



Day Treatment Unit (DTU)

Information for patients, family & friends.

Level 0, Cancer & Haematology Centre, Churchill Hospital
Old Road, Headington, Oxford OX3 7LE

Haematology DTU Tel: **01865 235 554** Oncology DTU Tel: **01865 235 558**

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This booklet is designed to be read with Information for patients - Churchill Hospital. Copies are available on the ward or from the OUH website: www.ouh.nhs.uk

Day Treatment Unit (DTU)

Most patients attending the Day Treatment Unit will be receiving chemotherapy, blood products or other drugs used to control a symptom they are having. Some patients are attending for a particular test or procedure. The doctors will have discussed the reason for your visit with you at an outpatient appointment or on discharge from the ward.

DTU is a large open plan area divided into Haematology Day Treatment Area and Oncology Day Treatment Area.



Our commitment to you

During your time with us we aim to provide the highest standards of care and support you in your decisions regarding your treatment. We will respect your dignity, individuality and personal preferences at all times.



You may be treated in a chair or bed next to a member of the opposite sex. If you have any concerns about this, or if you feel it is difficult to talk openly about personal issues because of the open plan setting, please tell a Nurse so that they can find a suitable position for your treatment or take you to a private room to talk.

Receiving Your Appointment

You will be contacted by phone or letter by the treatment team in DTU with the appointment date/s for your treatment. If you do not hear from them in five working days from the time of your outpatient appointment then please contact DTU on **01865 235 558** (for Oncology) or **01865 235 554** (for Haematology). They will also confirm with you any specific instructions about the timing of your blood tests or medications to be taken before the treatment.



The Day Treatment Unit Team



Ward Sister



Registered Nurse



Specialist Nurse



Student Nurse

Nurses

The nurses are specially trained in chemotherapy and patient care during treatment and associated procedures. They play a vital role in the delivery of your treatment and also provide you with support, advice and information.

They also liaise with other healthcare professionals such as doctors, specialist nurses, pharmacists and dietitians to ensure you receive the care you need.

Doctors

The specialist Doctor managing your treatment is called a Consultant Oncologist or Haematologist. They supervise a team of doctors which includes specialist registrars, and are responsible for prescribing and supervising your course of treatment and requesting specific procedures and tests. You may see the Oncologist/Haematologist or Specialist Registrar before, during or after your course of treatment in the Outpatient Department, so that your progress can be monitored.

Pharmacists

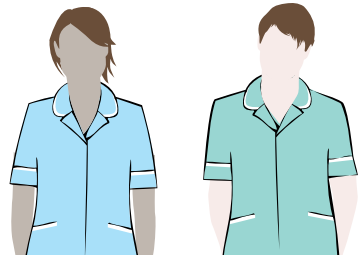
Our pharmacists have two roles in DTU.

1. To check all chemotherapy prescriptions and make sure you have the correct dose prescribed.
2. To see you in DTU on your day of treatment to discuss your medication with you. They will also ensure you have enough medication to prevent or manage side effects of chemotherapy, e.g. anti-sickness drugs.

They are happy to discuss any issues concerning your general medications and those prescribed by the hospital doctors.

Other Members of the DTU Team

These include administrators, clinical support workers and housekeepers.



Clinical Support
Worker

Administration
Assistant

Research

World class research is carried out in all our hospitals. During your visit, you may be approached about clinical trials and research studies that your treatment team believe would be suitable for you. Your participation in a research trial, if appropriate, will be discussed with you so that you can make an informed decision to be part of a trial.

Getting to the Cancer and Haematology Centre

Car Parking

Parking space is very limited and there is no on-street parking nearby. Please allow 45 minutes to find a space. Pay & Display car parks 1 and 2 are nearest. See map on next page. Car park permit request forms are available from DTU nursing staff for patients receiving chemotherapy or treatment. Take the form to the Car Parking Office where they will issue you with a parking permit. This card enables you to park in any public Pay & Display barrier car park, using the card on entry and exit.

For more information please call the Car Parking Office: **01865 225 466**.

Driving yourself to DTU

We recommend that you don't drive yourself for your first treatment, but after that you may do so if you feel well. We are happy for you to bring a relative or friend if you wish, however should more than one person attend with you they may need to wait in the waiting area during peak times (10am - 4pm).



How to Find DTU

Use the main Churchill Hospital entrance into the Cancer (Oncology) and Haematology Centre on Level 0, past the café and shops. Go straight along the corridor and turn left following the signs for the Cancer and Haematology Outpatient Department. DTU is inside the Outpatient Department. You do not need to book in at the Outpatient Reception – just go straight through and take the door on the right into the Day Treatment Unit.

