

FAMILY BIRTHING CENTER AT MENORAH  
*Expectant Parent Guide*



MENORAH  
MEDICAL CENTER

# *Congratulations and Welcome to the Family Birthing Center*

We are pleased you have chosen Menorah Medical Center as your hospital of choice to deliver your baby. You and your birthing experience are very important to us. Enclosed you will find materials to assist you in preparing for your birth experience and will allow the staff of the birthing center to properly prepare for your arrival. To initiate your admission, please complete the following:

## *Pre-Registration Form*

Please complete the enclosed pre-registration form at the back of this booklet. Return the form, along with a copy of both sides of your insurance card(s), fax to (913) 345-3737 or mail to, Menorah Medical Center, Attn: Admitting, 5721 W. 119th Street, Overland Park, KS 66209. This form may also be completed online at [MenorahMedicalCenter.com/pre-registration](http://MenorahMedicalCenter.com/pre-registration). To confirm registration was received, call (913) 498-7119.

## *Pre-Admissions Appointment*

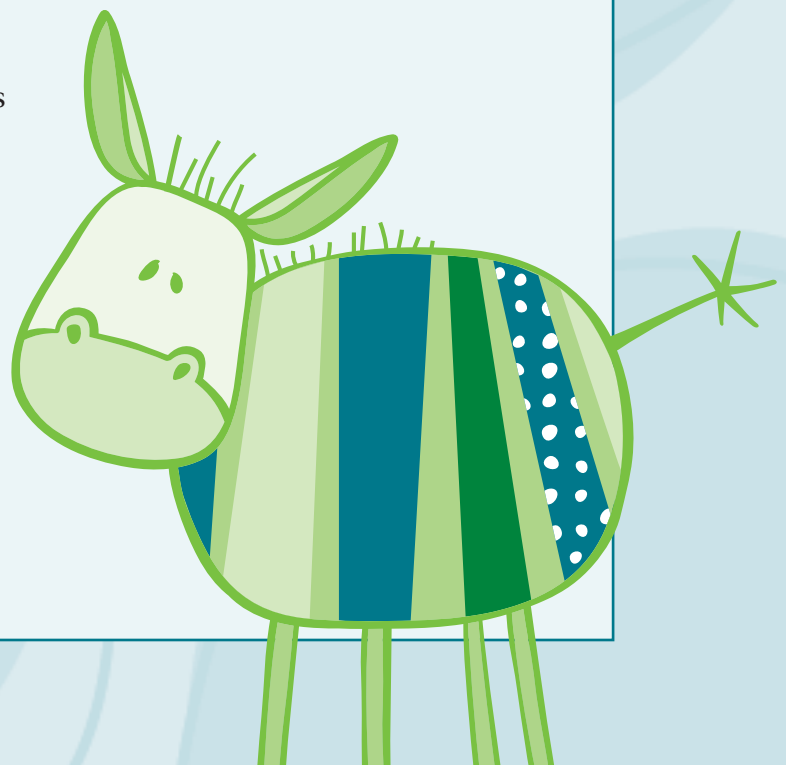
Please contact our Pre-Admissions Nurse at (913) 498-6320, around your 30th week of pregnancy. She will ask you to complete your history assessment and will provide a tour of the Family Birthing center. If you do not wish to tour the unit, the assessment may be completed over the phone.

You may also view photos of our birthing suites on the Menorah Medical Center website at [MenorahMedicalCenter.com](http://MenorahMedicalCenter.com).

Once again, thank you for choosing Menorah, and we look forward to serving you. If you have any questions before you deliver, feel free to contact our Pre-Admissions Nurse.

Sincerely,

*Kathy Jackson, RN*  
Director, Family Birthing Center



# FAMILY BIRTHING CENTER AT MENORAH

## *Expectant Parent Guide*

**T**he upcoming birth of your child is an exciting time, approached with a mix of anticipation and uncertainty. The staff of the Family Birthing Center at Menorah strive to provide a birth experience that is uniquely special, whether this is your first child...or your fifth. Taking time to prepare before coming to the hospital will allow you to more fully enjoy your birth experience. Throughout this guide you will find information to ready you for the excitement ahead.

