

TELEPHONE CYCLE REVIEW INSTRUCTIONS POPE PAUL VI INSTITUTE

- Call on day 1 of your cycle (or as close to that as possible).
- If you are unable to reach the RNs and you are on day 3 (and have a prescription that starts on day 3 — continue the medications as you did the previous month.
 - ✓ Exceptions if you had an ovarian cyst seen by ultrasound or abdominal pain post peak **do not** take your ovulation stimulating medications (Ciomid, Femara, HCG or Fostimon). Please talk with one of the nurses first.
- Please tell the receptionist that you are calling for a cycle review so that the nurses can have the appropriate paper work prepared when they call you back.
- There is a charge for the cycle review. Since insurance companies do not pay for telephone consults, this charge is the patient's responsibility. Charge for initial 15 minutes is \$50.00. Each additional 15 minutes is \$25.00.
- If you are taking medications that affect your hormone levels, the physician will routinely order progesterone and estrogen levels to be drawn on peak +7. These levels are then used to direct the physician in adjusting medications.
- It is okay to draw peak +7 levels on peak +6 or peak +8 if you are unable to draw them at the ideal time of peak +7. If you take post-peak HCG injections, draw the levels prior to the dose on peak +7.
- When you call please have the following information available:
 - ✓ Your charting from previous cycle
 - ✓ A list of medications ordered and taken during the previous cycle (both for you and for your spouse).
 - ✓ Medication refill requests
 - ✓ The date of your peak +7 blood draw
 - ✓ Any questions for the physician
- Throughout the month write down any questions that you have that do not need an immediate response. The nurses can then review them with the physician at the time of the cycle review when they are looking at the whole picture.
- Call your pharmacy when needing refills, even if the bottle says no refills or zero refills, they will contact our office. Anticipate when you are running out and call the pharmacy a few days ahead. If you have questions about a medication — if a refill is ready, side effects, interactions with other medications-call the pharmacy first.
- If you would like a copy of your cycle review sent to your local doctor, please notify the nurse doing your cycle review. We will need the physician's name, fax number or address.
- The RN's email address is popepaulm@gmail.com. You may email a copy of your chart to speed up the process. Please include any questions you have for the doctor. Let us know if we can email a response back to you.
- If you are contacting our office regarding an urgent matter, do not use our email address. Please call our main number at (402) 390-6600.

We thank you in advance for helping the nurses be able to meet your needs.