

*~ Patient Property Management Guidelines ~*

**On the Inova Fairfax Hospital Campus,  
our goal is to provide you with excellent patient care.**

Please follow these simple guidelines to ensure your personal property is safe while you are in our care:

▪ **Send all personal property home with a relative or friend**

This includes:

- Valuables, including your purse, wallet, cash, credit cards, or jewelry
  - Belongings, including your clothing and shoes
  - Electronics, including your cell phone, I-pod, laptop computer
- If you are unable to send your valuables home, please ask a staff member to have your valuables deposited in the hospital safe, which is located in the Tower Cashier's office. You will be provided a receipt so that you may retrieve your items upon discharge from the hospital.
- If you have dentures, glasses or hearing aids, please notify your nurse so that we may make sure to provide you with appropriate containers. Please do not place any of these items on your food tray to ensure their safety.
- If you have a personal wheelchair, cane, walker, or other device to assist you with mobility, make sure that it is labeled with your name. This will assist us in trying to locate it should it become separated from you.
- If you are a family member of a patient who is unable to care for their own personal items due to their medical condition, we encourage you to take them home.

We will do all we can to safeguard your items while you are at the hospital. However, Inova Fairfax Hospital **will not accept responsibility for any personal property which may be lost during your hospital stay.**

If a personal item is lost and you'd like to see if it has been found, please contact:

- Tower Cashier – Monday–Friday 8am – 4pm (703) 776-3573  
(for valuables, including purses, jewelry, wallets, cash or credit cards)
- Lost and Found – Monday–Friday 7:30am – 4:30pm (703) 776-2280  
(for belongings such as clothing, shoes, glasses, electronics, or other personal property)