PREPARING FOR

YOUR SURGERY

MINERAL
SURGERY CENTER

1501 W. Mineral Ave., Suite 150 • Littleton, CO 80120
Ph (720) 465-2942 • Fax (720) 292-1850

Welcome to

Mineral Surgery Center

Feeling anxious about surgery is completely natural. At Mineral Surgery Center, we work to make your experience as comfortable as possible by ensuring you have all the information you need to feel confident about your procedure. Our facility also offers a relaxed, patient-focused environment, state-of-the-art equipment, convenient access, ample public parking, and an experienced staff to meet your needs. If you have questions regarding our center, please call us at (720) 465-2942.

Read on to learn what to do before and after surgery and what rights and responsibilities you have related to your surgery.

BEFORE SURGERY

Your doctor's office will schedule your procedure. Once scheduled, a nurse from the Center will call you approximately one week from your surgery date to review your health history.

The nurse will instruct which medications to take the day of the procedure. We will be happy to answer any questions you may have regarding the Center and your upcoming procedure.

If you develop a fever, rash, or cold anytime in the five days before your procedure, contact your doctor at once, as your procedure may need to be rescheduled.

Remember, DO NOT EAT or CHEW anything after midnight the night before your surgery. This includes gum, mints, candy, and chewing tobacco. You may have water, apple juice, Sprite, black coffee (no cream), tea (no cream), Otter pops/popsicles, and Jello for up to 2 hours before arriving at Mineral Surgery Center. If you are on a GLP-1 or GIP/GLP-1 antagonists (i.e., Ozempic, Wegovy, Mounjaro, etc.), you must discontinue the medication 2 weeks prior to surgery.

DAY OF SURGERY

- Do not eat or drink anything the morning of surgery unless you have been given other instructions from our nurses.
- Take your heart and/or blood pressure medications with a sip of water. Diabetic patients, we may instruct you to adjust your dose of insulin on the day of your procedure.
- You may brush your teeth and rinse your mouth with water, but do not swallow any of the water.
- Wear loose, comfortable clothing (a short sleeved, button-front shirt is best). Leave all valuables and jewelry at home. If you wear glasses or contacts, bring a case to store them in. Please do not wear makeup, perfume, or dark colored nail polish.
- You MUST have a responsible driver with you on the day of procedure. Your driver should remain in the facility while you are in surgery.

During registration, you need to verify your billing and insurance information, and sign a financial agreement. You will need:

- Photo ID/Driver's License
- Insurance cards
- Cash, check, or credit card
- A list of your current medications, including dosage and strength.

If the patient or insurance information cannot be verified, the surgery will need to be rescheduled. If you need to make other financial arrangements or receive an estimate of your bill, please call (720) 465-2942 prior to your surgery day.

Next, you will be taken to the pre-procedure area where a nurse will verify medical information, allergies, and your current medications. The nurse will prepare you for your procedure, and an anesthesia provider will meet with you to discuss your medical history and the type of anesthesia you will have.

AFTER SURGERY

You can expect to spend approximately 20-60 minutes in the post-anesthesia care unit, depending upon the type of anesthesia and procedure you receive.

The nurses in this area will give you instructions for taking care of yourself at home. Should problems or questions arise when you are recovering at home, call your surgeon at the number provided in your discharge instructions.

Information for Family Members & Friends

When we take your family member or friend in for their procedure, please remain in the Surgery Center waiting area, as many of our doctors visit with family/friends after surgery. If an urgent need arises requiring that you must leave, inform personnel at the front desk.

In Case of Emergency

If an emergency arises after normal business hours, call 911 or go directly to your local emergency room. Ask emergency room personnel to contact your surgeon.

