



**G.I. Diagnostic and Therapeutic Center, L.L.C.**

**7668 Airways Blvd  
Southaven, Mississippi 38671**

**1310 Wolf Park Drive  
Germantown, Tennessee 38138**

**UPPER ENDOSCOPY  
AND COLONOSCOPY  
PATIENT  
INFORMATION  
PACKET**

**You have been scheduled for an endoscopic exam.**

***It is very important that you read  
the enclosed information and instructions.***

# Please read all the instructions carefully several days prior to your procedure.

**1**

Arrive on time for your procedure at the  
Endoscopy Center

7668 Airways Blvd.  
Bldg. B  
Southaven, MS  
(662) 349-6950  
(901) 766-9490

1310 Wolf Park Drive  
Germantown, TN 38138  
(901) 624-5151

\_\_\_\_\_ Hospital  
at \_\_\_\_\_ A.M. \_\_\_\_\_ P.M.  
on \_\_\_\_\_

**2**

Follow the instructions regarding food and drink  
in order to have your procedure.

**3**

Have your driver stay in the Endoscopy Center.

If you are having a colonoscopy, make sure you obtain the prep medications  
several days prior to your procedure.

You may receive a telephone call from our anesthesia services  
several days before your procedure to review your medical history.

You will be called prior to your appointment and notified  
of your financial responsibility.

If you have any questions (even after office hours),  
please call your physician's office or the physician on call.



## GENERAL INSTRUCTIONS

1. ***Bring a driver.*** Your driver must stay in the Endoscopy Center. You will be given a sedative for your test and you are not to drive until the next day. Therefore, one person must stay and drive you home. **Your procedure will be rescheduled if your driver cannot stay in the Center.**
2. *Notify us in advance* if you are allergic to eggs or latex.
3. *Notify us in advance* if there is a possibility you are pregnant or you are nursing.
4. *Notify us in advance if you are taking insulin* (or other diabetic medications).
5. *If you are a diabetic*, do not take your diabetic medication the day of your procedure. Bring your medication with you so you can take it after your procedure.
6. *Notify us in advance* if you are taking a *blood thinner prescribed by a physician* (such as Coumadin, Plavix, or Ticlid). Your Gastroenterologist will need to determine if these medication dosages require adjustment prior to the procedure. *Failure to properly adjust these medications may result in cancellation of your procedure.* You may continue to take Aspirin as usual.
7. *Notify us in advance if you* have ever had excessive bleeding after an operation or if you have had problems with anesthesia.
8. *Take your usual prescribed medications* with no more than 2 tablespoons of water up to 1 hour prior to your scheduled arrival time.
9. *Do not take* iron, diet pills or herbal medications for **7 days** prior to having your procedure. You may take vitamins with iron.
10. *Bring* either all your medications or a list of your medications with you. If you have asthma make sure you bring your inhalers.
11. *Leave your valuables at home.*
12. *If you need to reschedule* your procedure, please call your physician's office at least 3-4 days in advance so that we may schedule another patient in your appointment time.
13. *Do not drink alcohol* for 24 hours before or after your procedure.
14. If you have dentures you will be required to remove them prior to your procedure.
15. If you have body piercings you will be required to remove them prior to your procedure.



## ABOUT OUR FACILITY

In the G.I. Diagnostic and Therapeutic Center, L.L.C. our physicians perform endoscopic procedures which allow them to examine the upper and lower GI tracts. An endoscopic procedure is a procedure which is used to assist your physician in diagnosing and treating your illness. This is usually performed in an outpatient Endoscopy Center. Some insurance companies however, regard these tests as outpatient surgery. If your insurance carrier falls into this group, you may be required to pay a deductible for this service. Please familiarize yourself with your healthcare coverage.

The endoscopic examination which you will have will be performed in **G.I. Diagnostic and Therapeutic Center, L.L.C.** Our Endoscopy Center is the equivalent of any hospital-based outpatient facility, and, for this reason, a facility fee for each procedure performed will be charged for the use of the **G.I. Diagnostic and Therapeutic Center, L.L.C.**, just as a hospital would charge for the use of its facilities.

