

## Patient Responsibilities

As a patient, you are responsible for:

- providing accurate and complete information about present physical complaints, past illnesses, hospitalizations, medications and other matters relating to your health;
- reporting unexpected changes in your condition to your doctors and nurses;
- reporting your pain and working with the staff to manage your pain;
- asking questions if you do not understand your treatment or what is expected of you;
- following the treatment plan recommended by the ambulatory surgery center/sleep center staff and/or physicians;
- your actions if you refuse treatment or do not follow the healthcare provider's instructions;
- thoughtful consideration of your wishes about end-of-life care and for communicating those wishes through advance directives;
- providing accurate insurance and payment information to the ambulatory surgery center/sleep center and physicians at the time of registration or service;
- complying with the ambulatory surgery center/sleep center's rules and regulations affecting patient care and conduct;
- ensuring that the financial obligations of your healthcare are fulfilled as promptly as possible;
- being considerate of the rights of other patients and ambulatory surgery center/sleep center personnel and for assisting in the control of noise and the number of visitors;
- being respectful of the property of other people and the ambulatory surgery center/sleep center;
- keeping appointments and, when unable to do so for any reason, notifying your healthcare provider or doctor's office;
- safeguarding your belongings (valuables should be sent home or to the Security Office or stored at the facility).

## References:

Accreditation Association for Ambulatory Health Care  
American Academy of Sleep Centers  
Centers for Medicare and Medicaid Services  
Florida Statute

Baptist Health South Florida and each of the entities listed below comply with applicable federal civil rights laws and do not discriminate on the basis of race, color, national origin, age, disability or sex.

If you have questions or concerns about your rights and responsibilities, please call the Patient Experience Office at the applicable number below, or TTY: 800-955-8771.

ATENCIÓN: Si habla español, tiene a su disposición servicios gratuitos de asistencia lingüística. Llame al número que aparece abajo para la persona apropiada o TTY: 800-955-8771.

ATANSYON: Si w pale Kreyòl Ayisyen, gen sèvis èd pou lang ki disponib gratis pou ou. Rele nimewo a ki nan lis pi ba a pou antite ki apwopriye a, oswa TTY: 800-955-8771.

### Ambulatory Surgery Centers

Baptist Health Surgery Center | South Miami Hospital | 786-662-5520  
Baptist Eye Surgery Center | 954-572-5888  
Baptist Health Endoscopy Center | Coral Springs | 954-837-1201  
Baptist Health Endoscopy Center | Flagler | 561-327-7492  
Baptist Health Endoscopy Center | Galloway North | 305-595-9511  
Baptist Health Endoscopy Center | Galloway South | 786-235-3750  
Baptist Health Surgery Center | Miami Beach | 786-204-4141  
Baptist Health Surgery Center | Bethesda West | 561-544-8210  
Baptist Health Surgery Center | Kendall | 786-596-2800  
Baptist Health Surgery Center | Northpoint | 561-615-0110  
Baptist Health Surgery Center | South Palm | 561-807-8090  
Baptist Health Surgery Center | Plantation | 954-837-1900  
Miami Orthopedics & Sports Medicine Institute Surgery Center | Miami HEAT Sports Medicine Center | 786-308-3193

### Sleep Centers

Baptist Sleep Center | Galloway | 786-467-5241  
Baptist Sleep Center | Pembroke Pines | 954-432-0207



**Baptist Health South Florida**

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# Patient Rights and Responsibilities

## Ambulatory Surgery Centers and Sleep Centers



**Baptist Health  
South Florida**

Healthcare that Cares

**Baptist Health believes it's important for you to take an active part in your healthcare. By becoming familiar with your Patient Rights and Responsibilities, you can better participate in your care and act as a vital part of the healthcare team. If you have any questions or concerns about your rights and responsibilities, please call any of the numbers listed on the back.**

## Patient Rights

As a patient you have the right to:

- be treated with courtesy and respect for your cultural, psychosocial, spiritual and personal values, beliefs and preferences, as well as with appreciation of individual dignity and protection of privacy and informational confidentiality within the law;
- a prompt and reasonable response to questions and requests;
- have a family member or representative of your choice and your own physician notified promptly of your admission to the ambulatory surgery center/sleep center;
- change providers if other qualified providers are available;
- know what patient support services are available, including access to a phone for private telephone conversations, interpreters, translators and resources for the disabled;
- impartial access to medical treatment or accommodation regardless of age, race, ethnicity, religion, culture, language, physical or mental disability, socioeconomic status, sex, sexual orientation, gender identity or expression, and sources of payment;
- treatment for any emergency medical condition that will get worse from failure to provide treatment;
- know what rules and regulations apply to your conduct;
- be given information concerning the diagnosis, prognosis, planned course of treatment, benefits, risks and alternatives presented in a language and manner you can understand;
- have your family involved in decision making with permission from you or your surrogate;
- the presence of support individuals of your choice, unless their presence infringes on others' rights or safety, or is medically or therapeutically contraindicated;
- appropriate assessment and management of your pain, and to be involved in decisions about managing pain;
- be free from all forms of abuse, neglect, and/or harassment;
- initiate or amend an advance healthcare directive;
- participate in decisions about your care at the end of life with competent attention to your physical, psychosocial, spiritual and cultural needs;
- refuse any treatment, except as otherwise provided by law;
- know if medical treatment is for a clinical trial and to give your informed consent or refusal to participate in experimental research;
- information about accessing protective services if you feel you are in physical danger, or have been abused, neglected or exploited by anyone, including family members, visitors, other patients, staff, students or volunteers. Contact the social worker through the ambulatory surgery center/sleep center operator;
- receive, upon request, prior to treatment, a reasonable estimate of charges for medical care;
- receive, upon request, information and counseling on the availability of known financial resources for your care;
- know, upon request, in advance of treatment, whether the healthcare provider or facility accepts the Medicare assignment rate if you are eligible for Medicare;
- receive, upon request, a copy of a reasonably clear and understandable itemized bill and to have the charges explained;
- access the Ethics Committee and the option to participate in the process to resolve ethical issues. Contact the Ethics Committee through the hospital operator by dialing "0";
- expect reasonable safety insofar as the ambulatory surgery center/sleep center practices and environment permit;
- consult with a specialist, at your request and expense;
- receive a complete explanation about the need for or alternative to a transfer (transfer must be acceptable to the other facility);
- be informed by your healthcare provider of continuing healthcare requirements after your discharge;
- express a complaint or grievance regarding safety, quality of care or any violation of your rights as stated in Florida law, through the grievance procedure at this Baptist Health facility, to the appropriate state licensing agency or accrediting body.

Baptist Health is committed to addressing your concerns about patient care and safety, and requests that you contact the Patient Experience Office at 786-596-3750.

If you are a patient at Miami Orthopedics & Sports Medicine Institute Surgery Center, please contact the Patient Experience Office at 786-308-3193.

Write or call the Agency for Healthcare Administration, Consumer Assistance Unit, 2727 Mahan Drive, Tallahassee, FL 32308. Phone 888-419-3456.

In addition to filing complaints with the Agency for Health Care Administration set forth in this notice of Patient Rights and Responsibilities document, you can visit the Centers for Medicare and Medicaid's Office of the Medicare Ombudsman: [Medicare.gov/Ombudsman/Activities.asp](https://www.medicare.gov/Ombudsman/Activities.asp).

Baptist Health South Florida ambulatory surgery centers are accredited by the Accreditation Association for Ambulatory Health Care (AAAHC) and our sleep centers by the American Academy of Sleep Medicine (AASM). If there is a concern about patient care and safety at any of our facilities, AAAHC Institute for Quality Improvement asks that you first contact the Patient Experience Office. If you believe the concerns have not been resolved, please notify the AAAHC Institute for Quality Improvement in writing at 5250 Old Orchard Road, Suite 250, Skokie, IL 60077; by fax at 847-853-9028; by email at [Info@AAAHC.org](mailto:Info@AAAHC.org); or by calling 847-853-6118.

For sleep center-related complaints, you may contact American Academy of Sleep Centers in writing at: [AASM.org/Accreditation/Contact/](https://www.aasm.org/Accreditation/Contact/).

You can file a civil rights complaint with the U.S. Department of Health and Human Services, Office for Civil Rights, electronically through the Office for Civil Rights Complaint Portal, available at [OCRPortal.HHS.gov](https://www.ocrportal.hhs.gov).