### DURING YOUR PREGNANCY

We encourage you to keep your regularly scheduled appointments with your doctor. If you have problems or concerns, contact your doctor first. He or she may request that you come to Menorah. We particularly want you to seek medical help if you have any of the following:

- Your bag of water breaks. You may experience a gush of fluid or a constant slow trickling. Please note the time your water broke and the color of the fluid.
- A significant decrease in your baby's movement. See instructions on doing "kick counts" listed below.
- Vaginal bleeding that looks like a menstrual period. A small amount of spotting after a vaginal exam or intercourse is normal.
- Regular contractions every five to ten minutes for one hour. True labor contractions are uncomfortable. It is difficult to walk or talk when you are having one.
- Premature labor. If you are contracting and it is more than three weeks before your due date, you may be in premature labor. These contractions may feel like your stomach is getting tight, the baby is "pushing up" or standing, pain in your lower back, or menstrual cramps. Other symptoms may include diarrhea, an increased frequency of urination, and a change in vaginal discharge. If you have any of these signs more than four to six times in one hour, call your doctor.
- Symptoms of increased blood pressure. If your blood pressure is too high, you may have visual disturbances (spots, floaters or blurred vision), an unusual headache (unrelieved by Tylenol), sudden swelling of your face, feet, legs or hands, unrelieved heartburn or pain in the upper right side of your abdomen.

- Symptoms of a urinary tract infection. Pain, urgency, burning or increased frequency of urination may indicate a urinary tract infection
- Any unusual pain.

### Kick-counts

Checking your baby's movement can tell you and your doctor a lot about your baby's health. Beginning at 28-weeks (seven months) of the pregnancy, many doctors recommended that mothers monitor their baby's movement once a day. The best time to monitor movement is 45-minutes to one hour after a meal. Babies are often most active during the evening hours (7-11 p.m.) so after dinner is a great time to monitor your baby's activity. Here are some guidelines for doing kick counts:

- Rest comfortably, lying on your side. You may read, watch television, or do any other quiet activity.
- Record the time you are starting.
- Count all fetal movements (kick, flutter, swish or roll.)
- Once you have counted 10 movements, you may stop counting.
- Record the stop time.
- Determine how long of time it took for your baby to have 10 movements.
- If your baby has not had 10 movements in two hours, call your healthcare provider immediately. He or she may want you to come to the hospital to be monitored.

### Prenatal Classes

Classes for parents coming to Menorah Medical Center are offered through Healthy Arrivals. They may be reached at (913) 438-4773 or [healthyarrivals.org](http://healthyarrivals.org). Healthy Arrivals offers a wide variety of classes on topics such as childbirth, infant CPR, breastfeeding, baby care basics and multiple births. Programs are offered at several locations in the Kansas City area.

## Choosing A Physician For Your Baby

Please take this opportunity to designate a physician to direct your baby's medical care during his/her stay in the hospital. The physician may be a pediatrician or a family practice physician who has privileges to practice at Menorah Medical Center. You will want to check with your insurance company to make certain your physician is on your provider list. If your physician does not practice at Menorah, you will need to choose one that does to care for the baby during your stay at Menorah. You may then transfer care back to the physician of your choice after your dismissal. Failure to choose a doctor for your baby prior your admission to the hospital, could result in an additional charge for a doctor who is not on your insurance plan to care for your baby.

You may also want to meet with the physician/s you are considering. This will allow you to ask questions and give you an opportunity to see the office you will frequent during the upcoming months of well-baby check-ups. When choosing a physician to care for your baby, consider some of the following. Is the location of the office convenient and are there flexible office hours? Is the staff friendly and is there a nurse available to answer routine infant care and feeding questions and is there a charge for the service? If breast feeding is supported by the physician? What office costs should you anticipate such as visits, immunizations or care in the hospital? What method of circumcision does the doctor use and is pain relief medicine given? If your child requires hospitalization, what hospitals does this doctor use? Is the doctor patient and responsive to your concerns?

### PACKING FOR THE HOSPITAL

#### BEFORE THE HOSPITAL

#### For Mom

- Clothing: robe, slippers or warm socks, clothing to wear home that will be loose and comfortable while you are here.
- Nursing moms should bring a nursing bra. Menorah will provide nursing gowns, disposable panties, sanitary pads and a hair dryer.

