

Where should I go first?

- **Emergency patients** should first check in at the entrance to the Paediatric Clinic and then proceed to Outpatients 1.
- **Patients with special consultations** should go first to Patient Reception on the ground floor of the Paediatric Clinic; then check in at Outpatients 1, also on the ground floor.
- **Patients who only have an appointment in the X-Ray Department** should go first to Patient Reception on the ground floor and then directly to the X-Ray Department in the basement of the Paediatric Clinic.
- Patients arriving for a planned in-patient admission or a diagnostic test should go first to Outpatients 1.

Following an inpatient admission or a planned outpatient appointment, how will I be informed of the results of the investigation?

When the treatment is finished, your paediatrician will be sent a doctor's letter. Our doctor or your paediatrician will notify you immediately of any diagnostic test results that require urgent treatment.

The inpatient admission appointment is on at o'clock.

A bed has been planned for the person accompanying the patient*:

yes no

Your Outpatients' appointment is on at o'clock
(organised by Mr/Mrs/Ms)

Must my child be fasting?

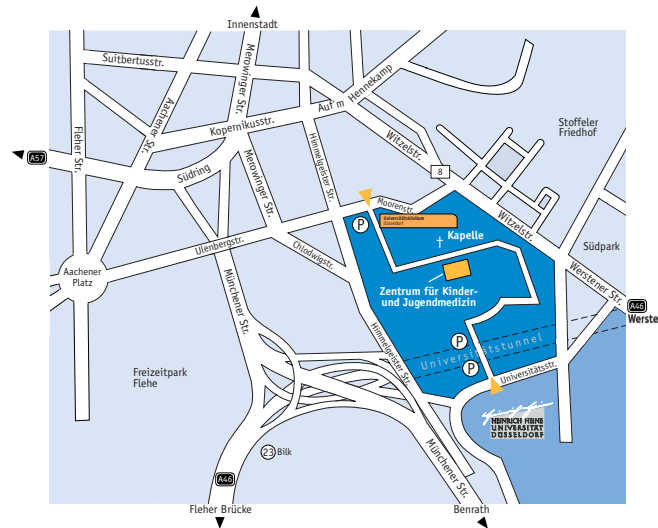
yes no

*Subject to changes according to the actual occupancy

Site Map

Universitätsklinikum Düsseldorf (Düsseldorf University Hospital)

How to find us:



You can get here on public transport (701, 707, SB 50, 780, 785, 835); you can find a detailed description of the journey at: www.uniklinik-duesseldorf.de/anreise

Universitätsklinikum Düsseldorf (Düsseldorf University Hospital)

Centre for Child and Adolescent Medicine

Building 13.43.00 ground floor/Outpatients 1

Moorenstrasse 5

40225 Düsseldorf

Paediatric Clinic entrance: 0211 81-17687

Fax Outpatients 1: 0211 81-19512

www.uniklinik-duesseldorf.de/paediatrie

(see Patient Information Leaflet for further details)



Bringing your child into Outpatients 1

Department of General Paediatrics
Centre for Child and Adolescent
Medicine

This information leaflet should help you to find your way around our Outpatients system. Your child may be cared for in various different Outpatient departments.

Inpatient Admissions	Special Outpatients	Emergency Outpatients
Social Paediatric Centre (SPC)	Radiological investigations	Referral for diagnostic tests or inpatient admission for diagnostic tests

Which part of Outpatients should I go to check in my child?

Usually this is decided by the paediatrician looking after your child, who will also issue the necessary referral note for treatment in the Paediatric Clinic.

What sort of referral note do I need if my child has a special condition?

- 1.) **Referral note must be issued by the paediatrician (children younger than 13 years of age, otherwise an Outpatients' authorisation will be required).** (Endocrinology, Gastroenterology, Diabetes, Metabolism)
- 2.) **Outpatients' authorisation** following consultation in the case of complex conditions that are treated in the other special outpatients departments (General Outpatients, Dermatology, Paediatric Surgery, Nephrology).
- 3.) **Referral note with SPC** (Social Paediatric Centre) stamped on it (Neuropaediatrics).
- 4.) **No referral** note in the case of private health insurance.
- 5.) **Referral note for diagnostic testing that does not require inpatient admission for large equipment use (e.g. for an MRI or CT scan)**
- 6.) **Referral in the case of planned inpatient admission.**

I need an appointment - how do I arrange it?

- **General appointments**
0211 81-17702 Monday-Friday
08.30-12.30 and 13.30-15.00 hours
- **Appointments for SPC/ Neuropaediatrics**
0211 81-16431 Monday-Friday
08.00-12.30 and 13.30-15.30 hours

How will a planned inpatient admission be organised?

- Your paediatrician or the Outpatients team will agree an appointment with you.
- On the day of admission, please check in at Outpatients 1 to begin with.
- Please bring a current referral from your paediatrician with you.
- Up until the age of seven, it is usually possible to have a person accompanying the patient if the bed situation in the ward allows this.

How do I proceed if my child only requires a radiological investigation?

- You or your paediatrician will contact the X-Ray Department directly on telephone number: 81-17665 to arrange an appointment.
- Please bring a referral with you (except if you have private health insurance).
- Go first to Patient Reception on the ground floor of the Paediatric Clinic and then directly to the X-Ray Department in the basement of the Paediatric Clinic.

What if the paediatrician refers my child to the Paediatric Clinic as an acute emergency?

- Acute emergencies are admitted 24 hours a day without an appointment.
- **If your child is suspected to be suffering from an infectious disease e.g. chickenpox, scarlet fever etc., then you should first check in with the porter at the Paediatric Clinic, who will show you a separate route to Emergency Outpatients.**

■ **The sequence of treatment is dependent on the waiting time and the urgency of the suspected illness. Please build in waiting time.**

What do I need in the case of special laboratory tests?

- For a molecular genetic analysis, you will need a referral no. 6 from the paediatrician. If test material is sent to external laboratories, you will need a laboratory note no. 10 from the paediatrician.
- If only a C-13 respiratory test is performed, bring a referral note stamped C13 respiratory test with you from your paediatrician. To do this test, your child must fast in the morning. Further information can be obtained by phoning: 81-17702.

What should I do if I cannot keep the planned appointment?

Please cancel as early as possible so this appointment can be given to somebody else.

What should I bring with me when bringing my child to Outpatients?

- This information leaflet
- Child's insurance card
- Child's yellow medical record book and vaccination certificate
- The necessary referral note(s) (see above)
- If appropriate previous findings of paediatrician or other institutions, which should if possible be sent or faxed in advance with the corresponding observations.
- Details of previous medication (name of drug and dosage)
- Special consultations: list of prescriptions

Please also remember to bring something with you for your child to eat and drink. A favourite toy may be beneficial.