In addition to the facility charge, you will also receive a charge from **Gastro One** for professional services provided by your physician for the endoscopic examination(s). The Endoscopy Center is owned by the physicians of the Gastro One.

These charges will be submitted separately to your insurance company for consideration for payment according to the terms of your insurance plan. You may receive the following three statements:

- **Gastro One** - for professional services provided by your physician
- **Gastro One** - for services provided by a Certified Registered Nurse Anesthetist (CRNA)
- **G.I. Diagnostic and Therapeutic Center** - for use of its facilities

If you have any questions about these statements, please call our billing office at 901-684-5510.

You may also receive a statement from a Pathologist if tissue is removed during the course of your exam and submitted for interpretation. Claims will be submitted to your insurance company by the respective providers for consideration for payment according to the terms of your insurance plan.

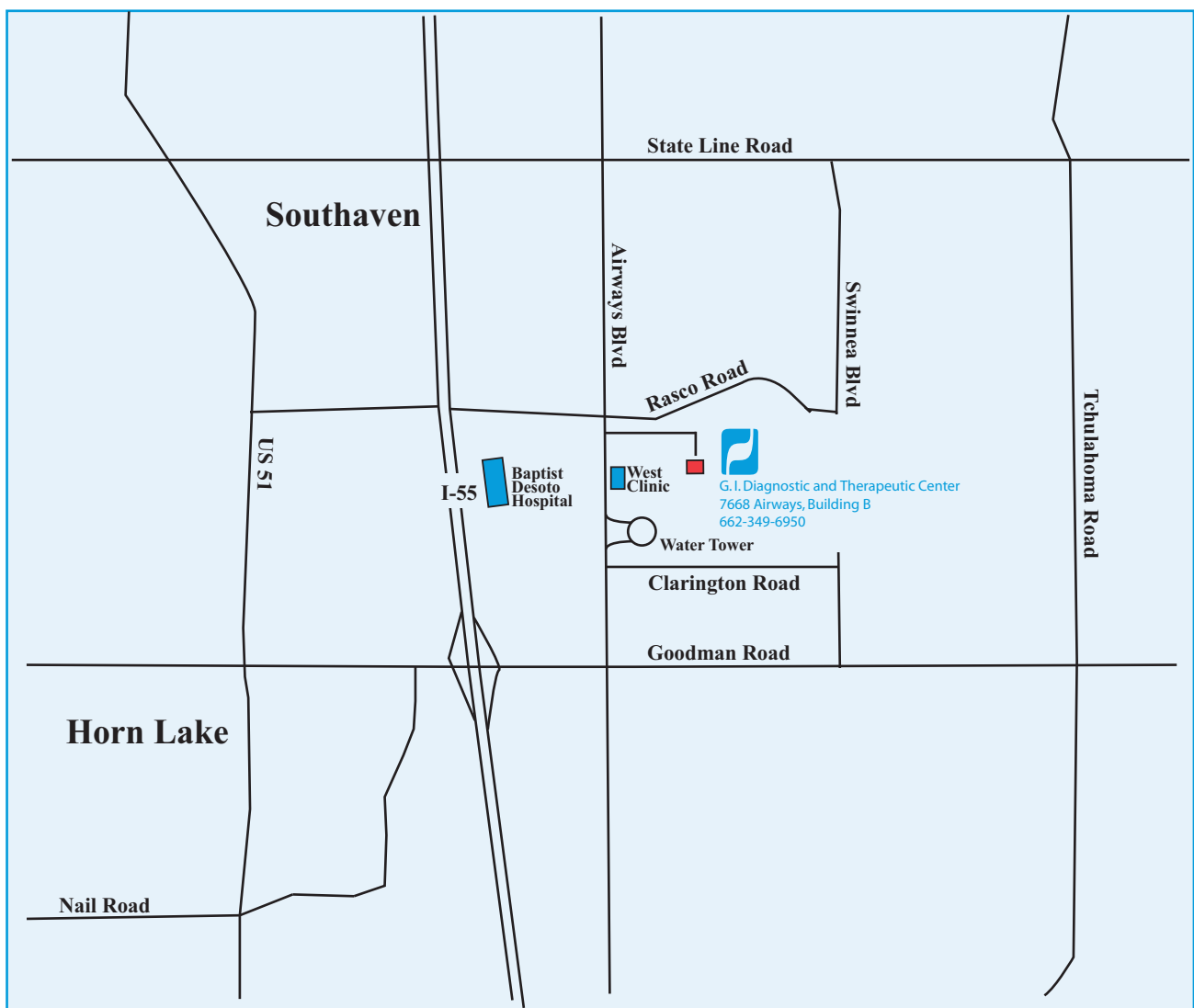
After the endoscopic examination, a staff member will give you an encounter form listing the facility fee and the professional fee. Please keep these for your records, and feel free to ask any questions that might arise.