Understanding Your Rights & Responsibilities

PATIENT RIGHTS

Patients treated at the Center have the right to:

- Be treated with respect, consideration, and dignity.
- Be provided with appropriate personal privacy at check-in and in evaluation and treatment areas of the Center.
- Have interpretation services available at no extra charge to the patient.
- Be provided with information, in layman's terms, concerning their diagnosis, evaluation, treatment, and prognosis to the degree that it is known. When it is medically inadvisable to give such information to a patient, the information is provided to a person designated by the patient or to a legally authorized person.
- Be given the opportunity to participate in decisions involving their health care, except when such participation is contraindicated for medical reasons.
- Receive service(s) without regard to age; race; color; sex; sexual orientation; marital status; disability; veteran's status; national origin; cultural, economic, educational, or religious background; or the source of payment for care, without being subjected to discrimination, reprisal, abuse or harassment.
- Receive care in a safe setting by competent and appropriately qualified personnel.
- Be given verbal and written notice of rights and responsibilities in a language and manner that ensures the patient, the representative, or the surrogate

understands, prior to the procedure.

- Have these patient rights posted in a place or places within the ASC likely to be noticed by patients waiting for treatment or by the patient's representative or surrogate, if applicable.
- Be provided, in writing if requested, a list of physicians who have financial interest or ownership in the ASC facility.
- Be informed of how to voice or file complaints or grievances regarding treatment or care that is (or fails to be) furnished.
- Change providers if other qualified providers are available.
- Be given the name of their attending physician, the names of all other physicians directly assisting in their care, and the names and functions of other healthcare persons having direct contact with the patient.
- Obtain written information concerning the Center's policies on advance directives, including a description of applicable state health and safety laws and, if requested, official State advance directive forms.
- Be informed of the after-hour and emergency care coverage.
- Be informed of the services, fees and payment policies of the center.
- Be provided information on the credentials of the healthcare professionals at the Center.
- Receive information regarding the absence of malpractice insurance, if applicable.
- Be fully informed about a treatment, procedure, anesthetic administration, and the expected outcome before it is performed.
- Refuse drugs or procedures and have a physician explain the medical consequences of the drugs or procedures.
- Have a legal representative or surrogate designated by the patient in accordance with state law to exercise the patient's rights to the extent allowed by state law if a state court has not adjudged a patient incompetent.
- Have the rights of the patient exercised by the person appointed under state law to act on the patient's behalf if a patient is adjudged incompetent under applicable state laws by a court of proper jurisdiction.
- Expect emergency procedures to be implemented without necessary delay.
- The expedient and professional transfer to another facility when medically necessary and to have the responsible person and the facility that the patient is transferred to notified prior to transfer.
- Have records pertaining to their medical care treated as confidential.
- Be provided with, upon written request, access to all information contained in their medical record.
- Be advised of participation in a medical care research program or donor program; the patient shall give consent prior to participation in such a program; a patient may also refuse to continue in a program that has previously given informed consent to participate in.
- Receive appropriate and timely follow-up information of abnormal findings and tests.
- Receive appropriate and timely referrals, consultation, and information regarding "continuity of care."
- Expect the absence of clinically unnecessary diagnostic or therapeutic procedures.

You have the right to submit an ADVANCE DIRECTIVE:

All patients have the right to make advance directives or to execute powers of attorney that authorize others to make decisions on the patient's behalf based on their expressed wishes when unable to make or communicate decisions. This Center respects and upholds those rights.

Documentation in a prominent part of the patient's current medical record indicates whether or not the individual has executed an advance directive.

However, unlike an acute care hospital setting, most procedures performed in this facility are minimal risk. Of course, no surgery is without risk, and you will discuss procedure specifics (risks, recovery, after-care) with your physician. Therefore, it is our policy, regardless of the contents of any advance directive or instructions from a healthcare surrogate, attorney-in-fact, or holder of a healthcare provider, that if an adverse event occurs during your treatment at the Center, we will initiate resuscitative or other stabilizing measures and transfer you to an acute care hospital for further evaluation. At the acute care hospital, further treatment or withdrawal of treatment measures already begun will be ordered in accordance with your wishes, advance directive, or healthcare power of attorney.

For further clarification, please request to speak with the Center's Clinical Director at (720) 465-2942.

