



WELCOME TO NYU LANGONE FERTILITY CENTER

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WELCOME MADISON WOMEN'S HEALTH & FERTILITY PATIENTS

NYU Langone Fertility Center (NYULFC) has a long-standing relationship with Madison Women's Health and Fertility (MWHF). During your cycle, your MWHF physician is responsible for all medical decisions and she will direct all aspects of your care – including your medications, monitoring, and the selection of your treatment protocol. If at any time you have questions about your care, please contact her directly.

CHECKLIST FOR GETTING STARTED

MWHF has already contacted one of our patient coordinators, requested a reservation for your procedure, and provided us with basic information to begin a patient chart for you. Before you can begin, there is a list of required tests and examinations that must be completed and reviewed by your MWHF physician and steps taken here at NYULFC. These include:

- ☒ MWHF requests a reservation for you with one of our patient coordinators
- ☐ MWHF confirms all required tests and examinations (for you – and your partner, if applicable) have been completed
- ☐ MWHF confirms all consent forms are signed
- ☐ If applicable, donor sperm is onsite at NYULFC
- ☐ You have contacted NYULFC Billing and received authorization to proceed
- ☐ NYULFC confirms all consent forms and policies are signed
- ☐ You have made payment to NYULFC

When all of these items have been completed, your MWHF physician will begin your treatment cycle.

You can access additional patient forms on our website at:

<http://nyulangone.org/locations/fertility-center/patient-forms-orientation-videos>

IMPORTANT NUMBERS

NYULFC Main Office..... (212) 263-8990
NYULFC Main Billing (212) 263-8647

Financial Verifications

Donna Ferguson (212) 263-0018

Procedure Authorizations

Nati Marte..... (212) 263-0392
Joanne Healy (212) 263-0037
Vicki Salinas (212) 263-0375

FINANCIAL INFORMATION

Fertility related treatments are expensive. We want to make sure you are fully informed of the anticipated costs and payments before you begin treatment. In some cases, treatment plans may change due to patient response to medications or other factors. You will be advised of additional fees as the billing staff is made aware of changes or additions to your care plan.

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Form #7023 – Rev. 04/13/2017

Phase Two payments includes services received at NYULFC for either a standard IVF or Egg Freeze cycle, including embryology services, retrieval and/or transfer. Additional fees will be charged by NYU Anesthesia Associates, cryopreservation at NYULFC, and any additional services specific to your cycle, such as genetic testing, ICSI, etc.

Your first step is to contact our billing department and schedule a Financial Verification Appointment. Together you will review any insurance benefits you may have, discuss the fees for your service, and review our financial and payment policies.

FINANCIAL VERIFICATION

Financial Verification can be done in person or over the phone. Verification ensures you have a full understanding of the charges, payment due dates, and billing process for NYULFC. All patients must sign our financial policy prior to beginning medications. *Please contact the phone number listed in the Important Numbers section on Page 2 of this document.*

INSURANCE AUTHORIZATIONS

You will also need to contact one of our authorization specialists who will help you navigate your insurance benefits and authorization requirements. We participate in the following insurance programs: United HealthCare's Empire Plan as a Center of Excellence for infertility treatment, United HealthCare, Aetna, OptumHealth, Oxford (selected plans), and Empire Blue Cross and Blue Shield. Non-participating insurers may require authorization as well. *Please contact the phone number listed in the Important Numbers section on Page 2 of this document.*

SELF-PAY PATIENTS WITHOUT INSURANCE

Self-pay patients are those who:

- Lack insurance or have insurance with which we do not participate
- Have insurance without advanced infertility benefits
- Have exhausted their infertility or other applicable benefits
- Undergo any procedure that is excluded from their benefit plan
- Undergo any procedure that is not covered by their benefit plan
- Do not meet the carriers' coverage criteria for age, hormone levels or previous treatment history
- Have an insurance plan that does not recognize NYULMC Fertility Center as in network

PAYMENT FOR SERVICES

NYU Langone Fertility Center Phase Two payment is due on Day 2 of your treatment cycle. We accept American Express, Master Card, Visa, and personal checks for payment. You may provide us with payment information over the phone by contacting Donna Ferguson at (212) 263-0018 or Billing Services at (212) 263-8647.

Phase One payments include the services you receive at MWHF for your cycle. Phase Two payments include services received at NYULFC for a standard IVF or EF cycle and include embryology services, retrieval and/or transfer.

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Additional fees will be charged for NYU Anesthesia, cryopreservation at NYULFC, and any additional services specific to your cycle, such as genetic testing, ICSI, etc. The following list highlights services that are not included in either Phase One or Phase Two costs. You will be billed accordingly for these services that are frequently utilized during an IVF/EF cycle. Payment is due at the time of service.

