## Robert Wood Johnson Endosurgical Center

Dear Patient,

We look forward to the opportunity to provide you with the best possible care during your short stay at our ambulatory surgery center. The enclosed information will answer some of your questions.

You will be called the day before your scheduled procedure by the surgery center to be given your arrival time. This time may differ from the time given to you by your physician's office, due to schedule changes.

Your insurance company may receive as many as four bills for your stay with us. They will be billed for your doctor's services, our services, anesthesiology services, and in some cases laboratory services. We emphasize that as a medical care provider, our relationship is with you, not your insurance company. As a courtesy, we will file your insurance claim for you. If your insurance company does not respond or pay within a reasonable length of time (60 days), you will be expected to follow-up with your insurance company. You are ultimately responsible for any charges your insurance does not pay and to ensure that all requirements are complete prior to treatment.

All co-payments and co-insurance (if applicable) are due in full at the time of service. You may be required to fill out a Credit Card Authorization Form to secure payment for unmet deductibles. Fees quoted to you by your physician's office may change depending upon procedure findings. For your convenience, we accept cash, check and all major credit cards. Options are also available to apply for Care Credit at CareCredit.com.

Please read and fill out the enclosed forms and bring them with you along with your insurance card, any referrals you may need, a photo ID, a list of medications you are taking (if applicable) and any financial responsibility. When you arrive at the center the day of your procedure you will be asked to electronically sign the consent that is included in this packet.

## All women of child-bearing age will be required to leave a urine sample for pregnancy testing.

Directions are included in our brochure. You must have a ride home after your procedure (a taxi is not adequate). Your driver is welcome to relax in our waiting room. An average stay at the center is  $1 \frac{1}{2}$  to  $2 \frac{1}{2}$  hours.

Please feel free to call the surgery center or your doctor's office if you have any questions.

Thank you,

The RWJ Endosurgical Center Staff