



Inova Fair Oaks Hospital Women's Center

# P R E A D M I S S I O N

## TO EXPECTANT PARENTS

Congratulations on the upcoming birth of your baby. We know what an important event this is for your family, and we are happy you have chosen Inova Fair Oaks Hospital for your baby's birth.

To make your admission to the hospital as easy as possible, please read the enclosed information to familiarize yourself with the preregistration and admission process.

Complete the attached preadmission form and return it to us at least 60 days prior to your expected delivery date.

### Birth, Parenting and Family Education

The special care offered at Inova Fairfax, Inova Alexandria and Inova Fair Oaks hospitals includes a wide variety of classes to help prepare every family member for the birth of a new baby. Our experienced instructors will provide you with the support and education you need.

Breastfeeding education is available at each facility, as well as classes at certain locations. For information on types of classes, dates, locations, or to register for a class or tour, call **703-204-3366**. Classes and tours fill up quickly, so register today. The Inova Fair Oaks Hospital Women's Center has a Web site that can provide your family with more information about our program at **[www.inova.org/ifoh](http://www.inova.org/ifoh)**.

## Insurance and Payments

Please complete all information on the attached preadmission form and return it to us at least **60 days** before your expected delivery date. Upon receipt of your preadmission form, we will verify your insurance information and send a letter to you specifying what portion, if any, of your stay will not be covered by your insurance company. **Prior to your admission, we request payment in full of any amount not covered by your insurance provider.**

Please bring your insurance card with you when admitted to the hospital. You also should contact your insurance company before your hospital admission to determine whether precertification is required. The hospital cannot obtain such precertification for you. Ask your insurance company about length-of-stay and discharge policies. **If you are not insured, we request prepayment of the estimated bill prior to admission.**

Check with your insurance company to determine what you need to do to obtain insurance coverage for your baby. Most insurance companies do not automatically enroll newborns.

If you have questions about insurance or would like to discuss payment options, call the obstetric preregistration financial counselor at **703-391-3241**.



# BIRTH EXPERIENCE

## Important Phone Numbers

Admissions	<b>703-391-3610</b>
Breastfeeding Resource Center	<b>703-391-3908</b>
Cashiers	<b>703-391-3614</b>
Class Registration	<b>703-204-3366</b>
Tour Registration	<b>703-204-3366</b>
Physician Referral	<b>703-204-3366</b>
Patient Accounts (after discharge)	<b>703-321-2999</b>
Patient Information	<b>703-391-3980</b>
Preregistration Information	<b>703-391-3611</b>

## Leaving the Hospital

Before leaving the hospital, check with the cashier's office for any balance remaining on your bill if you have not been given an "express check-out" form. A final statement will be mailed to your home after discharge. In addition to cash and checks, we accept VISA, MasterCard and American Express. If you have any questions about your bill after you return home, call **703-321-2999**.

## Physicians' Fees

Various doctors such as pediatricians, neonatologists, anesthesiologists, pathologists or radiologists may be involved in the care of both you and your baby, if your doctor requests their services. These physicians will bill you directly.

## How to Apply for a Birth Certificate

All birth certificates come from the Virginia Division of Vital Records. After you give birth, a birth registrar will come to your room to obtain information for the birth certificate. The hospital must submit this information during your stay at the hospital. It is important to complete the form before you leave the hospital.

At the same time, you will be given an application that you will use to obtain your baby's birth certificate. The State of Virginia requests that you do not mail the application until a month after the baby's date of birth. For more information contact:

Virginia State Department of Health  
Division of Vital Records  
PO Box 1000  
Richmond, VA 23218-1000  
**804-662-6200**  
**[www.vdh.virginia.gov](http://www.vdh.virginia.gov)**

## How to Apply for a Social Security Card

Inova Fair Oaks Hospital does not apply for your child's Social Security number. The Birth Registrar will give you a list of Social Security offices. If you need more information on Social Security, please call **1-800-772-1213**.



