



## Procedural Services Scheduling

### Procedural Services

- Surgery
- GI
- Cath Lab / IR

**Hours of Service: Monday-Friday 8 a.m. to 4:00 p.m.**

**Phone: (402) 763-3400 Option #2**

- Scheduling Form Fax: **(402) 763-3191**
  - Please see 'Printable Forms' for an updated copy of our Scheduling Form.
- Pre-Screening Fax: **(402) 763-3092**
  - Orders, H&P, Labs, EKG, Chest X-ray

**After Hours:** for same day or next day surgical add-ons call (402) 763-3400 **Option #2**. The line will be forwarded to a house supervisor or on-call scheduler.

- When calling to schedule a procedure please have the following information available:
- Patients name and date of birth
- Medical record number (if available)
- Date and time requested
- Performing physician
- Procedure description
- Case duration
- Anesthesia type
- Be prepared to answer more questions specific to each procedure

\* All orders must be written and faxed to (402) 763-3092. Orders in Carecast are not available to Bellevue Medical Center. Thank you for your cooperation.