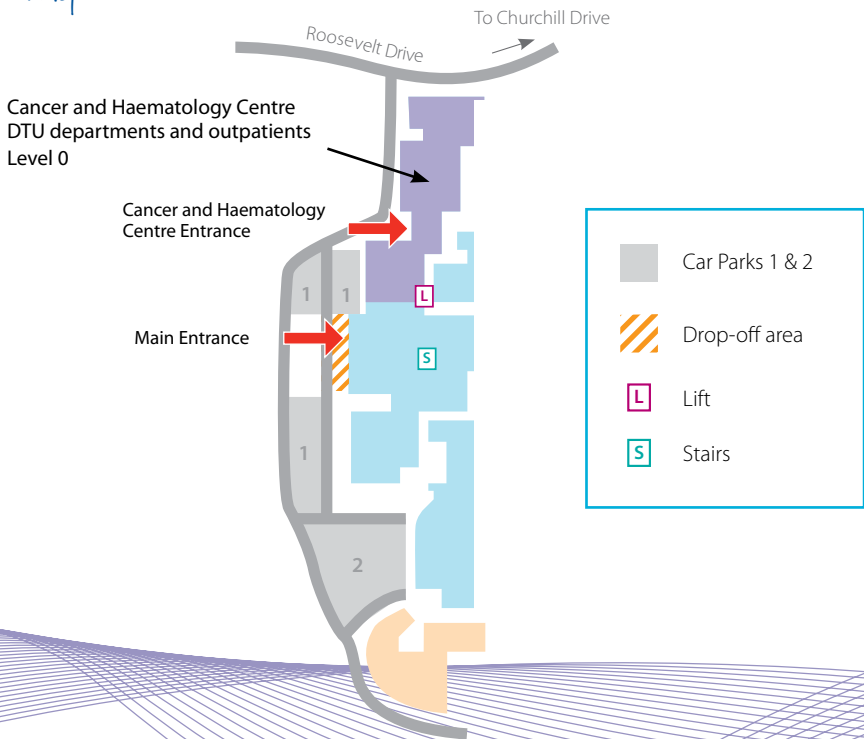
For Haematology Day Treatment Area

Enter DTU, continue ahead and it is the first desk you come to.

For Oncology Day Treatment Area

Enter DTU, take an immediate left, through the doors and continue through the second set of doors. Turn left and continue to desk (signs will guide you).

Site Map



What to Bring

You may want to bring a book or magazine with you to pass the time. There are DVD players available with headphones. You can access free Wi-Fi at www.btwifi.co.uk if you wish to use iPads or laptops. Mobile phones can be used, but we do ask that you respect others' need for quiet.

Food

Tea, coffee and water are available in the unit. For those patients who stay with us during the day, a selection of sandwiches and fresh fruit is provided at lunchtime.

You are welcome to bring your own food and drink, or to buy it from the hospital restaurant, cafés or shops. There are no facilities to heat food in DTU. Bringing in hot food is discouraged during peak times as the smell may exacerbate nausea in some patients.



What is Chemotherapy?

Chemotherapy is the treatment of cancer with drugs. These can be given as tablets, or by injection or in a bag of fluid given into a vein over a number of hours. This is called an intravenous (IV) infusion.

Understanding and Consenting to Your Treatment

The treatment team will discuss with you what the treatment will involve, the possible side effects, the benefits and the risks. It is important that you understand the information you have been given, and that you ask questions if you don't understand or if you want more information. You will be asked to sign a consent form, which is a written record that you have agreed to the treatment and that you give your permission to proceed. You may withdraw your consent at any time.

The dose of chemotherapy is planned specifically for you depending on your weight and condition. At your outpatient appointment the team will confirm your height and weight and you will have been given instructions and blood test forms needed before you start treatment. You will need to visit your GP surgery for these initial blood tests, which should be done 24-72 hours prior to chemotherapy.

Pregnancy

Female patients (aged 18 to 55 years old) must be aware of the importance of not becoming pregnant at any time throughout a course of chemotherapy.

If you think you may be pregnant at any time during your treatment please tell a member of staff as soon as possible. All female patients within this age range will be asked to have a pregnancy test before their first course of chemotherapy.

Male patients must use appropriate contraception to prevent their partner becoming pregnant during their chemotherapy and for at least three months after.

Preparing for Chemotherapy

PICC, Hickman or Portacath

Some patients who need certain types of treatments that can irritate smaller veins, or who need treatment over a long period of time, have a special catheter or hollow tube put into a vein in the arm, usually above the elbow or chest. This is called a PICC, Hickman or Portacath depending on the type of catheter. This stays in place for the duration of your treatment. This can be put in on a separate appointment or on day one of your first treatment.