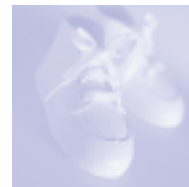
# SPECIAL SERVICES

The newly renovated Inova Fair Oaks Hospital Women's Center offers you and your baby many special services including:

- private room and bathroom
- beautifully decorated, large labor-delivery-recover rooms
- family waiting rooms
- devoted operating rooms for cesarean births
- anesthesia services seven days a week, 24 hours a day
- a Post-Anesthesia Care Unit (PACU) where babies can stay with moms after a cesarean birth
- spacious fully-equipped Neonatal Intensive Care Unit (NICU), should your baby need specialized care
- in-house pediatrician and on-call neonatologist 24 hours a day, seven days a week
- coordinated mother-baby care to minimize separation after birth
- a certified lactation consultant
- "At Your Request" room service dining, 7 a.m. – 6:30 p.m.
- on-site photographer available in the morning 7 days a week to take your baby's first photographs
- interactive GetWell Network that makes it easy to obtain information about the hospital and relevant health topics, access the Internet, check e-mail and order movies on demand. A daily fee is charged for some of these services.
- complimentary valet parking Monday through Friday, 8:30 a.m. – 5 p.m.
- sleep chairs in patient rooms for significant other to stay overnight

## The Breastfeeding Center

The Breastfeeding Center at Inova Fair Oaks Hospital Women's Center understands that new moms may need assistance breastfeeding their infants. That's why our board-certified lactation consultants are available for breastfeeding classes and one-on-one consultations during your hospital stay. The Breastfeeding Center also offers inpatient, bedside breastfeeding evaluations and problem solving, as well as neonatal intensive care visits for premature infants and those with special needs. Fine Tuning Clinics are available after discharge, by appointment, for babies up to three weeks of age. A telephone "warmline" is available to answer basic breastfeeding questions at any time. Hospital-grade, double electric breast pumps are available at our rental station. The Breastfeeding Center has all you need to help you breast feed successfully, including different styles of purchase pumps, nursing bras, nursing stools and feeding pillows. To contact the Breastfeeding Center, call **703-391-3908**.



Please detach the completed preadmission form and return to the address indicated on the reverse of this form. Please include a stamp. Thank you.

Maternity due date \_\_\_\_\_

Physician Name \_\_\_\_\_

If in a group practice, please provide name(s) of physician(s)

First day of last menstrual period \_\_\_\_\_

Have you ever been treated at Inova Fair Oaks Hospital or another facility?  Yes  No

Name Last First Middle

Maiden Name

Social Security Number

Street Address or Route Number

City State Zip

( ) \_\_\_\_\_

Home Phone

Date of Birth Place of Birth (City, State, County)

Religious Preference: \_\_\_\_\_

Marital Status:  Married  Single  Divorced  
 Separated  Widowed

Patient's mother's name Patient's father's name

Employment Status:

Full-time  Part-time  Not employed  
 Retired  Self-employed  Active military

Employer name

Street Address

City State Zip

( ) \_\_\_\_\_ / \_\_\_\_\_

Work Phone Occupation

Patient's Spouse/Emergency Contact

Name Last First Middle

Social Security Number

Street Address or Route Number

City State Zip

( ) \_\_\_\_\_

Home Phone Date of Birth (Month, Day, Year)

Relationship to Patient \_\_\_\_\_

Employment Status:

Full-time  Part-time  Not employed  
 Retired  Self-employed  Active military

Employer name

Street Address

City State Zip

( ) \_\_\_\_\_ / \_\_\_\_\_

Work Phone Occupation

Mobile phone \_\_\_\_\_

Insurance Information

Primary Insurance Company State

( ) \_\_\_\_\_

Phone Number for Eligibility/Benefits

Claims Billing Address (contact insurance co. for this information)

Precertification Number (if applicable)

Identification Number Group Number

Subscriber's Name

Secondary Insurance Company State

( ) \_\_\_\_\_

Phone Number for Eligibility/Benefits

Claims Billing Address (contact insurance co. for this information)

Precertification Number (if applicable)

Identification Number Group Number

Subscriber's Name

Newborn Insurance Information

Primary Insurance Company State

( ) \_\_\_\_\_

Phone Number for Eligibility/Benefits

Claims Billing Address (contact insurance co. for this information)

