

Gupta ENT Center

www.guptaentcenter.com

32121 Woodward Ave. Ste 203* Royal Oak, MI * 48073

248-549-9035 office

248-549-0133 surgery scheduling

248-549-5373 surgery fax

guptasurgery32121@gmail.com

Now that you've scheduled surgery.....

A couple of things you need to know before your scheduled surgery. At this point you have your surgery date and facility location. Along with this document you should have received the additional forms:

1. Assignment of Insurance Benefits and Insurance Identification
2. Patient Financial Surgery Obligations
3. A Risk Sheet for whatever specific surgery you are having done
4. If you are having your surgery done at one of the surgical facilities; a brochure from that particular location

Please review these forms thoroughly and return them to our office as soon as possible. They can be emailed, faxed or dropped off in the office. **We can't proceed with surgery without them.** Feel free to contact our surgery department with any questions you may have on these forms.

Our surgery team will be contacting your insurance company to verify all insurance benefits and coverage for your procedure. If there are any pre-authorizations needed, they will obtain that as well.

Our surgery team will be calling you to review a series of pre-boarding medical history questions and surgery prep. questions that are also needed. At that time they will review with you the insurance data we have obtained. Should there be any deposit needed for the doctor's portion of the surgery, we will be collecting that as well as, any patient balances you may have in either office, PRIOR to surgery. We accept Mastercard, Visa or Discover, and you can make that payment over the phone. If you wish to pay for your deposit by check, that needs to be received at least one week prior to your scheduled surgery. The facility will also be contacting you to review their instructions, medical review and any financial obligations they require.

Please discontinue any aspirin products, motrin (ibuprofen), any vitamins or blood thinning products a week before your procedure. Should you need to take something for pain you can take a Tylenol. DO NOT eat or drink ANYTHING after midnight the night before your scheduled surgery. However, after speaking with the facility and receiving their pre-op instructions; if it varies from ours, **their instructions take precedence!**

The day before your scheduled surgery date, you will need to contact the facility around 1:00pm to confirm the exact surgery arrival time. The schedule is not completed until that time. However, we can advise you that Dr. Gupta performs all his surgeries in the morning hours and the schedule is based on age; youngest to oldest and/or medical necessity.

Please call our surgery department at any time with any questions you may have. You're on your way to feeling better and we look forward to doing our part in your recovery!

Gupta ENT Center

Patient Name

Signature of Responsible Party

Date