GI Diagnostic and Therapeutic Center, L.L.C., provides charitable care to the community by referral from select charitable healthcare organizations.



# MAP OF OUR LOCATION

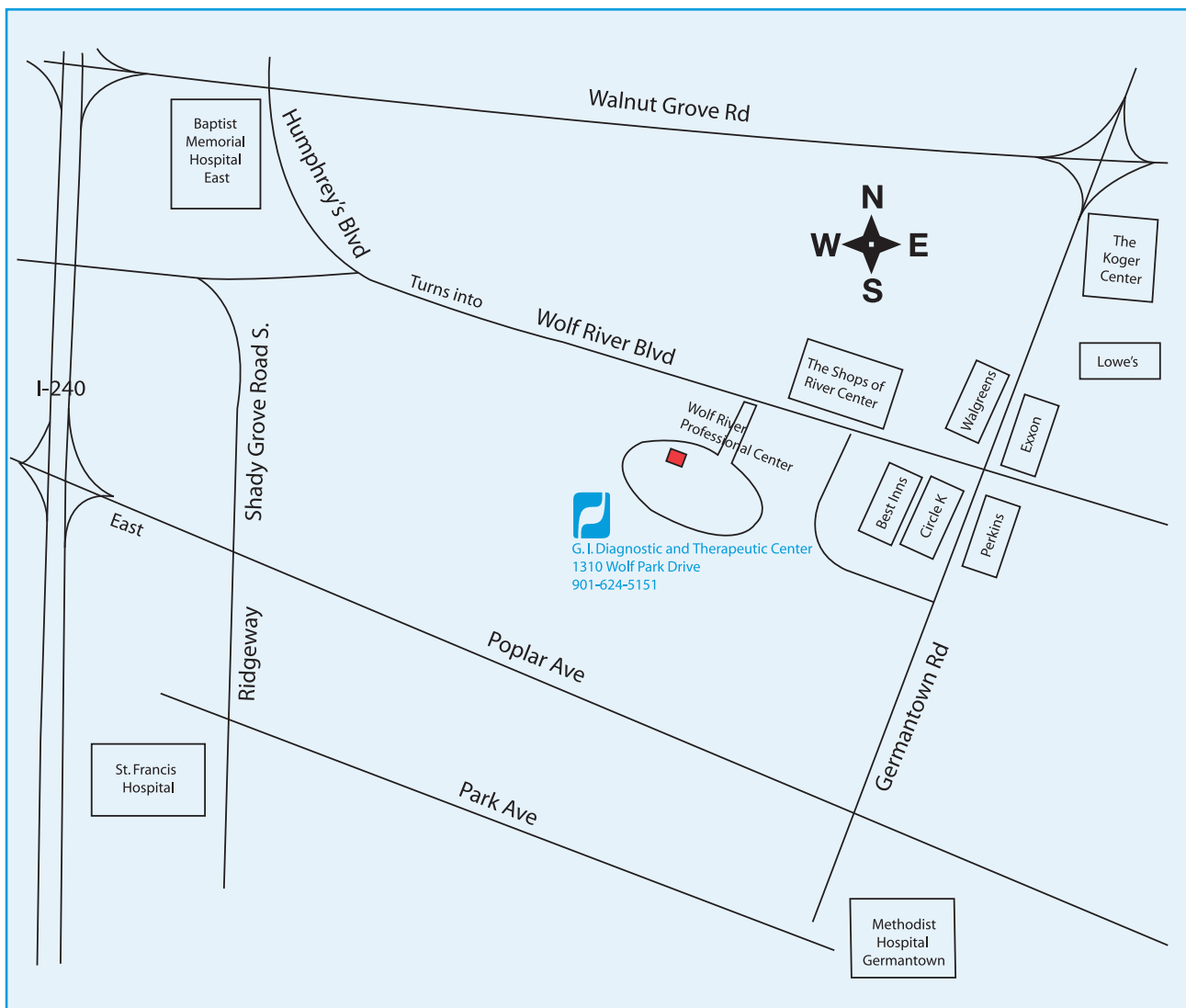
7668 Airways Blvd Southaven, Mississippi 38671





