

# Sleep Hygiene

## Patient Information

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Sleep is an essential part of life and contributes to us feeling well and happy. However, most people will experience problems sleeping at some point in their life. Sleep disruption is a common issue, especially at times when you may feel emotionally overwhelmed.

There is no set rule as to how much sleep you need – it varies from person to person. Some people may need 8 hours sleep each night, others may need more or less than this. Sleep patterns can also vary with age, with older people often needing less sleep than younger adults.

### What causes sleep disruption?

Sleep disturbance can be caused by a number of factors:

- Emotional factors – anxiety, stress, depression
- Change of daily routine – travelling, change in work hours
- Medical Factors – pain, bladder problems
- Environmental factors – noise, light, temperature of bedroom
- Drug and alcohol use.

### What is sleep hygiene?

Sleep hygiene is a variety of different practices that are necessary to have a normal, quality night's sleep and increase daytime alertness.

### Why is good sleep hygiene important?

Sleep hygiene is important for everyone, no matter their age, in order to promote healthy sleep and daytime alertness. Good sleep hygiene can also prevent the development of sleep disorders such as insomnia.

### How can I improve my sleep hygiene?

The following suggestions are examples of good sleep hygiene and should help achieve a more restful night's sleep:

- 1. Go to bed at the same time and get up from bed at the same time every day.**  
Regular waking times leads to regular sleep onset and helps “set” the body clock.
- 2. Reduce or avoid sleeping during the day**  
Staying awake during the day helps you fall asleep at night. Any naps longer than 30 minutes will increase the chances of having a disturbed night's sleep.
- 3. Take regular exercise during the day**  
Exercise promotes more restful sleep but vigorous exercise should not be carried out within 3 hours of going to bed. Relaxing exercise such as yoga can be done before bed to aid sleep.

#### **4. Limit or avoid caffeine, alcohol and nicotine before bedtime**

Caffeine and nicotine are stimulants and so can cause difficulty in falling asleep, awakenings during the night and shallow sleep. Although alcohol may help people fall asleep more easily if causes disturbances later in the night.

#### **5. Avoid going to bed hungry or too full**

Food can be disruptive right before bed so avoid heavy meals before bedtime. Hunger can also disturb sleep.

#### **6. Only use the bed for sleeping and sex**

Avoid watching television, listening to the radio or reading in bed. This will help your brain to see bed as a place for sleeping.

#### **7. Don't take your problems to bed**

Worrying may interfere with sleep or cause shallow sleep. Try and plan some time earlier in the evening to work on problems or plan for the next day.

#### **8. Try to have a relaxing bedtime routine**

Try muscle relaxation, a warm bath or a milky drink to help you unwind before bed.

#### **9. Keep the bedroom quiet, dark and a comfortable temperature**

This will reduce the likelihood of you waking up during the night. Carpets, earplugs and thicker curtains may help.

#### **10. Don't force yourself to try to go to sleep**

This will only make your mind and body more alert. Remove/hide any clocks from view so you are not constantly checking the time. If you are unable to sleep within 30 minutes then get up, go to a different room and carry out a peaceful activity, then return to bed when you feel sleepy. Avoid exposure to bright light during this time.

#### **11. Get regular exposure to natural light**

This is particular important for older people who may not venture out as frequently as children and adults. Light exposure helps maintain a healthy sleep-wake cycle.

If needed, you may try over the counter sleep remedies however these are no substitute for addressing the problems that cause poor sleep. Sleeping tablets do not address these issues either and are not suitable for a lot of people.

### **Other sources of useful information:**

- Insomnia Helpline Advisory Service - <http://www.medicaladvisoryservice.org.uk>
- Help the Aged - <http://www.helptheaged.org.uk>

## Research

Research is undertaken to add to the existing scientific knowledge on a particular subject. There are a number of staff within the Trust who conduct Research studies. It is possible that during the course of your treatment you may be asked to take part in a research study, however, you do have the right to refuse, and this will not affect the care that you receive.

## Your NHS Number, Keep it Safe

Every person registered with the NHS in England and Wales has their own unique NHS Number. It is made up of 10 digits for example 123 456 7890.



Everyone needs to use the NHS Number to identify you correctly. It is an important step towards improving the safety of your healthcare.

Always bring your NHS number with you to all hospital appointments or quote it if you need to telephone the hospital for any enquires. This will allow staff to check that they have the right patient details by checking this against your NHS number.

To improve safety always check your NHS Number on correspondence the NHS sends to you.

## Ways of finding out your NHS Number

If you do not know your NHS number, contact your GP or local Primary Care Trust. You may be asked for proof of your identity, for example a passport or other form of identity this is to protect your privacy.

Once you have obtained your NHS Number write it down and Keep it Safe.

