

Terry L. McCaskill, M.D., P.C.
GYNECOLOGY – INFERTILITY – GYNECOLOGIC SURGERY

Our office is located at 6580 So. McCarran Blvd. #A. We are west of Meadowood Mall, past Lowes. Follow So. McCarran until you reach Talbot Ln., make a left hand turn at the stoplight and then the first left into the medical complex.

OFFICE POLICY

This practice is devoted to gynecology, gynecologic surgery, bladder surgery, and infertility and includes colposcopy, sonography, and laser. The purpose is to provide patients with the highest standard of care. When I am unavailable, there is a physician on call at all times to care for you.

NURSE PRACTITIONER/PHYSICIAN ASSISTANT- The nurse practitioner/physician assistant has special training required to handle routine gynecological examinations, and certain specialized problems. They can see patients on an emergency screening basis, by routine appointments, or when I have been called out of the office on an emergency.

APPOINTMENTS AND OFFICE HOURS- All appointments with the exception of an emergency are scheduled in advance. Call the office anytime between 8:30 a.m. and 4:30 p.m. Monday through Friday to schedule appointments. Emergency cases are seen first. You will find reassurance to know that if you were in a similar situation, you would be given first consideration. I always make an attempt to alert the staff if a surgery or emergency will delay me, and every effort is made to contact patients for the purpose of rescheduling appointments.

TELEPHONE CALLS- If you have a problem, please explain your problem directly to the nurse. She will consult with me and relay my message to you, or I will return your call. Except for emergencies, we will respond to calls at regular hours during the day, usually in the late morning or at the end of the afternoon office hours.

PRESCRIPTIONS-*Please have your prescription refill requests faxed to us by your pharmacy. Do not call for routine prescription refills, including pain medications, over the weekend. A physician must order all medicines.*

EMERGENCIES- If this is a life threatening emergency, please proceed to your nearest ER or call 911. If this is a non-threatening emergency after regular office hours, call the office number 826-1285, the answering service will contact the physician on call. If your call is not returned in one hour, please call back.

FEES AND INSURANCE FORMS- Questions about billing, insurance and records may be answered by calling Monday through Friday 8:30 a.m. through 3:00 p.m. If you have an HMO or PPO plan on which Dr. McCaskill is listed as a plan provider you will be responsible for either your Co-pay or percentage. We do accept credit or debit cards. Approximate fees are: New Patient-\$140-260; Annual exams-\$145-170; returning visit - \$145-185 for extensive, and \$55-110 for limited. The lab will bill you directly for the PAP. Blood work, ultrasounds, injections, and other testing are in addition to the above

fees. Please bring current insurance cards with you. It is your responsibility to know your insurance coverage, co-pays and deductible.

The practice of gynecology requires mutual understanding and respect at all times. I would like a long and meaningful relationship with you and encourage you to express concern or problems regardless of the issue. If you have questions, please contact us for assistance. The patient/doctor relationship is confidential. WE WILL NOT RELEASE YOUR MEDICAL RECORDS TO ANYONE WITHOUT YOUR WRITTEN CONSENT.

PLEASE FILL OUT COMPLETELY THE ENCLOSED FORMS PRIOR TO YOUR APPOINTMENT. ALSO, PLEASE ARRIVE (30 MINUTES FOR A NEW PATIENT AND 15 MINUTES FOR AN ESTABLISHED PATIENT) BEFORE YOUR SCHEDULED APPOINTMENT TIME SO WE CAN COMPLETE YOUR CHART/PAPERWORK.

NON-DISCRIMINATION POLICY

PATIENTS ARE NOT DISCRIMINATED AGAINST IN THE DELIVERY OF HEALTH CARE SERVICES BASED ON RACE, ETHNICITY, NATIONAL ORIGIN, RELIGION, AGE, SEX, MENTAL AND PHYSICAL DISABILITIES, SEXUAL ORIENTATION, GENETIC INFORMATION, OR SOURCE OF PAYMENT.

CANCELLATION POLICY

We ask that you call at least 24 hours in advance to cancel your appointment. There will be a **\$50 CHARGE** for missed appointments when we have not received a cancellation call 24 hours prior.