# MAP OF OUR LOCATION

1310 Wolf Park Drive      Germantown, Tennessee 38138





## PATIENT RIGHTS AND RESPONSIBILITIES

The Endoscopy Center personnel, clinic personnel, and medical staff have adopted the following list of patient rights. A list of these patient rights is posted in the reception area of each facility. All personnel shall observe these patient rights. Patients shall be informed of both their rights and responsibilities.

### Patient Rights

1. Patients are treated with respect, consideration and dignity.
2. Patients are provided appropriate privacy.
3. Patients have the right to be free from both mental and physical abuse.
4. Patients have the right to have an appropriate assessment and management of pain.
5. Patients have the right of self-determination, which encompasses the right to make choices regarding life-sustaining treatment or care. Patients are informed of Gastro One policy to utilize resuscitative measures if necessary, when procedures are performed in our endoscopic facilities. Patients have the right to schedule procedures at an alternative facility.
6. Patient disclosures and records are treated confidentially, and, except when required by law, patients are given the opportunity to approve or refuse their release.
7. Patients are provided, to the degree known, complete information concerning their diagnosis, evaluation, treatment and prognosis. 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.
8. Patients are given the opportunity to participate in decisions involving their healthcare, except when such participation is contraindicated for medical reasons.
9. Information is available to patients and staff concerning: patient rights, including those specifically mentioned above, patient conduct and responsibilities, services available at the organization, provisions for after-hours and emergency care, fees for service, payment policies, patient's right to refuse to participate in research, advance directive, and the credentialing of healthcare professionals.
10. Patients are informed of their right to change physicians.
11. Marketing or advertising regarding the competence and capabilities of the organization is not misleading to patients.
12. Patients are provided with appropriate information regarding the absence of malpractice insurance coverage.
13. Patients are informed about procedures for expressing suggestions to the organization and policies regarding grievance procedures and external appeals, as required by state and federal law regulations.
14. Patients shall have the right to exercise all patient rights without regard to gender, cultural, economic, educational or religious background or the source of payment for his/her care.
15. Patients shall have the right to the knowledge of the physician who has primary responsibility for coordinating his/her care and the names of the professional relationships of other physicians and non-physicians who will see him/her.
16. Patients shall receive information from his/her physician about his/her illness, course of treatment, and prospects for recovery in terms he/she can understand.
17. The patient shall receive as much information about any proposed treatment or procedure as he/she may need in order to give informed consent or to refuse this course of treatment. Except in emergencies, this information shall include a description of the procedure or treatment, the medically significant risks involved in this treatment, alternate course of treatment or non-treatment and the risks involved in each and to know the name of the person who will carry out the procedure or treatment.
18. The patient has the right to be interviewed and examined in surroundings designed to assure reasonable privacy. This includes the right to have a person of one's own gender present during certain parts of a physical examination, treatment, or procedure performed by a health care professional of the opposite sex; and the right not to remain disrobed any longer than is required for accomplishing the medical purpose for which the patient was asked to disrobe.



