

## Loan Radio's Including Ward Rounds

The attached page to this notice is a copy of the revised page from a new edition of the operations manual which is under revision. The highlighted areas are because recent events suggest this is not being carried out.

Nursing staff will be handed radios which a patient might suggest is faulty this is not always the case and when these are tucked away it means a shortage of radios on that ward plus patients without a chance to listen.

*If radios prove to be faulty return them to the studio and log them in the section 4 of the log, radios should be placed in the red biscuit tin at the bottom of the library.*

When you enter the studio each evening before going on your ward rounds any radios which have been repaired should not be left in the box on the reception counter but returned to the wards.

Six radios in a box left there all week means Six less listeners!!!!!!!!!!!!!!

**In addition lost battery sales**

**Radio Heatherwood is not just about being a presenter on the radio  
It's about making sure the patient on the ward has that opportunity to listen.**

*Team leaders please ensure all your members read this notice and place it in the next nights tray*

PJ.

31 August 1996