

Outpatient Surgery Preparation Checklist

Dear [Patient's Name],

As your upcoming outpatient surgery approaches, please review the following checklist to ensure you are well-prepared for the procedure:

1 Week Before Surgery

- Confirm your surgery date and time with the hospital/surgery center.
- Obtain pre-admission paperwork from your surgeon's office.
- Schedule any necessary pre-operative tests (e.g., blood tests, imaging).

3 Days Before Surgery

- Discuss any medications you are currently taking with your doctor.
- Review dietary restrictions and fasting instructions.
- Arrange for transportation to and from the surgical facility.

Day Before Surgery

- Follow fasting instructions (do not eat or drink anything after midnight).
- Prepare a list of any questions or concerns for the medical team.
- Set out comfortable clothing to wear after surgery.

Day of Surgery

- Arrive at the specified time.
- Bring photo ID and your insurance information.
- Update the surgical team on your current health status.

If you have any questions or need further assistance, please feel free to contact our office at [Office Phone Number].

Wishing you a smooth and successful surgery!

Sincerely,
[Your Name]
[Your Title]
[Surgical Facility Name]