

Pre-Assessment Services Instructions

Surgery Scheduling Information
(972) 403-2756 or (972) 403-2755
Fax: (972) 403-2856
Pre-Assessment Appointments: (972) 403-2704

1. Please fax the attached order sheet for Pre-Op Testing and Day of Surgery orders when you fax the scheduling sheet.
2. The pre-assessment nurse will obtain the order sheets and complete the Pre-Operative testing (Lab, Radiology, EKG).
3. Please ask the patient (or the doctor's office may schedule for the patient) to contact the Pre-Assessment nurse to set an appointment 72 hours **PRIOR** to their scheduled procedure. **The phone number is (972) 403-2704.**
4. All results will be on the patient chart the day of service. For abnormal results:
EKG – The Pre-Assessment nurse will contact the physician's office. It is the responsibility of the physician's office to schedule a cardiology consult for the patient if necessary. **LAB** – The physician's office will be notified of any abnormal values. It is the responsibility of the physician's office to follow up. **RADIOLOGY** – The physician's office will be notified of any abnormal results. It is the responsibility of the physician's office to follow up.
5. Any diagnostic testing done off site (not at Texas Health Center for Diagnostics & Surgery) is the responsibility of the physician's office to ensure results are at THCDs on the day of service. **Fax results to (972) 403-2856.**
6. Please fax history and physician (short stay may be used if patient is staying less than 23 hours; if patient is staying longer, a dictate history and physical is required) consent at least 24 hours in advance of the day of service to (972) 403-2856.