

SOCIETY HILL ANESTHESIA CONSULTANTS, PC
COSMETIC SURGERY
ANESTHESIA FEE WORKSHEET

Instructions

The attached worksheet must be completed for every patient that will be undergoing cosmetic surgery. This applies to those patients who will receive medically necessary / insurance billable procedures and a cosmetic procedure.

The anesthesia fee for cosmetic procedures will be based entirely on the time associated with the procedure, (this includes combination procedures, (i.e. medically necessary and cosmetic procedures).

Section 1: Demographic Information

This section is to be completed by the surgeon's office. All sections must be completed for proper identification of the surgeon and the patient.

Section 2: Surgical Information

This section is to be completed by the surgeon's office. Again all pieces of information are necessary for an accurate calculation of the fee. If there is a combination procedure being performed, (i.e. insurance billable and cosmetic), please indicate which procedure is which so that the fee can be calculated on the cosmetic portion only. In addition if multiple procedures are being performed it is important that the anticipated surgical time of each be indicated.

Section 3: Anesthesia Fee

This section is to be completed by the surgeon's office. The anesthesia fee will be a combination of surgical time and anesthesia times. The anesthesia time represents the time that the anesthesiologist will spend preparing the patient pre surgery and the post surgical care the patient will receive. This will be a set time of 30 minutes, (except for those patients that are having both a cosmetic and insurance billable procedure done. In those cases the time will be 15 minutes.)

Process / Procedure

As mentioned above, a worksheet must be completed for **every cosmetic patient**. Once the worksheet has been completed by the surgeon's office, they must be emailed to Jessica L Smith, at least two weeks prior to the date of surgery. The e-mail address is: Jessica L Smith jlsmith@medac.com or I can be reached (800) 394-4445, ext. 2285. If e-mail is not an option then fax is acceptable. The fax number is (706) 650-1034. **When faxing please place to the attention of Jessica L Smith.**

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Payment Process

- Payments are due by no later than 3 business days prior to the date of surgery.
- A copy of the anesthesia work sheet must accompany payments. This applies to all check and cash payments.
- **To make a payment by credit card call Jessica L Smith at (800) 394-4445, Ext. 2285.** When making a credit card payment please give Surgeon's name, patient's name, date of surgery and date of birth or social security number.
- Each Friday Medac will supply each surgeon's office with a list of upcoming cases for the following week. In addition to patient name, date of surgery and calculated anesthesia fee Medac will indicate whether or not the fee has been paid. If the fee is not paid within 72 business hours of dos the patient will be billed for the full charge amount.
- Checks and cash are to be given or mailed to Christine Christowski, 736 Pine Street Unit C, Philadelphia, PA, 19106. Christine can be reached at (267) 322 7702