

PERSONAL INFORMATION SHEET

Day of surgery

When you visit Goshen Hospital prior to surgery, bring this booklet along with your health insurance cards for registration.

Please complete the following information so that both you and your health care team can refer to it when preparing for your surgery. All information is kept confidential.

PRE-ADMISSION TESTING

Date: _____

Time: _____

SURGERY

Date: _____

A nurse will call you the day before surgery to verify the time or notify you of a change.

The nurses start calling at 4:00 p.m.

Please arrive at hospital at: _____

List if you are taking any medication (with dosages), herbal supplements or over-the-counter pharmaceuticals.

List any past surgeries you have had.

List any allergies you have.

For long lists, please attach additional paper.

SURGICAL PRE-OPERATIVE INSTRUCTIONS

Enter the hospital through the Main Entrance. Please check in at the Registration Desk in the Lobby Area. One family member/support person can accompany you during the admission process. Once you are ready for surgery other family members will be able to join you. Once you are taken to the operating room, your family will be escorted to the surgical waiting area.

NOTE:

- For minors, both parents are allowed with your child in day surgery.
- Please bring your insurance card with you.
- You will be notified the night before your procedure with your arrival time.

ALL ADULTS AND CHILDREN OVER 36 MONTHS OF AGE:

- Nothing to eat after midnight. This includes food, chewing gum, candy, and throat lozenges.
- 2 hours prior to your arrival at the hospital you will be expected to drink 12 ounces of apple juice. Up until that time you may have clear liquids. The afternoon/evening before your surgery you will be given your arrival time, it is imperative that you speak with, or are able to take a message from Day Surgery. Clear liquids include black tea and coffee, water, soda pop, Gatorade, and apple juice, but **NO DAIRY PRODUCTS, LIQUID OR POWDERED CREAMER.**
- If you were given a bowel prep, please follow the instructions that you were given.
- **PLEASE REMEMBER TO TAKE ANY MEDICATION YOU WERE INSTRUCTED TO TAKE THE MORNING OF SURGERY.** Review your instructions from Pre-Admission testing or your Surgeon/Primary Care Physician. If you have not received instructions regarding your medications, please call **(574) 364-2723**. If you use an inhaler daily for asthma, please bring it with you to the hospital.
- If you are taking aspirin, ibuprofen, naproxen, coumadin, plavix or any other blood thinner, please ask your healthcare provider when you should stop taking these medications.
- Do not wear jewelry, or bring any money/valuables with you to the hospital.
- Do not apply makeup, nail polish, acrylic nails, lotions, or deodorant/antiperspirant the morning of surgery.
- The morning of your surgery, take a bath or shower using antibacterial soap such as Dial or Safeguard. If instructed to use hibiclens, refer to "skin hygiene prior to surgery" instructions form.
- **You must have someone to drive you home as you will not be able to drive for 24 hours.**
- Wear comfortable clothing and glasses and hearing aids if you have them. **Please bring glasses case, denture cup, and hearing aid case with you.**
- **CALL YOUR SURGEON IMMEDIATELY IF YOU DEVELOP ANY COLD OR FLU SYMPTOMS, FEVER OR SKIN RASHES.**

CHILDREN 36 MONTHS AND UNDER:

- Nothing to eat 8 hours prior to surgery. This includes food, chewing gum, candy, and throat lozenges. May have formula 6 hours prior to surgery or breast milk 4 hours prior to surgery. Clear liquids are encouraged up to 2 hours prior to your arrival time. Clear liquids include black tea and coffee, water, soda pop, Gatorade, and apple juice, but **NO DAIRY PRODUCTS, LIQUID OR POWDERED CREAMER.**

PLEASE NOTE THAT FAILURE TO FOLLOW ALL OF THE ABOVE INSTRUCTIONS MAY RESULT IN YOUR PROCEDURE BEING DELAYED OR EVEN CANCELLED.

If you have any questions regarding the above instructions, please call (574) 364-2723 before 8 p.m. (Monday - Friday).



Goshen Health complies with applicable Federal civil rights laws and does not discriminate on the basis of race, color, national origin, age, disability or sex.

ATTENTION: If you speak Spanish, language assistance services, free of charge, are available to you. Call 1 (574) 364-1000 (TTY: 711 or 1 (800) 743-3333 to be connected with *Relay Indiana*)

01

Before Surgery

No anesthetic or operation is without its risks, so it is important that your health is at an optimum level prior to surgery. The pre-operative assessment will help ensure that you are fully prepared for your hospital admission, treatment and discharge. It's designed to assess your overall fitness for surgery and anesthetic, give you information about your admission and length of stay, and help reduce your worries and concerns. Below are the steps you should take:

1. Your physician's office may have set up a time for you to come to the hospital a few days before surgery for a nursing assessment as well as any lab tests, X-rays and EKG or other specific tests that are needed.

If your appointment needs to be changed, please call the office that scheduled your appointment.

2. Pre-registration:

Come to the registration office at Goshen Hospital at least 10 minutes before the scheduled time of your pre-admission testing appointment. A registration person will help you complete the necessary paperwork.

