March 20, 2020

Dear Families and Friends of Our Patients:

While our facility continues to maintain a safe and healthy environment on behalf of our patients and staff, we also understand that it is important to ensure that you are able to communicate with your loved ones during this time. As such, in lieu of patient visits:

- Patients may continue to use the pay telephones in the common areas on units until 10pm each evening.
- Patient may communicate with their loved ones by mail. In the event that you wish to write to your loved, please forward the letter to:
  Trenton Psychiatric Hospital
  Patient Name:
  PO Box 7500
  West Trenton, NJ 08628

- Patients are still able to receive packages that meet the current facility policy guidelines.
- Patients who wish to speak with their families and friends privately, will be provided 15-minute access for their phone conversation in a designated private location, where they will be accompanied by staff.
- Patients will be able to sign up to make the private telephone calls at the unit nurses’ station.

The available times for the private conversations are listed below:

- Monday-Friday: 6pm-10pm
- Holidays and weekends: 9am-11am, 1pm-4pm and 6pm-10pm

In lieu of in person visits:

Families and friends who wish to speak with their loved one may do so during the hours listed above.

In the event of an emergency, the hospital telephone operator can be reached 24 hours a day at 609-633-1501. The contact will be forwarded to the nurses’ stations or to the correct party as appropriate.

Also be advised that the pay phone numbers for patient access may also be provided by contacting the nurse’s station.

Please note that we understand that the outbreak of COVID-19 and the uncertainty that we are experiencing is stressful not only for NJ and the nation, but for you and your family. Fear and anxiety about a disease can be overwhelming and cause strong emotions in both adults and children. During this time, it is important to find healthy ways to cope with stress to ensure that we all remain strong as we find a way to work through this together. We suggest that you practice self-care in the form of:

- Take breaks from watching, reading or listening to news stories, including social media.
- Take care of your body. Take deep breaths, stretch or meditate. Try to eat healthy, well balanced meals and exercise regularly.
- Get plenty of sleep and avoid alcohol and drugs.
- Try to do some other activities you enjoy.
- Talk with people you trust about how you feeling.

Sincerely,

Robyn Wramage-Caporoso, MA, OT
Chief Executive Officer

New Jersey Is An Equal Opportunity Employer