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Gastroenterology Department 1 Diamond Hill Road Berkeley Heights, NJ 07922
Procedure Scheduling Line 908-277-8836 Office Tel. 908-277-8940

You have been scheduled for: _____

on (Date & Time: _____)

- ☐ Ambulatory Surgery Center, 3rd Floor, in the Bensley Pavilion
- ☐ Overlook Hospital 99 Beauvoir Summit, NJ 07901, Endoscopy Suite, 4th Floor
- ☐ Gastro Surgicenter of New Jersey, LLC, 1132 Spruce Street, Mountainside, NJ 07092

Please arrive at: _____

- ★ Arrival time is subject to change and will be confirmed prior to your procedure
- ★ Please read the instructions you received from the Doctors office carefully, **ten (10) days** prior to the procedure.
- ★ The morning of the examination you should take any necessary medicines (heart, blood pressure, and seizure) with sips of water at least 4 hours before procedure, unless instructed otherwise by your physician.
- ★ FEMALE PATIENTS UNDER THE AGE OF 60 WILL BE REQUIRED TO SUBMIT A URINE SPECIMEN UPON ARRIVAL.
- ★ Please bring your insurance cards AND a photo ID with you on the day of your procedure.
- ★ You must have a ride home. Due to possible lingering effects from the sedation, you cannot drive for the remainder of the day following your procedure. For your own safety you will not be discharged unless a responsible adult, over the age of 18, is present to either drive you home or accompany you in a taxi or public transportation.

Our goal is to provide quality individualized medical care in a timely manner. Late cancellations and No Shows (include arriving more than 15 minutes late) create inconvenience and prevent scheduling of other patients who need access to medical care in a timely manner. We understand situations arise when you may need to cancel your appointment, and we appreciate advance notice when that happens. This helps us be respectful of other patients needs and enables us to give the appointment time to another patient who needs to see us.

If you need Emergency Assistance after regular business hours, please call (908) 273-4300

If you have any medical questions or concerns, please call 908-277-8940 option 6

If you have any questions about scheduling a procedure, please call 908-277-8838

*****Please verify your benefits with your insurance prior to your procedure**

Procedure Code: _____ Diagnosis Code: _____

Procedure Prep/Medication Instructions:

For people with or without diabetes, the following medication groups* need to be stopped accordingly:

*Please note that the medications listed represent commonly ordered medications and not a full list of medications within the groups.

If you take:	When to stop:
<u>GLP-1 Injections</u> Ozempic, Trulicity, Saxenda, Victoza, Wegovy, Bydureon, Mounjaro, semaglutide, Soliqua, Byetta, Xultophy	1 week prior to procedure Contact the person who ordered the medication to discuss blood sugar management
<u>SGLT-2</u> Jardiance, Farxiga, Invokana, Xigduo, Steglatro, Synjardy	4 days prior to procedure
<u>GLP-1 pills</u> Rybelsus	1 week prior to procedure Contact the person who ordered the medication to discuss blood sugar management
<u>Anorexiant</u> Phentermine	Contact the person who ordered the medication to discuss dose changes/stopping at least 1 week prior to procedure
Oral glucose lowering medications (pills)	Do not take morning of procedure

For people with diabetes, any procedure that causes you to miss a meal or change your usual meal plan will require special planning to safely manage blood sugar.

- **If you have an insulin pump, please contact your diabetes doctor for instructions!**
- Check your blood sugar level before all meals and at bedtime on the preparation day and on the day of the procedure.
- Check your blood sugar if at any time you have symptoms of low blood sugar (hunger, shaky, nervous, sweating, dizzy, sleepy, confused, trouble speaking, anxiety, weak) or very high blood sugar (dry mouth, thirst, frequent urination, blurry vision, fatigue, drowsy, weight loss, increased appetite).
- Schedule the appointment early in the day so that you can eat afterwards and take your medication as close to the usual time as possible.
- Please call the person who ordered your medication for any other medication related questions.

For people on Insulin:

If you take:	Morning of procedure	Dinner/ Bedtime Day prior to procedure
<u>Long Acting:</u> Lantus, Levemir, Tresiba, Toujeo, basaglar, glargine	Consider change in dose- reach out to person who ordered medication	Consider change in dose- reach out to person who ordered medication
<u>Intermediate Acting:</u> NPH insulin, U-500	Do not take	Consider change in dose- reach out to person who ordered medication
<u>Short Acting:</u> Regular insulin	Do not take	Continue as prescribed
<u>Rapid Acting:</u> Humalog, Novolog, Apidra, Admelog, Fiasp, Lyumjev	Do not take	Continue as prescribed
<u>Mixtures:</u> 75/25 or 70/30	Do not take	Consider change in dose- reach out to person who ordered medication



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Preparation Instructions for Colonoscopy: SUTAB

Medication Restrictions:

- **STOP BLOOD THINNER MEDICATION**, _____, _____ days before procedure (*contact your cardiologist/PCP for instructions).
- **STOP IRON SUPPLEMENTS 5 days before the procedure.**
- **DIABETIC PATIENTS: Stop all ORAL diabetes medications on the day of procedure. Contact your physician for instructions on taking your insulin.**

Four (4) Days Before Your Procedure

- **Avoid** skins (fruits and vegetables), nuts, seeds, salads and popcorn.
- **Avoid** red colored juices, jell-o and red wine.
- **SUTAB Bowel Prep prescription will be sent to your pharmacy.**

The day before your procedure:

DO NOT EAT ANY TYPE OF SOLID FOOD. FOLLOW A *CLEAR LIQUID DIET ONLY.

