

Surgical expertise with personalized care



SUMMIT
SURGICAL CENTER, LLC

Affiliated with Virtua

www.summitsurgicalcenter.net

Same day surgery at Summit Surgical Center

Summit Surgical Center, LLC provides cost effective, outpatient services using state of the art technology by a highly skilled and compassionate team.

Summit Surgical Center, LLC has achieved accreditation by the Accreditation Association for Ambulatory Health Care (AAAHC). Accreditation distinguishes this ambulatory surgical center from many other outpatient facilities by providing the highest quality of care to its patients as determined by an independent, external process of evaluation.

Status as an accredited organization means Summit Surgical Center, LLC has met nationally recognized standards for the provision of quality health care set by AAAHC.

We believe our patients deserve the best. We work constantly to improve your experience; in fact, surveys are e-mailed to our patients to get feedback on how we can make your stay with us even better. Please fill out your Symphony patient satisfaction survey when you get it via e-mail. We “strongly agree” that a “10” is music to our ears. If there is anything we can do to make your experience with us even better, or if you need any additional information at any point during your stay at Summit Surgical Center, please do not hesitate to ask any one of us. Our priority is you.

Language Assistance:

Spanish

ATENCIÓN: si habla español, tiene a su disposición servicios gratuitos de asistencia lingüística. Llame al 1-888-VIRTUA3 (TTY: 856-356-2922).

Chinese/Mandarin

注意：如果您使用繁體中文，您可以免費獲得語言援助服務。請致電 1-888-VIRTUA3 (TTY: 856-356-2922)。

How to get ready for your surgery

These instructions are for your comfort and safety. It's very important to follow them carefully, so that your surgery will not be cancelled at the last minute for safety reasons.

When your procedure has been scheduled

You will need to have a history and physical completed within 30 days of your surgery. Ask your surgeon if he or she is providing the physical or referring you to your family physician or primary care physician. Also, ask if you need to have any other medical workups such as laboratory tests, an EKG, medical clearances, etc. These are all due at the surgery center **five (5) business days** before your procedure. Not having these required evaluations could delay or cause your surgery to be rescheduled.

Precautions: If you are taking NSAID products such as aspirin (Bayer, Bufferin, Excedrin), ibuprofen (Advil, Motrin) or naproxen (Aleve), call your surgeon and/or physician for further instruction.

Discontinue diet pills, herbal supplements, vitamin E or fish oil two (2) weeks prior to procedure.

Not discontinuing these medications may lead to your procedure being cancelled.

One week before procedure

Arrange for a responsible adult to accompany you home after your surgery, and to stay with you for 24 hours. **You will not be allowed to drive home by yourself.**

A pre-op nurse will call before your surgery to complete a health questionnaire. It is important for you to discuss with the surgery center staff any allergies, any reactions to medication(s), or if you are sensitive to latex. Also, be prepared to discuss any information regarding any anesthesia complications you or your family members may have had in the past such as difficulty with a breathing tube, high temperature following surgery, difficulty waking from anesthesia, prolonged hospital stays, or other complications.

Important: Please inform the Pre-op nurse of any recent illness. It is important we have a full understanding of your medical condition. If there is any change in your physical condition before your surgery - even a scratchy throat - call your surgeon immediately.

The day before procedure

A staff member will call in the afternoon to confirm your appointment and inform you about what time to arrive at Summit.

Important: For information about what you can eat or drink please refer to the patient mailer or our website.

The day of procedure

Dress in light, loose clothing. Button down shirts are preferable to pullovers and are essential if you are having shoulder, breast, or handsurgery. Loose drawstring pants are ideal.

Do not wear makeup, hair products, or perfumes (including scented oils, sprays, and lotions). Remove nail polish if you are having surgery on your hands, wrists or feet.

For your safety, all jewelry and all types of body piercings must be removed. No plastic spacers allowed when the piercing is near an airway such as a nose, lip or mouth.