Precertification Number (if applicable)

Identification Number Group Number

Subscriber's Name

Complete section below if you have TRICARE Military Benefits or Medicaid Benefits

TRICARE ID Number

Policy Holder's Rank and Military Branch

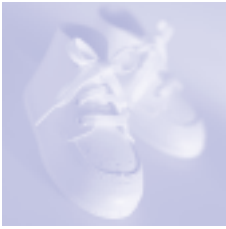
Issue Date Expiration Date

Duty Station

MEDICAID ID Number State

Recipient Name Date of Birth

Recipient Address (Complete this if address differs from patient and emergency contact on any of the above insurance.)



# IMPORTANT INFORMATION for Your Hospital Stay

## Arriving at the Hospital

Upon your arrival at the hospital, you should go directly to admissions. Inova Fair Oaks Hospital has two admissions desks. The admissions desk you should go to will depend on the time of your arrival at the hospital. Please read the following information carefully to help make your admission process flows as smoothly as possible. For hospital entrance locations, please see the map on the back of this brochure.

- If you arrive **Monday – Friday** between **6 a.m. – 8 p.m.**, you should enter the hospital through the main entrance and proceed to the **second floor registration desk**.
- If you arrive **Monday – Friday** between **8 p.m. – 6 a.m.**, you should enter the hospital through the emergency entrance and proceed to the **emergency registration desk**.
- If you arrive **Saturday – Sunday** between **8 a.m. – 8 p.m.**, you should enter the hospital through the main entrance and proceed to the **second floor registration desk**.
- If you arrive **Saturday – Sunday** between **8 p.m. – 8 a.m.**, you should enter the hospital through the emergency entrance and proceed to the **emergency registration desk**.

## What to Bring

When you arrive at the hospital, you should bring:

- your insurance card
- your photo ID
- the name and phone number of your baby's pediatrician

Other optional items to bring that may make your stay more comfortable include:

- extra pillows
- a robe
- comfortable nightgown or pajamas
- socks or slippers
- underwear and nursing bra
- toiletries such as shampoo, brush, deodorant, toothbrush, toothpaste, cosmetics, etc.
- CD or cassette player with music
- magazines or books
- clothing for your baby
- loose clothing for you to wear home from the hospital

A printable version of this list can be found on our Web site.

Also, please remember to have your baby's car seat installed in your car before arriving at the hospital to take your baby home. Hospital staff cannot install the car seat. For more information on where to have the car seat properly installed in your vehicle, please call the Fairfax County Public Safety Hotline at **703-280-0559**.

