

Dear Friends,

Thank you for choosing Elite Sports Medicine and Orthopedics (Elite) for your orthopedic healthcare needs. We appreciate the trust you have placed in us to provide care to you and your loved ones. We hope your entire surgical and post-operative experience with Elite is a positive one. Our goal is to provide you with outstanding care while exceeding your expectations.

We have designed this Surgery Planning Manual as a reference for your surgical and rehabilitation (therapy) process. Herein, you will find educational information as well as reference material. We urge you to make notes in the manual and make it your own by referring to it frequently, including bringing it with you to your post-operative and therapy visits.

We have created “The Elite Experience” as a reflection of our physicians’ philosophy toward outstanding medical care coupled with personal and excellent customer service. We strive to reflect and exemplify our founding partner’s (Dr. Burton F. Elrod) vision, which is, to provide “our patients with as good or better care than they can get anywhere else in the world.” At Elite, you can expect to receive the same type of sub-specialized orthopedic care enjoyed by countless professional and amateur competitive athletes.

Tennessee law requires that we notify you that Elite Sports Medicine and Orthopedics, PLC and/or its affiliated physicians possess an ownership interest in MPOWER Physical Therapy. Your physical therapy referral entitles you to seek therapy at a facility with a provider of your choice. If you wish, we will be happy to provide you with a list of alternate facilities. Should you choose to conduct your therapy with an unaffiliated provider, your decision to do so will not adversely affect the quality of care that you receive in our office.

Elite Sports Medicine and Orthopedics, PLC and/or its affiliated physicians may possess an ownership interest in the Saint Thomas Surgery Center Midtown, G.P. and Brentwood Surgery Center. You may elect to have your surgery at any facility where your surgeon has operating privileges and available time. If you wish, we will be happy to provide you with a list of alternate facilities. Your decision to have surgery at an alternate facility will not adversely affect the quality of care that you receive in our office.

Thank you again, and we wish you all the best as you proceed through the surgical and therapy process.

The Physicians and Staff of Elite Sports Medicine and Orthopedics, PLC

Welcome

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Elite Team

A **Mid-Level Provider** is either a Nurse Practitioner or a Physician's Assistant. A mid-level provider provides patient care under the supervision of a physician. You may see a mid-level provider during your course of treatment at Elite. The mid-level providers help with clinic flow to ensure you are treated at appropriate time intervals before and after surgery.

A **Physical Therapist** is a rehabilitation professional trained to examine and evaluate your treatment in conjunction with your Elite physician. The physical therapists provide exercise therapy and functional training to help you achieve your goals.

A **Certified Hand Therapist** is a specialized occupational therapist trained to evaluate and treat restrictions and limitations in your ability to function in daily life roles. MPOWER's certified hand therapist works in conjunction with Dr. Dovan and Dr. S. Crosby to develop a plan of care for Elite's hand, wrist and elbow patients.

A **Clinical Assistant** helps you and your family arrange plans for your care and treatment. You will meet the clinical assistants during your office visits with your Elite physician. They serve as a liaison between you and your Elite physician and assist you through all phases of care at Elite.

The **Financial Coordinator** is your partner in navigating all insurance issues relating to your upcoming surgery. They will ensure your surgery has been pre-certified (if necessary), review your benefits as documented by your insurance company and explain your estimated financial responsibility.

Phases of Care

There are three different phases of care a person experiences when they have an orthopedic injury that requires surgery. The phases include the **visits** with your Elite physician, **surgery**, and **physical therapy**.

The **first phase** of care begins with a **visit** to your Elite physician. This is where the Elite Team, made up of physician(s), mid-level providers, and clinical assistants work together to promptly diagnose and treat injuries. This phase can include X-Rays, CT scans, MRIs, and other special tests that will help to diagnose injuries and develop a plan of care.

The **second phase** of care is **surgery** at the designated surgical facility. Surgery can be an intimidating experience for many patients, and your Elite Team is focused on providing you with every tool you need to feel at ease with your upcoming procedure.

Phase three is **therapy**. Physical and occupational therapy after surgery is critical to a successful surgical outcome. Therapy visits are required in the days following surgery, and the MPOWER therapists work in conjunction with your Elite physician to determine your specific treatment plan.

