



## To All Doctors/Patients:

**Welcome! We hope to make your visit here as pleasant as possible. The following is an outline of the EMU Surgical Center policy and admission procedures.**

- No food or drink is to be taken at least 8 hours prior to surgery. For infants, please consult with your doctor. Surgery may be cancelled if this direction is ignored.
- The patient must present photo identification, proof of *current* address, and all effective insurance cards. A social security number is needed for all patients.
- The patient will acknowledge receipt of the patient *Bill of Rights* and the *HIPAA Notice of Privacy Practices*.
- The patient is responsible for completing all paperwork where indicated. **ONLY** the patient signature is accepted, unless a copy of the Power of Attorney is presented or patient is accompanied by a legal guardian (if the patient is a minor).
- A parent of legal guardian (listed on patient's birth certificate) must accompany a minor. The parent of guardian's photo identification, proof of address, and Social Security number are required and will be copied. The parent or guardian **MUST** sign all paperwork for the minor. If possible, the minor's identification (birth certificate, student ID or passport) will also be copied.
- ***Co-payments and deductibles are collected prior to surgery. It is the patient's responsibility to be aware of their financial obligation.***
- *The patient must be accompanied by a responsible adult over the age of 18. The accompanying adult must be able to make decisions on behalf of the patient and discharge the patient home. Surgery may be cancelled for patients without accompaniment. The patient CANNOT operate a vehicle after surgery.*
- All female patients under the age of 50 will be required to give a urine sample.
- Do not bring anything valuable on the day of surgery.
- Please bring your medications or a list of your medications.

**Please note:** ONLY the Medical Assistant or Nurse can answer questions relating to the status of patient cases. Receptionists CANNOT give status updates.

Surgery Date/Time: \_\_\_\_\_ Arrival Time: \_\_\_\_\_

Adjacent to Forest Hills Park and within a short commute from Manhattan, the Bronx, Brooklyn,  
Westchester and Long Island.

Conveniently located near major expressways.

On-site parking is available.

### Directions:

#### **By Car:**

a) From Queens – Long Island

Long Island Expressways – Woodhaven Blvd. Exit 19 – to Myrtle Ave. – On the right hand corner of Woodhaven Blvd and Myrtle Ave. – Behind Capital One bank.

b) From Brooklyn & Long Island South Shore

Belt Parkway – Crossbay Blvd (N), Crossbay turns into Woodhaven Blvd – to Myrtle Ave; Left on Myrtle Ave. and quick left into parking lot, behind Capital One bank.

c) From Long Island & Westchester

Grand Central Parkway – Jackie Robinson Parkway – Myrtle Ave. – Woodhaven Blvd exit – on the right hand corner of Myrtle Ave. and Woodhaven Blvd. – behind Capital One bank.

#### **By Bus and Subway:**

R or G train to Woodhaven Blvd

Bus #11 to Myrtle Ave and Woodhaven Blvd – Behind Capital One bank

