



**BASCOM PALMER EYE INSTITUTE  
ANNE BATES LEACH EYE CENTER**

YOUR SURGERY MADE EASY



Anne Bates Leach Eye Center  
900 NW 17 Street, Miami, FL 33136  
305-326-6000 • 800-329-7000 (toll-free)

**Frequently Called Numbers**

Admitting Office, 5th Floor	305-326-6161
Advocacy Representative, 6th Floor Waiting Room	305-326-6860
Ambulatory Surgery Department, 6th Floor	305-326-6550
Appointments	305-243-2020
Business Office / Billing	305-243-2900
Emergency Department / Ophthalmology	305-326-6170
Health Information Management / Medical Records	305-326-6333
Inpatient Nursing Unit, 5th Floor	305-326-6500
International Concierge	305-243-9100
Surgical Coordinator	305-326-6161
Orthopedics Doctors' Offices	305-326-6590
Orthopedics Front Desk / Reception	305-326-6010
Otolaryngology (ENT) Adults	305-243-2000
Otolaryngology (ENT) Pediatric	305-326-6332

**Bascom Palmer Eye Institute Locations**

Miami	305-326-6000
Palm Beach Gardens	561-515-1500
Naples	239-659-3937
Plantation	954-465-2727
Coral Gables / Lennar Foundation	305-689-5555

**Patient's Name:** \_\_\_\_\_

**Date & Time of Surgery:** \_\_\_\_\_

**Arrival Time:** \_\_\_\_\_

**Other Information:** \_\_\_\_\_

\_\_\_\_\_

**Welcome**

Thank you for choosing Bascom Palmer Eye Institute. Bascom Palmer is proud to be ranked the #1 ophthalmology program in the United States by both *U.S. News & World Report* and *Ophthalmology Times*.

Ambulatory surgery, also known as outpatient surgery, is surgery that does not require an overnight hospital stay. It is a safe and convenient way to meet your health care needs. By working as a team with your doctors and nurses, outpatient surgery allows you to have an active part in the recovery process. It is important to follow your doctor's orders before and after surgery, and to report any problems or concerns to your doctor. Before surgery, a surgical coordinator will schedule your surgery and preoperative visit, coordinate your financial information, and verify your means of transportation to and from the hospital on the day of your procedure. We are here to help you in every phase of your surgery.

In keeping with our commitment to exceed your expectations, you may receive a patient satisfaction survey. Please take a few minutes to complete it. Your opinion and suggestions are very important to us and your confidential response will be used to improve every aspect of the care we provide. If, at any time during your visit, we did not meet your expectations, please contact the UHealth Office of Patient Advocacy at 305-243-HELP (4357) or HeretoHelp@med.miami.edu.

**Thank you**



## Preparing for Surgery: Your Preoperative Visit

Please arrive at the reception desk on the 5th floor for your preoperative visit. If you are unable to keep your appointment, call 305-326-6161.

The preoperative visit prepares you for your surgery. This visit may take 3 to 4 hours as it may include specialized, diagnostic testing. An anesthesia assessment is usually performed the morning of your surgery. However, anesthesia consultations for children are completed during your child's preoperative visit.

During your preoperative visit your healthcare provider will:

- Review your past medical and surgical history
- Perform a physical examination
- Review tests ordered by your doctor
- Provide instructions which include the medicines you are to continue or stop before surgery
- Ask who will take you home from the hospital on day of surgery
- Provide a discharge planning checklist

## Preoperative Visit for Children

Children under 18 years of age must come to the hospital with a parent or legal guardian during all preadmission and surgical procedures. In the case of a legal guardian, a court letter of guardianship must be given to the nurse.

Children under 15 years of age must be cleared for surgery by their pediatrician no more than 30 days before surgery. Requested laboratory tests should be completed no more than 30 days before surgery. Please have your pediatrician's office fax the results of your child's examination and clearance to the preadmission department at 305-326-6574 within 30 days before surgery.

If the child's clearance and/or test results cannot be faxed before surgery, it is very important that you bring them on the day of surgery to avoid a possible cancellation or delay in surgery.

Bring bottles, formula, diapers, favorite toy or other special items needed for your child's comfort during all of their visits to the hospital.