- Anesthesia for Retrieval and/or Transfer (provided by NYU Anesthesia Associates)
- Preimplantation Genetic Diagnosis (PGD)/ Preimplantation Genetic Screening (PGS)*
- Assisted Hatching and Extended Blastocyst Culturing
- Trophoctoderm Biopsy
- Additional sperm cryostorage (billed every six months)
- Additional egg or embryo cryostorage (billed annually)
- Wellness services (Yoga, Nutrition Counseling, Acupuncture, etc.)
- Psychological counseling session(s)
- Administrative fee – Carrier cases/Donor Egg
- Non-covered, excluded ,or experimental services as determined by your benefit plan

**PGD/PGS fees come from 2 sources: NYULFC for embryo biopsy and Reprogenetics or other genetics lab*

MEET OUR PHYSICIANS

Since 1992, NYULFC and its staff have provided comprehensive treatment for patients diagnosed with infertility or undergoing fertility cryopreservation cycles. Our experienced, board-certified physicians are recognized leaders in the field of reproductive technologies and combined have performed over 25,000 egg retrievals.

The Fertility Center is a group practice and all physicians perform procedures according to a pre-determined daily schedule. If your procedure (either retrieval or transfer) falls on a Tuesday, your procedure will be performed by the doctor assigned to that Tuesday.



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MEET OUR FELLOWS

Fellows are post-graduate licensed gynecologists in the Reproductive Endocrinology and Infertility subspecialty training program at NYULFC. They provide clinical care (supervised by our attending physicians) and respond to on-call emergencies. Fellows are not assigned to perform retrievals or transfers, but may assist under the direct supervision of the attending physician.



Nidhee Sachdev, MD



Susan Maxwell, MD



Alexis Masbou, MD



Shannon DeVore, MD

ANESTHESIA EVALUATION

Because egg retrievals are performed with monitored anesthesia care, we must ensure the patient's safety and in some instances will require an anesthesia clearance. Patients with a weight greater than 200 lbs. and/or a BMI indicating obesity or those who have an illness that may compromise the airway or ability to breathe easily while under sedation must be examined by an anesthesiologist to determine if their airway is compromised.

If the anesthesiologist concludes that the airway is compromised or IV access cannot be determined, the patient will NOT be cleared for anesthesia. A patient who does not have anesthesia clearance may have their procedure canceled or alternatively, the patient may have to undergo the egg retrieval without anesthesia. Your MWHF physician will advise you accordingly.

SPERM SPECIMENS

If your treatment cycle will include an embryo transfer, arrangements for having a sperm sample onsite at NYULFC need to be made prior to starting your medications. Frozen sperm and donor sperm specimens must be in the NYULFC laboratory before you start your medications.

If you are using a frozen sample from your male partner, **we must have his written consent to thaw.** If you are not sure if your male partner will be able to provide a fresh sperm sample on the day of your egg retrieval, he should provide a frozen sample before the start of your cycle and sign a consent to thaw it.

GETTING STARTED

Once your MWHF physician starts you on your medication, NYULFC is notified. Your physician at MWHF will direct your care - including medication, monitoring before, during, and after the procedure, and the selection of appropriate treatment protocols. She will be your point of contact for all medical decisions. If at any time you have questions relative to your care, feel free to contact her directly.

Do not take Aspirin, NSAIDs (Motrin, Aleve, Advil, Naprosyn) or any medication, herb or other substance that can interfere with platelet function during your treatment cycle. Doing so will increase your risk of having a bleeding complication from the egg retrieval.

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BEFORE THE EGG RETRIEVAL

When you are told by MWHF to administer the Ovidrel trigger injection, NYULFC is notified. Your egg retrieval procedure will be scheduled at a specific time, 34 -36 hours after the injection is administered. MWHF will advise you of your scheduled time and when to arrive at NYULFC – generally one hour before your retrieval.

If your male partner will be providing a fresh sperm specimen on the day of your retrieval, MWHF will also advise you of his appointment time.

Do not eat or drink after midnight the evening before your retrieval. This is called NPO – *nil per os* – Latin for “nothing by mouth”. If prescribed, take your usual medications with a sip of water only.

DAY OF EGG RETRIEVAL

Retrievals begin at 9:30am, 7 days a week, and are scheduled approximately every half hour until all are completed. The day of retrieval is considered Day 14 of your cycle, no matter what day of your actual cycle it falls on.

You, and your male partner if applicable, will sign in on the 5th floor with our receptionist and then be directed upstairs to the 6th floor where our nursing staff will help you get prepared for the retrieval. Please do not bring any valuables to the retrieval and do not wear makeup. You will complete 2 forms for anesthesia at this time.

You will be given a surgical gown, booties, and a hair cover. A locker is provided for your personal items. Please advise the nurse at this time if you have any allergies or sensitivities – latex, shellfish, iodine, and medication allergies are particularly important.

You will be asked to sign consent forms for the egg retrieval (also called oocyte aspiration) and anesthesia at this time. The anesthesiologist will conduct a brief interview/exam. Once in the procedure room, our staff performs a “time out” to ensure our Operating Room staff has an opportunity to confirm you are the correct patient, the correct medical record is in the room, your date of birth and other identifiers are correctly documented, and you have been properly identified as intending to undergo the egg retrieval procedure. OR staff includes the surgeon, a fellow, anesthesiologist, two nurses, and an embryologist.

