

AMBROISE PARE HOSPITAL

Boulevard Kennedy 2

7000 MONS

Tel: 065 41 40 00



EMERGENCY DEPARTMENT



The Emergency department of Ambroise Paré hospital has a drop-off zone. You may drop the patient off here and park your car in the **multi-storey car park** or at the side of the hospital along the ring road.

Follow the sign "URGENCES"

ROUTINE APPOINTMENT

A multi-storey car park is available; turn right after the Emergency entrance. When you enter the hospital the registration desks are on your left. Go to the ticket dispenser and press the button "I have an appointment today"



When your number appears on the display, report to the desk marked "CAISSE". Give the payment letter you received from the Medical Centre SHAPE. You will need your ID card. You will be given some computer printed labels which you should take to the clinic. Most specialist clinics at Ambroise Paré Hospital are on the ground floor.

For all imaging appointments:

You can go directly to floor -1. The Radiology department has its own registration desk. **There is NO need** to go to the registration desk at the entrance.

For a radiology examination, you need a request from a doctor. Without that request letter, no examination can be performed.

REMEMBER:

You will need a new payment letter for every visit you make to the local hospital.

ADMISSION & PREOPERATIVE EXAMINATIONS

Preop examinations

Lab test: 3rd floor Wing B/ not necessary to go to the registration desk.

ECG: ground floor Wing G – cardio consultation/ not necessary to go to the registration desk.

Anaesthetist: Ground floor Wing A - corridor on the left after the lift/**you must** go to the registration desk at the entrance first.

Admission:

If you are being admitted in to the hospital, you must first go to the admission desk, which is situated on the right hand side of the hospital entrance. It is the same process as for an outpatient appointment. Please be very careful when signing any forms, especially regarding private rooms. Costs for private rooms are the sole responsibility of the patient.

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Ambroise Pare is a teaching hospital situated on the ring road and is easy to find.

Emergencies

Follow the sign **URGENCES**. You can park in the Emergency parking area in front or at the side of the hospital along the ring access road. Identify yourself as a UK SHAPE patient; this will speed up the administration process.

Routine Appointments

Report to the desk marked "**CAISSE**" on the left. Give them the papers you have brought from the UK Medical Centre, SHAPE. You will need your SHAPE ID card and possibly your Belgian resident ID card. You will be given some computer printed labels which you should take to the clinic. Most specialist clinics at Ambroise Pare are on the ground floor

Remember

You will need a new referral paper for every visit you make to the Belgian specialist.

Admission to hospital

If you are being admitted report to the **ADMISSION DESK** which is on the right in the hall

Visiting

If you are visiting a patient, report to the desk **ACCUEIL** (reception) which is just in front of the main door. Ask the receptionist for the floor (étage), wing (bloc) and room number (numéro de chambre), of the patient you wish to visit.

(Female patients may be registered under their maiden name)

Patient Liaison Officers

Two PLOs are located at the Ambroise Pare Hospital, Mons, and are on duty Mon-Fri 0800-2359 and Sat-Sun 1100-1900 and can help with any questions or language problems you may have.
Tel: **065 41 40 09** and ask for a PLO

