

OUR SERVICES

Speech Therapy Rehabilitation

Neuropsychomotor Rehabilitation

Neurological Rehabilitation

Orthopaedic and Trauma Rehabilitation

Occupational Rehabilitation

Cognitive and Neuropsychological Rehabilitation

Cognitive Behavioural Therapy

Perineal Rehabilitation

Instrumental Physical Therapy

Pilates

Physioesthetics

Yoga Therapy

OUR TEAM

In addition to our Rehabilitation Staff we also have the following members of staff:

Medical Director: Dr. Gabriele Ballarini

Head of the Association of Local Health Districts: Dr. Cristina Nardi

Coordinator: Dr. Giuliana Fioretti

Specialist in Child Neuropsychiatry: Dr. Vera Stoppioni

Neurology Specialist: Dr. Luciano Bellucci

Orthoptist: Dr. Nada Hassine

Social Worker: Dr. Francesca Carancini

Occupational Therapist: Dr. Michela Monda

Psychologists:
Dr. Ileana Amicuzi

Dr. Cristina Pelagalli

Dr. Priscilla Bartolozzi

Dr. Valentina Giampietro

OPENING TIMES:

Monday to Friday from 8:00 am to 1:00 pm and from
2:00 pm to 6:30 pm

**Medical reports may be collected during opening
times.**



Managing Director

Dr. Giuseppe Vailati Venturi

Special Representative, Director of Outpatient Centers

Dr. Cristiana Cavalieri

Santo Stefano Rehabilitation Centre

Via Mazenta, 32

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USER MANUAL

SANTO STEFANO REHABILITATION

OUT-PATIENT CLINIC

MACERATA

Dear User and Family Members, We would like to welcome you to the S. Stefano Center by providing information that may help you settle in more quickly.

Our Outpatient Centers are facilities that cover a large area of Marche Region and provide rehabilitation services in the area, above all as a continuation of treatments started during admission at other Santo Stefano facilities.

The Macerata Outpatient Center provides accredited (monodisciplinary and multidisciplinary) and private therapies, at the outpatient clinic, at home as well as through private practices, depending on the type of request and social and family contexts.

The center provides different Services in order to respond to the need for greater specialization that the complexity of the treatment requires. Admission of the User and his/her problems is examined at an interdisciplinary level and is carried out by a team that considers all the treatments that may be required.

Admission: the User may contact the Admissions Office directly or call during opening times to request a visit and/or treatment. Depending on the type of service requested, the User will be informed of the documents needed to complete the admission process.

Admission under a multidisciplinary regime: the User must hand in to the Admissions Office the referral from the Attending Physician and Specialist certifying the need for "*multidisciplinary rehabilitation treatment*". The User should also provide his or her personal details, health insurance card and give its consent to the processing of its personal data. The User will be asked to submit the necessary **Health Documents** for evaluation by the Centre's Evaluation Unit. At the discretion of the latter, further clinical or instrumental tests may be requested for further diagnostic evaluation. After the medical examination, the User will be immediately informed whether or not the Centre is able to provide the required service and at what conditions.

Admission under monodisciplinary or private regime: The User must hand in to the Admissions Office the referral from the attending physician and specialist indicating the "*type of treatment, part of the body requiring treatment, diagnosis*" or request a functional assessment. The User should also provide his or her personal details, health insurance card and give its consent to the processing of its personal data. **Provision of services:** The User will be informed how many times a week he or she should attend, the time of treatment, the name of the Healthcare Personnel providing the treatment and any other necessary instructions for admission.

Request for health documents: A medical record will be started for each User, a copy of which may be requested using the appropriate form at the Reception Desk. The copy will be delivered within 10 days from the request and invoiced at the current prices.

Information about the User's clinical conditions: the User (or an authorised Family Member) may request clinical information on the progress of the rehabilitation treatment from the Healthcare Personnel that admits the User. The Coordination Department of the Center receives Users and Family Members from Monday to Friday from 08.00 am to 12.00 noon and in the afternoon from 3.00 pm to 5.00 pm on Monday, Tuesday and Thursday, by appointment that may be made at the Reception Desk. In compliance with the Privacy Law, it should be noted that **no information about the User's health is provided by phone.**

Treatments are carried out by the Health Staff assigned to the user in the case of simple or private treatments, by a Multidisciplinary team in the case of complex treatments, for which a Personal Rehabilitation Plan is drawn up defining the goals and treatments necessary to achieve these. During treatment, any caregiver will be trained in order to facilitate the management of the User.

Costs, times and payment methods: the Reception Desk provides both updated price lists for paid services and information regarding payment times and methods.

Rights and duties of the User: this information is on display at the Reception Desk

We remind Family Members that their collaboration is extremely important in terms of ensuring the success of the rehabilitation programme. Thank you for choosing our Center.