NOTES: _____



Elite Sports Medicine + Orthopedics Facilities

Nashville/St. Thomas Midtown
Midtown Medical Plaza II,
2004 Hayes Street, Suite 200
Nashville, TN 37203
P: 615.324.1600 | **F:** 615.324.1661

Nashville/Centennial Office
356 Building
356 24th Ave North, Suite 200
Nashville, TN 37203
P: 615.324.1600 | **F:** 615.324.1661

Nashville/Green Hills
2001 Woodmont Blvd
Nashville, TN 37215
P: 615.324.1600 | **F:** 615.324.1661

Brentwood Office
1001 HealthPark Drive Suite 220
Brentwood, TN 37027
P: 615.324.1600 | **F:** 615.324.1661

Franklin Office
5021 Carothers Parkway
Franklin, TN 37067
P: 615.324.1600 | **F:** 615.324.1661

Surgical Facilities

St. Thomas Midtown Hospital
2000 Church Street
Nashville, TN 37203
P: 615.284.5555
Billing Office: 615.284.5340
www.stmidtown.com

St. Thomas Surgery Center/Midtown
2004 Hayes St. Suite 450
Nashville, TN 37203
P: 615.515.4000 | **F:** 615.515.4053
http://stsc-midtown.com/

St. Thomas Midtown Comprehensive Surgery Center
2000 Church Street, 7th Floor
Nashville, TN 37203
P: 615.284.5555
www.stmidtown.com

Joint Replacement Institute
2000 Church Street, 8th floor
Nashville, TN 37203
P: 615.284.5555
www.stmidtown.com

Centennial Surgery Center
345 23rd Avenue North, Suite 201
Nashville, TN 37203
P: 615.327.1123 | **F:** 615.327.0261
www.centennialsurgery.com

Brentwood Surgery Center
1001 HealthPark Drive Suite 101
Brentwood, TN 37027
P: 615.750.8777
Billing Office: 817.533.7630
www.brentwoodsurgerycenter.com

St. Thomas West Hospital
4220 Harding Road
Nashville, TN 37205
P: 615.222.2111
Billing Office: 615.222.6638
www.sths.com/west

Centennial Medical Center
2300 Patterson Street
Nashville, TN 37203
P: 615.342.1000 | **F:** 615.342.4688
www.tristarcentennial.com

Cool Springs Surgery Center
2009 Mallory Lane, Suite 100
Franklin, TN 37067
P: 615.468.2772 | **F:** 615.468.2666
www.coolspringsurgerycenter.com

Southern Hills Medical Center
391 Wallace Road
Nashville, TN 37211
P: 615.781.4000
https://tristarsouthernhills.com/home/

Premier Orthopaedic Surgery Center
394 Harding Place, Suite 100
Nashville, TN 37211
P: 615.332.3600 | **F:** 615.332.3630
https://posc-nashville.com

MPOWER Physical Therapy-Green Hills
2001 Woodmont Blvd
Nashville, TN 37215
P: 615.815.3799 | **F:** 615.324.1671
www.mpowermd.com

MPOWER Physical Therapy-Midtown
2004 Hayes Street, Suite 110
Nashville, TN 37203
P: 615.815.3777 | **F:** 615.815.3770
www.mpowermd.com

MPOWER is an affiliated provider of physical therapy, nutrition and personal training services. MPOWER is conveniently located in Green Hills, Midtown, Brentwood, and Franklin Offices.

MPOWER Physical Therapy-Franklin
5021 Carothers Parkway
Franklin, TN 37067
P: 615.567.5750 | **F:** 615.567.5748
www.mpowermd.com

MPOWER Physical Therapy-Brentwood
1001 HealthPark Drive Suite 210B
P: 615.815.3780 | **F:** 615.567.5748
www.mpowermd.com

Other: _____



Patient Surgery Information

Date and Time are subject to change pending insurance approval and surgery center changes.

When scheduling your surgery with your Elite physician, make sure you understand from the Elite clinical assistant how long you will be in the hospital or surgical facility. Depending on the type of surgery, you may go home the same day or be admitted for up to four days. Please consider work schedules, holidays and upcoming plans to determine the right surgery date for you.

