



SURGERY PROGRAM



 Beverly
Hospital

 Addison Gilbert
Hospital

Welcome and thank you for choosing to have your surgery or procedure at Northeast Hospitals – Beverly Hospital and Addison Gilbert Hospital.

Your physician has scheduled you for a surgery or procedure at the Surgical Services department at Beverly Hospital, Addison Gilbert Hospital, or Beverly Hospital at Danvers. Our dedicated team of surgeons, anesthesiologists and surgical staff specializes in a wide range of surgical services.

This booklet outlines what happens between now and the day your surgery or procedure takes place. We want you to be as informed and as comfortable as possible.

PRE-ADMISSION REGISTRATION AND SCREENING

When you receive your surgery or procedure date, you may be given a Pre-Admission Testing (PAT) appointment. If an appointment is indicated, your physician will provide orders for us, which might include blood work, EKG, x-rays and/or urinalysis. You may have these tests done at Beverly Hospital, Addison Gilbert Hospital or Beverly Hospital at Danvers. If you had these tests performed elsewhere, please remember to bring the results and reports with you.

At the time of your PAT appointment, you will need to bring:

- All insurance information
- Advance Directive or Health Care Proxy, if you have one
- A list of medications currently taken (complete the Medication Card included in your packet) including vitamins and herbal supplements
- All forms, reports, or x-rays that have been given to you

You will meet with a member of our preoperative team. We will explain your planned surgery or procedure and ask important questions about your health and medical history.

PRIOR TO YOUR SURGERY OR PROCEDURE

Please notify your doctor if:

- You have any allergies, including latex
- There is a chance you may be pregnant
- You have experienced any recent health changes, such as a cough, fever, or a “cold”
- You have been diagnosed with “sleep apnea”

These symptoms may not require cancellation; however, it is important that your doctor be aware of them.

PREPARING FOR YOUR SURGERY OR PROCEDURE

- **Do not smoke, eat, or drink anything (including water) after 12 midnight the night before your surgery or procedure** unless you have been otherwise instructed by your physician. You may brush your teeth and rinse out your mouth.
- Ask your doctor for instructions regarding **any medications** you are currently taking. Medications should be taken as usual up to, and including, the day before your appointment. But some medications may need to be stopped before your appointment while others may need to be taken that day. Be sure to discuss this with your physician or perioperative nurse two weeks prior to the day of your surgery or procedure.

- Arrange for a responsible adult to accompany you to the hospital and drive you home after your surgery or procedure. Someone should remain with you for 24 hours after your surgery or procedure to ensure your safe care and comfort. **You may not drive yourself home after your surgery or procedure. If you travel by taxi, you must still be escorted by another adult. If no escort is available, your surgery or procedure will be rescheduled. (No exceptions can be made.)**
- **Identify one family member or friend** you would like us to contact following your surgery or procedure. Please ask other family members and friends to call that person for information on your progress. The hospital is not allowed to give out confidential patient information without your prior consent.

The day before your surgery or procedure, please call the location where your surgery or procedure is scheduled to confirm your appointment and arrival time. Have your list of current medications to review with the perioperative nurse. Cancellations or other circumstances may require us to move your surgery or procedure time. We strive to keep your wait time to a minimum and your call the day before will help.

CHILDREN

We take special care in addressing the needs of children and ensuring that the experience is as comfortable as possible for both you and your child. You may arrange a tour of the facility or discuss your child's care by calling the Pre-Admission Testing department. Be sure to ask for specific instructions on what your child may or may not eat or drink prior to the scheduled surgery or procedure. Your child may bring a stuffed animal or blanket for added comfort and should have a pillow and blanket for the ride home. If your child is

younger than six, please arrange to have another adult with you because it may be unsafe for you to both drive and care for your recovering child. A parent or legal guardian is required to accompany the child and remain in the facility during the surgery or procedure.

THE DAY OF YOUR SURGERY OR PROCEDURE

Before you arrive, please:

- Bathe or shower: remove makeup, ointment, lotion and nail polish
- Wear loose fitting clothing, slip-on shoes
- Remove all body piercings as they may increase the risk of infection. Metals can interfere with the operation of some surgical equipment. Plastic piercing rings can be substituted.
- Do not wear jewelry or bring valuables to the hospital. Wedding rings may be taped in place by our staff.

