

Planning Checklists

There are many tasks to complete as you prepare for your child's surgery, rehabilitation hospital stay, and care after leaving Gillette. These checklists can help you keep track of what you need to do.

One to Three Months Before Surgery

Health Insurance

Contact your health insurance company.

Discuss your coverage. Some questions to ask are:

- Does your child have **coverage** for services at Gillette?
- Are you required to get **prior authorization** from the insurance company to get coverage for your child's care?
- Are you required to get a **referral** from your child's primary health care provider to get coverage for your child's care?
- What coverage does your child have for **surgery** and **rehabilitation**? Ask about **inpatient** rehabilitation—occurring during your child's hospital stay, immediately after surgery—and **outpatient** rehabilitation—therapy appointments at a clinic, after your child goes home.

Give Gillette your child's insurance policy information.

Please provide:

- Name** of your insurance company
- Policy number**
- Group number** (if you have one)

Questions?

- Call a Gillette financial specialist at 651-325-2177.

Health Information

- Tell your child's **primary health care provider** that your child is having selective dorsal rhizotomy surgery.
- Schedule a **preoperative physical exam** with your child's primary health care provider. This exam must occur no more than **30 days** before your child's surgery. The exam is to confirm that your child is healthy enough to have the surgery. When you go to the appointment, bring **forms** you received in the preoperative packet we mailed. Ask the health care provider to fill the forms out and fax them to Gillette at 651-726-2643. Also bring copies of the completed forms to Gillette on the day of your child's surgery.
- Your child's surgeon might request some **lab tests** before the rhizotomy. Look in the preoperative packet to see what tests your child needs. Ask your child's primary health care provider to conduct the tests. If there are questions, the provider can call a Gillette preoperative nurse at 651-229-3918.
- If your child has **records** from health care providers outside Gillette in medical specialties such as pulmonology, cardiology, neurology, orthopedics, hematology, oncology and endocrinology, ask the providers to fax those records to Gillette at 651-726-2643. Provide the records as soon as possible. We need records from your child's most recent visits with those specialists. If you've already provided those records to Gillette, you don't need to resend them now.
- If your child has medical conditions that might affect **bleeding** or how your child reacts to **anesthesia**, tell your child's surgeon as soon as possible.

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Time Off School and Work

- ❑ Your child’s rhizotomy team can help you determine how much time off **work** you or other caregivers take for the surgery and hospital stay. It’s helpful if one parent or caregiver can be present during the rehabilitation hospital stay after surgery.
- ❑ Get **Family and Medical Leave (FMLA)** paperwork from employers. Send the paperwork to your surgeon’s administrative assistant.
- ❑ About one month before the surgery, meet with your child’s **school**. Discuss the time off your child needs for the hospital stay and any schedule changes your child needs after returning to school. If your child has a **special education evaluation report** and/or an **individualized education plan (IEP)**, ask for copies you can give Gillette (if you haven’t already given them to us).

Medicines

- ❑ If your child takes any medicines listed in the preoperative packet we mailed before the surgery, contact a preoperative nurse at 651-229-3918.
- ❑ Follow all recommendations from your health care providers about any medicine changes your child should make before the surgery.
- ❑ Gather information about all medicines your child takes:
 - **Names** of the medicines
 - **Doses** your child takes
 - **Concentration** of those doses
 - **Times** of day your child takes the medicines
 - **How** your child takes the medicines (examples: swallow pill; inhale; apply to skin; receive through IV tube)

We’ll discuss this information with you during a phone call, about a week before surgery.

