

WHITING FORENSIC HOSPITAL
OPERATIONAL PROCEDURE MANUAL

SECTION III:	STRUCTURES WITH FUNCTIONS
CHAPTER 12.c:	Rehabilitative Therapies
PROCEDURE 12.c.2:	Library Services
Governing Body Approval:	April 27, 2018
REVISED:	

PURPOSE:

The provision of library services affords patients and staff an opportunity to utilize leisure and educational resources.

PROCEDURE:

1. *Resources:*

- a. Books include: general interest, fiction and non-fiction, Spanish language and print
- b. Audiovisual materials: Entertainment and educational, VHS videos, DVD movies and books on CD.
- c. *Special Services:* Laminating machine: patients can request paper or pictures to be laminated.
- d. Patients can use the designed non-Internet access computer for games or word processing. Patients must be supervised by the staff when using the Internet access computers.
- e. Arrangements can be made for computer training classes offered by the rehabilitation therapies staff.