Please bring the following with you:

- All insurance information
- Advance Directive or Health Care Proxy, if you have one
- All forms, reports, and x-rays that have been given to you
- Completed Medication Card or a list of all medications, vitamins, and herbal supplements including dosages and times
- A storage container for glasses, contact lenses, and dentures, if you wear them (you may be requested to remove them prior to your surgery or procedure)
- Clothing you may want if you are staying over night, including a robe and slippers

When you arrive please report to:

Beverly Hospital

Second floor Surgery Reception Area, Surgery Registration Office and Pre-Admission Testing (one floor above the main entrance)

Addison Gilbert Hospital

First floor registration area in the Fisher Lobby

Beverly Hospital at Danvers

South Entrance to Surgical Registration area

AFTER YOU HAVE REGISTERED

A surgical nurse will explain the course of your day, answer any questions you have, and assist you with any preparations. An anesthesiologist will also examine you and may also ask you important questions regarding your health and medical history. While we schedule your surgery or procedure so that your wait is kept to a minimum, we will inform you of delays or changes as they occur. In the event of a delay, we ask you and your family for your patience and cooperation.

**AFTER YOUR SURGERY OR PROCEDURE/
POST-OPERATIVE CARE**

After your surgery or procedure, you will recover in our post-operative unit under the care of our highly-skilled nursing staff, who will continuously monitor you. Once you are well enough to go home, information regarding your post-operative home care needs will be provided to you upon discharge. It is always advisable for you to have a family member or friend to listen to these instructions with you. That way, he or she can help you during your recovery.

QUESTIONS YOU SHOULD ASK BEFORE LEAVING



Before you leave, make sure your questions are answered. Important questions include:

- Pain medication dosage
- Other medications
- Incision care and showering routine
- Resuming physical activities including: driving, returning to work and intimate relations
- Follow-up care, including any doctor appointments needed

AT HOME

Any surgery or minimally invasive procedure is significant. Please follow your doctor's recommendations and keep in mind the following:

- You need to rest!
- Plan for a responsible adult to take care of you
- Take only medications prescribed or discussed with you by your physician/nurse
- Drink plenty of fluids and eat lightly for 24 hours after your surgery or procedure
- Additional instructions specific to your surgery or procedure may be given to you before you are discharged

DO NOT:

Drive a motor vehicle, operate machinery, drink alcohol, sign legal documents or make important decisions for 24 hours following your surgery or procedure.



WHEN TO CALL THE DOCTOR

Please call your doctor immediately, if you experience any of the following symptoms:

- Difficulty breathing
- Fever and/or chills
- Severe dizziness
- Excessive/persistent nausea or vomiting
- Unexpected or excessive bleeding
- Unusual swelling, redness, or pain at the surgical site
- Severe pain, even after taking the medication
- Any other complication your doctor may have discussed with you
- **If you experience chest pain or if you need urgent emergency care, please call 911 or proceed to the nearest emergency room**

INSURANCE AND BILLING

It is your responsibility to determine, in advance, the extent of your insurance coverage. You may need the assistance of your insurer, employer, or doctor's office. Hospital admitting personnel may also be able to help you.

Remember, prior approvals or second opinions required by your insurance company must be obtained before your surgery or procedure.

You must also find out if your insurance has a surgical copayment or coinsurance which you can pay by check, cash, or credit/debit card.

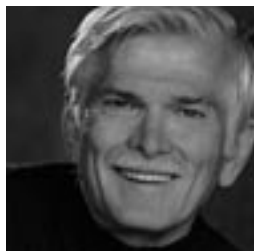
Northeast Hospital Corporation will bill your insurance company for the facility fee. This fee is for the use of the hospital, nursing care, medications and supplies. If you have any questions about your hospital bill, please ask to speak to patient billing accounts. Your physician, surgeon, anesthesiologist and laboratory will all bill you separately if their professional services are utilized. If you have questions about any of these bills, please call the number provided on the billing statements.

