

Lincoln Endoscopy Center wishes to advise you of the Rights and Responsibilities of our Patients.

Please review the following information. The list of patient rights is not intended to be all inclusive.

Patients receiving care at our center have a right to:

- Be treated with respect, consideration and dignity.
- Exercise these rights and be treated without regard to gender, race, cultural, economic, educational or religious background and without fear of discrimination or reprisal.
- Be treated in a safe environment that is free of physical or psychological threats.
- Expect that any architectural barriers identified will be addressed, and, whenever feasible, such barriers will be modified or corrected.
- Access communication aids (i.e., interpreters, sign language, etc.).
- Be provided appropriate privacy and confidentiality concerning their medical care - the patient has the right to be advised as to the reason for the presence of any individual directly involved or observing their care.
- Be free of restraint except when indicated to protect the patient or others from injury.
- Have their questions, concerns or complaints addressed in good faith.
- Provisions for after-hour and emergency care.
- Access necessary surgical and/or procedural interventions that are medically indicated.
- Obtain any information they need to give informed consent before any treatment or procedure.
- Be provided, to the degree known, complete and timely information concerning their diagnosis, evaluation, treatment and prognosis. When it is medically inadvisable to give such information to a patient, the information is provided to a person designated by the patient or to a legally authorized person.
- Make choices and decisions regarding their medical care to the extent permitted by law - this includes the right to refuse treatment.
- Formulate advance directives and appoint a surrogate to make health care decisions on their behalf to the extent permitted by law. The provision of the patient's care shall not be conditioned on the existence of an advance directive.
- Have their disclosures and records treated confidentially, and given the opportunity to approve or refuse their release, except when release is required by law.
- Receive, on request, and at a reasonable fee established by the Health Information Management Department, a copy of their medical record.
- Know the services available at the organization.
- Review the medical record and request amendments to the record.
- Know the facility fees for services.
- Request an itemized statement of all services provided to them through the facility, along with the right to be informed of the payment methodology utilized.
- At their own expense, to consult with another physician or specialist if other qualified physicians are requested and available.
- Be informed of patient conduct, responsibilities and rights.
- Refuse to participate in experimental research.
- Know the identity, professional status, institutional affiliation and credentials of health care professionals providing their care, and be assured these individuals have been appropriately credentialed according to the policies of the center.
- Be informed of their right to change their provider if other qualified providers are available.
- Be provided with appropriate information regarding the absence of malpractice insurance coverage.
- Be informed about procedures for expressing suggestions, complaints and grievances, including those required by state and federal regulations.
- Expect continuity of care. The patient will not be discharged or transferred to another facility without prior notice, except in the case of a medical emergency and within the limits of legal regulations.

Patient Responsibilities

The care a patient receives depends partially on the patient. Therefore, in addition to these rights, a patient has certain responsibilities that are presented to the patient in the spirit of mutual trust and respect. **Patient Responsibilities require the patient to:**

- Provide complete and accurate information to the best of his/her ability about his/her health, any medications, including over-the-counter products and dietary supplements and any allergies or sensitivities.
- Make it known whether he/she clearly comprehends the course of his/her medical treatment and what is expected of him/her.
- Follow the treatment plan prescribed by his/her provider.
- Keep appointments and notify endoscopy center or physician when unable to do so.
- Provide a responsible adult to transport him/her for 24 hours, if required by his/her provider.
- Accept responsibility for his/her actions should he/she refuse treatment or not follow his/her physician's orders.
- Accept personal financial responsibility for any charges not covered by his/her insurance.
- Be respectful of all staff and patients.
- Follow our facility's policies and procedures.

Advance Directives

In accordance with Nebraska law, this center must inform you that we are not required to honor and **DO NOT HONOR DNR DIRECTIVES**. A healthcare power of attorney will be honored.

If a patient should provide his/her advance directive, a copy will be placed on the patient's medical record and transferred with the patient should a transfer be ordered by his/her physician.

At all times the patient or his/her representative will be able to obtain any information they need to give informed consent before any treatment or procedure.

Patient Rights Notification

Each patient at the center will be notified of their rights in the following manner:

- A written notice provided in advance of the day of their procedure in a language and manner the patient understands.
- A verbal notice provided in advance of the date of their procedure in a language and manner the patient understands.
- A posted notice visible by patients and families waiting for treatment.

Patient Grievances

The patient and family are encouraged to help the facility improve its understanding of the patient's environment by providing feedback, suggestions, comments and/or complaints regarding the service needs, and expectations.

A complaint or grievance should be registered by contacting the center and/or a patient advocate at the Nebraska Department of Health or Medicare (numbers provided). Lincoln Endoscopy Center will respond in writing with notice of how the grievance has been addressed.

Contacts:

- Lincoln Endoscopy Center, Sharon Treat, Administrator 4545 R Street Lincoln, NE 68503 402-465-4545 streat@gidocs.net
- NE Dept of Health P.O. Box 94986 Lincoln, NE 68509 402-471-0316
- Medicare Beneficiary Ombudsman 1-800-Medicare (1-800-633-4227) www.medicare.gov

Patient Guardian

The patient's guardian, next of kin, or legally authorized responsible person has the right to exercise the rights delineated on the patient's behalf, to the extent permitted by law, if the patient:

- Has been adjudicated incompetent in accordance with the law.
- Has designated a legal representative to act on their behalf.

- Is a minor.

Physician Ownership

This is to inform you that your physician has financial interest/ownership in Lincoln Endoscopy Center.