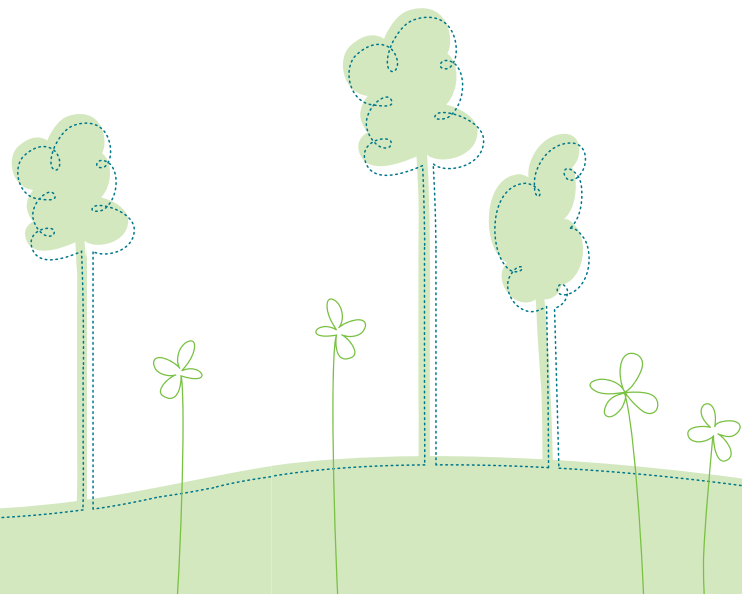
- Pack a bag for your coach if he/she expects to stay overnight.
- Toiletries, cosmetics, favorite pillows, personal phone numbers and calling cards.
- Photo ID - driver's license or passport for mom and dad.
- Insurance cards if applicable.
- Checkbook for pictures and birth certificate fee, if applicable.
- Camera (extra batteries), film, video equipment. Please put names on these items.
- Consider leaving jewelry, large sums of money and other valuable at home.

#### For Baby

- Clothing to wear home and for pictures
- Mittens or socks
- Receiving blankets (two or more)
- Heavier blanket to cover car seat (for cold weather)
- The hospital provides diapers, diaper wipes and a digital thermometer, pacifier and baby soap
- Rear facing infant car seat

#### Car Seats

Please take time before the birth of your baby to become familiar with your car seat. This should include mechanisms for securing the safety straps as well as proper placement within your vehicle. If you have questions or concerns regarding the operation or placement of your car seat, please refer to the owner's manuals for the car seat and your vehicle. Please consider having your car seat checked by a Child Passenger Safety Technician. You can locate a technician in your area by contacting the Johnson County Safe Kids Coalition at (913) 477-8312 or by visiting [NHTSA.org](http://NHTSA.org).



## At Home

Arrange for care of older children for when you go into labor. It's a good idea to also have a back-up plan. Plan to have someone (family member, friend, neighbor or nanny) to help you with your care and the baby once you get home. You may want to cook and freeze meals ahead of time. Stock your nursery with supplies for your infant's care.

## WHAT TO EXPECT AT THE HOSPITAL

### Arrival

The Birthing Center is located on the third floor of the hospital. Between the hours of 5 a.m. and 8:30 p.m., enter through Entrance A or B and proceed to the third floor.

After hours, please use the Emergency Department Entrance

(located off Nall Avenue.) There is complimentary valet parking for patients and visitors at Entrance B, Monday-Friday during business hours.

Please call your physician when you think you are in labor, and he/she will notify the nursing staff to expect you.

### Visitors

The birth of your baby is an exciting time. Family and friends are encouraged to visit under the following guidelines:

- All visitors will be asked to check in at the labor desk and receive a nametag. All adult visitors should be prepared to present a photo ID if requested.
- Any visitor with a fever, cough, cold, or other sign of infection will be asked to leave. This is to protect the health and safety of you and your baby.
- Spouses and support persons are welcome to visit at any time you please. Other visitors are asked to come between 9 a.m. and 9 p.m.
- Siblings are encouraged to visit their new brother or sister, but they may not spend the night at the hospital. When you are here as a patient, please have another adult available to supervise any other children.
- Visitors must be in your room or in the waiting room. Hallways must be kept clear in case of an emergency procedure or fire.

For the convenience of your visitors, a television and

wireless internet are available in the waiting area outside the birthing center, along with the Aks Memorial Children's Play Area. We ask that children are supervised in this area.

### Meals For Patients and Spouses/Support Persons

Menorah Medical Center offers "At Your Request" room service, which allows patients to order three meals a day from the menu at their convenience, as opposed to prescheduled meal times. You may request a meal (prior to 7 p.m.) by calling extension 3663 (FOOD.) You will also receive a basket filled with a variety of healthy snacks.

During your stay, Menorah would like to offer a special complimentary meal for you and your support person. Please make your selection from one of the options listed below. For assistance, please call the Dining-On-Call Line at extension 3663 (FOOD).