CANCELLATIONS

If you need to cancel or reschedule any of your appointments, please make sure that you call both your doctor's office and the location where your surgery or procedure has been scheduled.

INTERPRETER SERVICES

If English is not your preferred language, please notify our staff and we will be happy to arrange for an interpreter at no cost to you.



QUESTIONS

If you have any questions or need more information, please call the location where your surgery or procedure is scheduled. For those who have internet access, you may go directly to our web site at beverlyhospital.org.

PATIENT SERVICE CENTERS:

Pre-Admission Department

Beverly Hospital

85 Herrick Street

Beverly, MA 01915

978-922-3000, ext. 2850

Business hours: Monday-Friday,
7:30 am – 4:00 pm

Addison Gilbert Hospital

298 Washington Street

Gloucester, MA 01930

978-283-4001, ext. 267

Business hours: Monday, Wednesday,
Thursday, 7:30 am – 3:00 pm

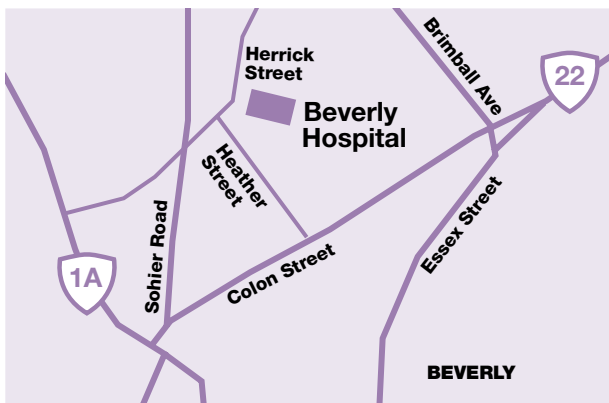
Beverly Hospital at Danvers

480 Maple Street

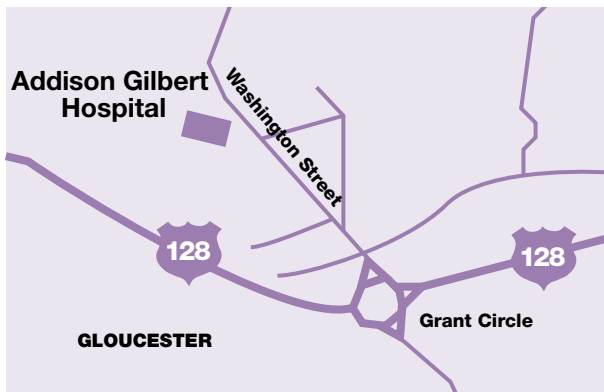
Danvers, MA 01923

978-304-8406

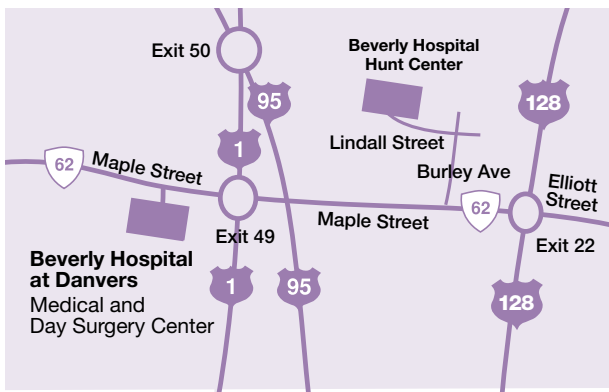
Business hours: Monday-Friday,
8:00 am – 2:00 pm



Map to Beverly Hospital



Map to Addison Gilbert Hospital



Map to Beverly Hospital at Danvers

**PATIENT ACCOUNTS FOR
BILLING QUESTIONS:**

Beverly Hospital

Addison Gilbert Hospital

Beverly Hospital at Danvers

978-524-9950



Beverly Hospital

85 Herrick Street

Beverly, MA 01915

978-922-3000

TTY: 978-524-7975

Addison Gilbert Hospital

298 Washington Street

Gloucester, MA 01930

978-283-4000

TTY: 978-491-6733

Beverly Hospital at Danvers

480 Maple Street

Danvers, MA 01923

978-774-4400

TTY: 978-304-8016

beverlyhospital.org