



COASTAL ENDOSCOPY CENTER, LLC
175 Gunning River Road | Building A | Unit 4 | Barnegat, NJ 08005-1436
Tel: (609) 698-0700 Fax: (609) 698-0777

Dear Patients,

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. Please take a moment to read the information contained in our Welcome Packet:

Patient Registration Form (must be completed prior to arrival)
Notice of Privacy Practices
Patient Bill of Rights & Responsibilities
Directions to Coastal Endoscopy Center

Please make sure you have updated your physician's staff with any changes in your current address, phone number (s) to include a cell number, primary care physician and insurance information.

You will receive a call a day before your scheduled procedure from one of our pre procedure nurses. Our nurse will conduct a brief medical history, give pre-operative instructions and **confirm** your arrival time. If you have not been contacted by 2:00PM the day before to confirm your appointment, please call the center at (609) 698-0700.

Please be sure to bring a form of photo identification (driver's license), your insurance card, list of medications, and a referral if required by your insurance carrier. You are responsible to provide the referral to the facility in order for your carrier to be billed. You will be personally responsible for payment of your bill(s) without one.

Your insurance carrier may receive as many as four bills for your stay with us. They will be billed for your physician, facility, anesthesia and in some cases, laboratory services. You may be responsible for a portion of these charges, either a co-pay or deductible, as directed by your insurance company. If you have questions after you talk to them, please call our center and we will assist you in understanding your bill.

Please do not bring any valuables such as jewelry, money, credit cards, etc. to the facility. We are not responsible for lost items.

You are required to be driven home by a **responsible adult** who is at least 18 years old. You may only take a taxi home if your companion rides home in the taxi with you. Our policy states your companion must be available to you for 12 hours following your procedure. The goal of our staff is to have you discharged within 1 1/2 hours of your admission, making your stay with us as convenient, pleasant and as short as possible.

Sincerely,

Ellen G. Donnell,
Administrator

9/10/2014