

EGD (Upper Endoscopy) — Easy Step-by-Step Guide

Tri-State Gastroenterology Associates | Read the full sheet at least one week before your procedure.

Patient Name		Procedure	
Date	Arrival Time	Procedure Time	Arrival time is earlier than your procedure time — come in ahead for check-in.

When Scheduled Arrange your driver	7+ Days Before Stop certain meds	Procedure Day Solid food OK until 8 hrs before procedure arrival time	8 Hrs Before Arrival Clear liquids only	3 Hrs Before Arrival Nothing by mouth
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PART 1 — Your Prep

Read These Safety Rules First

- **Nothing by mouth** (including water, gum, mints, candy, nicotine, tobacco, or THC) after _____ on _____.
- You **must** have a **responsible adult (18+)** drive you, stay at the facility during your procedure, and drive you home. No Uber, Lyft, or taxi alone.
- Had a sinus infection, COVID-19, flu, bronchitis, or any upper respiratory infection in the last **14 days**? Call to reschedule at 859-655-4475.
- **Give at least 3 business days' notice** if you need to cancel or reschedule (weekends and holidays don't count), or you will be charged a \$100 cancellation/no-show fee. Example: for a Monday procedure, let us know by the prior Wednesday. To cancel, call our office at 859-655-4580.
- Tell the office right away about any health changes (heart attack, stroke, new blood thinner, etc.).
- If you have a **Port-A-Cath**, it must have been flushed within the last 30 days or we cannot use it.

Phone Numbers

- Day of your procedure only (after 6:00 AM): Ambulatory Surgery Center 859-655-4475 (open 6:00 AM–2:30 PM). Do not call the office for day-of questions.
- Before your procedure (questions): Main Office 859-341-3575. After hours, emergencies only.
- To cancel or reschedule: 859-655-4580 (leave a message).

STEP 1 | When You're Scheduled

- Arrange your responsible adult driver (18+). By law, you cannot drive the rest of the day after sedation.
- Read through this sheet and call 859-341-3575 with any questions.

STEP 2 | 7 or More Days Before — Medications to Stop

- **Confirm all medication changes with your doctor.**
- Phentermine (Adipex, Suprenz, etc.) — stop 7 full days before.
- Weight-loss or diabetes injections/pills (Ozempic, Wegovy, Trulicity, Rybelsus, Contrave, etc.) — stop 8 full days before.
- Avoid nuts, seeds, and berries with seeds all week.
- **Blood thinners:** The office will confirm your stop dates with the ordering provider. Wait to hear from us — **do not stop on your own**. Questions: call Procedure Scheduling 859-655-4580.
Take your last dose of _____ on _____.
(We will tell you when to restart your blood thinner after your procedure.)

⚠ ST. ELIZABETH PROCEDURES ONLY

If your procedure is at St. Elizabeth (not at our TSDDC center), the hospital requires these additional holds: **Steglatro — 4 days before; Jardiance/Invokana/Farxiga — 3 days before; and do NOT take ACE inhibitors (names end in “-pril”) or ARBs (names end in “-sartan”) the day of.**

Clear Liquids — What You Can Drink

✓ Allowed

- Water
- Clear broth/soup (no noodles, veggies, chunks)
- Apple or white grape juice
- Ginger ale, Sprite, 7-Up, Gatorade (no red or purple)
- Plain Jell-O or popsicles (no red or purple)
- Black coffee or tea (no milk, cream, or sugar)
- Boost or Ensure, any flavor except chocolate or strawberry (none after midnight)

✗ Not Allowed

- Milk, creamer, or anything creamy
- Alcohol
- Red or purple drinks
- Orange, grapefruit, or tomato juice; any pulp
- Added sugar

STEP 3 | The Day of Your Procedure

EGD has no bowel prep — just follow this simple eating and drinking timeline:

1. You may eat solid food up to **8 hours before** your procedure arrival time.
2. At 8 hours before arrival time, switch to **clear liquids only** (see the list above).
3. Stop **all liquids 3 hours before your arrival time**.

⚠ STOP all liquids 3 hours before your arrival time.

Your arrival time is NOT your procedure time — you arrive early for check-in.

- Take your heart, blood pressure, and seizure medicines with a small sip of water up to two hours prior to your arrival time.
- **Do NOT take your blood thinner.**
- **If diabetic:** no oral diabetes pills. Take ½ of your long-acting insulin. Hold regular insulin. Bring a dose of regular insulin with you.
- No nicotine, tobacco, or THC products today. No denture adhesive if you wear dentures.

Good to Know & Required Notices

The information below is important, but you do not need to act on it during your prep. Please read it before your procedure day. You will be asked to acknowledge receipt of this information on the day of your procedure.

Day of Your Procedure — What to Expect & Bring

- **Please Bring:** this prep sheet, all insurance cards, photo ID, Power of Attorney (if you have one), and any inhaler, glasses/contact case, or hearing aids you need. Also bring any medication you have started or changed since your last contact with us.
- Plan to be at the facility about 2–4 hours. You will be in recovery 30–45 minutes and seen by your physician before discharge.
- Your responsible adult will be brought to the recovery area (unless you ask otherwise) before we discuss your results and instructions.
- Wear loose, comfortable clothing, low-heeled shoes, and a short-sleeve shirt (easier for your IV). Bring or wear socks. Glasses will be removed before your procedure — a basin is provided, or bring a case. Leave valuables at home; we are not responsible for lost or broken items.
- Patient entrance is under the lower-level canopy (there is no entry from the upper level). Doors open at 6:15 AM, Monday–Friday. Wi-Fi and a television are available in the waiting area. We are a non-smoking campus (inside and outside); no photos or video in patient care areas.
- **All premenopausal women** will be asked to give a urine sample for pregnancy testing before the procedure.
- Every procedure experience is different — this one may not feel the same as procedures you have had before.