#### *Option One (meal includes a dessert and a beverage)*

Choose from one of the following meals:

- Cedar Roasted Maple Salmon w/ Cabernet Rice Blend and Sauteed Vegetable Medley
- Apple & Brie Stuffed Chicken Breast w/ Garlic Mashed Potatoes and Sauteed Green Beans
- Pepper Seared 8 oz Rib Eye Delmonico w/ Red Wine and Mushroom Sauce, Garlic Mashed Potatoes and Steamed Carrots

#### *Option Two*

Select one entree from the regular menu to include:

- Two sides, a dessert and a beverage

Support persons may visit our cafeteria, located on the second floor, and open from 7 a.m. to 6:30 p.m., Monday through Friday. The cafeteria is closed on Saturday and Sunday. On those days, your support person may order from the same menu that you order from. Each meal costs \$5 and only cash is accepted.

Vending machines are located in the cafeteria, the labor/delivery waiting area on the third floor and across from the Emergency Department on the first floor. You may also bring in food and store in one of the refrigerators on the unit.

### Videotaping/Photography

The birth of a baby is a special time and many parents choose to take pictures or videos to share with family and

friends and to treasure for themselves. We want you to take lots of photos of your precious addition, but we do have some limitations on when cameras can be used.

Videotaping/photography of any procedures during the labor and delivery process is not allowed. This includes, but is not limited to procedures such as, administration of medications, placement of equipment, actual vaginal or cesarean delivery and stabilization of the newborn.

Some physicians, nurses and healthcare providers may be uncomfortable with videotaping/photography. To protect their privacy, please obtain their verbal consent prior to any recording/pictures.

During delivery, caregivers must be able to move unhindered in the delivery room. At the discretion of the caregivers, you may be asked to move or turn off equipment.

Videotaping/photography in the Nursery is limited to your infant only to protect the privacy of other infants present. No videotaping/photography of procedures is allowed. Please check with nursery staff before videotaping/photographing in the nursery area.

## Labor & Delivery Unit

For your safety, the Entrance/Exit to the Family Birthing Center is always locked and access onto this unit is available by utilizing the doorbell on the wall outside the doors. Simply ring the bell, look in the window, and the staff will release the door lock. Each time you leave the unit, you will need to wait at the door and allow the staff to unlock the door prior to your exiting.

### *Our twelve spacious birthing suites are each equipped with the following:*

- TV, DVD player and wireless internet
- Telephone with a direct line available 24-hours/day. Long distance calls may be made with a calling card. Please note that cell phone use is allowed in the rooms and lobby - not in the hallways.
- Rocker and couch for labor coach to sleep in
- Hair dryer

We want your labor and delivery to be as comfortable as possible. On admission and throughout your stay, please tell us your needs. If you have special dietary

requests, spiritual/cultural needs, or specific plans for your baby's birth, please share them with us. We will ask you frequently about your pain level, using a scale from 0 (no pain) to 10 (intense pain). Some women prefer to use techniques such as deep breathing and massage to manage the pain of labor. Others request pain medication given through an IV or epidural catheter. Throughout labor and your entire hospital stay, let us know what pain management techniques work best for you.

If you have a vaginal delivery, your baby will be born in the labor and delivery room. You may have two support people in the room with you during your delivery. Immediately after birth, your baby will be cared for by a nurse in your room. You and your baby will be watched closely for the first 2 hours after delivery. This is a great time for you to hold your baby and begin breastfeeding and skin to skin. You may want to delay other visitors to give you and your significant other time alone with your new baby.

If you and your doctor determine that a cesarean delivery is best, you will deliver in one of our two surgical suites in the Family Birthing Center. Your coach is welcome to be in the surgical suite with you during the procedure. For the first hour after surgery, visitors will be restricted, and only your coach and baby will be allowed in the room with you.

## Infant Medications-Administered In First Hour After Birth

***Erythromycin Ophthalmic Ointment:*** This ointment is given as a prophylactic treatment to prevent infectious conjunctivitis of the newborn, which may originate from organisms found within the birth canal. It is a State of Kansas law that prophylactic treatment be given to all newborns. The ointment is placed in the infant's eyes soon after birth. It is important that the eyes are not wiped too soon after the ointment is administered.

***Aqua Mephyton (Vitamin K):*** Vitamin K is given to assist in the manufacture of blood clotting factors, which are usually immature in newborns. Failure to give this medication may result in increased bleeding tendencies of the newborn during the first few days of life. Vitamin K is given by injection in the thigh of the newborn. It is usually given at the same time as the eye ointment.



