentor Angels"
- Mentor angels have survived cancer.

imermanangels.org



Save time with one update to family and friends.

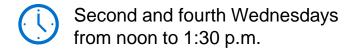
- Easy to create, free and private website
- Coordinate help from family and friends to offer you support when and how you need it.

caringbridge.org

Support for Family Caregivers

Caregivers Connect Virtually

- Biweekly group for caregivers
- Relax and learn stress-reduction techniques.
- Connect with other City of Hope caregivers.



R.S.V.P. at CityofHope.org/Caregivers



Caregivers Resource Centers

- Education classes
- Support groups and retreats
- State Disability Insurance help
- In-Home Supportive Services help
- Respite care



Inland Caregiver Resource Center

Helping families and communities cope with and manage the challenges of caregiving Riverside and San Bernardino



(800) 675-6694



inlandcaregivers.com



Los Angeles Caregiver Resource Center





(855) USC-6060



fcscgero.org

Thank you



1500 East Duarte Road, Duarte, CA 91010 | (800) 826-HOPE (4673)

CityofHope.org | CityofHope.org/BillerPatientandFamilyCenter | CityofHope.org/SupportiveCare