Kindly arrive on or before the time given to you the day before surgery by the surgery center staff.

- **Please bring:**
 - ❑ A list of all your current medications, including any herbal supplements.
 - ❑ An eyeglass case if you wear glasses, contact lens case for contact lenses.
 - ❑ Crutches, if your doctor prescribed them for foot, knee, or ankle surgery.
 - ❑ Your insurance and ID card(s), referrals copay, co-insurance and /or deductible.
 - ❑ Guardianship papers or requested legal documents.
- **Please do not bring:**
 - ❑ Valuables. Please leave your wallet, cash credit cards, jewelry, and any other valuables at home.
 - ❑ Small children. Anyone who comes with you should be attending to you. If you are accompanying your child for surgery, you need your full attention for that child and should not be distracted by caring for other children.

* Cell phone and other electronic devices may be used with discretion in the patient care areas for both safety and privacy reasons.

Your arrival time is generally about one hour before your procedure time. All procedures are unique and take variable amounts of time which can cause delays. We work very hard to estimate your surgical time and eliminate any holdups. We strive to give each patient individual attention for as long as needed, and will do the same for you.

What to expect after procedure

Time from when a patient leaves the operating room until he or she is discharged from the facility typically ranges from 1 to 2 hours.

After surgery, adult patients are taken to recovery. From there, the patient will be prepared for discharge. A family member or friend may sit with you as you are prepared for discharge.

The average time for a child under the age of 12 to recover from surgery can take anywhere from 30 minutes to 2 hours depending on the procedure. Parents and legal guardians are typically reunited with their children as soon as possible after surgery. For both adult and pediatric patients, your nurse will provide personal attention and information.

What to do for the first 24 hours

Let your responsible adult caregiver take care of you. You may feel fine, but this is not the time to pull weeds or make important decisions. Sit, relax, and allow yourself to rest and recover.

- Follow any special instructions your surgeon or nurse gave you.
- Call your surgeon if you have unusual symptoms or changes in your condition that you did not expect.

What NOT to do for the first 24 hours after your operation

Anesthesia can linger in your system for a day or more. You may feel fine, yet not have complete command of your abilities. It is very important that you:

- Do not drive or operate heavy equipment.
- Do not take medication without your physician's approval.
- Do not drink any alcoholic beverages.
- Do not sign any legal documents.

How to help your child through surgery

Children often take their cues from adults they trust. You can help your child feel safe and comfortable by demonstrating your own calm assurance. The surgery center staff also will help your child feel at ease by explaining what to expect, answering questions, and even playing with your child. You will be able to stay with your child until he or she enters the operating room, and you will be reunited immediately after surgery in the recovery room. This is very comforting to the child and to most parents. Summit Surgical Center's policy is that all children, no matter what age, need the support of their legal guardian. Children up to 18 years of age must be accompanied by a legal guardian on the day of surgery.

You may also want to do some of these things that have helped many other children:

- Explain what to expect. Encourage questions and give brief, honest answers. Be sure to discuss the reason for surgery and how the child will benefit from it.
- Bring a favorite toy or book.
- Schedule a free pediatric tour at our center.

Reasons you will feel confident about your child's surgery

Each year doctors and nurses at Summit take care of thousands of children having surgical procedures. A child at Summit Surgical Center is always attended by a nurse who is familiar with the special anesthesia needs of children and will never be left alone. Summit Surgical Center provides equipment specially designed for children and pediatric surgery.



Insurance and billing

Surgery involves different services that are all separate entities including your surgeon, anesthesiologist, lab, pathologist, and the surgery center, etc. If you have any questions or concerns regarding your bills, please do not hesitate to call us at (856) 247-7888 for clarification.

