



OTOLARYNGOLOGY - HEAD & NECK SURGERY FACIAL PLASTIC & RECONSTRUCTIVE SURGERY

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PREOPERATIVE INSTRUCTIONS

Your doctor has recommended an upcoming surgery. Please review the instructions provided, if you have any further questions, please call our office and talk to your surgery scheduler or your doctor.

We hope you have a pleasant surgical experience with our doctors.

SCHEDULING

All surgery will be scheduled through your physician's office, Head & Neck Surgery of Kansas City. Your surgery may be scheduled either: (1) During the same visit with your doctor, or (2) You may call the doctor's surgery scheduler to schedule your surgery. If there is a conflict in your scheduled surgery date, please contact your surgery scheduler at least one week in advance so we can fill your time with another surgery. Operating times are booked in advance and any short notice cancellations result in unused operating time. Any last-minute cancellation in surgery may incur a cancellation fee.

The Surgery Center/Hospital will call you, typically the day before, with your Check-In Time.

MEDICATIONS

All routine medications, including all over-the-counter medications and vitamins, should be reviewed by your doctor, and will instruct you on what medications you can/cannot take before surgery.

10 DAYS PRIOR TO SURGERY STOP ALL:

- **ASPIRIN, ASPIRIN-LIKE, ASPIRIN-CONTAINING PRODUCTS:** Includes - Bufferin, Bayer, baby Aspirin, Pepto-Bismol, and Alka-Seltzer.
- **NSAIDs:** Advil, Motrin, Ibuprofen, Aleve, and any other non-steroidal anti-inflammatory drugs.
- **VITAMINS**
- **HERBALS OR DIET SUPPLEMENTS:** Fish Oil, Omega 3, Flaxseed Oil, Herbal Teas, Protein Shakes & Bars, Weight Loss Aids, etc.
- **PRESCRIPTION BLOOD THINNERS:** Ask your doctor about when and if you need to stop them.

The medicines above inhibit the blood clotting mechanism and may predispose you to bleeding during surgery and the post-operative period. Acetaminophen (Tylenol) is allowed, if necessary. *If you are unsure of what is contained in an over-the-counter medication, ask your pharmacist.*

LABWORK

If your doctor requires pre-operative bloodwork, these **MUST** be done no later than **ONE WEEK** prior to surgery. If your bloodwork is to be done at a lab other than listed on your requisition, please inform your doctor's nurse and ensure the labs are sent to our office (Fax: 913.599.2992).

CHANGE IN HEALTH

If there is a change in your health, *i.e.: cold, flu, ear infection, or injury*, in the two weeks prior to your scheduled surgery date, please call your surgery scheduler at the office (M-F 8am-5pm), this could affect the date of your surgery.

PRE-OPERATIVE DIET

You may eat your usual diet up to the night prior to surgery.

General Guidelines:

For adults: No food or liquid should be taken orally after midnight prior to surgery.

For children: Follow the directions of the anesthesiologist, but in general, nothing should be taken by mouth for 6 hours before surgery.

PRE-OPERATIVE PLANNING

During your visit, your doctor will review your medical history, do a physical examination, and if necessary, order appropriate laboratory tests. Your doctor will review your planned procedure, indication, alternatives, potential benefits, any potential risks, and answer any questions you may have. This is the time for you and your family members to ask any questions you may have concerning your surgery. You may be given a medical history questionnaire. Please take time to complete this form as accurately as possible. On the form be sure to list all your current medications and drug allergies. Take care to complete your past medical and surgical history as accurately as possible. Try to be accurate on dates and types of past surgeries. This may affect planning for this surgery.

You may be admitted to the hospital following your surgery, please discuss the options with your doctor. In many cases, your surgery can be scheduled as an out-patient surgery.

PRESCRIPTIONS

The medications prescribed for your surgery may have been e-scribed at your preoperative appointment. If you have not received any notification from the pharmacy, or you have not picked up your prescription within **one day of your surgery**, please call your doctor's nurse ASAP to get that handled.

INSURANCE PRE-AUTHORIZATION

Your surgery scheduler will contact your insurance company to determine if a pre-authorization is necessary for your surgery. This does not determine authorization; your insurance company may request a review. If there is a delay in authorization, your surgery scheduler may have to call to reschedule your surgery.

DAY OF SURGERY

General Requirements are: (1) You will need a driver to and from the facility/hospital who can remain on site during the operation, you will not be allowed to drive for 24 hours after general anesthesia, (2) Patients having general anesthesia should have an adult with them for 24 hours after release, (3) Shower/Shampoo the night prior to surgery (and if directed, the morning before), (4) Do not apply any lotions/perfumes/skin care after showering, and (4) Follow fasting instructions as directed by facility/hospital.

If you are an INSPIRE implant patient, **ALL facial hair **MUST** be removed prior to surgery.

The facility/hospital will be confirming your "day of surgery" instructions. There may be special instructions regarding diet, body/facial jewelry, nail polish, etc. Failure to follow these instructions may cause a cancellation of your surgery.

CANCELLATION POLICY

Please be advised that the physician reserves the right to charge a surgery cancellation fee at their discretion. Surgery cancellations must be reported directly to our office, not the hospital or surgery center. If there is a conflict, please respect the doctors and the facility's time, and cancel/reschedule your surgery at least one week in advance.

BILLING

As a surgical patient of Head & Neck Surgery of Kansas City, the bill is your ultimate responsibility. As a service to you, all surgical charges performed will be sent to your medical insurance company. Once your insurance company has processed your claim(s), a statement may be sent to you to take care of any deductibles/co-insurances your medical insurance does not cover. We would encourage you to contact your medical insurance prior to the surgery to determine the status of your deductible and any co-insurance that may incur. The surgery charges are determined by your medical insurance contract, most insurance companies will not give a cost estimate. The cost is determined once your claims are received and processed by your insurance company.

If your plan is out-of-network, we have self-pay options available.

PLEASE NOTE: THE PHYSICIAN SURGERY CHARGES ARE BILLED SEPARATELY FROM THE FACILITY, ANESTHESIA, AND PATHOLOGY. ALL QUESTIONS REGARDING THESE CHARGES SHOULD BE ADDRESSED TO THAT FACILITY/HOSPITAL BILLING OFFICE.

POST-OPERATIVE PERIOD

Pre-printed, post-operative instructions for most common procedures will be given by your surgery scheduler in the office at your pre-operative visit and will be given to you at the time of the surgery. Please read the post-operative instructions carefully. If you do not understand any instructions, please do not hesitate to call the office. Many of the questions will be answered in your post-operative instructions.

Please be sure to have a post-operative office visit scheduled.

The surgeons and staff of Head & Neck Surgery of Kansas City, P.A., hope this instruction sheet will answer most of your questions about the scheduling of your surgery.

We hope your surgical experience and hospital stay, if needed, will be a pleasant one. If you have any questions at any time, please do not hesitate to call the office.