After Your Procedure

- A responsible adult must stay with you until the sedation wears off, which may take several hours. By law, you cannot drive the rest of the day.
- You may usually eat normally once home, unless your doctor tells you otherwise. Because of the sedation, we prefer you not go into a restaurant — you may feel drowsy and unsteady.
- Review your post-procedure instructions once you are fully awake. You should be able to return to normal activity the next day.
- Our staff will call you the next business day. You only need to call back if you are having problems. For problems, call 859-341-3575; for an emergency, call 911.

Billing & Insurance

If you have insurance, your insurer will receive separate claims — one for the facility and one for the physician (which may include biopsies or specimens). You may also receive separate claims from pathology, and any independent laboratory. You may be responsible for balances, deductibles, and co-pays from each of these.

Advance Directive (DNR) Notice

This facility does not honor “Do Not Resuscitate” (DNR) directives. If you do not agree with this policy, please let us know — you may be scheduled at another location.

Physician Ownership Disclosure

Tri-State Digestive Disorder Center, ASC is owned and operated by Tri-State Gastroenterology Associates. Therefore, your physician may have a financial interest in this facility. You have the right to information about this facility’s relationship with any other healthcare institution.

Procedures Performed at TSDDC

EGD · Esophageal dilation · Colonoscopy · Flexible sigmoidoscopy · Small bowel enteroscopy · Liver biopsy · Gastrostomy tube replacement · Hemorrhoid banding · EUS (endoscopic ultrasound) · Endoscopic capsule placement

Your Rights as a Patient

- To be considerate, respectful, and receive quality care.
- To be informed of all available services and receive them regardless of age, race, religion, sex, sexual orientation, marital status, or national origin.
- To obtain complete and current medical information — including treatment and prognosis — in terms you can reasonably understand.
- To receive from your physician the information needed to give informed consent before any procedure.

- To change providers if other qualified providers are available.
- To expect the facility, within its capacity, to make a reasonable response to your request for services.
- To obtain information about any relationship of this facility to other healthcare institutions.
- To refuse treatment and be informed of the consequences of refusal.
- To privacy concerning your medical treatment.
- To refuse to participate in experimental research.
- To receive an itemized statement of your account on request, regardless of payment source.
- To approve or refuse the release or disclosure of your medical record.
- To know which facility rules and regulations apply to your conduct.
- To voice complaints and recommend changes without fear of reprisal (see Concerns or Complaints below).

Your Responsibilities as a Patient

- Provide your full health history — including all medications, over-the-counter products, supplements, allergies, and sensitivities — and tell us about any changes between scheduling and your procedure.
- Show consideration and respect to our healthcare professionals, staff, and other patients.
- Cooperate with your physicians and facility staff, and follow facility policies and procedures.
- Understand and follow your course of treatment, and participate in your care.
- Tell staff how you feel and what you need. Discuss any additional consultation you feel you need.
- Provide complete, current insurance and financial information.
- **Bring a responsible adult (18+) to accompany you home after sedation.**
- Keep your appointment, and let us know promptly if you cannot.

Concerns or Complaints

You may voice complaints or recommend changes to the center's staff or nurse manager without fear of reprisal by calling 859-341-3575. You will receive follow-up by phone or in writing. You may also contact the Kentucky Board of Medical Licensure, visit medicare.gov/ombudsman, or contact the Office of Inspector General at 859-246-2301 or in writing: Office of Inspector General, 3470 Blazer Parkway, Suite 300, Lexington, KY 40509.

Licensure, Accreditation & Physician Credentials

Tri-State Digestive Disorder Center is licensed by the Commonwealth of Kentucky as an Ambulatory Surgery Center, accredited by the Accreditation Association for Ambulatory Healthcare (AAAHC), and certified by the Centers for Medicare and Medicaid Services (CMS) as a Medicare participant. TSDDC has been recognized by the American Society for Gastrointestinal Endoscopy (ASGE) for promoting quality in endoscopy. All physicians providing care at TSDDC are board eligible or board certified in gastroenterology and are approved and credentialed by the governing board of TSDDC.

Common Questions

- **Why no red or purple in clear liquids?** During upper-GI exams and sedation, red or purple dyes can be mistaken for blood.
- **A morning medication is red — can I take it?** Yes, take prescribed medications regardless of color.
- **Can I chew gum or suck on candy?** Not within 3 hours of your arrival time — both count as “by mouth.”
- **Can I brush my teeth?** Please do. Brush and rinse without swallowing.
- **Can I drink alcohol?** No. Do not drink alcohol the day before or day of your procedure.
- **Why must I stop eating 8 hours before?** Your stomach must be empty for a safe, clear upper-GI exam under sedation.
- **On your period?** Not a problem for an EGD — your procedure can still be done.

You will be asked to acknowledge receipt of this information on the day of your procedure.