Here is some basic information about what to expect:

- You will receive more than one bill. You will get separate bills from the surgery center, the physician and the anesthesiologist if one assisted your surgeon. You also may get bills from pathology, lab or a registered nurse first assistant (RNFA). We can give you an idea about how many bills to expect.
- Summit Surgical Center will bill your insurance company for our portion of your services, as a convenience to you. Unfortunately, we cannot do the same for the rest of your surgery bills, however, the various offices that issue them may be able to help you.
- You are responsible for any copay, deductible co-insurance, or balance not paid by insurance. Summit Surgical Center participates with most local and national commercial insurers, HMOs, PPOs, IPAs, and Workers' Compensation carriers.
- If you do not have insurance, or if you are having a cosmetic procedure, you are required to pay before the day of surgery. We can provide you with an estimate beforehand. After surgery, you will receive a bill for the actual services provided which may differ from what was estimated. The bill will indicate the total charges with any unpaid balances which must be paid within 30 days.
- Summit Surgical Center accepts most major credit cards and offers on-line bill pay for your convenience.
- **If your insurance company requires a referral, you are responsible to bring one the day of surgery, made out to "Summit Surgical Center, LLC".**

The physician who has referred you to Summit Surgical Center may have a limited investment in this facility and therefore may have a "significant financial interest" in referring you to us. You are free to choose another facility in which to receive the services that have been ordered by your physician.

Patient's bill of rights

Each patient receiving services at the Summit Surgical Center shall have the following rights; according to New Jersey Administrative Code, Title 8 Chapter 43A-16.2:

- 1** To be informed of these rights, as evidenced by the patient's written acknowledgement, or by documentation by staff in the medical record, that the patient was offered a written copy of these rights and given a written or verbal explanation of these rights, in terms the patient could understand. The Center will supply the patient with rules and regulations governing patient conduct while in the Center;
- 2** To be informed of services available in the facility, of the names and professional status of the personnel providing and/or responsible for the patient's care, and of fees and related charges, including the payment, fee, deposit, and refund policy of the facility and any charges for services not covered by sources of third-party payment or not covered by the facility's basic rate;
- 3** To be informed if the facility has authorized other health care and educational institutions to participate in the patient's treatment. The patient also shall have a right to know the identity and function of these institutions, and to refuse to allow their participation in the patient's treatment;
- 4** To receive from the patient's physician(s) or clinical practitioner(s), in terms that the patient understands, an explanation of his or her complete medical/health condition or diagnosis, recommended treatment, treatment options, including the option of no treatment, risk(s) of treatment, and expected result(s). If this information would be detrimental to the patient's health, or if the patient is not capable of understanding the information, the explanation shall be provided to the patient's next of kin or guardian. This release of information to the next of kin or guardian, along with the reason for not informing the patient directly, shall be documented in the patient's medical record;
- 5** To participate in the planning of the patient's care and treatment, and to refuse medication and treatment. Such refusal shall be documented in the patient's medical record;
- 6** To be included in experimental research only when the patient gives informed, written consent to such participation, or when a guardian gives such consent for an incompetent patient in accordance with law, rule and regulation. The patient may refuse to participate in experimental research, including the investigation of new drugs and medical devices;

- 7** To voice grievances or recommend changes in policies and services to facility personnel, the governing authority, and/or outside representatives of the patient's choice either individually or as a group, and free from restraint, interference, coercion, discrimination, or reprisal;
- 8** To be free from mental and physical abuse, free from exploitation, and free from use of restraints unless they are authorized by a physician for a limited period of time to protect the patient or others from injury. Drugs and other medications shall not be used for discipline of patients or for convenience of facility personnel;
- 9** To confidential treatment of information about the patient.
 - i. Information in the patient's medical record shall not be released to anyone outside the facility without the patient's approval, unless another health care facility to which the patient was transferred requires the information, or unless the release of the information is required and permitted by law, a third-party payment contract, or a peer review, or unless the information is needed by the Department for statutorily authorized purposes.
 - ii. The facility may release data about the patient for studies containing aggregated statistics when the patient's identity is masked.
- 10** To be treated with courtesy, consideration, respect, and recognition of the patient's dignity, individuality, and right to privacy, including, but not limited to, auditory and visual privacy. The patient's privacy shall also be respected when facility personnel are discussing the patient;
- 11** To not be required to perform work for the facility unless the work is part of the patient's treatment and is performed voluntarily by the patient. Such work shall be in accordance with local, State, and Federal laws and rules;
- 12** To exercise civil and religious liberties, including the right to independent personal decisions. No religious beliefs or practices, or any attendance at religious services, shall be imposed upon any patient;
- 13** To not be discriminated against because of age, race, color, religion, sex, sexual orientation, gender identification, national origin, disability or ability to pay, or deprived of any constitutional, civil, and/or legal rights solely because of receiving services from the facility; and
- 14** To expect and receive appropriate assessment, management and treatment of pain as an integral component of that person's care in accordance with N.J.A.C. 8:43E-6.
- 15** Patients are informed of their right to change their provider if other qualified providers are available.