Date: _____

Surgery Time: _____

Arrival Time: _____

Location: _____

Post Op Date: _____

Physical Therapy Date: _____

Pharmacy: _____

Before Your Surgery

Please notify your Elite clinical assistant and the surgical facility if there is any change in your physical health, such as a cold, fever or any other medical conditions. In addition, please note any scrapes, scratches or abrasions to the surgical site (e.g., mosquito bite, rash or open area). If you presently have, or have ever had, a bacterial infection (MRSA), it is very important that you let your Elite clinical assistant and the surgical facility know at the time your surgery is scheduled.

Unless you have a pre-admission appointment scheduled, a pre-admission nurse from the surgical facility will contact you 1-5 days prior to your surgery date for the following:

1. To obtain a verbal history (e.g. allergies, daily medications, etc.).
2. To determine if lab work is needed.
3. To discuss what, if any, medications to be taken the day of surgery.

If you have any additional questions, contact your Elite clinical assistant.

Medications

1. Please do **not** discontinue any medications before your surgery **unless** instructed by your Elite clinical assistant or the pre-admission nurse from the surgical facility.
2. Inform your Elite physician if you are taking any blood thinners (e.g., Aspirin, Ibuprofen, Motrin, Bayer or Coumadin), herbal supplements or diet pills.
3. If you are allergic to any medications or have previously had any side effects as a result of taking a medication(s), please contact your Elite clinical assistant to discuss other options prior to your surgery date.

For questions regarding your upcoming surgery, please call an Elite clinic assistant w/

Dr. _____ @ 615.324.1600 ext. _____



Food and Beverages

1. You may eat a light meal the night before surgery; however, it is important that you **do not eat or drink anything after midnight**.
2. The pre-admission nurse from the surgical facility will give you instructions regarding consumption of liquids, which are essential to your safety. (Failure to follow these important guidelines may result in the delay of your surgery).
3. You may brush your teeth, however, do **not** swallow the toothpaste or mouth rinse.

Hygiene

1. Please bathe or shower before your surgery. Your Elite clinical assistant may ask you to use an antimicrobial or other specialty soap.
2. Remove all makeup, nail polish, piercings of any kind, and all jewelry.
3. **Do not apply lotion** of any type on the day of your surgery.
4. Remove acrylic nails for all hand procedures.

Cold Therapy

A cold therapy unit can be very beneficial during your recovery from surgery. Elite physicians highly recommend cold therapy for certain procedures. Benefits of the cold therapy units include: swelling reduction, accelerated healing and pain relief.

- The cold therapy unit is the size of a small cooler with a built-in pump. It continuously pumps ice water, which must be added to the unit by the patient, through a special bladder, which is fitted for the affected site (knee or shoulder).
- A specially-designed pad ensures that the temperature stays approximately 45 degrees. When properly used with an appropriate barrier, the cold therapy unit is effective without risking a cold temperature-related injury. If you are hypersensitive to cold, please let Elite's staff know, as cold therapy can result in skin injury if used inappropriately.
- The cold therapy unit costs \$275 if purchased prior to or on the day of surgery and is an out-of-pocket expense. Payment can be made over the phone or in person at our Elite office, not the surgical facility.

A representative from our office will deliver the unit to the surgical facility prior to your surgery and will be able to answer any questions regarding cold therapy unit set-up and usage. The cuff and the sterile pad will be applied in the operating room, and the cold therapy unit will be applied in the post-surgical recovery room.

- Please use the cold therapy unit between 16-18 hours a day, which includes sleeping in it for the first week following surgery.
- After the first week, let pain and swelling be your guide for continued use (number of hours per day), or consult your physical therapist.



Financial Counseling

Your Elite financial coordinator is your partner in navigating all insurance issues relating to your upcoming surgery. We will ensure your surgery has been pre-certified and if necessary review your benefits as documented by your insurance company and explain your estimated financial responsibility. Our goal is to answer all of your benefit questions and to help you feel as comfortable as possible with the health insurance process.

Please call the numbers listed below with questions regarding insurance, co-payments, or to make a payment. **You can expect up to four (4) charges for your surgery:**

1) Elite Physician Fee: 615.324.1600 ext 299 2) Surgical Facility Fee: (See page 4 for number)

3) Anesthesia Fee:

--St. Thomas Surgery Center Midtown (USAP) 1.888.339.8727

--Brentwood Surgery Center (Specialty Anesthesia of TN) 833.500.9914

--All other facilities--please call surgery facility

4) Pathology Fee: 615.284.5555 (If Applicable)

It is our policy to collect deductible and co-insurance amounts prior to your scheduled surgery.