## OB/GYN Unit

After delivery and recovery, our goal is to keep you in your same room; however, you may be transferred to a private room on the OB/GYN Unit. All rooms are equipped with the following:

- TV with Newborn Channel, DVD player and wireless internet
- Telephone with direct line
- Couch
- Walk-in shower
- Hair dryer

We will do our best to make sure all your personal items get transferred to your room, however it is your responsibility to do a “final check” in your room, ensuring all items have been transferred.

## Nursery

Menorah Medical Center has two nurseries:

- The Well-Baby Nursery is located on the OB/GYN Unit. While we encourage you to keep your baby with you as much as possible, the nursery is available for doctor’s exams, procedures and to care for the baby if you need to sleep.

- Out Level II Neonatal Intensive Care

Unit (NICU) is located near the Labor and Delivery Unit. The NICU is able to care for pre-term babies (after 32-weeks) and any baby that needs complex care.

A Neonatal Nurse Practitioner (NNP) is available 24-hours a day to assess and provide immediate care for any baby as needed.

## Infant Safety

The safety of you and your baby is extremely important to us. The Family Birthing Center is a secured unit, meaning the doors remain locked at all times, and the staff monitors visitors entering and exiting the unit. Additionally, there are other measures in place to ensure safety and comfort:

- There is only one entrance to the Family Birthing Center. All exits are alarmed.
- All maternal child staff members wear a picture identification badge with a PINK stripe. You are encouraged to ask a staff member if its not visible to show their identification badge.
- Do not ever give your baby to someone you don’t know. Call your nurse if you have questions about anyone who requests to move your baby from your room.
- Matching identification bands will be placed on you, your infant and Dad/significant other at the time of your infant’s birth.
- You are encouraged not to leave your infant unattended. Please ask the nurse to take the baby to the nursery if you plan to shower, sleep, or leave the room and no other family member is available to watch the baby.
- When transporting your infant outside of your room, he/she must travel in the crib.

## Procedures Performed During Your Baby’s Hospital Stay

**Hepatitis B Vaccination:** You will be provided with information regarding the Hepatitis B vaccination for your baby. Please discuss with the doctor caring for your baby regarding his/her preference of receiving the injection while in the hospital or of having it done in their office. This is usually given fairly soon after birth. You will be asked to sign a separate consent for this vaccine.

**Newborn Metabolic Screening:** This screening is required by the state of Kansas. It is commonly called the “PKU test,” but it actually screens for more than just PKU or phenylketonuria. Through the collection of a few drops of blood from your baby’s heel, the screen also looks for 28 diseases including: hypothyroidism, galactosemia, oysticfibrosis and hemoglobinopathies (like sickle cell.) These metabolic conditions are rare, but can have a devastating effect on a baby’s entire life if undetected. This is a screening program, not a diagnostic test. The results will be reported to your baby’s doctor a few days after discharge. If you are asked to return to have your baby’s

FOR  
YOUR  
BABY

blood drawn for more testing, do not be alarmed. Many times repeat testing is needed to confirm that a baby is free of these metabolic conditions.

**Critical Congenital Heart Disease Screening:** There are seven different heart problems which are classified as critical congenital heart disease (CCHD). These problems with the heart structure and blood flow are seen in 4,800 babies born in the United States each year (11.6 per 10,000). Babies with CCHD are at risk of dying if their CCHD is not diagnosed and treated soon after birth. Pulse oximetry screening can identify some babies with CCHD before they have symptoms.

**Hearing Screening:** This screening is also required by the state of Kansas. It is a painless procedure that takes about 30-minutes to test your baby's hearing in both ears. It is completed by trained nurses in a quiet location on the Mother/Baby Unit. Typically, babies sleep through the screening. You will be given the results verbally immediately after the screening and they will be recorded on your discharge paperwork.

**Bilirubin Screening:** Bilirubin comes from our red blood cells. Newborns, due to their immature body systems commonly have elevated levels of bilirubin, making them appear yellow (jaundice.) Severely elevated bilirubin levels can result in neurological damage, called kernicterus. Menorah is proud to be a leader in the prevention of kernicterus. Rather than relying solely on the visual assessment to detect if a baby is jaundiced, we screen every baby for risk factors for hyperbilirubinemia. Prior to discharge every baby has his/her bilirubin level checked by a blood test or special meter that works by shining a light through the skin on the forehead. This bilirubin level is plotted on a graph to assist the physician in determining when or if any follow up is needed. These results will also be shared with you at or before the baby is discharged.

**Circumcision:** Newborn males can be circumcised in the hospital, if you request. You will be asked to fill out a consent form before the procedure can be done. Please talk to your doctor about this procedure.