## What Should I Bring to the Preoperative Visit?

### MEDICATION INFORMATION

An updated list of your current medicines, including the name, dose and frequency. Please include all over-the-counter drugs and supplements. Some of these medicines can have side effects that may increase risk of complications from surgery.

### PHYSICIAN CONTACT INFORMATION

The name, phone and fax numbers of your primary physician(s) and all other specialists who participate in your healthcare.

### MEDICAL TEST RESULTS, IF APPLICABLE

- Carotid ultrasound report (within last 12 months)
- Cardiac catheterization report (within last 2 years)
- Stress test results (within last 2 years)
- Cardiac rhythm device implantation and most recent evaluation records (pacemaker/defibrillator/AICD within last 6 months)
- Artificial heart valves and records indicating type of valve and location
- Discharge summaries from hospitalizations (within 12 months)
- Other medical records, doctor's notes or tests that you feel would be important for your preoperative evaluation

### LEGAL DOCUMENTS

If you have a Living Will or power of attorney, Court letter of guardianship or health care proxy, please bring them with you.

Your surgical coordinator will provide you with copies of UHealth's *Advance Directives* and *Your Patient Rights and Responsibilities* during your preoperative visit.

## Your Insurance & Financial Information

Our insurance verifier will telephone you before your surgery to get your financial information.

- We are a Medicare participating facility. Many insurance companies, as well as HMOs, require pre-approval for services.
- Our insurance verifier will notify you before your surgery to review and advise you of any outstanding financial responsibilities.
- You are responsible to pay all insurance deductibles, co-insurance and co-payments before surgery.
- All patients without insurance are required to make payments in advance.
- Hospital and doctor's bills can be paid by cash, American Express, Visa, Discover, MasterCard, personal or traveler's checks and Care Credit, if approved.
- Your doctor may give you prescriptions for after your surgery. If you wish to buy these medicines in our pharmacy, payment may be made by credit card, check or cash. These medicines cannot be charged on your hospital bill.
- Patients with insurance may request an itemized hospital bill be mailed to them after surgery. Patients may also receive separate bills from the departments of anesthesiology, radiology or pathology, as well as one from your private physician.
- If you are having elective surgery and are unable to get financial clearance before surgery, your surgery could be cancelled or rescheduled for a later date.
- Please call the surgical coordinator with any questions about insurance coverage for your procedure.

## Your Upcoming Surgery

If your surgeon has prescribed medications or eye drops to use before surgery, please begin as directed.

Make arrangements for a responsible adult to take you home from the hospital following your surgery. You will not be discharged alone following surgery. There will be no exceptions to this rule. Please understand that the bus driver or taxi/Uber driver cannot be designated as the responsible adult to take you home. Please tell the person coming with you to bring reading materials and sweater for their comfort during your surgical procedure.

Notify your surgeon or surgical coordinator if you experience any changes in your health before the day of surgery, including a cold, sore throat or mild fever.

Gather all medical, laboratory and other test results that you were requested to bring with you on the day of surgery. If your preoperative tests are abnormal, your surgery could be delayed, cancelled or rescheduled for a later date.

You may also want to make arrangements to have someone stay with you for 24 hours following your discharge.

## The Day Before Your Surgery

You will be contacted after 2:00 p.m. on the day before your surgery to let you know what time to arrive at the hospital. If your surgery is on Monday or the day following a holiday, you will be called the business day before the holiday. If you have not been contacted by 4:00 p.m. on the day before your surgery, please call 305-326-6550.

**Do not eat or drink anything, including chewing gum or mints, for eight (8) hours before your surgery, unless otherwise instructed.**

Do not smoke for 24 hours before surgery.

In order to decrease your risk of infection, please bathe or shower before surgery.

## Your Day of Surgery

### In the Morning

If you were told during your preoperative visit, to take medications by mouth, take them with a sip of water before coming to the hospital.

You may brush your teeth. However, do not swallow the water.

Dress in loose, comfortable clothing. Do not wear any make-up, perfume, hairspray, body lotion or powder. You may use antiperspirant or deodorant.

Do not wear jewelry or bring large amounts of cash or valuables to the hospital.

If you wear contact lenses, you must bring the lens container with you. You will not be permitted to wear your contact lenses inside the operating room.

You may wear glasses, dentures or hearing aids. They will be removed and stored before you go into surgery.