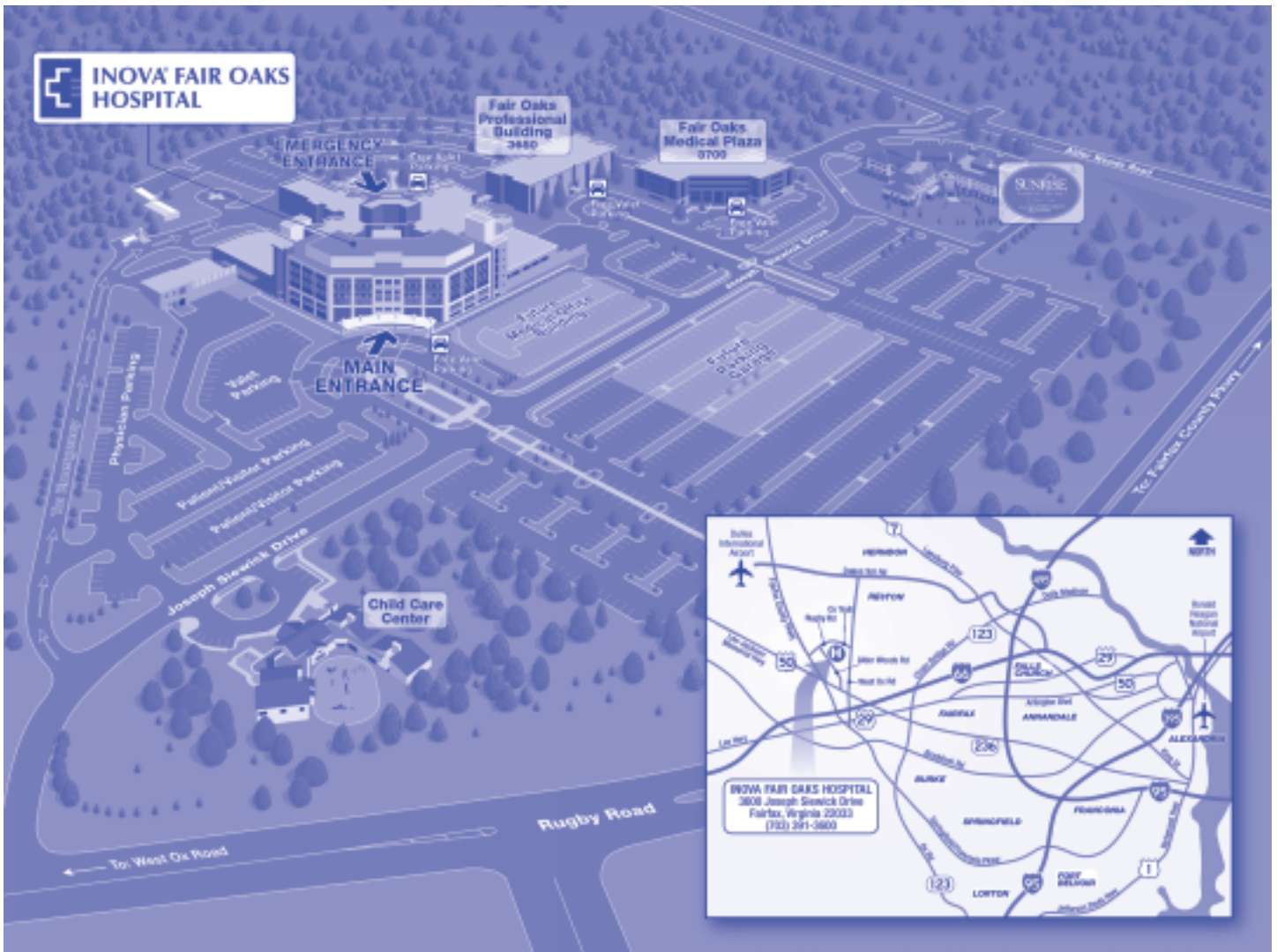
## Visiting Hours

Post-partum visiting hours for family and friends are 10 a.m. – 8 p.m., seven days a week.

### Inova Fair Oaks Hospital Shared Beliefs

Our Shared Beliefs of Compassion, Respect, Excellence, Dedication, Innovation and Trust serve as our guide to providing outstanding, quality care to our patients and their families.





**Going East or West on I-66:** Exit onto the Fairfax County Parkway, 7100 north (towards Reston). Cross over Rt. 50 (Lee-Jackson Memorial Highway). After crossing over Rt. 50, turn right at the light onto Rugby Road. Follow Rugby Road to the second right on Joseph Siewick Drive.

**Going East or West on Route 50:** Take the Fairfax County Parkway exit north. Turn right at light onto Rugby Road. Follow Rugby Road to the second right on Joseph Siewick Drive.

**Going North on West Ox Road toward Reston/Herndon:** Turn left at Navy Elementary School onto Ox Trail Road. Make first left onto Joseph Siewick Drive.

**Going South on West Ox Road away from Reston/Herndon:** Turn right at Navy Elementary School onto Ox Trail Road. Make first left onto Joseph Siewick Drive.

Inova Health System is a not-for-profit health care system based in Northern Virginia that consists of hospitals and other health services, including emergency and urgent care centers, home care, nursing homes, mental health and blood donor services, and wellness classes. Governed by a voluntary board of community members, Inova's mission is to improve the health of the diverse community it serves through excellence in patient care, education and research. Inova provides a healthy environment for its patients, families, visitors, staff and physicians by prohibiting tobacco use on its campuses.

[www.inova.org](http://www.inova.org)

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