

Welcome

Thank you for choosing Inova for your upcoming procedure. We strive to provide the highest quality care in a safe environment. At Inova you will always be treated with compassion and concern.

This guide provides information on how to prepare for your procedure, what to expect once you arrive at the hospital or surgery center, and how to plan for your care after your procedure. If you have additional questions, please speak with your surgeon or the care team member who interviews you prior to your procedure.

In this document you will find

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Your first steps

Once your procedure has been scheduled, please log into MyChart to [**complete your medical history questionnaire online**](#) at inova.org/mychart.

If you are a new user and do not have access to MyChart, please [**sign up now**](#) at inova.org/mychart. If you are having technical trouble with MyChart please call 855-MYINOVA (855-694-6682) and select “4” to speak to a representative.

If you do not have access to MyChart, you may also complete the pre-procedural appointment worksheet on page 3. Please have this available for your scheduled phone interview or bring it to your pre-procedural evaluation pre-operative visit.

Please let us know if you need an interpreter at the time of scheduling.

The preoperative interview usually takes 30 to 90 minutes and may be by phone, telemedicine or in person based on your needs. We recommend scheduling your appointment as early as possible to allow for optimal time.



During your pre-anesthesia assessment with an advanced practice provider or pre-procedural telephone nurse, we will

- Review your medical history and medications
- Determine tests you will need before procedure
- Evaluate test results and notify the necessary providers about issues requiring follow-up
- Review required Inova documentation, external testing results, medical history, physical examination, consent forms and advance directives for completeness
- Provide pre-procedural and day of procedure instructions and education, including fasting and medication instructions
- Answer your questions

Pre-Procedural Evaluation appointment date: _____

Pre-Procedural Evaluation appointment time: _____

Pre-Procedural Evaluation location (please select one)

- Inova Pre-Procedural Evaluations – Alexandria
4320 Seminary Rd.
Alexandria, VA 22304
Phone: 703-504-7880
- Inova Pre-Procedural Evaluations – Willow Oaks (Fairfax)
8260 Willow Oaks Corporate Dr. #650
Fairfax, VA 22031
Phone: 703-776-2000
- Inova Pre-Procedural Evaluations – Fair Oaks
3700 Joseph Siewick Dr., #100
Fairfax, VA 22033
Phone: 703-391-4809
- Inova Pre-Procedural Evaluations – Loudoun
44045 Riverside Pkwy. #165
Leesburg, VA 20176
Phone: 703-858-8192
- Inova Pre-Procedural Evaluations – Mount Vernon
2501 Parkers Ln.
Alexandria, VA 22306
Phone: 703-664-7545



Pre-Procedural Evaluation appointment worksheet

Current medications including over-the-counter medications, prescriptions, vitamins, or electrolytes:

Name of medication

Dose

Scheduled time

Previous procedures and surgeries requiring anesthesia:

Names of primary care physician and other specialists you see:

Physician's Name

Specialty

Phone Number



Important instructions before your procedure

Contact your surgeon if your procedure needs to be rescheduled or canceled. If you become ill or have a fever, please call your surgeon before your scheduled procedure. Do not wait until the day of the procedure

- Bring a valid photo ID and insurance card, form of payment (check, cash or credit card), and pharmacy card.
- Make arrangements for transportation home. For your safety, you will not be allowed to drive or take public transportation alone after sedation or anesthesia. A responsible adult must accompany you home from the hospital. If you take public transportation or a rideshare service, you must have an adult other than the driver accompany you home. We strongly recommend that you have an adult with you for the first 24 hours after your procedure.
- Unless given specific instructions by your surgeon or pre-procedural provider, please follow the pre-procedural skin preparation instructions on page 7.
- Do not shave or use hair removal products for 24 hours prior to your procedure.
- Do not apply lotion, perfume, cologne, spray-on products, or makeup.
- Wear loose-fitting and comfortable clothing.
- Please leave valuables and jewelry at home. Remove all piercings and rings.
- Please leave contact lenses at home. If you wear glasses, please bring a case.
- If you wear hearing aids, please bring a case marked with your name and date of birth for your hearing aids.
- If you have obstructive sleep apnea and will be admitted after your procedure, Inova will provide a CPAP unit for temporary use. If you are scheduled for an outpatient procedure, you may bring your personal CPAP or BiPAP machine.
- Bring a copy of your advance directive, living will or power of attorney, if available. We encourage you to have an advance directive. To learn more about advance directives, visit inova.org/advancedirective.
- If the patient is unable to make care-related decisions, please be sure an appropriate adult accompanies the patient and is available to sign consent forms.

It is important that you review the instructions you received at your pre-anesthesia visit (available in MyChart) and carefully follow all instructions, especially medication and fasting instructions.



