



## SURGICAL ORDER POSTING FORM

**ALL INFORMATION MUST BE COMPLETED OR CASE WILL NOT BE BOOKED**

**Patient Status:** Inpatient – Patient to be admitted post-operatively  
 Outpatient in a bed – Patient may require an overnight stay  
 Outpatient Home – Patient will not require an overnight stay

OR Main Desk: 312-6151  
 Posting Direct Line: 312-6136  
 Posting Fax Line: 312-4254

OP-Bed    OP-Home    INPT (ROOM# \_\_\_\_\_)

PSAT Onsite visit    PSAT Telephone Interview (based off of Triage Questionnaire)

Date of Surgery: \_\_\_\_\_ Time: \_\_\_\_\_ Case #: \_\_\_\_\_

Surgeon: \_\_\_\_\_ Time Required: \_\_\_\_\_ CPT: \_\_\_\_\_

Procedure: \_\_\_\_\_

Diagnosis: \_\_\_\_\_ Diagnosis Code: \_\_\_\_\_

**Equipment/Special Requests:**    C-Arm    Mini C-Arm    Portable X-Ray    Cell-Saver/Brat    Laser    NIMS  
 Pentax Microscope    HANA    BMAC    MYOSURE    NOVASURE    Stealth    Coblator

**Tables:**    CHIK    Fracture    Jackson \_\_\_\_\_    Macquet    McCullough Retractor    Wilson Frame

Surgical Assistant: \_\_\_\_\_   **Sales Rep Needed?**    Yes    No     **Rep Notified?**    Yes    No

**Rep Name:** \_\_\_\_\_

**Patient Name:** \_\_\_\_\_   **Former Name:** \_\_\_\_\_

Fax Copy of Patient's Demographic Sheet

**DOB:** \_\_\_\_\_   **SS#:** \_\_\_\_\_   **Sex:**    Female    Male    Other

**Phone Numbers:** Home: \_\_\_\_\_ Cell: \_\_\_\_\_ Work: \_\_\_\_\_

**Anesthesia:**    General    Spinal    Epidural    Local    MAC/IV Sedation    Regional Block Type: \_\_\_\_\_   Supraclavicular

**Insurance Information:**

Fax Copy of Insurance Card (Front and Back)

**If Copy of Card is Not Faxed, Then Complete The Insurance Information Below.**

**PRIMARY INSURANCE**

Company Name: \_\_\_\_\_

Insurance Policy #: \_\_\_\_\_

Pre-cert Number: \_\_\_\_\_

**SECONDARY INSURANCE**

Company Name: \_\_\_\_\_

Insurance Policy #: \_\_\_\_\_

**Please Check Yes or No For The Following:**

Latex Allergy    Yes    No

Contact Isolation    Yes    No

MRSA    Yes    No

Iodine Allergy    Yes    No

Malignant Hyperthermia    Yes    No

Weight Greater Than 300 LBs    Yes    No

Is patient on Aspirin/Anticoagulants/Antiplatelet? (circle one). If yes, can surgery be performed with patient on therapy?    Yes    No

**Scheduler Name:** \_\_\_\_\_   **Fax#:** \_\_\_\_\_

**Physician's Signature:** \_\_\_\_\_   **Date/Time:** \_\_\_\_\_

Patient Label