The actual egg retrieval procedure takes approximately 5-10 minutes and you will be sedated for 15-30 minutes. After the procedure you will be taken to our recovery room. Recovery usually takes an hour, but can be longer. We do not permit anyone other than patients in the procedure room or recovery room. If they are able to step away from patient care, our nurses will try to update your escort on your recovery progress.

Before you leave NYULFC with your escort, you will be evaluated for pain, given post-operative instructions, and begin taking an antibiotic (usually doxycycline) to help prevent pelvic infection. If you are having a fresh embryo transfer, you may also be prescribed Medrol® to help with implantation. You may not work, exercise or drive for the remainder of the day. You will be given discharge instructions which you must sign as an indication you understand them. If you have any questions, or any concerns please

let us know so we can address them while you are in our facility. We want to ensure you are safe and comfortable and have the information you need to ensure your rest at home is sound.

Because you will receive anesthesia, **you must be discharged to the care of an adult. No Escort. No Retrieval. No Kidding.** This is a safety measure mandated by NYU Langone Medical Center. Your partner or escort will wait in the 6th floor lobby.

AFTER THE EGG RETRIEVAL

Once you are home, if you have any questions, please contact your MWHF physician.

RISKS OF EGG RETRIEVAL

Potential risks and side effects of medicated cycles – as used in IVF and egg freezing – include Ovarian Hyperstimulation Syndrome (OHSS). OHSS can result in hospitalization and lost workdays, adverse reaction to medications, and ovarian torsion.

Procedural risks include anesthesia complications, hematoma/bleeding, or perforation of bowel, bladder, or other abdominal vessels.

EMBRYO TRANSFER PROCESS

If you are using fresh embryos, a transfer will be scheduled approximately 5 days after your retrieval. At retrieval, eggs are examined and evaluated by an embryologist. In routine cases, sperm is added to the lab dish containing the eggs and a special medium. The dish is then placed in an incubator where fertilization may occur. Any resulting embryos will remain in our laboratory for approximately 5 days until they reach the blastocyst stage.

If your embryos are being sent to a laboratory for testing, your transfer will be scheduled once results have been obtained. After testing, your eggs will be thawed and one of our embryologists will inject a single sperm directly into each mature egg, in a process called Intracytoplasmic Sperm Injection (ICSI). Once fertilized, the embryos will remain in our laboratory for approximately 5 days until they reach the blastocyst stage.

You should discuss the number of embryos to be transferred back with your partner and with your MWHF physician. The decision has significant implications for your health, the health of your pregnancy and that of your children should you achieve pregnancy. Your MWHF physician will advise us of your decision and that decision will be confirmed when you speak to the NYULFC physician before transfer.

On the day of transfer, you will sign in on the 5th floor with our receptionist and then be directed upstairs to the 6th floor where our nursing staff will help you get prepared for the transfer. Please do not bring any valuables to the transfer.

You will be given a surgical gown, booties, and a hair cover. A locker is provided for your personal items. Please advise the nurse at this time if you have any allergies or sensitivities – latex, shellfish, iodine, and medication allergies are particularly important.

Once gowned, you will meet the NYULFC physician performing the transfer and confirm the number of embryos to be transferred as decided by you and your MWHF physician.

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The selected embryo(s) are transferred directly into the uterus during a 10 minute procedure in our procedure room. The embryos are placed using ultrasound and a flexible catheter. Sedation is usually not required.

Following the transfer, you are free to leave and no escort is necessary, provided you do not require sedation. In the event that you do require sedation, then as at retrieval, you will not be able to eat or drink from midnight the night before, you will need to stay in our recovery room, and an adult must escort you from our facility.

FOLLOWING UP

As a member of the Society for Assisted Reproductive Technology (SART), NYULFC is required to follow-up with patients regarding birth outcomes from all cycles. Please keep MWHF informed of your birth outcome. For live births, please include the date of birth, birth weight and length, sex, location of birth, and any complications of the birth.

ABOUT NYULFC

We are accredited by the American Association for the Accreditation of Ambulatory Surgical Facilities (AAAASF) and follow strict guidelines for patient and environmental safety. NYULFC physicians work hand-in-hand with our nursing staff, who are certified in infertility nursing through the American Society for Reproductive Medicine. Our laboratory teams in embryology, andrology, and endocrinology, work toward the single goal of a successful cycle using skills, techniques and expertise honed over many years. Our laboratories form the foundation for the successful outcomes your MWHF physicians have come to expect. We perform rigorous Quality Assurance reviews of our environment and procedures and are licensed by the NYS Department of Health. Our results are audited by the Society of Assisted Reproductive Technology (SART) and the CDC.

WELLNESS PROGRAM

The Wellness Program at NYULFC offers a variety of services to complement your fertility treatment, including psychologists, acupuncturists, yoga practitioners and a nutritionist. These optional services are designed to help decrease the stress and anxiety that often accompany infertility treatment.

You can find out more at our website:

<http://nyulangone.org/locations/fertility-center/fertility-wellness-program>