At your first appointment in DTU your Nurse will spend some time with you discussing with you the process of the treatment, the possible side effects after treatment and how to cope with these. They will also review your blood results and ask how you have been since the outpatient appointment, to ensure that you are fit to have the treatment.

Many patients will need to see a Doctor one to five days prior to each treatment in the Outpatient Clinic. You can make this appointment at Outpatient Reception before you leave DTU, or ring the Appointment Line on **01865 235 185** when you get home. This clinic doctor review will allow you to discuss any problems from your chemotherapy (physical and / or emotional) and assess your recovery from the previous treatment. It is about your individual needs, an opportunity to obtain information, support and referral to other services as appropriate.

If you have not received an appointment by one week after chemotherapy, please ring the Appointment Line or your Consultant's secretary.

At each treatment appointment in DTU the Nurse will ask you how you have been since your last treatment. It is important that you tell them if you are experiencing side effects so that they can monitor your progress throughout your treatment.



It may be necessary to delay your treatment for a short period of time if blood tests or side effects show us that you need a longer recovery time, or additional drugs to support your recovery, or the dose of chemotherapy fine-tuned. The nurses will discuss this with you and tell you about any extra blood tests or medications and give you the new treatment appointments before you leave.

The Treatment or Procedure

The treatment team will confirm with you the length of time you can expect to be in DTU and the process involved. Time is needed for staff to review your blood results, check the prescription and make up the drugs. This is essential to ensure that you receive your treatment safely. We aim to keep you informed, but if you are concerned about any delay then please speak to your Nurse, or the Nurse Coordinator at the nurses' station.

Following Treatment

You may be given additional medications to help control expected side effects. The nurses or pharmacists will explain how and when to take these. However if you feel unwell after you leave DTU please contact the Oxford Triage Team on **01865 572 192**. They will assess your problems and concerns over the telephone and either provide advice or ask you to come into the hospital to be seen by a Doctor. If you are feeling unwell when you arrive at DTU, let the Nurse know as soon as possible, so that they can arrange for a Doctor to see you. Our doctors do not work in the unit so we need to arrange for them to come and see you. If you feel unable to travel into DTU, contact the DTU staff or Oxford Triage Team to seek advice before you leave home.

Common Side Effects of Chemotherapy

The side effects of chemotherapy treatment vary from one person to another. You will notice them gradually developing and improving in the rest weeks after treatment.

Your nurses and doctors will discuss the side effects of the drugs you are having and how you can monitor and cope with these. They will also give you an information leaflet for your drugs to guide you and your family when you go home. We have included some common side effects below – your Nurse will tell you if these will affect you.

Changes in your Blood

Your chemotherapy can sometimes affect your bone marrow, which produces different types of blood cells, making it more likely that you can get an infection. This may be a life-threatening complication. If you have a temperature of 37.5 degrees or above, feel shivery or flu-like and generally unwell, you should contact the Oxford Triage Team immediately on **01865 572 192**.

Diarrhoea

This is a side effect associated with some forms of chemotherapy. If you experience more than four bowel movements a day or have any diarrhoea at night, you should contact the Oxford Triage Team for advice immediately. It is important that you drink plenty of fluids if you have diarrhoea and seek treatment promptly, as chemotherapy-induced diarrhoea does not stop on its own.

Hair Loss and Wigs

Not all patients receiving chemotherapy lose all their hair. Sometimes it thins or you may see no difference. Your Nurse will explain how your specific treatment can affect your hair.

Before your treatment begins the Nurse will explain how to obtain a wig, including recommended shops. There is a form to complete and, unless you are exempt, there is a prescription charge (£64.95) payable at the hospital Cashiers Office. They will complete the form which can then be taken to a hospital approved supplier. The suppliers often provide a fitting service so that the wig can be trimmed or brushed to the style you like. They will also tell you how best to look after your wig.

Wigs can feel tight and uncomfortable, as your skin will be more sensitive during, and sometimes after, treatment. Towelling turbans are available, or a light cotton or silk scarf, or soft hat, may feel more comfortable. Your hairdresser may be able to help you find a style which will cover any hair loss or patchy area. Further information can be found in the Macmillan leaflet *Coping with Hair Loss*. Ask your Nurse for a copy.

Tiredness and Emotions

You may experience a feeling of tiredness, so allow yourself extra time to rest. It can be an emotional time during your treatment. You may feel anxious and uncertain before your appointment, or you may be keen to keep up your normal routines and find that the ongoing tiredness and feelings are holding you back. This is natural and it is important to give yourself time to adjust – the recovery time between treatments differs for every individual.



