

# Your

# Preadmissions

# Department



**BURNSIDE  
HOSPITAL**

Toorak Gardens

Suzanna Day	Preadmissions Manager	sday@burnsidehospital.asn.au	08 8202 7261
Cathryn Schmaal	Bed Coordinator	admissions@burnsidehospital.asn.au	08 8202 7232
Emily Jones Janine Haines Shauna De Vries	Admissions Assistant	admissions_assist@burnsidehospital.asn.au	08 8202 7206
Bridget van der Jeugd Clare Stiller Cathy Siebert	Preadmissions RN*		08 8202 8301 08 8202 7234

\* The preadmission nurses conduct pre-operative phone assessments for all patients.

#### Theatre lists:

Email to [admissions@burnsidehospital.asn.au](mailto:admissions@burnsidehospital.asn.au) and/or [admissions\\_assist@burnsidehospital.asn.au](mailto:admissions_assist@burnsidehospital.asn.au) or fax to 1800 679 707.

Please ensure theatre lists and consents are submitted 72 hours prior to the scheduled theatre session. Please do not submit consent forms without a date of admission.

#### Bed enquiries, Inductions and LSCS bookings or additional lists:

Please phone Cathryn Schmaal on (08) 8202 7232.

#### Any other assistance:

Please call Suzanna or Cathryn at any time for assistance.

Our office is generally staffed from 07.30 to 16.00, Monday to Friday, however an After-Hours Hospital Manager can assist you at any time outside of these hours by phoning the hospital on 08 8202 7222.

#### Preadmission web link:

<https://www.burnsidehospital.asn.au/patients/admissions-discharges/>

#### Preadmission important info:

Please note Burnside Hospital does not inform patients of their admission time or fasting information, this being the responsibility of the practice.

For the comfort of the patient and to reduce anxiety, please consider staggered admission times wherever possible.

#### Surgical quotes:

Surgical quotes can be obtained by emailing [quotes@burnsidehospital.asn.au](mailto:quotes@burnsidehospital.asn.au)

#### Submitting patient admission form:

- Online at: [burnsidehospital.asn.au](http://burnsidehospital.asn.au)
- Email: [admissions@burnsidehospital.asn.au](mailto:admissions@burnsidehospital.asn.au)
- Fax: 1800 679 707
- Hand deliver at Burnside Hospital reception desk
- Mail to:  
Admissions Department at Burnside Hospital  
120 Kensington Rd  
Toorak Gardens, SA 5065

If you are mailing your admission form, please allow adequate time for any postal delays.

#### Help us, Help the Planet

As a Hospital we are doing our bit for the planet and are looking to transition to a completely paperless admission process over time.

Please help us by encouraging all patients to complete their admission form online at [burnsidehospital.asn.au](http://burnsidehospital.asn.au)

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