Hospital Stay Preparation

- ❑ Several weeks before surgery, we call you to schedule a one-hour hospital **tour** and other **appointments**, including an occupational therapy assessment and fittings for knee immobilizers and a wheelchair. Usually, we schedule the appointments for the day before surgery.
- ❑ During the entire rehabilitation stay at Gillette, one parent or caregiver can stay overnight in your child’s hospital room. However, if you need to use nearby **hotels or apartments**, refer to the lodging list in the preoperative packet you received before your child’s surgery. You can also find the list on Gillette’s website: www.gillettechildrens.org. (Search for “hotels.”)
- ❑ One to two months before the surgery, a **rehabilitation coordinator** calls to discuss more details about your child’s rehabilitation program and hospital stay.
- ❑ Contact Child and Family Services (651-229-3855) and speak to a **child life specialist** if you have questions about what your child and family can expect during the hospital stay. You can also speak to a **social worker** about addressing care needs after surgery. We might discuss:
 - How **family and friends** can help you
 - How your current **care facility** can best meet your child’s needs after surgery

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The Week Before Surgery

Communication With Gillette

- About a week before surgery, a preoperative nurse calls you to:
 - Get a **health history**, including information about your child's primary health care provider, pharmacy, and medicines (names, doses, concentrations, times taken, and how they're taken—swallowed, applied to skin, inhaled, received through IV tube, etc.) A pharmacist reviews the list of medicines so we know which your child will need to take while staying at Gillette.
 - Tell you **what to expect** on the day of surgery and during your child's hospital stay
- Contact a preoperative nurse (651-229-3918) if, before surgery:
 - Your child develops a **cold, cough, sore throat** or **fever**
 - Your child is exposed to **chicken pox, measles** or **flu**
 - You have any questions or concerns

Packing

Label all items you'll bring to Gillette for your child's stay. Pack clothing and personal items that will make your child's stay more comfortable. Clothes should be loose-fitting so they're easy to put on and take off.

Clothing

Bring your child's own clothes for the hospital stay, which will last several weeks. Laundry machines are available for you to use. Items can include:

- Shirts
- Pants (elastic waistbands, if possible)
- Underwear
- Socks
- Shoes
- Bathrobe
- Slippers
- Swimsuit and goggles (**important:** for pool therapy)

We provide: pajamas

Personal Items

Bring what your child needs for daily living, plus items for comfort and use during free time. Items can include:

- Eyeglasses
- Hearing aids
- Familiar blanket
- Favorite pillow
- Comb and/or brush
- Toys
- DVDs/CDs
- Pictures, other decorations for your child's hospital room

We provide: toothbrush and toothpaste

Equipment

If possible, prepare to bring walking/mobility equipment your child uses at home, which might include:

- Walker
- Crutches
- Wheelchair
- Braces
- Helmet for bicycle or tricycle use

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One Day Before Surgery

Presurgery Appointments

Usually, you and your child have several appointments at Gillette on the day before surgery. They can include:

- Hospital tour
- Occupational therapy assessment
- Wheelchair fitting
- Knee immobilizers fitting

Personal Care

- Encourage your child to try to have a **bowel movement**. Surgery changes your child's activity level and diet, which can make it difficult to maintain normal bowel routines afterward.
- Give your child a **bath or shower** and wash your child's hair.
- Remove all of your child's **make-up, nail polish, contact lenses and jewelry** (including piercings). If any jewelry cannot be removed, tell a preoperative nurse after you arrive at Gillette.

When to Stop Eating, Drinking, and Taking Medicines

When a preoperative nurse calls you, about a week before surgery, we tell you how many hours before surgery your child should stop eating, drinking, and taking medicines. Use the form below to write down the dates and times we tell you. **If you don't follow these guidelines, your child's surgery might be delayed or canceled.**

Health Care Provider's Name: _____

Surgery/Procedure Date: _____ Arrival Time: _____



STOP food (including gum and mints), **milk,** and **orange juice**

on _____
(date)

at _____ a.m./p.m.
(time)



STOP formula/tube feeding

on _____
(date)

at _____ a.m./p.m.
(time)



STOP clear liquids (including water)

on _____
(date)

at _____ a.m./p.m.
(time)

Dates and times are subject to change. We'll notify you of any schedule revisions.

Questions or Concerns

If you have questions or concerns about preparing for your child's surgery, call a preoperative nurse at 651-229-3918.