## Feeding Your Baby

The decision on how to feed your baby is an important one. At Menorah Medical Center, the health of your baby is a priority, and our staff is committed to providing you with the information you need to make an informed decision. We will provide you with a copy of "Speak Up: Your Guide to Breastfeeding."

Breastfeeding or human milk is the optimal nutrition for your baby. Your breast milk has unique nutrients and antibodies made especially for your baby. Studies have shown that breastfed children have fewer illnesses and allergies, as well as a reduced risk of childhood cancer and diabetes. Mothers also reap benefits from breastfeeding. Research has shown that mothers who breastfeed have a decreased risk of breast and ovarian cancer, anemia, and osteoporosis. Traveling is also simplified, eliminating the need for bottles or food.

The American Academy of Pediatrics (AAP) published a statement declaring human milk the preferred food for all newborns. The AAP recommends exclusive breastfeeding for the first six months of life and breastfeeding with solid foods up to twelve months of life or as long as the family desires.

The Family Birthing Center has lactation consultants on staff to assist you with breastfeeding and to answer any questions you may have. The Affordable Care Act provides for breast pump access with your insurance company. You may call your insurance company to find out about your benefits.

If you are unsure you are able to breastfeed due to health concerns or medications, you can speak confidentially to the lactation consultant at (913) 498-6322.

Some families decide to formula feed their newborn. You will be able to communicate your plan to formula feed your infant and your formula preference with our staff. We encourage you to discuss formula options with your baby's doctor prior to your stay with us. During your stay, we will provide instruction on how to safely bottle-feed your newborn.

Regardless of the choice you make, the staff of the Family Birthing Center will assist and support you.

To allow for a smooth transition between hospital and home, we encourage you to consider leaving the hospital in the morning or early afternoon. This will allow you to be on the road at a time of day with substantially less traffic. Families have also told us that they appreciate having the afternoon and evening hours on their

PLANNING  
FOR YOUR  
DISMISSAL



first day at home to acclimate to their new routine and prepare for the night ahead. Before you leave, a doctor will see you both you and your baby to write discharge orders. The nurse will prepare discharge instructions and review any necessary education. Please discuss your discharge plans with your doctor and your nurse so that we can best meet your needs.

The normal stay is two days for a vaginal delivery and three days for a C-section.

## BIRTH CERTIFICATES

During your stay you will be asked to complete a Birth Certificate worksheet. Please return this completed form to your nurse as soon as possible. This must be processed prior to your being dismissed. Early completion of this form will expedite your dismissal process. Menorah Medical Center will file the birth certificate with the State of Kansas Registrar's office. **The State of Kansas requests a fee of \$4. Payments can be made by cash or check made payable to Menorah Medical Center.** This will be collected by the person preparing your birth certificate. This is not an additional Menorah Medical Center charge, but one that we are required to collect from the parent(s) for the State of Kansas. If you are receiving public assistance under programs operated by the Secretary of Social and Rehabilitation Services, you will be exempt from the payment of the fee created by the bill. **We recommend putting this check in your packed hospital bags in advance.**

Is you are single and you want the father of baby listed on the birth certificate, you will need to complete a paternity affidavit. The father of the baby will need to bring in a photo ID (like a driver's license.) His signature on the affidavit will need to be witnessed by our staff.

You will also be provided with a form if you desire an official copy of the birth certificate. This form is something you will complete at your convenience and mail to the Kansas Department of Health and Environment Center. Directions and fees for completion are on the back of the form. Birth certificates usually arrive three to four weeks after requested.

## SOCIAL SECURITY CARD

If you request a Social Security number when completing birth certificate information, you will receive

the card approximately 12-weeks after the baby's birth.

## PHOTOS

Menorah Medical Center offers you the option (a free service) of putting your baby's photo on an internet site so you can share this special time with friends and family. An Our 365 representative will come to your room during your stay to answer questions you may have. You can access our internet announcement service via: [hcamidwest.com](http://hcamidwest.com).

Our 365 will also offer you an opportunity to have your baby's picture taken while in the hospital. They arrive daily. You will have the opportunity to view the photo immediately at the time it is taken and can discuss package options with the representative. You may dress the baby in the clothing of your choice for pictures.

## FINANCIAL INFORMATION

The financial aspects of healthcare have become more complex in recent years. We have found that one source of confusion is the billing you may receive as a result of your visit to the hospital. The information provided here is designed to reduce confusion and state some of our financial policies.