Patient's responsibilities

- 1 The patient is expected to provide, to the best of their knowledge, accurate and complete information about their present complaint, past illnesses, hospitalizations, medications, and other matters relating to their health.
- 2 The patient is expected to cooperate with the planned care and treatment at Summit Surgical Center.
- 3 The patient is expected to be aware of and sensitive to the needs of other patients, and respectful of the property of other patients.
- 4 The patient has the responsibility to meet financial obligations to Summit Surgical Center and the physician for the services rendered.
- 5 The patient's activities must be consistent with the policies and procedures of the Summit Surgical Center that relate to patient care and conduct. The patient and any accompanying members are expected not to engage in any activity which is in violation of those policies and procedures.
- 6 Any patient that does not follow the plan of care prescribed for their surgical procedure, or that does not adhere to these Patient Responsibilities, may be dismissed from care at Summit Surgical Center.
- 7 To provide a responsible adult to transport him/her home from the facility and remain with him/her for twenty-four (24) hours, if required by his/her provider.

Advance Directives

If you have an advance directive, please provide a copy to Summit Surgical Center staff at the time of your admission. Please understand that while the physicians and staff of Summit Surgical Center respect your rights in accordance with law to participate in decisions regarding your healthcare, it is the policy of Summit Surgical Center that all patients undergoing surgical procedures will be considered eligible for life-sustaining emergency treatment. You may receive more information about advance directives from the New Jersey Department of Health & Senior Services at:

<http://www.state.nj.us/health/advancedirective/>

Comments or complaints may be forwarded to the following offices:

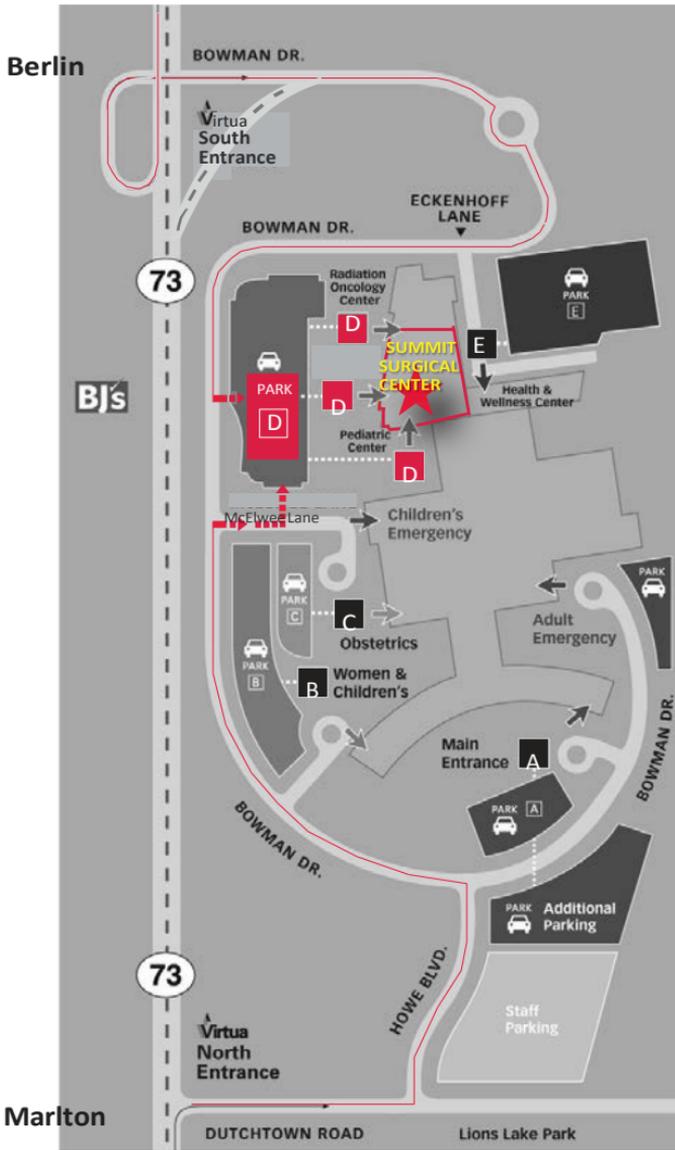
Anthonia J. Schmidt
Administrator
Summit Surgical Center, LLC
200 Bowman Drive
Suite D160
Voorhees, NJ 08043
Phone: (856) 247-7800
Fax: (856) 247-7858
www.summitsurgicalcenter.net