### Arriving at the Hospital

Bring the following items with you:

- Your insurance cards and photo identification
- Prescribed medications and/or eye drops as instructed by your surgeon

Please come to the 6th floor (5th floor, if instructed), where you will be greeted by a patient advocate who will register and assist you and your caregiver.

Please give the patient advocate the name and cell phone number of the person who will take care of you so they can be notified when you are ready to leave the hospital. This person will be given an instruction card to track your progress during surgery as well as a list of restaurants within walking distance.

### Ambulatory Surgical Services

A staff member will accompany you into the ambulatory surgical services center. In preparation for surgery, you will be asked to change into a surgical patient gown, and remove your glasses and contact lenses.

You will meet an anesthesia care provider who will evaluate your anesthesia needs and tell you the kind of medication you will receive to keep you comfortable during the procedure.

A member of the nursing staff will take your pulse and blood pressure, and review your procedure, consent, allergies and medical history. The nurse will place a "V" to verify eye drop placement, if needed.

For children, a pediatrician will review the child's history and perform a physical exam of the child. Only one parent will be able to go with the child into the surgical holding area. We ask that young brothers and sisters do not come with you on the day of surgery, as the child having surgery will need your full attention.

### The Operating Room Holding Area

After your preoperative evaluation, a transporter will take you and your child on a chair-bed, stretcher or crib into the holding area where your nurse will insert an intravenous (IV) catheter into your arm or hand to provide the medicine during and after your procedure.

### The Operating Room

The operating room (OR) is a specially equipped, sterile room where your procedure will be conducted.

A cuff will be placed on your arm to monitor your blood pressure; adhesive pads will be placed on your chest to monitor your heart rate; and a clip will be placed on your finger to monitor your oxygen level. The surgical team will monitor your comfort, safety and well-being during the entire procedure.

If at any time, you feel pain or discomfort, let us know immediately.

## After Your Surgery

After your procedure is completed, you may be transferred into the post-anesthesia care unit (PACU) where a nurse will monitor your recovery until the effect of the anesthesia wears off.

You will then return to the ambulatory surgical services area where you will remain under observation by the nursing staff until you are stable enough to go home. Your pulse and blood pressure will be measured and you will be given something to drink. If you would like to stand up or use the restroom, notify the nurse before getting up from your chair. You may feel drowsy, unsteady on your feet, have blurry vision, dry mouth, nausea or mild discomfort in the surgical site.

Most ambulatory surgery patients are discharged within one hour after surgery, although these procedures vary based upon the type of procedure performed and doctor's instructions. After your procedure you may experience some discomfort for which medicine may be prescribed. Before going home, you will be checked by a health care professional.

You will receive an instruction sheet and a follow-up appointment. It is very important that you keep this appointment. Please follow all instructions for your postoperative care.

When you return home, light meals are usually tolerated best. Slowly resume your normal diet, unless otherwise instructed. The level of pain you may experience depends on your tolerance for pain and the surgical procedure. Most eye surgery patients experience mild discomfort.

On the evening of your surgery, resume your normal medication schedule, unless otherwise instructed by your surgeon. If your surgeon has instructed you to maintain a certain position after your surgery, it is very important to stay in that position as much as possible. Maintaining this position will increase your chance of having a successful outcome.

**Remember, as a surgical patient, you are an important member of our healthcare team. Your participation is very important to ensure your safe and speedy recovery.**

## Questions or Concerns

If you have a question or concern during normal working hours, please contact the ambulatory surgery department at 305-326-6550. You can also access your healthcare records from home at: <https://myuhealthchart.com/mychart/>

## Emergencies

Our healthcare team is available to you 24 hours per day, 7 days per week.

**FOR EYE EMERGENCIES CALL BASCOM PALMER EYE INSTITUTE AT 305-326-6000 or 1-800-329-7000 (toll-free).**

Call your healthcare provider in case of an emergency, or if you develop unrelieved pain, severe nausea, vomiting, bleeding, fever over 101°F or 38°C, numbness or decreased vision, increased redness, swelling, foul smelling drainage or pain around the site of your surgery.

### **Ear, Nose and Throat (ENT) emergencies**

Day: 305-243-2000

Night: 305-243-1000

### **Orthopedic emergencies**

Day: 305-326-6590

Night: 305-243-1000

**For life-threatening emergencies call 911**





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