



JAPAN
INTERNATIONAL
HOSPITALS



Fukuoka Kinen Hospital

Hospitalizing information



The admitting reception is on the 1st floor of main building. There is where you will complete the registration process and receive important information about your stay at FUKUOKA KINEN HOSPITAL. The person himself/herself or a representative must perform procedure of hospitalization in the 1st floor reception counter. Please submit all hospitalization application forms to an entry on reception counter. **Do not forget to inform us if you required any special attention by religion.**

Please admit that sickroom and a ward may change per condition of patient disease and medical treatment during the hospitalization.

Wrist band

You will be required to wear an identification band (wrist band) during your stay. This helps to ensure that you will receive the proper treatments and medication during the stay. Please do not remove the band for any reasons.

*Please carry the patient ID card in the case of move out of a ward.

(Please understand that re-issue fee will charge when it lost)

*When you cannot cooperate with medical therapy or nursing, we may ask you to leave hospital regardless of the patient's (your) intention.

What to bring

Items you will need at registration.

- Residence card/passport / Picture ID or driving license.
- Active health insurance card
- Any related document given to you by your physician.
- A complete list of current medications with dosages and frequency
- *Deposit fee/ guarantee money (50,000 Yen)

All personal information obtained during your hospitalization will be held in strict confidence.

For added personal comfort, you may also bring your own pajamas or nightgown, bathrobe, toothbrush, saving equipment, etc.

(*We will issue "hospitalization guarantee money claim check", please keep it securely until you leave/discharge hospital.)

The expenses of hospitalization

- Hospital fees will sum up at the end of the month and will charge them around the 10th of next month or once at the time of leaving hospital (Discharge).
- After you receive your bill, please pay your bill on reception of the 1st floor.
*Note: Please contact our receptionist a little early, if you need a diagnosis reports, medical certificates and other documents.
We do not accept any requests of issuing certificates by mail or over the phone.*
- When your insurance certificate changes or it is updated, please be sure to present for registration of the first-floor receptions sector promptly.
- About the extra fee un-covered by medical insurance, such as telephone charges, room charge, equipment facility cost, diaper and pajama, will added separately and will ask simultaneously with hospital charges.

Prepare for hospitalization

Health insurance card / Seal (known as INKAN) / Toilet kit /Towel /Bath towel (if necessary) /Pajamas * / Underwear /Cup /Chopsticks /Spoon / Slippers / Tissue paper /Wet tissue (if necessary)

*Patient can carry own pajamas or can borrow from hospital on daily based charge instead. Rental fee: 165 yen per day (tax included)

- Patient can buy daily accessories from a hospital shop on the 7th floor of the main building.
- Television is installed on each bed.
Television card: 1000 yen per sheet (1000 minutes).
- Earphone is available on reception at 1st floor of the main building or hospital shop on the 7th floor (300 yen).
- Please minimize personal effects. Moreover, please do not carry large amount of cash, valuables, etc.
(Be careful about stolen and lose your own goods)
- Please be sure to sign your name in personal effects.

The daily schedule during hospitalization

- The daily schedule during hospitalization may change per the patient's condition.
- Weight measurement (before the breakfast) on every Sunday.
- Bed sheets will be changed once a week. We will change the dirty sheets on occasion.

About a meal

- Hospital's nutritionist will provide each patient hygienic meal based upon the patient's disease. When patients want to eat other food, patient must have to take permission from concern physician.
- Do not exchange and supply any kind of the meal between the patients for the reason of hygienic.
- The nutritionist will directly teach nutrition instruction if necessary.
- Except for the necessity of examination or treatment, follow the mealtime.
- Do not enter a pantry (server) room except for washing cups and chopsticks.
- Please have a meal in the patient dining-room for patients on 7th floor, who need bed rest or have difficulty in walking, meal will be served at bed side.
- The 7th floor dining-room provides the teacup, spoon, and chopstick etc.

Medicine

- If there is any kind of medicine undertaking, please bring with you.
- Medication teaching will be provided by pharmacist once a week.
- The medication without a doctor's permission should be avoided.

TV and Radio in a sick room

- Please use an earphone for quietness.
- Please turn off radio or television after the room light turns off.

Electronic instruments

- When you want to use electronic items, please tell a nurse.
- The refrigerator on hire for the patients is available with charge, when required please tell a nurse.

Bathing / Shower

Bathing day

Mon, Tue, Wed, Thu, Fri, Sat

Bathing time

2:00 p.m. - 4:30 p.m.

- Permission by a doctor is needed.
- Take your bath at the fixed time.
- When you go to a bathroom, please inform nurse's station.
- Please do not lock the door of bathroom entrance.
- When you feel ill during bathing, please push the call button at the wall of a dressing room.

Visitation

Visitors can meet concern patient during the visiting time.

Visiting hours

Weekday 13:00 -19:00

Sunday / Holiday 10:00 -19:00

- Depending on the patient's condition of disease and observation room, visitor(s) are not allowed to visit.
- Please comply with the visiting hours to avoid disturbing the patient's rest and/or treatment.
- Please take the permission from concern nurse station and fill out the visitor list on the counter of the nurse station before meeting.

- Do not eat or drink in the hospital ward during visits. It is restricted to supply any food without permission.
- Please avoid bringing young children, pet company or coming in large groups, because such visits may disturb the patient's rest and cause inconvenience to other patients.

Laundry

- Please use the washing machine and drier of a laundry room,
- Machine was installed at the 4th-5th-6th floor of the main building. (Payable)
- Using time from 8:00 a.m. to 9:00 p.m.
- Please be sure to write down a name in the cleaning dress.

Telephone use

- Any phone call from outside does not connected in general. We inform you of partner's telephone number and a fact of phone call if needed. *Except urgency call in the afternoon.
- The telephone to call outside should use a public telephone.
- Please do not use a mobile phone at the restricted area inside the hospital.

Nurse's Call

- Please push the nurse call button at bedside of pillow if you need.
- When you are feeling ill at a toilet, please push a nurse call button.

An Emergency disaster

- Please familiarize yourself with evacuation route.
- Please act calmly per directions of doctor(s) and nurse(s). Although the emergency light is turned on at every passage, please blame per a nurse's instruction.

Going out and staying out

- These are prohibited in general.
- Please get doctor's permission if needed. (A permit is required to go out or stay out)
- When permission is granted, please be sure to tell a nurse and try to return in a short time.
- Going out wearing patient clothes will not allowed.

Counseling

The counselor accepts the consultation of the payment of medical expenses, and the worries and troubles on social life. Please tell a nurse when you need.

Leaving hospital (Discharge)

- The time of discharge please consult with the ward nurse station chief.
- For the reason of calculation of hospital fees please understand that a permission of discharge cannot granted on holiday or night time.
- Please leave hospital by around 10 a.m.

Others

- In general, A family's attendance inside a room is not allow.
- The doctor's permission is needed when the patient`s family want to attend. (Please tell the ward nurse in-charge)
- Newspaper can purchase from 7th floor's shop.
- Mail can be posted in the mailbox at the reception of the 1st floor.
- We do not accept any consideration to the personnel.
- We do not discuss patients' conditions with anyone other than family members and other designated representatives. We also do not discuss the patient's condition over the phone. Please be aware of this.

We have an emergency system at this hospital, during your hospitalization some time you may hear the emergency "Doctor Hurry Call" announcement "HARI KORU HARI KORU Hurry SENSEI (room number) MADE KITEKUDASAI". It means a doctor is being called for an emergency. We appreciate your understanding and kind co-operation.

We Hope Your Recovery as Early as Possible.

Get Well Soon.