

What to expect at the Sleep Lab

- Our staff will greet you at the front desk and check you in, please bring your driver's license insurance card.
- A technologist (tech) will give you a brief tour of the facility and show you to your room.
- While in your room he or she will explain any paperwork you need to fill out, orient you to the room, and go over what to expect during the study.
- You will be asked to get ready for bed. Once in your pajamas, the tech will place the electrodes, explain the type of study that will be performed, and give you a demonstration of the continuous positive airway pressure (CPAP) equipment that may be used during your study.
- You will be able to receive direct calls up until 10:00 P.M. After 10:00 P.M. all calls are routed to a tech so your study is not disturbed.
- You will be asked by your tech to turn off any and all cell phone and pagers you may have with you during your entire test so your study is not disturbed. Any emergent calls can be placed to the Sleep Disorders Lab at (706)320-2741 and the tech will relay the message to you.
- No smoking is allowed while here for testing.

Your sleep study will start between 9:00 P.M. and 11:00 P.M. If you have a regular bedtime that is earlier or later than this, please let your tech know and we will try to accommodate you as best we can. All sleep studies must start by 11:30 P.M. at the latest; this is due to staffing and insurance coverage requirements. Most studies are completed by approximately 6:00 A.M. the next morning.

NOTE: If we have collected enough data and obtained sufficient sleep time, we can wake you early upon request.

The sleep lab does not have accommodations to allow family members and/or friends to stay overnight with you. The exceptions are for a patient who is a minor child, or when a pre-approved medical condition mandates constant care.

What should I bring?

- Prescription and non-prescription medications including insulin and syringes, unless you are instructed to do otherwise by your physician. (You will need to administer all of your medications yourself)
- If you are a diabetic, bring your testing supplies to check your sugar.
- Something comfortable to sleep in (a tee shirt and shorts are fine). No silk or nylon. (We **do not** provide gowns or other forms of bed clothes)
- Change of clothes
- Your own pillow(s) or blankets if you feel that you will sleep better with them
- If you currently use CPAP or Bi-Level PAP (BiPAP®) equipment, please bring **your mask and headgear** with you to the Sleep Disorders Lab

If your physician has prescribed a sleep aid for the night of your sleep study, you must have the prescription filled at your pharmacy before you arrive at the Sleep Disorders Lab.

If you forget any of your prescriptions or supplies (such as syringes) you will need to arrange to purchase them from a local pharmacy or have someone bring them to you.

We are not able to provide or dispense any medications, syringes, or other medical supplies.



What do I need to do?

PRIOR to the day of your study:

- Notify the sleep center if you have any special needs as soon as possible (see below)

Special needs

If you currently use any of the things listed below or have any other special needs, please call the Sleep Disorders Lab **as soon as possible**:

- * **Wheelchair**
- * **Personal Care Assistant**
- * **Incontinence pads**
- * **Medication assistance**
- * **Lifting devices**
- * **Special bed**
- * **Shift worker with unusual bedtime**

- Complete the included sleep questionnaire(s) and bring these completed forms with you the night of your sleep study (**not included if you are a returning patient**)

It is extremely important that you keep your scheduled appointment. If you need to cancel your sleep study please call 24 hrs prior to your testing if possible.

DAY OF your study:

- With the exception of daytime tests (MSLT/MWT), the sleep lab does not provide meals. Make sure to eat supper before you arrive at the Sleep Disorders Lab. The cafeteria is closed at night but we do have minimum snacks (i.e. crackers, peanut butter, and juice).
- **Do not** take any naps on the day of your study.
- **Do not** drink any caffeine after 12:00 Noon. This includes: coffee, tea, chocolate, cocoa, and soda. You may drink caffeine-free sodas and/or decaffeinated coffee.
- **Do not** drink any alcohol 12 hours before your sleep study, unless otherwise directed by your physician.
- **Wash and dry your hair** and face before the study.
 - *Men:* Neatly trimmed mustaches and beards normally do not present a problem. If you are normally clean-shaven, please shave before you come to the Sleep Disorders Lab.
 - *Women:* Make up and fingernail polish need to be removed
- Please do not use any conditioner, gel, mousse, hairspray, or body lotions before your test. (No braids or weave)

