



# San Jose Kaiser Permanente PREOPERATIVE INSTRUCTIONS

## Preparing for Surgery

For surgeries scheduled at Kaiser San Jose, please complete your pre-admission by phone. The Admitting department will call you to pre-admit at least two days before your scheduled date of surgery. If you do not receive a call by two days before your scheduled surgery day, you may call the Admitting Department at 408-972-7200, between 6:00 AM and 10:00 PM, seven days a week. Pre-admission may involve collection of a co-payment and deductible fees.

For FMLA or disability claims, please contact the Release of Medical Information Department (formerly Medical Secretaries), which is located at the San Jose campus, Building 6, 275 Hospital Parkway, Lobby floor (Monday-Friday, 8:00 AM-5:30 PM) or at the Gilroy campus, 7520 Arroyo Circle (Monday-Friday, 8:30 AM-4:45 PM). You may also contact the department by phone at (408) 284-5200 or email at [SJO-ROI@kp.org](mailto:SJO-ROI@kp.org).

For State Disability, applications are processed online. You will need to initiate the State Disability (EDD) online application by going to [www.edd.ca.gov/disability](http://www.edd.ca.gov/disability), complete the initial application information, and obtain a reference number. Provide the reference number to the Release of Medical Information Department with your medical record number by calling (408) 284-5200 or emailing [SJO-ROI@kp.org](mailto:SJO-ROI@kp.org). Private Disability/FMLA requests will need to be submitted either by email, phone, or in person for processing and completion.

If you have been instructed to obtain labs, you may do so at any Kaiser facility. However, for any "type and screen" lab, you will need to go to any Kaiser San Jose Labs, but not Santa Clara or Milpitas labs.

If you have been instructed to obtain an EKG, you can obtain this at any Kaiser campus. The Kaiser San Jose EKG department is located at 270 International Circle, Building 3, 2<sup>nd</sup> floor. Hours: Monday-Friday, 9:00 AM-5:00 PM. Drop in only. Phone (408) 972-7103 or (408) 972-6380.

It is well known that quitting smoking can make a huge difference in your health and recovery from surgery. The longer you abstain from smoking, the better your chances are for a healthy recovery.

Kaiser Permanente offers many resources to help you quit successfully.

- Telephonic Wellness Coaching: (866) 251-4514
- Smoking Cessation Classes: (408) 972-3340
- Online: <http://kpdoc.org/tobaccomedications> or <http://kpdoc.org/quittingtobacco>

We recommend that you listen to the relaxation CD, "Preparing for your Surgery". This same relaxation program can be found at the PeriOperative Medicine homepage at [kp.org/sanjose/pom](http://kp.org/sanjose/pom). Anyone can access this site. Other educational materials relevant to your surgery include:

- Hospital Acquired Pneumonia Prevention
- Incentive Spirometer Instructions

We recommend all adult patients to complete an Advance Directive prior to surgery. An Advance Directive allows you to share your values, your choices, and your instructions about your future health care as well as designate a Health Care Agent in the event you become too ill to communicate your wishes. Please visit our Life Care Plan site to get started at <http://lifecareplan.kaiserpermanente.org/>. You can also call the Kaiser San Jose Health Education Department at (408) 972-3340 to schedule an appointment with one of our Health Educators who can assist you with this process.

**After your appointment with the surgeon confirming need for surgery:** You will either be scheduled for a pre-operative clinic visit or telephone appointment to prepare you for your surgery.

If you are scheduled to receive a preoperative phone call from the PeriOperative Medicine physician or nurse practitioner, please be available 1 hour before and 1 hour after the appointment time. If you are scheduled for a preoperative clinic visit, please DO NOT apply powders or lotion on your body that day, in case you need to have an electrocardiogram study. During your telephone or in-person clinic visit appointment, we will be reviewing your medical record and discussing the following information with you.

- Any over-the-counter medications, vitamins, and herbal supplements taken.
  - Medications you are currently taking, including the times you take them and the dosage.
  - Any allergies to medication and/or food.
  - Any previous surgeries and the dates of those surgeries.
  - Your medical history (i.e., history of diabetes, high blood pressures, heart disease, etc.).
  - Your family history. (i.e., any family member with a history of cancer, diabetes, heart disease).
- **Please complete the "Current Medication List" document and bring it with you to the visit / have it available to discuss over the phone, and bring it with you on the day of the surgery.**

If you take Aspirin or Aspirin containing products (such as Ascriptin, Bayer, Excedrin, Bufferin, Easprin and Ecotrin,) any other blood thinners (Plavix, Coumadin, etc.), please make sure that you let your pre-operative doctors and nurses know. At the time of your pre-operative phone call or visit, there will be a discussion about whether to continue or stop taking your aspirin before your procedure.