You have the right to access the Advance Health Care Directive described in Caring Connections, a national program of the National Hospice and Palliative Care Organization (NHPCO). This program, aimed at improving care at the end of life, includes:

- Instructions for completing the Colorado Advance Directive for Healthcare
- Learning options for end-of-life services and care
- How to make sure that your wishes are honored
- How to tell your family, friends, and healthcare providers about your decision
- How to participate in personal and community efforts to improve end-of-life care
- A copy of the Colorado Durable Power of Attorney for Healthcare

This information is available on the Caring Connections website: https://www.caringinfo.org/planning/advance-directives/by-state/colorado/

Upon request, you, your representative, or your surrogate, can obtain a copy of your state's Advance Directive form at the Center.

PATIENT RESPONSIBILITIES

Patients treated at the Center have the responsibility to:

- Provide a complete and accurate medical history including medications, over-the counter products, dietary supplements, and any allergies or sensitivities.
- Follow the treatment plan established by the physician, including instructions of nurses and other healthcare professionals as they carry out the physician's orders.
- Arrange for a responsible adult to drive you home and stay with you for 24 hours after surgery (as may be required by your physician).
- Fulfill financial responsibility, for all services received, as determined by the patient's insurance carrier.
- Provide the surgery center with all information regarding third-party insurance coverage.
- Behave respectfully toward all healthcare professionals, as well as other patients.
- Keep your appointment and notify the facility if you are unable to do so.
- Read and understand all consents you sign. Please ask questions for clarification before signing consents.
- Carry identification with you.
- Inform us if you do not understand any part of your treatment. Ask questions and take part in your healthcare decisions.
- Inform us when you are having pain or when your pain is not being managed.
- Respect the Center's property and equipment.

You should respect the rights of other patients and the staff of this surgery center by:

- Helping us to control noise
- Not smoking
- Limiting the number of visitors

This Surgery Center has the right to refuse care to or dismiss patients who are disruptive, uncooperative, rude, or physically threatening to other patients or our staff.

If your driver is disruptive, uncooperative, rude, or physically threatening, this surgery center has the right to refuse care to you or dismiss you from care. This includes drivers who are unable to provide safe transportation for any reason, including drug or alcohol intoxication.

VOICE YOUR CONCERNS OR SUGGESTIONS

Without fear of reprisal, voice grievances regarding treatment or care, changes in policy and service, or other comments to:

The Center:
Attn: Clinical Director, Mineral Surgery Center
1501 W. Mineral Ave., Suite 150
Littleton, CO 80120
Ph (720) 465-2942

The State: Colorado Department of Public Health and Environment is the agency responsible for ambulatory surgical centers' complaint investigation. Complaints may be registered with the department by downloading a form at: https://docs.google.com/a/state.co.us/forms/d/e/1FAIpQLScLOLmW1TxB6ZqDcUivQkVOvtLHZc7OfXBEKDkgL-4valt22Q/viewform

Complaints may be filed with the Colorado Department of Public Health and Environment:

By mail: CDPHE, HFEMSD-C1
Attention: [Relevant health care entity type]
Complaint Intake
4300 Cherry Creek Drive South
Denver, CO 80246-1530

By phone: (303) 692-2827
By fax: (303) 753-6214 "To": Ambulatory Surgery Center, Complaint Intake
By email: cdphe.hfdintake@state.co.us

A complainant may provide their name, address, and phone number to the Department. All complaints are confidential.

Medicare: The Office of the Medicare Ombudsman: https://www.medicare.gov/basics/your-medicare-rights/get-help-with-your-rights-protections
or 1-800-MEDICARE.

Financial Responsibilities:
As a patient of the Center, I understand that any co-pays, co-insurance, and/or deductibles are due prior to having my procedure. I understand that the following provider fees are NOT INCLUDED in the surgery center fee and will be billed separately:

- Physician (surgeon) fee
- Anesthesiology fee
- Pathology, if applicable
- Laboratory services, if applicable

For any questions or concerns, please call (720) 465-2942.

OWNERSHIP DISCLOSURE

The owners of the Center are:

- Robert Fish, MD
- Anthony Kokx, MD
- Matthew Kruger, MD
- Karen Repine, MD

All directly have financial interests and ownership in the Center.

You have the right to choose your provider and where your procedure is performed. For any questions or concerns, please feel free to contact your physician.

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PATIENT NAME

DATE OF SURGERY

TIME OF SURGERY

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