Support may be available from family and friends. It might help you to keep up some hobbies and social activities you enjoy – gentle exercise can boost your mood. Both you and those around you can find impartial advice and support from Maggie’s Centre and some of the organisations mentioned in this booklet. They will have information on local support groups, counselling services and complementary therapies. Your GP can also be a source of support and advice regarding the impact of your experience on your emotions and relationships (including sexual relationships) and may refer you to local counselling services.

Sexual Effects

Depending on your treatment, chemotherapy can sometimes cause emotional changes that may affect your sex life. If you are having problems it may help to talk these over with your partner and your medical team. Although it can be embarrassing to talk to health professionals about such intimate things, remember they are used to dealing with these issues and can suggest things that can help.

Macmillan Cancer Support Line

For answers, support or just a chat, call the national Macmillan Cancer Support Line and speak to a cancer support specialist in confidence.

Tel: **0808 808 0000** (free number) Monday to Friday 9am - 8pm.

Chaplaincy

A Chaplain is always available for personal support to patients and families. Please ask a member of staff if you want to speak to them. Rev Dr Margaret Whipp visits the ward and Outpatient Department regularly.

Once Your Chemotherapy is Over

After the chemotherapy has completed you will be seen by your Oncologist or Haematologist in the Outpatient Clinic. The timing of the follow-up appointment is important to allow the doctor to assess the effectiveness of the chemotherapy and to advise you about any ongoing side effects.

If you have any questions, or need support and advice now that your chemotherapy is finished, please contact the Oxford Triage Team in the first month following treatment. After this time contact your GP or District Nurse or Cancer Nurse Specialist.

Feedback

We will ask for your feedback about your experience on our unit. Please raise any concerns you may have with staff at the time, and ask to speak to the Sister or Deputy who will be happy to listen and resolve any issues wherever possible, or contact our Patient Advice and Liaison Service (PALS) on **01865 221 473**.

Healthcare Travel Costs Scheme

Patients on certain benefits may claim all or part of the cost of travel to and from hospital. Please ask your nurse for a leaflet or visit **www.dh.gov.uk**

Charitable Funds

We are always grateful for donations to our Cancer and Haematology DTU Charitable Fund. They make a huge difference to our patients, their families and visitors. Recent improvements include converting to electric armchairs, and artwork around the area. We have also refurbished two patient interview rooms in the Outpatient Department.

Further Support & Information

There are various patient and carers' information booklets around the unit for you or your family to take away and read. Please also look at the noticeboards for details on where to access additional support.

Maggie's Centre, Churchill Hospital

Tel: **01865 225 690**

www.maggiescentres.org

Maggie's Centre provides information and support to address every aspect of living with cancer – from the practicalities of claiming benefits, to the physical and emotional effects that people might be experiencing.

Open Monday to Friday 9am - 5pm.

No appointment necessary, just pop in for a cup of tea.

Carers Oxfordshire

Tel: **0845 050 7666**

www.carersoxfordshire.org.uk



Carers Oxfordshire listens to carers and provides information and advice. It also aims to help carers get the support they may need.

Maggie's CancerLinks

www.cancerlinks.org.uk

Your local gateway to national high quality cancer information across Berkshire, Buckinghamshire, Oxfordshire and Wiltshire.

Macmillan Cancer Support



www.macmillan.org.uk

Macmillan Cancer Support is a UK charity supporting people with cancer and their families with specialist information, treatment and care.

Macmillan Support Line

Tel: **0808 808 0000**

For answers, support or just a chat.
Monday to Friday, 9am - 8pm (Free call).

Cancer Research UK



www.cancerresearchuk.org

Cancer Research UK provides patients and health professionals with information on lifestyle, cancer and current research.

Useful Contacts

Outpatient Department Reception

Churchill Hospital:	01865 235 566
Appointment Line:	01865 235 185
Haematology - Day Treatment Area (9am - 5pm weekdays):	01865 235 554
Oncology - Day Treatment Area (9am - 5pm weekdays):	01865 235 558
Haematology Ward:	01865 235 048
Oncology Ward:	01865 235 012
Oxford Triage Assessment Team: (24hrs / 7 days a week)	01865 572 192
Churchill Hospital switchboard:	01865 741 841

If you have any worries or concerns about your care please contact:

Hayley Smith, Matron:**01865 234 964**
or email: hayley.smith@ouh.nhs.uk



If you have a specific requirement, need an interpreter, a document in Easy Read, another language, large print, Braille or audio version, please call **01865 221 473** or email **PALSJR@ouh.nhs.uk**

Author: Eliz Flanagan
Version 1 Feb 2014
Review Feb 2016

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