Please inform your pre-operative doctor if you take any of the medications listed below.

- Ibuprofen (Motrin, Advil), Clinoril, Disalcid, Dolobid, Indocin, Nalfone, Orudis, Tolectin, Trilisate, Voltaren, Etodolac (Lodine)- please stop taking them 3 days prior to surgery.
- Aleve, Naprosyn, Naproxen- please stop taking them 4 days prior to surgery.
- Relafen, Feldene, Meclomen, Mobic, Meloxicam- please stop taking them 10 days prior to surgery.
- It is OK to continue Acetaminophen (Tylenol), Norco, Vicodin or Percocet, for pain as needed, including the morning of surgery.

### Seven Days Before Your Surgery

- Please stop all vitamins, herbals, and other supplements 7 days prior to your procedure.
- If you develop any rashes, cuts, scratches, scrapes or infections (including teeth and gums) anywhere on your body or develop changes in your health such as fever, cough or cold or have any MEDICAL or MEDICATION questions related to surgery, please call the Pre-Operative Nurse (Monday-Friday 8:30 AM-4:30 PM) at (408) 363-4584.

### Three Days Before Your Surgery

- Your Surgery Scheduler will call you one week to one business day before surgery to confirm your arrival time. Scheduled surgery times may change due to cancellations and emergencies. Please check your voice mail for any updated messages. Please plan to devote the entire day to your surgery.

## The Day Before Your Surgery

- Avoid smoking 24 hours prior to surgery. Avoid alcohol ingestion for 24 hours before surgery.
- Hygiene: Shower the night before or the morning of surgery. Do not shave the surgical area. If given a special soap, please use it the morning of surgery to wash the surgical site or as directed by your surgeon. Wear loose comfortable clothes. Do not wear makeup or nail polish.
- Please follow these food and liquid guidelines prior to your surgery:
  - **Adults, Adolescents & Children:** Do not eat any food 8 hours before your scheduled arrival time, unless otherwise directed by your surgeon. You may only drink water or clear apple juice up to 2 hours prior to arrival at the hospital unless specifically instructed by your doctor to have a carbohydrate drink.
  - **Infants:** Solids and formula may be taken up to 8 hours prior to arrival at the hospital. Breast milk, water or clear apple juice may be taken up to 4 hours prior to the surgery time.

If you become ill after 5 p.m. the evening before surgery or on the weekend before a Monday surgery, please call the Admitting Office at (408) 972-7200 as soon as possible.

## The Day of Surgery

- Brush your teeth and rinse but do not swallow any water.
- If you have been instructed to take medications on the morning of surgery please do so with only a sip of water.

Please come to:

- Building 2, Ambulatory Surgery Unit; Admitting Desk (408) 972-6640 – opens at 6 am.
- Main Hospital Lobby, 250 Hospital Parkway, Admitting, Room 204 (408) 972-7200 opens at 6 am.

The Surgeon and Anesthesiologist will be talking to you before you go into the operating room.

## Items to Bring With You to Surgery

- If you use a device (i.e. CPAP) for sleep apnea, bring the machine and mask labeled with your name.
- Spirometer if supplied in the clinic.
- A storage container for contact lens and eyeglasses.
- The "Current Medication List" document.
- A copy of your completed advanced directive.
- A picture ID and your Kaiser Permanente ID card.
- Leave all valuables at home and remove all jewelry (including your wedding ring).

Visitors: You may have family members or friends accompany you on the day of surgery. For your safety, we limit the number of visitors in the back perioperative areas to one person.

**Outpatients** (If you are scheduled to go home the day of surgery): Postoperative instructions will be given prior to discharge. You will be discharged when you are in stable condition.

- A responsible adult must accompany you at the time of discharge and needs to stay with you for at least 24 hours following surgery.
- You may not drive yourself home after your surgery. Taxi, public transportation, or Outreach is acceptable, but you must have a responsible adult accompany you.
- Please bring the cell phone number of the person who will be picking you up. We strongly suggest this person wait on campus, as the time you are going to be discharged may vary. If unable to wait, they should stay within 2 miles and be available to return within 15 minutes when contacted. A map of nearby services will be provided at the Surgery Center.
- Complimentary Wi-Fi access is available on campus.