3. Pre-admission tests:

Medications – Please take your normal medications prior to the visit with the nurse.

Nursing assessment – A registered nurse will record your medical history, anesthesia history and any medications you are taking. Your blood pressure and pulse will be checked, and you will be asked to sign a surgical consent form. Your lab work will also be done at this time. If you are told to fast, please do not eat or drink anything after midnight the night before. You may have water prior to lab work if it is not on the day of surgery. An EKG may also be done. This is a painless monitoring of your heart's activity. Sticky sensors will be placed on your chest. Feel free to use this time to express any questions or concerns you may have, and to tell us any personal requests relating to your stay at Goshen Hospital.

X-ray – Your doctor may have requested that you have a chest X-ray, especially if you will be receiving anesthesia.

This is performed to make sure your lungs are clear prior to surgery. You will be asked to take off all clothing down to the waist and put on a gown. This will be done in the Radiology Department.

02

Preparing for Surgery

DAY OF SURGERY

You will be asked important personal questions several times throughout your visit. This repetition and confirmation is to ensure a safe environment for you and your family while you are receiving care at the hospital. The same questions may be asked of you by caregivers in different departments, including your name, arm band confirmation, your doctor's name, what procedure you are having and the body location for the procedure.

It is very important that you follow all instructions when getting ready for surgery. **If you do not follow instructions, your surgery may have to be cancelled in order to ensure your safety and proper recovery.** See instructions in addition to any special instructions your physician or hospital staff may have given you.

DO:

1. Bathe daily with antibacterial soap, such as Safeguard® or Dial®, for a week before surgery.
2. Arrange for someone to drive you home.
3. Follow any special instructions from your nurse or doctor.
4. Remove all jewelry, including body piercings.
5. Remove your glasses or contacts.
6. Remove your dentures, if your anesthesiologist says it's necessary.

DO NOT:

1. No eating or drinking after midnight. You may be allowed some clear liquids (water, ice tea, juices, etc.), but no milk products. You will be advised what these are during the pre-op phone call.
2. No smoking after midnight. Goshen is a smoke-free environment. If you are a smoker, notify your physician if this will be a problem for you.
3. Don't drink alcoholic beverages within 24 hours prior.
4. Don't wear jeans or tight-fitting clothing.
5. Don't apply any creams or powders after your last shower prior to surgery.

BRING:

1. A friend or relative to drive you home.
2. Comfortable and loose-fitting clothes, possibly a clean robe and slippers, if you'll be spending the night.
3. Insurance card/information.
4. Children can bring favorite toys or blankets.

DO NOT BRING:

1. Jewelry or other valuables.
2. Body-piercing jewelry. You may be asked to remove it.
3. Large amounts of cash.

03

Day of Surgery

Please arrive at the agreed upon time during your pre-op phone call, and park in the front parking lot designated for patients. Free surface parking is available for patients and their families. Convenient, covered patient drop-off is available at the main entrance.

After parking, enter through the main entrance and go to the registration desk. The Colleagues there will direct you to your destination.

Once you are admitted and registered, you will be directed to the surgery preparation area where you will change into a hospital gown and be evaluated by a nurse. An intravenous may be started at this time.

After you are admitted, a family member or friend may remain with you until the time of surgery. After that, visitors should wait in the surgery waiting room.

When you are brought into the operating room, various monitoring devices may be attached and anesthesia will be started, if necessary. A nurse will remain with you at all times during your surgery.

SURGERY START TIMES

Every effort will be made to start all procedures or surgeries at their scheduled times. However, please note that each surgery will be given the time necessary to

provide every patient with the highest quality of care and service. On occasion, this means that a procedure may start later than its scheduled time. We understand that every patient's time is valuable, and are committed to preventing delays whenever possible. Should a delay occur on the day of your surgery, we pledge to keep you and your family informed about the updated timeframe.

04

Types of Anesthesia

GENERAL ANESTHESIA

You are unconscious and have no awareness or other sensation. There are a number of general anesthetic drugs. Some are gases inhaled through a breathing mask or tube and others are medications given through a vein.

Your anesthetic plan is carefully designed by your physician anesthesiologist. The anesthetic plan takes into consideration your health status and scheduled procedure. During anesthesia, you are carefully monitored and treated by your anesthesiologist/nurse anesthetist, who uses sophisticated equipment to track all your major bodily functions. A breathing tube may be inserted through your mouth and into the windpipe to maintain proper breathing during this period. The length and level of anesthesia is calculated and constantly adjusted with great precision.

At the conclusion of surgery, your anesthesiologist/nurse anesthetist will reverse the process, and you will regain awareness in the Post Anesthesia Care Unit (recovery room). Upon your release, you will need a licensed driver to drive you home.

REGIONAL ANESTHESIA

Your anesthesiologist makes an injection near a cluster of nerves to numb the area of your body that requires surgery. You may remain awake, or you may be given a sedative or general anesthetic. There are several kinds of regional anesthesia. Two of the most frequently used are spinal anesthesia and epidural anesthesia, which are produced by injections made with great exactness in the appropriate areas of the back. They are frequently preferred for childbirth and prostate surgery.