Important instructions for the day of your procedure

Please select your procedure location:

Inova Hospital-Based Surgery Locations

- Inova Alexandria Hospital Surgery Center
- Inova Fairfax Medical Campus Surgery Center
- Inova Fair Oaks Hospital Surgery Center
- Inova Loudoun Hospital Surgery Center
- Inova Mount Vernon Hospital Surgery Center
- Inova Professional Services Building Surgery Center
- Inova Women's Hospital Surgery Center

Inova Ambulatory Surgery Centers

- Inova Franconia-Springfield Ambulatory Surgery Center
- Inova Lorton Ambulatory Surgery Center
- Inova Loudoun Ambulatory Surgery Center
- Inova McLean Ambulatory Surgery Center
- Inova Northern Virginia Ambulatory Surgery Center (Fair Oaks)
- Inova Woodburn Ambulatory Surgery Center

Procedure Date: _____

Arrival Time: _____

Procedure Time: _____



Fasting guidelines

Follow the fasting instructions as outlined below for procedures requiring anesthesia or sedation.

If you have received pre-procedural diet instructions from your surgeon or proceduralist instructing you to fast for longer periods, please follow the most restrictive instructions.

The instructions here are general instructions that may not pertain to all patients.

Solids	Clear liquids or ice chips	Breast milk	Infant formula	Nonhuman milk
No solid food after 11 pm the night before procedure.	You may have “clear” liquids or ice chips up to 2 hours prior to the specified arrival time. Examples of clear liquids include water, apple juice, sports drinks such as Gatorade, and coffee or tea without cream or milk. Sugar or sweetener may be added.	Feeding must end 4 hours prior to the scheduled procedure time. Do not add cereal or thickeners.	Feeding must end 6 hours prior to the scheduled procedure time. Do not add cereal or thickeners.	Feeding must end 6 hours prior to the scheduled procedure time. Do not add cereal or thickeners.



Pre-Procedural Skin Preparation Instructions

To reduce your risk of infection at the procedure site, it is very important to clean your skin at home with a special germ-killing cleanser before your procedure. Please follow the instructions below to safely clean your skin with 4% chlorhexidine gluconate (also known as CHG).

Where to Find CHG

You do not need a prescription to buy CHG anti-microbial solution. You can purchase CHG solution at your local pharmacy; ask the pharmacist or tech for assistance. Some brand names for CHG include Hibiclens, Hibistat, Exidine and Hex-A-Clens.

You will need 2 - 4 ounces of the solution for each shower.

How to Use CHG at Home

- Use the CHG solution in the shower. Do not use it in a bathtub.
- Use CHG the evening before your procedure and the morning of your procedure, for a total of two showers at home.
- If you are having spinal or joint replacement surgery, use CHG two evenings before your surgery and on the morning of your surgery, for a total of three showers at home.

How to Clean the Skin with CHG Solution

1. For your first evening shower, first wash yourself with your regular soap and shampoo.
2. Before applying the CHG solution, ensure that you have completely rinsed the regular soap and shampoo from your hair and body.
3. With the shower water turned off, apply the CHG solution to your body with your hands. Please avoid your face, hair and genitals.
4. Clean the procedure site for about three minutes. If you cannot reach the procedure site, please have someone help you with bathing. Please ensure your helper has thoroughly cleaned hands before assisting.
5. Once you have finished applying the CHG to your skin and three minutes have passed, turn the water back on and rinse the CHG solution from your body.
6. Completely dry the skin with a fresh, clean, dry towel.
7. Do not use lotions, powders, perfumes, or deodorants.
8. Dress in fresh, clean pajamas or clothing.
9. We discourage having pets sleep in your bed after CHG showers because animals expose you to different bacteria.
10. If you are having spinal or joint replacement surgery, repeat the process outlined above for your second evening shower.
11. For the shower taken on the morning of your procedure, follow the instructions above but do not use regular soap or shampoo – only use the CHG solution.



CHG and Hair Removal

- CHG may irritate recently shaven skin. Do not shave or use hair removal products for 24 hours prior to the procedure.
- If you choose to shave before the 24-hour window, please shave prior to applying the CHG solution to avoid skin irritation and hair clippings sticking to your skin.
- If hair removal is necessary for your procedure, it will be done by the surgical team in the operating room.

CHG Cautions

- If redness or skin irritation occurs from using CHG, stop using the solution and contact your surgeon.
- Do not apply CHG to your face, hair, or genitals.
- Only use the CHG solution in the shower. Do not use it in a bathtub. If it is not possible for you to shower, contact your surgeon's office for further instructions.