## PATIENT RIGHTS AND RESPONSIBILITIES

19. When a patient does not speak or understand the predominant language of the community, he/she should have access to an interpreter.
20. Patients shall actively participate in decisions regarding their medical care, to the extent permitted by law this includes the right to refuse treatment.
21. Patients shall have full consideration of privacy concerning their medical care. Case discussion, consultation, examination and treatment are confidential and shall be conducted discretely. The patient has the right to be advised as to the reason for the presence of any individual.
22. Patients' records and treatment communications shall be treated confidentially. The patient's written authorization shall be obtain before his/her medical records are disclosed to anyone other than for treatment, payment, or healthcare operations.
23. Patients are entitled to reasonable responses to a reasonable request he/she may make for service.
24. Patients have the right to leave the facility even against the advice of his/her physician.
25. Patients have the right to reasonable continuity of care and to know in advance the time, location of the appointment, and the name of the physician providing the care.
26. In the event a Gastro One entity is unable to render medical care, a complete explanation regarding the need to transfer to another facility or physician will be discussed with the patient and/or their personal representative.
27. Patients shall be advised that if his/her physician proposes to engage in or perform human experimentation affecting his/her care or treatment, the patient has the right to refuse to participate in such research projects.
28. Patients have the right to be informed by their physician or a delegate of his/her physician of the continuing health care requirements following discharge from a Gastro One facility.
29. Patients have the right to receive an explanation of his/her bill, regardless of the source of payment.
30. Patients have the right to know the rules and policies which apply to their conduct while a patient of Gastro One.
31. Patient rights apply to the patient as well as to the person who has the legal responsibility to make decisions regarding medical care on behalf of the patient (personal representative).
32. Complaints regarding the violation of patient rights may be reported to the State of TN - Dept of Health (615) 741-3111 or by accessing the following web site <http://www.cms.hhs.gov/center/ombudsman.asp>

### Patient Responsibilities

The care a patient receives depends partially on the patient himself/herself. Therefore, in addition to patient rights, a patient has certain responsibilities. These responsibilities are presented to the patient in the spirit of mutual trust and respect.

1. Patients must provide accurate and complete information concerning their present complaints, past medical history and other issues related to their health.
2. The patient is responsible for making it known whether he/she clearly comprehends the course of medical treatment and what is expected of him/ or her.
3. The patient is responsible for following the treatment plan established by his/her physician, including the instructions of nurses and other health professionals as they carry out the physician's orders.
4. The patient is responsible for keeping appointments and for notifying the facility or physician when he/she is unable to do so.
5. The patient is responsible for his/her actions should he/she refuse treatment or does not follow his/her physician's orders.
6. The patient is responsible for assuring that the financial obligations of his/her care are fulfilled as promptly as possible.
7. The patient is responsible for being considerate of the rights of other patients and facility personnel.
8. The patient is responsible for being respectful of his/her personal property and the property of other persons in the facility.

**G. I. Diagnostic and Therapeutic Center, L.L.C.**  
**INFORMED CONSENT FOR GASTROINTESTINAL ENDOSCOPY**

NAME \_\_\_\_\_ Chart # \_\_\_\_\_

**EXPLANATION OF PROCEDURE AND RISKS**

In general, Gastrointestinal Endoscopy is the examination of the digestive tract with lighted instruments. At the time of the examination, the inside lining of the G.I. tract will be inspected thoroughly and may be photographed. A small portion of tissue may be removed for microscopic study (biopsy), or the tissue may be brushed or washed to collect cells for a special study. Polyps may be removed. A narrowed portion of the digestive tract can be stretched or dilated to a more normal size-

The principal risks of Gastrointestinal Endoscopy include, but are not limited to (1) injury to the digestive tract by the instruments used which may result in perforation or bleeding. Surgery may be required for control or repair of these injuries; (2) reaction to medication used; (3) complications from diseases or conditions that you already have; and (4) dental damage. Although very rare, death may occur.

Gastro One/ GI Diagnostic and Therapeutic Center, LLC does not assume any liability for any dental related injury or damage.

All of the complications are possible but occur infrequently. We will be glad to discuss these risks with you further with special reference to your own indications for gastrointestinal endoscopy.

**ALTERNATIVES TO ENDOSCOPY**

Although gastrointestinal endoscopy is an extremely safe and effective means of examining the gastrointestinal tract, it is not 100% accurate. In a small percentage of cases a failure to diagnosis or a misdiagnosis may occur.

Other diagnostic or therapeutic procedures, such as medical treatment, x-ray, and surgery are available. Another option is to choose no diagnostic procedures and/or treatment. Your physician will be happy to discuss any of these options with you.