---

### Surgery Schedulers Phone Numbers:

Head and Neck Surgery	408-972-6425
General Surgery	408-972-7528
Ob/Gyn	408-972-6254
Ophthalmology	408-972-6426
Orthopedics	408-972-6315

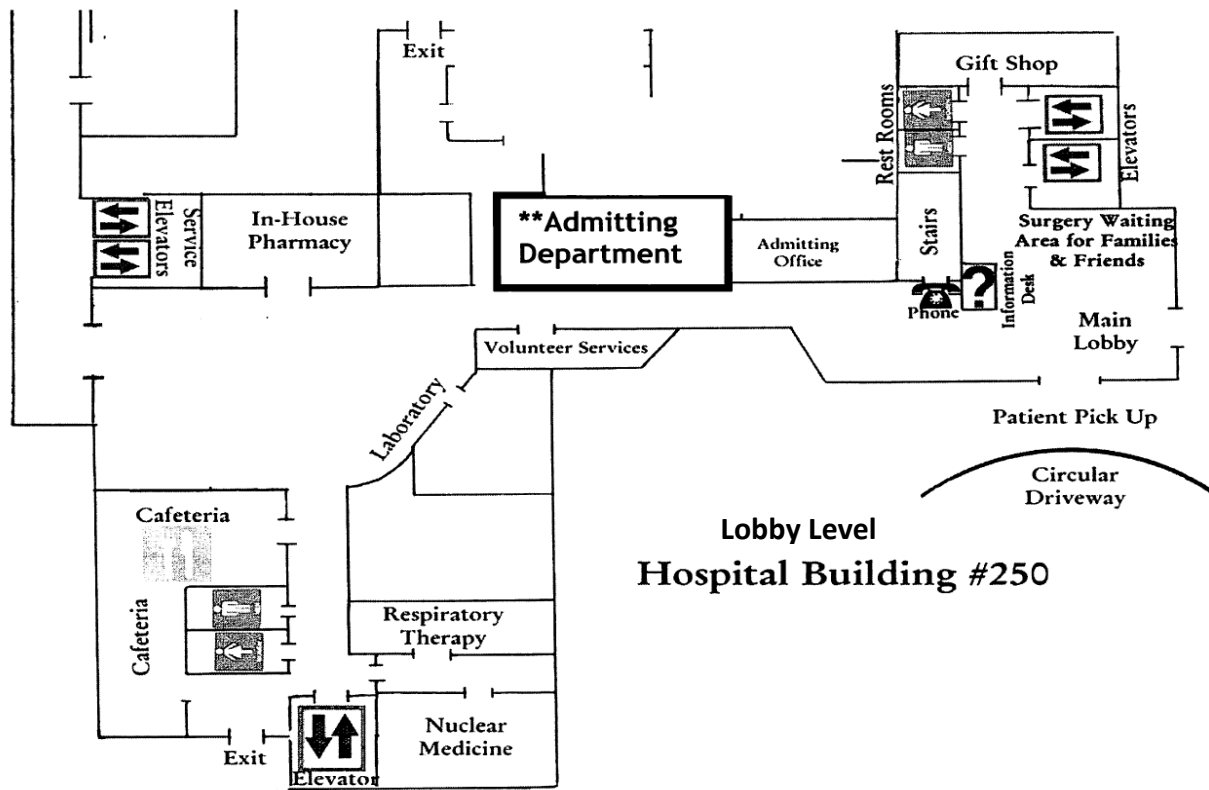
Plastics/Vascular	408-972-6016
Podiatry	408-972-6553
Spine	408-363-4923
Urology	408-972-6041







The Admitting Department is located in the Hospital, on the Lobby Level  
250 Hospital Parkway, San Jose, CA 95119  
OPEN 24 hours a day-7 days a week  
**(408) 972-7200**