Recovery and Discharge Home

- The average recovery period is typically two to four hours, but it may be longer based on the procedure and potential side effects.
- Before discharge, you and your companion will be provided instructions and prescriptions from your surgeon. We will ensure you are well prepared to continue your recovery at home.
- If the location where you had your procedure has a pharmacy, you can fill your prescriptions before you leave.
- As a reminder, for your safety, you will not be allowed to drive or take public transportation alone after sedation or anesthesia. A responsible adult must accompany you home from the hospital. If you take public transportation or a rideshare service, you must have an adult other than the driver accompany you home. We strongly recommend that you have an adult with you for the first 24 hours after your procedure.



Understanding Your Procedure Bills and Fees

Before your procedure, Inova's financial services department will:

- Verify your coverage and benefits
- Obtain required authorization from your insurer
- Help you to understand your expected financial liability
- Set up any financial arrangements

If we are unable to reach you, please be prepared to pay any applicable copay or coinsurance on the day of your procedure.

Cosmetic procedures must be paid for in advance.

Expect to receive several bills after procedure.

- Your surgical care providers will first bill your insurance company for the costs associated with the surgery or procedure.
- You will receive a bill for any remaining balance, such as a deductible cost, copay or coinsurance.
- You will receive separate bills from providers of the surgical team. They may include:

Your hospital bill:

- This is a facility bill from the hospital or surgery center at which the procedure or surgery is performed. This bill will reflect expenses for staff, supplies and equipment used for the surgical services provided.
- Questions and payments regarding the bill should be addressed directly to the hospital/ facility named on your bill. Or you may call Inova's patient financial services at 571-423-5750.
- For questions on estimates, please call the location in which your procedure will be performed. Our team members able to assist you Monday – Friday, 8:30 a.m. to 4:30 p.m.

Your surgeon's bill:

- Questions regarding this bill should be addressed to the surgeon named on your bill.

Your anesthesiologist's bill:

- This is a bill for the anesthesia services you received during a procedure, provided by an anesthesiology partner.
- Questions regarding this bill should be addressed to the specified anesthesiology group named on your bill.



Important information by location

Inova Pre-Procedural Evaluation – Alexandria

**4320 Seminary Rd.
Alexandria, VA 22304**

703.504.7880

Main Hospital Operator	703.504.3000
Financial Counseling	703.504.3098
Inova Central Billing Office	571.423.5750

Patients scheduled for a surgical procedure or endoscopy Monday through Friday should use Patient Entrance - Door 6. Once inside, security will direct you to the surgery center or endoscopy department for registration.

If you are scheduled for a procedure or surgery on a **Saturday**, please use Patient Entrance - Door 6 and register at the Emergency Department. Once registration is complete, you will be directed to the surgery center. Please wait in the same day surgery lobby.

Free parking is available in the general parking lot on Howard Street. A paid parking lot is located next to the Visitor Entrance. Patients and visitors must pay the regular fees posted for the paid parking lot.

For the most current information regarding directions and parking, please visit inova.org/iah.

Inova Pre-Procedural Evaluation – Willow Oaks (Fairfax)

**8260 Willow Oaks Corporate Dr.
#650
Fairfax, VA 22031**

703.776.2000

Main Hospital Operator	703.776.4000
Financial Counseling	703.776.6019
Inova Central Billing Office	571.423.5750

Complimentary patient and visitor parking is available.



Inova Pre-Procedural Evaluations – Fair Oaks

**3700 Joseph Siewick Dr., Suite 100
Fairfax, VA 22031**

703.391.4362

Main Hospital Operator	703.391.3600
Financial Counseling	703.391.3840
Inova Central Billing Office	571.423.5750

Complimentary patient and visitor parking is available on the Inova Fair Oaks Medical Campus.

If you have mobility challenges and cannot find a handicap spot, you may utilize the overflow lot located in between the main hospital and the 3580 building. Please push the call box button, and a team member will help you to enter the lot.

For the most current information regarding directions and parking, please visit inova.org/ifoh.

Inova Pre-Procedural Evaluations – Loudoun

**44045 Riverside Pkwy.
#165
Leesburg, VA 20176**

703-858-8192

Main Hospital Operator	703.858.6000
Financial Counseling	703.858.8091
Inova Central Billing Office	571.423.5750

Complimentary patient and visitor parking is available on the Inova Loudoun Hospital campus.

Patients scheduled for a procedure at Inova Loudoun Hospital should follow signs for the South Hospital Entrance (44045) and park in a south parking lot.

For the most current information regarding directions and parking, please visit inova.org/visitoloudoun.



Inova Pre-Procedural Evaluations – Mount Vernon
2501 Parkers Ln.
Alexandria, VA 22306

703.664.7545

Main Hospital Operator	703.664.7000
Financial Counseling	703.664.7454
Inova Central Billing Office	571.423.5750

Complimentary patient and visitor parking is available on Inova Mount Vernon Hospital's campus.

For the most current information regarding directions and parking, please visit inova.org/imvh.