

**Gastroenterology Associates of Northern New York, PC**  
**Board Certified Gastroenterology**

Kevin J. Herlihy, M.D.  
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Five Irongate Center  
Glens Falls, NY 12801  
**518-793-5034**

[www.giassociatespc.com](http://www.giassociatespc.com)

Kelly Knill, RPA-C  
Lynn Collette-Zachar, FNP-C  
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**FLEXIBLE SIGMOIDOSCOPY**

**Name:** \_\_\_\_\_ **Appointment Date** \_\_\_\_\_

**PROCEDURE TIME:** \_\_\_\_\_ **ARRIVAL TIME:** \_\_\_\_\_

**Location: GI Center at Glens Falls Hospital. Patient parking is provided in the GI Lot located in the rear of the hospital, behind the Emergency Department.**

**Please do not arrive prior to 7:00AM. The GI Center closes in the late afternoon and patients must be picked up no later than 4:30 PM.**

**\*\*\*\*\*NOTHING BY MOUTH FOR 2 HOURS PRIOR TO YOUR PROCEDURE TIME\*\*\*\*\***

**PLANNING FOR YOUR FLEXIBLE SIGMOIDOSCOPY**

This is a routine procedure performed without sedation.

- **Please follow the “Fleet Enema Preparation” on the next page.**
- Please wear comfortable, loose fitting clothing and leave valuables at home.
- **The Glens Falls Hospital scheduling staff will call to pre-register you prior to your procedure and a nurse from the GI Center will call you to review your medical history.**
- Please bring your insurance card and photo ID on the day of the exam
- You will be at the GI Center approximately 1 hour from time of arrival to discharge.

It is very important that you keep this scheduled appointment. If you must cancel or reschedule your colonoscopy appointment, please **call 518-793-5034 at least 7 days in advance**. Patients failing to cancel their colonoscopy appointment within 7 days will be billed an administrative fee of \$100 by Gastroenterology Associates of Northern NY, P.C. This fee must be paid prior to rescheduling your procedure or scheduling future appointments with our practice. If you have any questions regarding the need to cancel due to illness or other health issues, contact our office or our physician on call (after hours or on weekends)

**Purchase the following prep supplies (over the counter):**

- **Two Fleet Enemas (plain, not oil).** Fleet Enema (green and white box) is a brand of enema which is available at your local pharmacy.

## **Medications:**

- If you take anticoagulant medications (blood thinners) or anti-platelet medications such as:

WARFARIN (Coumadin, Jantoven)  
PRADAXA (Dabigatran)  
XARELTO (Rivaroxaban)  
ELIQUIS (Apixaban)  
SAVAYSA (Edoxaban)

PLAVIX (Clopidogrel)  
BRILINTA (Ticagrelor)  
EFFIENT (Prasugrel)  
PLETAL (Cilostazol)

We will give you instructions for holding these medications prior to the sigmoidoscopy after consulting with the prescribing physician. If you have not received specific instructions from our office within 10 days of your scheduled procedure, please call our office.

- You may continue to take daily medications including aspirin and nonsteroidal anti-inflammatory medications (NSAIDs) such as Advil, Aleve, Celebrex, Bextra, and Voltaren. You may also take Tylenol (acetaminophen)

**If you have not heard from the Glens Falls Hospital scheduling staff within 24 hours of your procedure, please call 518-926-5333.**

**If you have not heard from a GI Center nurse to review your medical history within 24 hours of your procedure, please call 518-926-6225**

**DAY OF YOUR FLEXIBLE SIGMOIDOSCOPY      DAY: \_\_\_\_\_**

- You may consume a normal diet and take all of your usual medications on the day of the exam unless otherwise directed by our office.
- **90 minutes prior to your procedure appointment**, administer the Fleets enemas rectally, as directed on the package. The enemas should be given one after the other, not simultaneously and should be retained as long as possible.
- Please do not use any other laxative preparation for the examination.
- Please call our office at 518-793-5034 if you have any questions regarding your preparation for the exam.

**PLEASE NOTE:** If your insurance plan requires a referral form from you primary care physician, please confirm that our office has received the referral form to cover this procedure. If your insurance plan requires pre-authorization for this procedure, please confirm that our office has obtained the pre-authorization for this procedure.

**Due to increasing number of patients with high deductible plans, all deductibles, copays and coinsurance are due five days prior to your appointment. Payment should be mailed or brought to our office at Five Irongate Center, Glens Falls, New York 12801. If our office does not receive payment within the above time frame, your procedure will need to be rescheduled.**

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There are multiple charges you will incur when having a procedure performed. The physician performing your procedure will have a charge, the facility where you have your procedure performed will have a facility charge and if you have a biopsy taken or polyp removed, there will also be a fee for pathology services. Most patients will undergo conscious sedation which is given by our physicians and included in the physician charge, but if you are scheduled for anesthesiologist assisted sedation, there will also be a charge for the anesthesiologist.

The physicians of Gastroenterology Associates of Northern New York, P.C. participate with the following insurance plans:

Aetna  
Blue Shield of Northeastern New York  
CDPHP  
Emblem Health (GHI)  
Empire Blue Cross  
Fidelis  
Humana  
Magnacare  
Martins Point  
Medicare  
MVP  
New York State Empire Plan  
New York State Medicaid  
Shared Health Network  
Today's Options  
United Healthcare

If your insurance plan is not listed above, please call our billing office at 518-793-5034 to discuss your insurance coverage and financial responsibility.

You will need to contact the facility where you are scheduled for your protection to discuss whether they participate with your insurance company. They will also be able to answer questions about pathology services. If you are scheduled for your procedure at Northern GI Endoscopy Center, our billing office can help answer any insurance questions you may have regarding the facility fees or pathology fees.

Our physicians have privileges and perform procedures at Glens Falls Hospital, Saratoga Surgery Center and Northern GI Endoscopy Center.