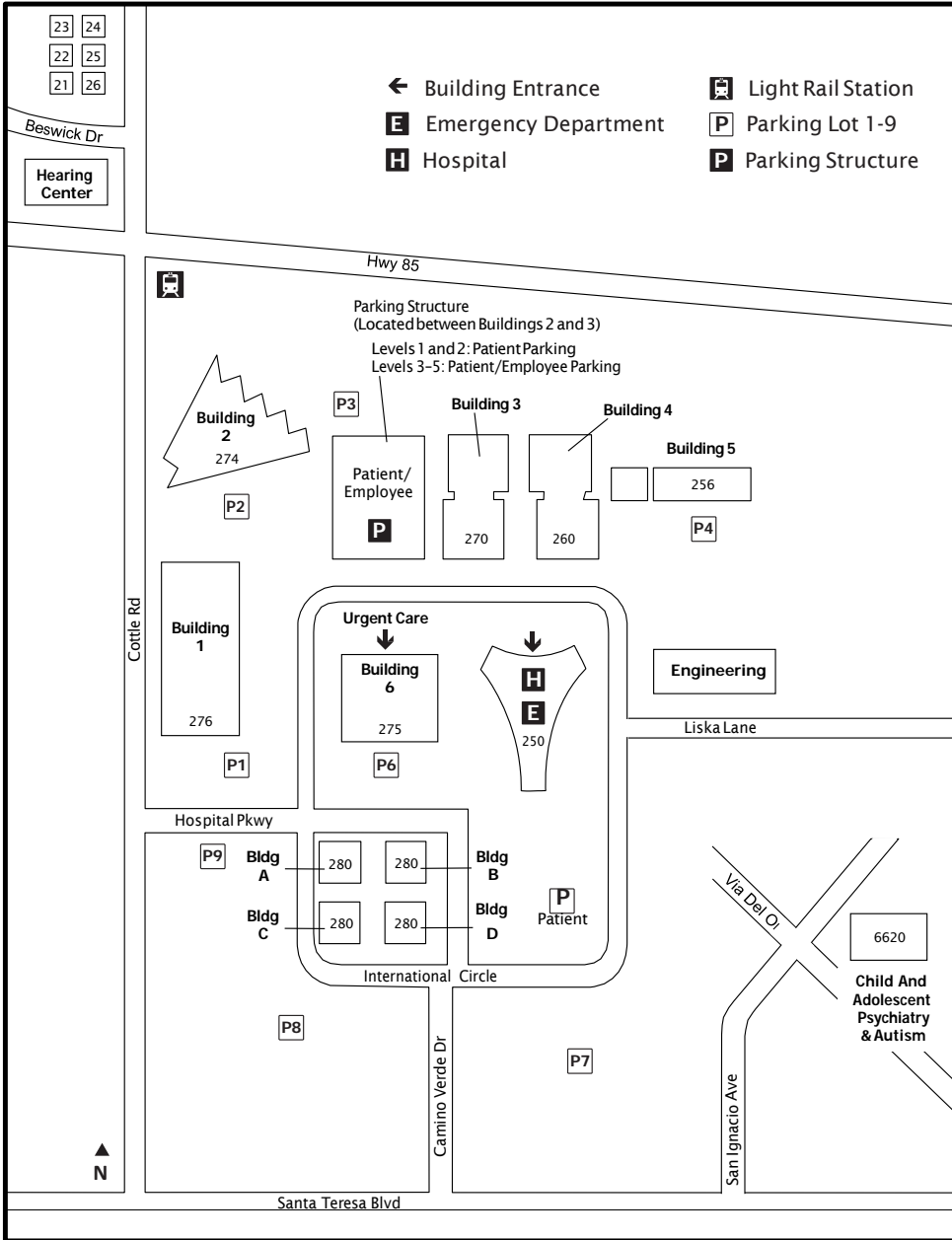


Lobby Level  
Hospital Building #250



# San Jose Medical Center

250 Hospital Parkway, San Jose, CA 95119



Map not to scale

## Hospital and Main Campus

250 Hospital Pkwy.  
San Jose, CA 95119

Some services are also available at the following locations:

**Building 1**  
276 International Circle

**Building 2**  
274 International Circle

**Building 3**  
270 International Circle

**Building 4**  
260 International Circle

**Building 5**  
256 International Circle

**Building 6**  
275 Hospital Pkwy.

**Buildings A–D**  
280 Hospital Pkwy.

**Buildings 21–26**  
5755 Cottle Rd.

**Hearing Center**  
5831 Cottle Rd.

**Child and Adolescent Psychiatry & Autism Spectrum Disorder Center**  
6620 Via Del Oro

**Department locations on reverse side.**

**Parking structure (located between Buildings 2 and 3)**

- Levels 1–2: Patient Parking
- Levels 3–5: Patient/Employee Parking

**From:** Gilroy Medical Offices  
7520 Arroyo Circle  
**Total distance:** 22.8 miles

**To:** San Jose Main Campus  
250 Hospital Parkway  
**Total estimated time:** 29 minutes

Go northwest on Arroyo Circle by turning right (0.9 miles). Turn left onto Leavesley Road (0.1 miles). Leavesley Road becomes Leavesley Road/CA-152 West. Take the US-101 North ramp toward San Jose (0.3 miles). Merge onto US-101 North (18.5 miles). Take CA-85 North toward Cupertino/Mountain View (0.1 miles). Merge onto CA-85 North (2 miles). Take the Cottle Road exit (0.2 miles). Keep left at the fork in the ramp (0.3 miles). Merge onto Cottle Road (0.3 miles).