Failure to pay the Elite physician fee 24-48 hours in advance may result in a cancellation of your surgery. Please note payments can be made over the phone or in person at our Elite office, not the surgical facility. For your convenience, we accept payment by check, money order, or credit card.

If you have any questions, please contact a financial counselor at 615.324.1600 ext. 299. Payment arrangements will be made on an individual basis upon review with your Elite physician.

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Day of Surgery

Arrival and Registration

1. **The surgery center will communicate your arrival times prior to surgery.** Occasionally, surgical times need to be rearranged. If your time changes, you will be notified by Elite or the surgery center.
2. **Bring your driver's license, insurance card(s) and form of payment.** If you owe any money prior to surgery, you will be asked to pay at registration (you will receive a call regarding required payment prior to your scheduled surgery).
3. **A responsible adult must accompany you to your surgery and drive you home.** Failure to meet these criteria will result in rescheduling of your surgery. You cannot drive yourself home and will not be allowed to take a taxi/ride-share service alone. Additionally, you will need someone to be with you the first 24 hours after surgery.
4. **Be prepared to sign a form at the surgery facility giving your consent for the operation and anesthesia.** If the patient is under 18 years of age, the parent or legal guardian must accompany the child and sign the consent forms. Be prepared to show proof of legal guardianship, power of attorney, or a living will.

Personal Items and Accessories

The surgical facility will keep your items in a safe place during surgery, and it is important that you don't bring valuables with you.

1. Contact lenses will need to be removed before surgery. Please bring a case for safekeeping.
2. If you wear glasses, bring your case for safekeeping.
3. Dentures or bridgework will need to be removed before surgery. Containers will be provided.
4. Leave all valuables at home, except:
 - Picture ID
 - Insurance card(s)
 - Method of payment for surgery fees, prescriptions and cold therapy units
5. Bring a pillow for the ride home to help with comfort.
6. Wear loose, comfortable clothing, such as sweat suits, easy button shirts and comfortable shoes (no high heels). Remember, you may have a large bulky bandage, cast or brace.



Pre-Operative Room

1. You will be taken to a pre-operative room where you will be asked to dress into the appropriate surgical attire.
2. Your anesthesiologist will discuss:
 - Your upcoming procedure
 - Anesthesia options
 - Nerve block (if applicable)
3. Your anesthesiologist will start your surgical I.V. (intravenous fluid therapy).
4. Your Elite physician will greet you and discuss your upcoming surgery, answer any questions and will confirm the appropriate surgery site (body part).
5. You will be transported to your operating room where your procedure will take place.

Recovery

1. Immediately following your surgery, you will be transported from your operating room to the recovery room.
2. You will be in the recovery room for a limited amount of time; we recommend that you spend your time recovering at home. Please notify your surgery facility nurse if you don't feel well or need more time prior to being discharged.
3. Your Elite physician will talk to your family member about the procedure, upcoming recovery process and any specific directions required at home. Please have your family member present until your discharge.

Medications

Following your surgery, it is recommended that the responsible adult traveling with you to and from surgery stop at your preferred pharmacy to fill your prescription provided by your Elite physician.

All prescriptions will be electronically prescribed to your preferred pharmacy prior to your surgery date, unless otherwise stated by an Elite clinical assistant.



After Surgery

You will receive a call from the surgery facility within one to two business days following your surgery to check on you. Please provide an alternative phone number if you will be recuperating at a home or number other than your own. If you have any issues with your recovery, please call your Elite clinical assistant to assist you at 615.324.1600.

Medications

1. After you return home, follow the orders from your Elite physician regarding diet, rest and medications. Medications (especially anti-inflammatory medications) are important in the healing process after surgery. **Please do not discontinue any of your medications without notifying your Elite physician.**
2. If there are no refills left on your prescription, and you feel like you need more, please contact your Elite physician to request additional refills **during normal business hours.**

Post-Operative Appointment

You will have a post-operative appointment within one to two weeks following your surgery. **It is important to keep this follow-up appointment** with your Elite physician and/or the mid-level provider. Contact Elite's office if you need to reschedule your appointment.