You may incur bills for services provided by physicians while in the hospital. These are referred to as "professional fees." Emergency Room physicians see patients in the Emergency Room. Radiologists interpret x-rays. Pathologist study tissue specimens. Anesthesiologists administer anesthetics and analgesics. The fees charged through their offices are for the professional services of the doctors, while the hospital charges are for the technical services and supplies furnished by the hospital.

Acceptable payment arrangements for professional fees must be made with their respective business offices. These

## ADDITIONAL RESOURCES

physicians' offices encourage communication so that you will have a clear understanding of their collection policies.

### Phone Numbers:

Physician Phone:	_____
Labor & Delivery:	(913) 498-6300
Mother/Baby:	(913) 498-7300
Pre-Admission Office:	(913) 498-6320
Pre-Admission Fax:	(913) 345-3737
Healthy Arrivals:	(913) 438-4773
<i>(Education, classes and information)</i>	
Tours and General Info:	(913) 498-6320
History Completion:	(913) 498-6320
Lactation Consultant:	(913) 498-6322

### Hospital Services

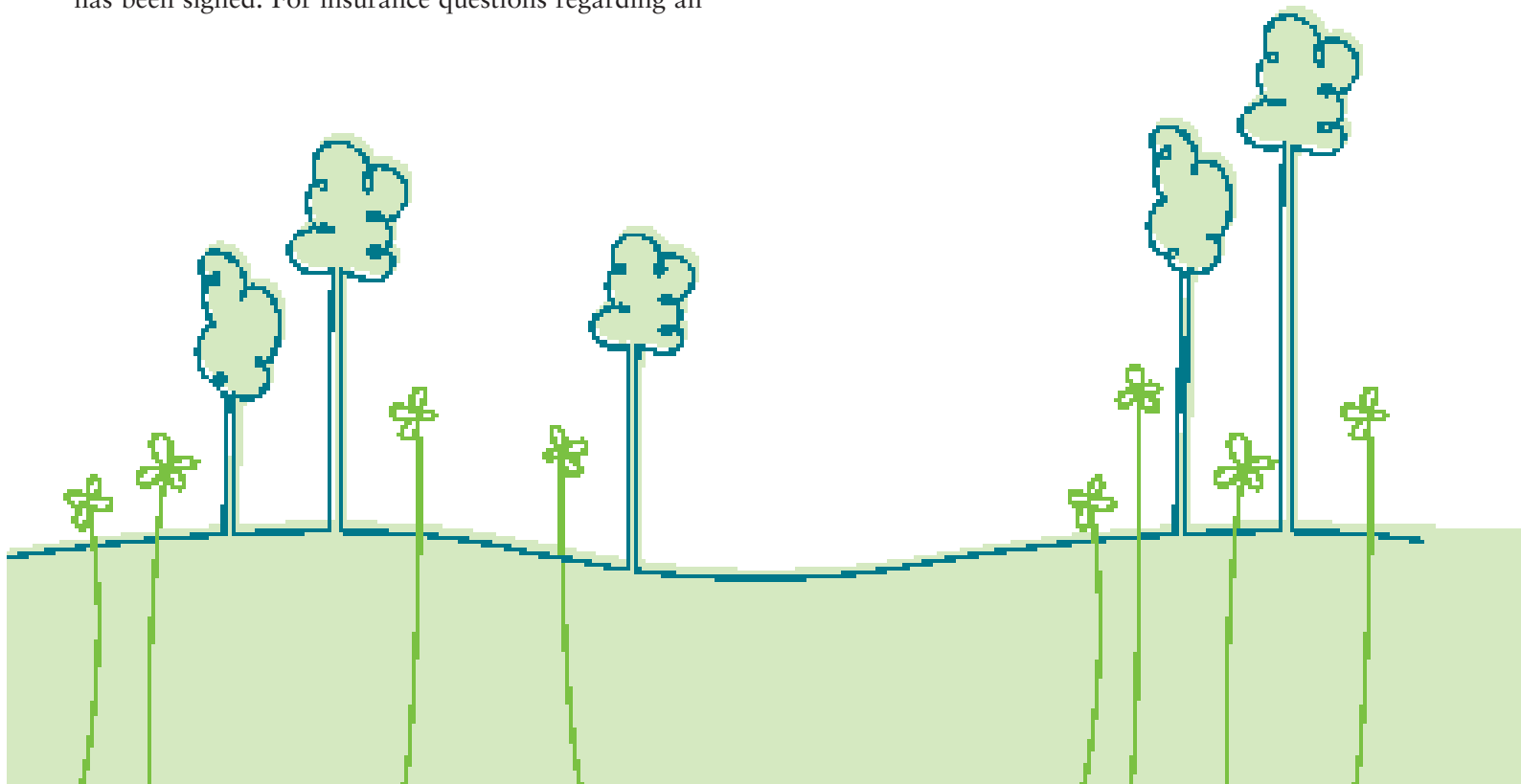
Payment is expected at the time of service unless other arrangements have been made with the hospital. Discharge payment can be made by cash, check, money order or credit card. The hospital will bill your insurance company if we have been provided with adequate information and an Assignment of Benefits and Authorization to Release Medical Information has been signed. For insurance questions regarding an

