

Bryn Mawr Medical Specialists Association
Department of Gastroenterology
825 Old Lancaster Road Suite#340
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***Our Endoscopy Center is AAAHC Accredited, Medicare Approved
and a ASGE Center of Excellence.***

IMPORTANT

1. Upon receipt of packet, please carefully review and fill out all forms completely. Please return to us in the envelope provided. If your scheduled procedure is a week away or less, please bring your paperwork in with you on the day of your procedure or drop your paperwork off at our office.
2. Please sign and date forms in designated areas. If you have questions regarding the enclosed forms, please call the Endoscopy Center help line #610-527-3800 ext. 2060 and leave a message. Your call should be returned within 1 business day.
3. If you have a question regarding procedure scheduling or your preparation for the procedure, please call the Gastro office #610-525-9570.
4. To help us prepare for any necessary pre-authorizations, etc. prior to your procedure, please photo copy the front and back of your insurance card, if it wasn't previously scanned in our office, and include it in the packet to be mailed. Although you may be providing a copy, please bring your insurance card and photo ID with you on the day of procedure.
5. It is advisable that you verify coverage for your scheduled outpatient procedure in our Ambulatory Surgery Center with your insurance company. Please inquire with your insurance company if there will be any out of pocket deductibles and or co-pays.
6. Cancellation Fees: We appreciate a minimum of 2 business days for cancellation notifications. You may be subject to a cancellation fee if you don't arrive for your scheduled procedure.
7. If you have a living will or advanced directive, please bring in a copy for your chart. If you don't have access to a copier, we'll make a copy.

PLEASE COMPLETE & RETURN THE PAPERWORK AS SOON AS POSSIBLE.

Thank you!