Considerations

1. Call Elite at 615.324.1600 with any questions after surgery.
2. Until the day after surgery and until you are no longer on pain medications
 - ***Do not:** Drive a car
 - Smoke
 - Drink alcoholic beverages
 - Operate heavy machinery
 - Cook
 - Or any other activities that require focus, balance or full functionality
3. If you encounter any issues after surgery, please call Elite's office immediately. We have a nurse on call in the evenings and on the weekends to help with any immediate issues and to answer any medical questions. (615.324.1600)
4. Helpful Tips:
 - Allow extra time for daily routines.
 - Sleep in a recliner with pillow support.
 - Elevate the affected body part, when possible.
 - Light meals and soft foods are recommended after surgery.

Please see post-operative instructions to be provided to you by your surgeon for more information.



Forms

Upon request, Elite staff can complete the following requested forms:

- Family Medical Leave Act (FMLA) disability forms are generally given to you from your disability insurance carrier. Please submit these forms to the front desk at any of our Elite locations and complete Elite's FMLA information sheet. Please note there is a \$15 fee per form completion and payment by, check, or credit card is required in-advance, and is invoiced through [RecordQuest](#). Any forms mailed or faxed to the office will not be completed until Elite's FMLA information sheet and payment are received. Upon receipt of all forms and payment, please allow up to ten (10) business days for completion. If faxing FMLA or disability paperwork, please fax to 615.324.1661. If you have questions pertaining to your paperwork, please call RecordQuest at 888.300.7410.
- School Excuse
- Coach's Letter
- Limitations Form
- Handicap Parking Tag Application

Insurance / Billing

After your surgery, we are still here for you! Please let us know if you have questions about how insurance or personal payments were applied, your account balance or how you will be covered during your post-operative period. Our billing specialists can be reached at 615.324.1600 ext. 700.

Physical Therapy

Keys to Successful Rehabilitation

Your Elite team believes therapy is imperative to your complete and timely recovery from surgery. Many patients spend more time in the therapy environment than they spend at any other phase of care. The therapists at these recommended facilities have ongoing training, interaction with and close proximity to your Elite physician team. As a result, they are able to enhance the quality and coordination of your total medical experience and improve your surgical outcome.

1. Communication between your Elite physician, your therapist and you is important and will be ongoing throughout your treatment.
 - MPOWER therapists have immediate access to your Elite physician and staff for updates and questions.
 - MPOWER therapists are aware of the surgical procedure you had and are experienced with post-operative precautions and instructions.
 - MPOWER therapists create a personalized plan of care and adjusts it based on your unique circumstances.
2. **Your therapy appointments are extremely important to your progress.**
 - Prior to your first therapy visit, please follow post-operative precautions and instructions given to you in the recovery room or prior to your surgery.
 - Make every effort to attend your scheduled sessions after your surgery to ensure optimal outcomes
3. If you desire to attend therapy at another facility, the therapy scheduling support team is available to help you identify and communicate your scheduling needs with a therapy location of your choice.
 - Your destination for therapy is always your choice.



Access your Patient Portal:

<https://www.eliteorthopaedic.com/contents/resources/healow>

- Pay bills
- Send secure messages to your care team
- Request appointments
- Request refills on prescriptions

Helpful Links

Elite Webpage: <https://www.eliteorthopaedic.com/>

Our Team: <https://www.eliteorthopaedic.com/providers/>

Facilities: <https://www.eliteorthopaedic.com/service-areas/>

Patient Education: <http://education.eliteorthopaedic.com/>

General FAQ: <https://www.eliteorthopaedic.com/contents/resources/#general-faqs>

MRI FAQ: <https://www.eliteorthopaedic.com/contents/resources/#mri-faqs>

Patient Forms: <https://www.eliteorthopaedic.com/contents/resources/#patient-forms>

Financial Policy: <https://www.eliteorthopaedic.com/contents/resources/#financial-policy>

Physical Therapy: <https://www.eliteorthopaedic.com/services/physical-therapy/>

Helpful Contact Numbers

Scheduling/Main Line: 615.324.1600

Worker's Compensation: 615.324.1600 ext. 233

Physical Therapy Scheduling 615.324.1600 ext. 226

Financial Coordinators: 615.324.1600 ext. 700

FMLA 615.324.1600 ext. 225, fax: 615.324.1661