MAC ANESTHESIA (MONITORED ANESTHESIA CARE)

You will receive medication for sedation from your anesthesiologist/nurse anesthetist, who will remain with you throughout the procedure. Occasionally, you may be able to hear sounds during the procedure. This type of anesthesia is common for GI patients.

CONSCIOUS SEDATION

Sedation is a medicine given through the IV to help you relax. You might not remember the details of your surgery. You will be monitored throughout your procedure. This type of anesthesia is common for GI patients.

You should never drive, operate machinery or power equipment while under the influence of anesthesia or narcotics. If you have been given general anesthesia or sedation, you cannot drive a motor vehicle the day of your procedure.

05

After Surgery

WHEN YOU COME OUT OF SURGERY

Your surgeon will discuss with waiting family and friends what has occurred during the surgery. You will begin your recuperation in either the Post Anesthesia Care Unit (recovery unit) or the Day Surgery Unit. The average recovery stay is one to two hours; however, because each patient is different, the length of time it takes to make you comfortable may vary.

Your recovery will be monitored by a registered nurse, who will address your needs:

Pain control, nausea control, shivering related to anesthesia, patient wakefulness, adequate oxygenation.

If you've been given general or MAC anesthesia:

You may receive oxygen via a mask to help you wake up. You may also be instructed in coughing and deep-breathing exercises. You may notice that an IV or other tubes have been inserted during surgery. Expect to stay in the Post Anesthesia Care Unit for about one hour, and plan to have a licensed driver take you home.

If you received a local anesthesia and sedation:

You will need to stay in the Day Surgery Unit for about one hour, and you will need someone to drive you home. Expect to feel tired and spend the day getting needed rest.

If you received only a local anesthetic and no sedative:

You may be discharged from the Day Surgery Unit after your vital signs have been checked and found to be satisfactory. It is generally a very short stay. You may be able to drive yourself home.

PAIN MANAGEMENT

If you are in pain after surgery, talk to your nurse about what your physician has prescribed to relieve the pain. Pain medications must be given at safe intervals, but it is also important that you are comfortable so you can rest and move around more easily.

You should also notify your physician if you develop any of the following:

1. Any sign of infection
 - a fever greater than 101 degrees
 - cold chills
 - foul odor or foul drainage from the surgical site
 - redness or excessive swelling
2. Persistent nausea or vomiting
3. Persistent diarrhea or constipation
4. Excessive bleeding or swelling
5. Excessive pain (including severe headache)
6. Respiratory problems
7. Difficulty urinating
8. Any unusual symptoms or concerns

ACTIVITIES AND EXERCISE

Your nurse will help you as you sit up, stand or go to the bathroom for the first time. Please do not get out of bed by yourself. Depending on the type of surgery you've had, your nurse will help you get up and walk short distances either the day of your surgery or the next day.

If you've had general anesthesia, you may be asked to cough and take deep breaths. This helps to clear your lungs and improve blood circulation. To speed up your recovery, you should frequently exercise your arms and legs, and walk to maintain circulation and aid in healing.

NUTRITION

If you've had general or MAC anesthesia, you may drink clear pop/soda, and eat crackers following your surgery. Or, your physician may start you on a liquid diet and transition you to a general diet.

Regardless of what kind of surgery you've had, it is important that you drink plenty of liquids, eat well-balanced meals, and follow any special orders the doctor may have given you as soon as you are able. This will help your body maximize the healing process.

06 Going Home

Before you are discharged, a nurse will go over your physician's instructions with you and give you a copy to take home.

Please listen carefully, and ask questions if you do not understand any of the instructions regarding:

Activity	Diet
Medications	Follow-up care
Pain control	Returning to work

Make sure you listen to your body when you return home. Restrict your physical and mental activities as needed. Feeling tired is your body's way of telling you to slow down.

If you've had sedation or anesthesia for Outpatient Surgery, do not plan to drive, operate machinery or make important decisions for the rest of the day. Your doctor will give you instructions about resuming your activities after surgery.

Either before you leave the hospital or once you arrive home, you should schedule a follow-up appointment with your doctor. Your doctor will determine when you should return to work.

If you have had Outpatient Surgery, a nurse from the hospital will call you within a couple days to see how you are doing. Please share with him/her any questions or concerns you may have.

07 Billing and Insurance

Health insurance coverage varies depending on your plan. Most health insurance plans cover some portion of the bill for a medically necessary surgery. Hospital staff will verify your insurance coverage prior to your admission whenever possible.

You will receive at least two bills for your surgery – one from the hospital and one from your physician/surgeon. You may also receive separate bills from the radiologist and/or anesthesiologist. X-rays and lab tests ordered by your physician and performed at the hospital will be included on the hospital bill.

Goshen Hospital and your physician will submit all bills to your insurance company for payment. What is not paid within a reasonable amount of time is your responsibility. You may pay your outstanding balance with a personal check, VISA®, MasterCard®, Discover® or bank loan.

If you have any questions, please contact Patient Financial Services. Office hours are 8 a.m. to 4:30 p.m., Monday through Friday.



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