



Patient information: Accident and Emergency

# Welcome to Moorfields A&E at City Road

This leaflet will explain what to expect during your visit to our A&E department and how you will be assessed by our staff.

Please note that our hospital is a specialist eye hospital and we treat eye problems only. A&E is not a 'walk in' clinic. If your eye problem is not an emergency, you should see your optician or GP who will refer you to one of our specialist clinics if necessary. Please also note that we do not give out second opinions, repeat prescriptions or treat non urgent problems such as dry eyes, itchy eyes, hay fever, or cataracts.

### **Upon arrival at A&E:**

You will be greeted by a member of staff at the screening desk and handed a number ticket and a form to complete. Please seat yourself in front of the reception desk and complete any required paperwork. You will be called forward by the receptionist, who will be seeing patients in order of ticket number. The receptionist will ask you for some personal details to register you onto our computer system. You will

then be asked to take a seat outside the triage (initial assessment) rooms where you will be called by name to see a nurse or doctor. This process helps us decide how urgent your eye problem is and if it is vital for you to be seen at A&E today.

Please remember that the decision made about your treatment is based upon clinical expertise and your individual needs. We therefore ask that you respect our doctors' or nurses' decision on the treatment that has been considered best for you. Please note that we have a zero tolerance to verbal and physical aggression shown towards our staff.

If it has been decided that you **do not need to be seen today** one of the following may happen:

 You may be given an appointment in our urgent care clinic (UCC) before you leave A&E. Our urgent care clinic is based in Cayton Street opposite A&E and treats patients with less urgent eye problems.

2. You may be advised to see your GP or optometrist for a referral to your local eye clinic or to another clinic.

- 3. You may be asked to return to a clinic at Moorfields Eye Hospital at City Road at a different time.
- You may be told that there is no specialist treatment required, or given advice on how to manage your symptoms at home

#### Categories of A&E care:

Patients are seen according to their clinical priority, and not necessarily their time of arrival.

If it has been decided that you need to be seen today, you will be classified in one of the four categories below:

- 2 Very urgent cases that need to be treated straight away by the doctor/nurse.
- 3 Urgent cases that need to be treated within an hour by the doctor/nurse.
- 4 Less urgent cases that still need to be seen today by the doctor/nurse
- 5 Cases that may be treated by a specially-trained ophthalmic emergency nurse practitioner (ENP).

If you have been placed in categories '2-4', you will be examined by a nurse who will ask some questions, check your vision, and carry out any relevant tests, after which you will be asked to wait to see a doctor.

If you have been placed in category '5', you will see one of our ophthalmic emergency nurse practitioners, who will carry out a full examination and give you the appropriate treatment.

We aim to see, treat, and discharge all patients within four hours. This is the national target for A&E departments, and we make every effort to see you within this time frame. We appreciate your patience and understanding while waiting for our doctors or nurses to see and treat you.

#### Please note:

- There is very limited seating space in the waiting area. Once you have been to see the triage team, we tend to prioritise this area for patients who are waiting to be seen. We therefore ask that you are accompanied by one person only whilst waiting to see the doctor or nurse.
- Priority may be given to children and patients who are generally unwell, as they may need to be seen more urgently.
- Patients with potentially contagious eye conditions will be asked to wait in a separate area.
- If you start feeling unwell while you are waiting, please tell a member of staff, who will ensure that you are assessed by our nursing or medical team and given the appropriate care.
- If you are experiencing pain, please tell the triage nurse or doctor, who



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can give you some pain relief medication, either in the form of eye drops or tablets.

 If you have any further questions, please do not hesitate to approach any of our staff – we are always happy to help.

# Facilities available during your A&E visit:

**Toilets:** The nearest toilets can be found along the corridor next to the triage cubicles – please follow the yellow line on the floor from the main A&E waiting area for guidance.

**Drinking water:** Water dispensers can be found in the A&E waiting area.

**Restaurants:** There is a Costa coffee shop on the ground floor where you can buy hot drinks and snacks – follow the yellow line for guidance.

There is also a shop, run by the Friends of Moorfields where you can buy drinks, snacks, magazines, papers, and other goods. It is located opposite the main clinic area on the ground floor.

Vending machines: If you are in A&E at a time when the shops are closed, there are several vending machines available, selling a variety of drinks and snacks. These can be found in A&E and next to the coffee shop on the ground floor.

**Pharmacy:** If you have been given a prescription for medications after being seen in A&E, these will be dispensed

for you by pharmacy or A&E staff. If you need a repeat prescription, you will need to see your GP, as A&E does not issue repeat prescriptions. If you have any questions, please don't hesitate to speak to one of the A&E staff. You can leave the A&E department without losing your place but please inform a member of staff when you leave and when you return.

#### **NHS Friends and Family Test**

A new way to give us your feedback. The staff caring for you today would like to know what you thought of the service they provide.

We will text you to ask whether you would recommend our A&E department to your friends and family. Personal details or mobile number will not be linked to your feedback. To see what we do in response to your feedback, please go to the Moorfields website. Thank you for contributing and helping shape the future of patient experience at Moorfields A&E

If you don't have a mobile phone or would prefer to share your thoughts on a paper form, please ask one of the staff. You can also complete the test online at:

<u>www.moorfields.nhs.uk/content/moorfields-friends-and-family-test-fft</u>



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#### **Useful contacts**

## Moorfields A&E at City Road, 162 City Road, London EC1V 2PD

## Telephone switchboard:

#### 020 7253 3411

This is a 24-hour service for eye emergencies only. Following triage, you may be seen on the day or informed that no treatment is needed at the service and advised to see your GP or optician. Alternatively, you may be booked into an urgent care clinic at City Road for a different day.

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Moorfields Eye Hospital NHS Foundation Trust City Road, London EC1V 2PDPhone: 020 7253 3411

www.moorfields.nhs.uk

## **Moorfields Direct telephone helpline**

Phone: 020 7566 2345
Monday-Friday, 8.30am-9pm
Saturday, 9am-5pm
Information and advice on eye
conditions and treatments from
experienced ophthalmic-trained nurses.

# Patient advice and liaison service (PALS)

Phone: 020 7566 2324 or 020 7566

2325

Email: moorfields.pals@nhs.net

Opening hours: Monday to Friday, except bank holidays
Moorfields' PALS team provides confidential advice and support to help you with any concerns you may have about the care we provide, guiding you through the different services available at Moorfields. The PALS team can also advise you on how to make a complaint.

# Your right to treatment within 18 weeks

Under the NHS constitution, all patients have the right to begin consultant-led treatment within 18 weeks of being referred by their GP. Moorfields is committed to fulfilling this right. For more information about your rights and responsibilities, please visit the Moorfields website and search 'Referrals to treatment (RTT)'. To learn more about your rights under the NHS constitution, visit www.nhs.uk/choiceinthenhs