Division of Health Facilities
Evaluation and Licensing
New Jersey State
Department of Health
CN367
(800) 792-9770
State of New Jersey
<http://www.state.nj.us/health/healthfacilities/>

AAAHc
5250 Old Orchard Road
Suite 200
Skokie, IL 60077
(847) 853-6060
www.aaahc.org

Office of Ombudsman for the
Institutionalized Elderly
CN807
Trenton, NJ 08625
(877) 582-6995
www.cms.hhs.gov/center/ombudsman.asp
<http://www.cms.hhs.gov/center/ombudsman.asp>

Office of Medicare Beneficiary
Ombudsman
[http://www.medicare.gov/claims-and-appeals/
medicare-rights/get-help/ombudsman.html](http://www.medicare.gov/claims-and-appeals/medicare-rights/get-help/ombudsman.html)



DRIVING DIRECTIONS

From areas North

Take Route 73 South past the Kresson Road and Route 73 intersection to the Virtua Voorhees entrance. Turn right at the traffic light onto Dutchtown Road then left onto Howe Boulevard and proceed to Bowman Drive. Turn left onto Bowman Drive and follow the signs for Summit Surgical Center, turn right onto McElwee Lane and left into parking lot D.

From areas South

Take Route 73 North to Bowman Drive; take the jug handle and cross over Route 73 onto Bowman Drive. Continue round until you reach parking lot D, turn left into the parking lot.

Summit Surgical Center

200 Bowman Drive, Suite D160 • Voorhees, NJ 08043
 Phone: 856-247-7800 • Fax: 856-247-7858
www.summitsurgicalcenter.net

Patient _____

Name: _____

Surgeon: _____

Procedure: _____

Procedure Date: _____

Begin Testing Date: _____

Testing:

EKG

Lab Work

Urine Pregnancy
(must be within 7 days prior to procedure)

History and Physical

Clearance

For pre op testing information, contact your insurance carrier or primary physician.

★ Important! ★

To avoid rescheduling, please have all required tests to Summit Surgical Center 5 business days prior to your procedure. The above may be faxed to 856-247-7874.

- If the patient is a minor and/or is under the legal guardianship of another, the legal documents must accompany the patient the day of the procedure. A parent or legal guardian must remain in the center at all times.
- All patients scheduled at Summit Surgical Center are required to have transportation to and from surgery. Also, a responsible adult must accompany you and should remain with you the first 24 hours.
- You will receive a phone call from our Pre-Admission Nurse before your procedure to review your medical information and pre-operative instructions.


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