

IMPORTANT INFORMATION REGARDING YOUR SURGERY

Welcome to Ronald Reagan UCLA Medical Center!

Thank you for choosing Ronald Reagan UCLA Medical Center for your healthcare. The staff at the medical center is looking forward to caring for you or your family member during this hospital stay.

Every member of the healthcare team is committed to assuring that your hospitalization will be a positive experience. We will be happy to answer your questions regarding your hospital stay or to refer you to someone who can assist with your specific needs.

*****Please follow these guidelines in conjunction with your physician's instructions*****

Pre-Admission Procedure:

- On the business day before your surgery, you must call the Procedure & Treatment Unit (PTU) at 310-267-8899 between the hours of 2:00 pm and 4:00 pm. If your surgery is on a Monday, you should call the preceding Friday afternoon.
- The PTU Staff will tell you the time to report to the Admissions Office on the day of your surgery. The Admissions Office is located on the first floor of Ronald Reagan UCLA Medical Center. You will have the opportunity to meet your anesthesiologist and have all of your questions answered on the morning of your surgery. In some cases, the anesthesiologist will also call you the night before your surgery.
- If you develop a cold, fever or rash, please call your surgeon. Your surgery may need to be postponed.
- *Please* be sure to notify your anesthesiologist if you are pregnant or think you might be pregnant.

Fasting prior to surgery:

- For your safety and to avoid delay of your surgery, it is important to follow instructions about eating or drinking before your surgery.
- Do not eat anything (including gum or candy) after midnight the night before surgery. Adults may have **sips** of clear liquids (water, Pedialyte, or Gatorade ONLY-no other liquids) until 5:00 am on the morning of surgery. See below for instructions about eating and drinking prior to surgery for infants and children.

Medications:

- Do not bring medications from home unless specifically instructed.
- Please complete the Admission Medication History Form included in this packet prior to your appointment. Remember to specify the usual dose and frequency for each medication.
- If you are taking blood-thinning medications or medications for diabetes and have not received instructions about when to stop them, please contact your surgeon's office immediately. Continue all other medications as prescribed by your doctor. Remember to take your medications with only a small sip of water on the day of your surgery.
- If you have sleep apnea and use CPAP equipment, please bring your CPAP device with you on the day of surgery.

Medical Information:

- Bring all personal medical records, including test results, computer discs, imaging studies (for example: CT, MRI or X-rays) with you on your day of admission.

Personal Items & Valuables:

- Since we are unable to replace lost or misplaced personal items, we recommend that you bring *only essential items* to the hospital, such as glasses, dentures, hearing aids, canes, walkers or wheelchairs. Leave your valuables, such as jewelry (including rings and watches), cash and credit cards with your family.

Your Accommodations:

- Your room assignment at Ronald Reagan UCLA Medical Center is based upon your clinical needs and bed availability on the day of your admission. We will make every effort to meet your needs where possible.

Unanticipated delay of scheduled surgery:

- In unusual circumstances, it may be necessary to delay or postpone your planned procedure. Your care will be prioritized so that your procedure can be performed at the earliest possible time. We will keep you continuously informed if there is an unforeseen change in the schedule.
- In the event that your procedure must be rescheduled for a different day, it is important that your family member or friend remain nearby so he or she can take you home. Should this occur, you will be contacted to reschedule your operation.

Special Instructions for Infants and Children:

Infants younger than 6 months old

- may have breast milk or formula until 4 hours prior to the time you are instructed to arrive at the hospital.

- may have clear liquids (water or Pedialyte ONLY) until 2 hours prior to the time you are instructed to arrive at the hospital.

Children older than 6 months and younger than 3 years of age

- may have solids until 8 hours prior to the time you are instructed to arrive at the hospital.
- may have breast milk/formula until 6 hours prior to the time you are instructed to arrive at the hospital.
- may have clear liquids (water, Pedialyte, Gatorade ONLY) until 2 hours prior to the time you are instructed to arrive at the hospital.

Children 3 years of age and older

- may have solids until 8 hours prior to the time you are instructed to arrive at the hospital.
- may have clear liquids (water, Pedialyte, Gatorade ONLY) until 2 hours prior to the time you are instructed to arrive at the hospital.