**BRIEF DESCRIPTION OF PROCEDURES**

**EGD (Esophagogastroduodenoscopy):** The examination of the esophagus, stomach and duodenum.

**ESOPHAGEAL DILATION:** The stretching of a narrowed portion of the esophagus with a dilator.

**FLEXIBLE SIGMOIDOSCOPY:** The examination of the anus, rectum, and left colon.

**ENTEROSCOPY:** The examination of the small intestine.

**COLONOSCOPY:** The examination of the entire colon.

**POLYPECTOMY:** The removal of small growths, called polyps, with the use of either a wire loop and electric current or a cold forceps.

**BANDING:** The application of bands to an area to reduce the risk of bleeding.

**INJECTION THERAPY:** The injection of a medication or solution to treat or mark an area.

**BRAVO:** The temporary placement of a capsule in the lower esophagus to record pH (acid) levels. The capsule will pass out of the G.I. tract naturally after 48 hours.

**SEDATION:** The medication administered to achieve a level of moderate to deep sedation as deemed necessary by the nurse anesthetist and physician.

**BLOOD PRODUCTS** are not administered at this facility.

**CONSENT**

I certify that I understand the information given to me regarding Gastrointestinal Endoscopy, and that I have been informed of the primary risks and complications, benefits and alternatives associated with the procedure(s) and sedation. I have had the opportunity to ask questions and my questions have been answered to my satisfaction. I consent to the taking and publication of any photographs obtained in the course of this procedure for the purpose of treatment and medical education. I hereby authorize and permit

\_\_\_\_\_ M.D. and whomever he may designate as his assistant(s) to perform: \_\_\_\_\_

If any unforeseen condition(s) arises during this procedure, I request that the physician perform any additional procedures, operations, or administer medications/treatments that may be deemed medically necessary or appropriate. I am aware that the practice of medicine and surgery is not an exact science, and I acknowledge that no guarantees have been made to me concerning the result of the procedure.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

WITNESS: \_\_\_\_\_ DATE: \_\_\_\_\_

OA/RECALL/DA/VA

I have viewed the DVD

Initials \_\_\_\_\_ Date \_\_\_\_\_



## GASTROENTEROLOGY PHYSICIANS

**Michael S. Dragutsky, M.D.**  
**Farees T. Farooq, M.D.**  
**Rolando J. Leal, M.D.**  
**Randolph M. McCloy, M.D.**  
**Anca I. Pop, M.D.**  
**Alan D. Samuels, M.D.**  
**John D. Ward, M.D.**  
**Robert S. Wooten, M.D.**  
**Orin L. Davidson, III, M.D. (retired)**

1324 Wolf Park Drive  
Germantown, TN 38138  
phone: (901) 755.9110  
fax: (901) 755.4321

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**Daniel E. Griffin, M.D.**  
**Mary Portis Hall, M.D.**  
**W. Zachary Taylor, M.D.**  
**Ziad H. Younes, M.D.**  
**Chantil D. Jeffreys, R.N., F.N.P.**

2999 Centre Oak Way  
Germantown, TN 38138  
phone: (901) 684.5500  
fax: (901) 684.5518

---

**Raif W. Elsagr, M.D.**  
**James H. Rutland, III, M.D.**  
**Carles R. Surles, Jr., M.D., M.P.H.**

76 Capital Way Cove, Suite E  
Atoka, TN 38004  
phone: (901) 377.2111  
fax: (901) 377.5105

**Christopher M. Griffith, M.D.**  
**William G. Hardin, M.D.**  
**Eric J. Ormseth, M.D.**  
**Geza Remak, M.D.**

7668 Airways Blvd, Bldg. #B  
Southaven, MS 38671  
TN: (901) 766.9490  
MS: (662) 349.6950  
fax: (662) 349.6634

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**Raif W. Elsagr, M.D.**  
**James H. Rutland, III, M.D.**  
**David D. Sloas, M.D.**  
**Carles R. Surles, Jr., M.D., M.P.H.**

3350 North Germantown Rd.  
Bartlett, TN 38133  
phone: (901) 377.2111  
fax: (901) 377.5105

---

**David D. Sloas, M.D.**  
**James H. Rutland, III, M.D.**

1211 Union Avenue, Suite 200  
Memphis, TN 38104  
phone: (901) 377.2111  
fax: (901) 377.5105