**My NHS Number**

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## Information Rights and Access

The Trust will keep your information secure and confidential at all times. The Data Protection Act 1998 states that personal and sensitive information must be processed fairly, lawfully and securely. This applies to all information we hold whether on paper or electronically on computer systems. All personal information is processed fairly, lawfully and as transparently as possible so that you:

- Understand the reasons for us processing your personal information
- Give your consent for the disclosure and use of information where necessary
- Gain trust in the way we handle your information
- Know that you have the right to request access to personal information we hold about you

Information relating to the business of the Trust is available under the Freedom of Information Act 2000. For example, what we spend and what we do. You can find out more by visiting the Trust website or submitting a Freedom of Information request to the Trust for this information.

For further information regarding data protection, please read our leaflet called "How we use your personal information". For Freedom of Information, please read our leaflet called "The Freedom of Information Act and You". You can also visit the Information Governance pages on the Trust website.

## Patient Relations

The Patient Relations/PALS Department provides confidential on the spot advice, information and support to patients, relatives, friends and carers. We will do our best to help you to resolve any concerns you may have about the care you received. We can also give you information on the services provided by the Trust.

If you have a concern or there is a problem, the best way to get it resolved is usually to tell someone there and then. If you are on a ward, talk to the sister or charge nurse on duty, in a clinic, talk to the receptionist or one of the nursing staff. If you want to talk to a senior manager or to someone who has not been directly involved in your care and treatment, we can usually arrange this during office hours. You can also ask to speak to a member of the Patient Relations/PALS Department.

Staff in any ward or department will be able to contact a member of the team for you, or you can telephone 01942 822376. The Patient Relations/PALS Department is open Monday to Friday, 9am to 4pm. Outside of these hours there is an answer-phone service.

In addition to Patient Relations/PALS Service you can contact CARE LINE. This is available from 9am to 9pm Monday to Friday excluding Bank Holidays, and 9am to 5pm at weekends. Please telephone CARE LINE on 01942 773377 and follow the instructions given.

If you wish to make a formal complaint you can telephone or write to:

The Patient Relations/PALS Manager  
Wrightington, Wigan and Leigh NHS Foundation Trust  
Royal Albert Edward Infirmary  
Wigan Lane  
Wigan WN1 2NN  
Telephone: 01942 822376

Your views of the service that we provide are important. You can also let us know how you feel by posting your comments on the Patient Opinion website. You can access this from the Trust website on [www.wwl.nhs.uk](http://www.wwl.nhs.uk) or via [www.patientopinion.org.uk](http://www.patientopinion.org.uk)

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## Social Media

Along with keeping patients, visitors and staff up to date with news and events on our internet site, the Trust also has Facebook and Twitter pages.

Facebook: [www.facebook.com/wwlnhs](http://www.facebook.com/wwlnhs)

Twitter: [www.twitter.com/wwlnhs](http://www.twitter.com/wwlnhs)

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## Wrightington, Wigan and Leigh Health Services Charity

Wrightington, Wigan and Leigh Health Services Charity (Registered Charity Number 1048659) aims to further improve the quality of the patient experience and care. The Charity relies on the generosity and support of the local community.

If you feel you can help or would like more information please visit our website at [www.wwl.nhs.uk/charity](http://www.wwl.nhs.uk/charity) or contact our Fundraising Officer via [elizabeth.titley@wwl.nhs.uk](mailto:elizabeth.titley@wwl.nhs.uk).

## Membership

As a Foundation Trust we are keen to build a successful and engaging membership group.

As a member of your local hospital you will be kept up to date with news, service developments and future improvements.

## Why become a Member?

Membership provides local people, patients and service users with an opportunity to have a greater say in how we deliver our services. For further information please call freephone 0800 073 1477.

## Who can become a Member?

Anyone can become a member – you just need to be 16 years of age or over and live in the UK. As a member it will be up to you how much you want to get involved.

## How to become a Member?

To apply to become a Member:

- Telephone freephone 0800 073 1477
- Email [foundationtrust@wwl.nhs.uk](mailto:foundationtrust@wwl.nhs.uk)
- Visit [www.wwl.nhs.uk](http://www.wwl.nhs.uk)

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## Stop Smoking Support

A visit to hospital is very often the trigger for many people to quit smoking, and we know that 70% of people that smoke would like to quit. The Trust is a smoke free area and smoking is prohibited in all buildings, grounds and car parks.

For patients wishing to quit smoking following their admission to hospital, or if patients simply require support during their hospital stay, there is a designated specialist Stop Smoking Team available.

Patients that aren't staying in hospital or are planning to quit ahead of their hospital stay can also access specialist support. The Wigan Stop Smoking Service community team provides support across the borough. You can call us on 01942 482539 or free on 0500 7867 669 to speak to a member of the team or visit [www.alwch.nhs.uk/stopsmoking](http://www.alwch.nhs.uk/stopsmoking) for further information.

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This leaflet is also available in audio, large print, Braille and other languages upon request. For more information call 01942 773106.

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