epidural, please call Anesthesia Associates of Kansas City at (816) 763-5446.

A sufficient amount of time is allowed for remittance from your insurance carrier. If no payment has been received from your insurance carrier within 45-days from the time of billing the carrier or 60-days from the time of discharge (whichever comes first,) the hospital will bill the patient for any balance due. A statement will be mailed to the patient 30-days from the date of service. We encourage you to contact your insurance carrier if payment has not been made.

Should you be unable to provide insurance information at the time services are rendered, you must contact us at (913) 345-3682 within 48-hours of service with the insurance information in order for us to bill your insurance carrier. After 48-hours have passed, please contact the Patient Accounts Department at (913) 345-3682. If we do not receive your insurance information, your account will be considered private pay and we will bill you in full for all services rendered.

If you have questions about registering at the hospital, your billing statement, how to pay your bill or how the insurance company is billed, please give us a call at (866) 209-9011.



# PRE-ADMISSION FORM

## PATIENT INFORMATION:

(Please type or print in black ink) Due Date: Month: \_\_\_\_\_ Day: \_\_\_\_\_ Year: \_\_\_\_\_

Email: \_\_\_\_\_ OB Doctor: \_\_\_\_\_

Name: Last: \_\_\_\_\_ First: \_\_\_\_\_ Middle: \_\_\_\_\_

Address: Street: \_\_\_\_\_

City: \_\_\_\_\_ County: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone (Home/Cell): \_\_\_\_\_ Birthdate: \_\_\_\_\_ Age: \_\_\_\_\_

Marital Status: \_\_\_\_\_ Religion: \_\_\_\_\_

Maiden Name: \_\_\_\_\_ Race: \_\_\_\_\_

Social Security #: \_\_\_\_\_ Occupation: \_\_\_\_\_

Patient's Employer: \_\_\_\_\_ Employer's Phone: \_\_\_\_\_

Employer's Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Spouse's Name: \_\_\_\_\_ Birthdate: \_\_\_\_\_ Social Security #: \_\_\_\_\_

Spouse's Cell Phone: \_\_\_\_\_ Spouse's Work Phone: \_\_\_\_\_

Spouse's Employer: \_\_\_\_\_ Employer's Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Name of Relative or Friend for Emergency Notification (*other than spouse*) \_\_\_\_\_

Address	Phone	Relationship
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## BILLING INFORMATION: GUARANTOR (PERSON WHO IS FINANCIALLY RESPONSIBLE)

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_ Social Security #: \_\_\_\_\_

Employer Name & Address: \_\_\_\_\_

**INSURANCE INFORMATION: PLEASE SEND COPIES OF DRIVER'S LICENSE and BOTH SIDES OF INSURANCE CARDS (the card of the person who carries the policy [self, spouse or parent]) AND ANY CLAIM FORMS. If you are covered under your parents insurance, please provide their information. PLEASE FILL OUT THIS SECTION COMPLETELY**

Primary Insurance: \_\_\_\_\_ Address: \_\_\_\_\_

Company's Phone: \_\_\_\_\_ Insured's Name: \_\_\_\_\_

Insured's Social Security #: \_\_\_\_\_ Insured's Birthdate: \_\_\_\_\_

Group #: \_\_\_\_\_ Policy #: \_\_\_\_\_

**AUTHORIZATION TO PAY INSURANCE BENEFITS:** I authorize the insurance company(ies) to pay to the hospital the benefits which would otherwise be payable to me provided that these payments do not exceed the hospital's regular charges for those services. I understand that I am financially responsible to the hospital for any charges not covered by the insurance.

Patient's Signature: \_\_\_\_\_ Guarantor's Signature: \_\_\_\_\_

## OFFICE USE ONLY

Suite: \_\_\_\_\_ Arrived: \_\_\_\_\_ Gestation: \_\_\_\_\_ Diagnosis: \_\_\_\_\_



**MENORAH MEDICAL CENTER**

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