AFTER your study:

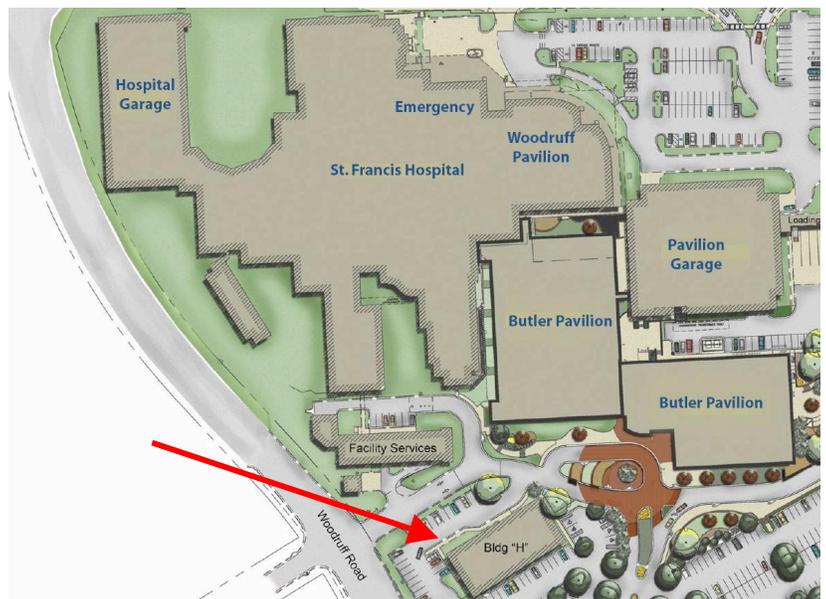
- If someone is picking you up in the morning, he/she should arrive at the Sleep Lab between 6:30am and 7:00am.

**If you have any questions or concerns,
please call the Sleep Disorders Lab at: (706)320-2741.**

Our regular business hours are Monday-Friday, 9:00 A.M. to 5:00 P.M. If there is no answer, please leave a message and we will return your call as soon as possible.

Where do I go?

- We are located in **Building H** behind hospital
- From **Manchester Expressway** turn onto **Woodruff Rd** (between KFC and hospital)
- Turn left at sign reading **St. Francis Medical Office Park**



****To cancel or reschedule****

If you need to cancel your appointment, please call the Sleep Disorders Lab **as soon as possible** so that someone else may take your place. That means for a night-time sleep study scheduled at 8:00 P.M., you will need to cancel by 9:00 A.M. the day before your study. This policy is in place because, for your study, we have assigned a highly trained technologist to be present for a total of 12 hours. It is very costly to our organization if we have to send this person home. In addition, there are a number of individuals who have severe sleep disorders, and if you cancel, this is a spot we could have used for that individual.

If you are not at the Sleep Disorders Lab by **30 minutes past your scheduled appointment time** on the night of your appointment, and have not notified us, you may be canceled and another patient will take your place.

Your insurance coverage or deductible may be different for a hospital service than for previous clinic services. If you have any questions about this, please contact your insurance company.

****Billing and Insurance Questions****

Pre registration and confirmation is required for all sleep studies. To help avoid delays we recommend you register at least one week before your scheduled appointment at the Sleep Lab. If you have not heard from us within two days of your appointment, you have any questions, or cannot make your appointment for any reason, please contact us as soon as possible at 706 320-2741. Note: If pre registration is not completed or your appointment is not confirmed, it is subject to cancellation and may need to be rescheduled.

St. Francis Hospital requires that all patient co-insurance, co-pays and/or deductibles are paid at or before time of service. If you believe that you may be unable to pay all of your financial obligation prior to service, we will discuss payment options with you during the pre-registration verification of your insurance. If this may be a concern of yours, please communicate this when we call you, while validating your personal financial obligation estimates.

In addition to the facility charge for the sleep test, there will be an additional bill from the physician that reviews your sleep test. For questions regarding insurance, billing, and/or possible co-payments related to your physician review of your sleep test, please contact your insurance company.