Consents:

- You will be asked to sign an Informed Consent document for your surgery and anesthesia. Children and minors (under 18 years of age) must also have an Informed Consent signed by a parent or appropriate legal representative.
- In some cases, consent for blood transfusion will be needed. You will be informed about the risks and benefits of blood transfusion. Individuals who choose not to receive blood under any circumstances for religious or other reasons will be asked to sign a form documenting that choice. If you have questions about donation of your own blood or blood from designated donors that have not been answered by your surgeon, please contact the surgeon's office as soon as possible. If you have been told that it may be difficult to find blood that matches your blood type, please notify your surgeon's office as soon as possible.

Interpreter Services:

- You may have a family member or friend assist with translation if English is not your primary language. If necessary, a representative from Interpreter Services is available at no cost. Please notify PTU Staff the day before your surgery if you will need an interpreter.

WHILE YOU ARE IN THE OPERATING SUITE/ PROCEDURE AREA

Designated contact person:

Please designate a primary contact person to whom we can provide updates about your condition. Your designated contact person's name and telephone number will be entered in your electronic medical record. All information will be directed to this contact person during your hospital stay. If your designated contact can be reached by cell phone, please provide that number as well. When your Admissions process is completed, you will be directed to go to the Procedure and Treatment Unit or PTU. This area is located on Level 2 of the hospital adjacent to the operating room. Patient care needs require that we limit the number of persons in this area. Therefore, **only one of the individuals with you on the day of your surgery can accompany you to the PTU area.** Others persons with you should remain in the first floor waiting area.

Surgical Waiting Area:

The surgical waiting area, which is called Maddie's Room, is located on the first floor of Ronald Reagan UCLA Medical Center. This area is designed to be a resource for your family and friends. Volunteer staff members are present from 7:30 am to 8 pm Monday through Friday. All persons who accompany you on the day of surgery should wait in this area until you are discharged from the Post Anesthesia Recovery Area. The designated primary contact person should give his or her name, telephone or cell phone number, and your name to the Maddie's Room volunteers.

Post Anesthesia Care Unit:

In order to provide the best postoperative care following your surgery, we must limit visitor access to the Post Anesthesia Care Unit. Family and friends should remain in Maddie's Room while you are in the Post Anesthesia Care Unit. Volunteer staff will keep your designated contact person informed about how long you are expected to be in the Post Anesthesia Care Unit and will provide discharge information and instructions if you are scheduled to go home on the day of surgery.

Advance Directive:

- An Advance Health Care Directive is a legal document that allows you to appoint an individual to make healthcare decisions on your behalf in the event you are unable to do so yourself. It also provides an opportunity for you to state your wishes about the medical treatment that you do or do not wish to receive. We recommend that you discuss the Advance Health Care Directive well before surgery with your spouse, family members, spiritual advisor and doctor. Although the participation of an attorney is not required, some people choose to prepare the Advance Health Care Directive in conjunction with will and estate planning.
- If you already have an Advance Directive, please bring a copy with you on the day of your admission.

Postoperative Transportation:

- We require all outpatients (those who will not be spending a night in the hospital) to bring a responsible party to accompany you at the time of discharge. If assistance is needed with transportation, our Patient Affairs Department (310-267-9113) can provide information about available support services.

Transportation should be arranged *prior* to your date of surgery.

- For all patients requiring an overnight stay on the 2nd floor, the scheduled discharge time is 8:00 am.
- For all patients requiring an overnight stay on the 4th through 8th floor, the scheduled discharge time is 11:00 am.

Please make the necessary arrangements to have someone at the hospital before that time.

Driving Directions and Map: Ronald Reagan UCLA Medical Center is located at 757 Westwood Plaza
Los Angeles, CA 90095

From the San Diego Freeway (405): Take Wilshire Boulevard east off-ramp. At the third traffic light, turn left onto Westwood Boulevard. Continue on Westwood Blvd, across Le Conte Avenue, and the street becomes Westwood Plaza. The medical center is located on the left side of the street, past UCLA Medical Plaza. Valet parking is available on Westwood Plaza, at the east end of the hospital. When you enter the hospital proceed to the west end of the hospital, where Admissions is located. For current parking rates, go to www.transportation.ucla.edu.

Driving Directions From Los Angeles International Airport (LAX): Take the San Diego Freeway northbound to Wilshire Boulevard east, and continue as described above.

Parking for Campers: Lot #32
Hospital Parking Booth – Hours of Operation:
Mon-Fri 5:00 am–10:00 pm
Sat-Sun 6:00 am–10:00 pm