If your procedure appointment is before 12 PM:

Step 1: 4-6 PM Afternoon/Early Evening Before Your Procedure:

1. Fill the provided container with 16 ounces of water (up to fill line). Swallow each tablet in the first bottle (12 total) with water and drink the entire 16 ounces over 15-20 minutes.
2. One hour after the last tablet is ingested, fill the same container with 16 ounces of water and drink the entire amount over 30 minutes.
3. Thirty (30) minutes after finishing the second container of water, fill the same container with 16 ounces of water and drink the entire amount over 30 minutes.

Step 2: 10 PM-12AM The Evening Before Your Procedure: Repeat steps 1-3

If your procedure appointment is on or after 12 PM:

Step 1: Between 7-8 PM, The Evening Before Your Procedure:

1. Fill the provided container with 16 ounces of water (up to fill line). Swallow each tablet in the first bottle (12 total) with water and drink the entire 16 ounces over 15-20 minutes.
2. One hour after the last tablet is ingested, fill the same container again with 16 ounces of water and drink the entire amount over 30 minutes.
3. Thirty (30) minutes after finishing the second container of water, fill the same container with 16 ounces of water and drink the entire amount over 30 minutes

Step 2: 6 AM, The Morning of Your Procedure: Repeat steps 1-3

****** DO NOT HAVE ANYTHING BY MOUTH 4 HOURS BEFORE YOUR PROCEDURE. ******

- **The morning of the examination you should take any necessary medicines (heart, blood pressure, and seizure) with sips of water at least 4 hours before procedure, unless instructed otherwise by your physician.**

Transportation: Due to possible lingering effects from the sedation, you cannot drive for the remainder of the day following your procedure, and therefore, you must have a ride home. For your own safety you will not be discharged unless a responsible adult, over the age of 18, is present to either drive you home or accompany you in a taxi or public transportation. **A car service/taxi alone is not adequate.**

***Clear Liquids:** Water, broth, bouillon, apple juice, white grape juice, white cranberry juice, Jell-O (yellow or green), Coffee & Tea without milk or creamer, Sports drink, Gatorade, Kool-Aid (NOT RED) Italian Ice (NOT RED). **NO ALCOHOLIC beverages the day before nor the day of your colonoscopy.**

Post Op Instructions

Following any procedure performed, you will be provided with post-operative instructions. Nevertheless, here are basic instructions for our common procedures that can help you prepare:

- You will need to have a driver on the day of your exam to drive you home (**NO TAXI/UBER**). You are not permitted to drive due to the medication you receive.
- During the first 24 hours after your procedure:
 - Refrain from drinking alcohol.
 - Do not drive or operate heavy machinery.
- Medicines received during your procedure may affect you for up to 24 hours, making you feel tired, sleepy, or unable to concentrate. So, relax for the rest of the day. You may experience some bloating or stomach cramps due to the air used during the test, but this should diminish after a few hours.
- Following your procedure, you may resume your regular diet unless you are instructed otherwise. In most circumstances, your doctor can inform you of your results the same day, however, the results of any biopsies or cytology will take several days to a week.
- You can return to your normal activities 24 hours after your procedure and you can start taking your regular medications once you get home unless otherwise instructed by your doctor. However, **talk with your doctor before resuming blood thinners or anti-inflammatory medicine.**
- **If you experience any of the following symptoms, contact your doctor immediately (EVEN AFTER HOURS) 908-277-8940 option 6 or go to your nearest emergency room:**
 - Fever/chills
 - Nausea/Vomiting
 - Black or bloody stool/rectal bleeding
 - Shortness of breath
 - Severe chest pain
 - Stomach/Abdominal pain
 - Pain when swallowing or difficulty swallowing



What You Should Know Before Your Colonoscopy Procedure

The Affordable Care Act (ACA) requires that recommended preventive services such as colonoscopies be covered at no cost to the patient. However, strict guidelines are used by insurance companies to determine whether a colonoscopy is categorized as preventive or diagnostic.

Preventive Colonoscopy Screening

For patients age 45 and Over: A preventive colonoscopy screening is covered; however, if the doctor finds any abnormal findings, the preventive benefit may not apply. The procedure may turn into a diagnostic medical benefit if abnormal findings are identified. The patient will be responsible for out-of-pocket expenses such as copayments, deductibles and coinsurance.

For patients age 44 and Under: Screening colonoscopies may be scheduled for high-risk patients or those with a medical, personal and / or family history.

Diagnostic Colonoscopies

Diagnostic colonoscopies are subject to all medical out-of-pocket expenses.

If the patient is 39 years old or younger, the diagnostic medical benefit may be applied by the insurance carrier.

Pre-Authorization

If your insurance requires a pre-authorization for the colonoscopy, it will be obtained by the office. The authorization does not guarantee payment by the insurance, nor does it imply that the procedure will not incur out-of-pocket costs.

Out-of-Pocket Estimate

An estimate of your out of pocket costs will be prepared for you in the event the colonoscopy is not billed as preventive but diagnostic.

Please understand our physicians cannot change the primary diagnosis for coverage determination. The diagnosis must be an accurate reflection of your medical history and the physician's assessment. This is both a regulatory & contractual requirement.

If you need to set up a payment plan or have billing questions, please call our Billing Office at (908) 790-6500.

No Show & Late Cancellation Policy

- If you must cancel your procedure, we ask that you notify our office as soon as possible but at least 24 hours in advance.
- Failure to cancel at least 24 hours in advance or not showing up for your procedure may result in a \$100 out-of-pocket charge per outpatient surgical procedure.

Thank you.