

SCHEDULING AN INTRAUTERINE INSEMINATION (IUI) WITH HUSBAND SEMEN

- General Information

Inseminations are performed the day after you surge. Please observe the following guidelines to schedule your inseminations.

The Andrology Laboratory and Fertility Consultants are open Monday-Friday, and open for limited service on Saturday and Sunday mornings by previous appointment only. Appointment times are:

	Monday-Friday	Saturday	Sunday
• Sample collection time	7:30 a.m.-2 p.m.	a.m. ONLY	a.m. ONLY
• Insemination time	9:30 a.m.-4 p.m.	a.m. ONLY	a.m. ONLY
• Approx. interval between collection & insemination	1½-2 hours	1½-2 hours	1½-2 hours

Note: Exact appointment availability varies depending upon the clinic daily schedule.

- Monday IUI

To schedule an IUI for Monday, call the Insemination Scheduling line at (503) 418-3717 on Sunday and leave a message that includes:

- Your name and your husband's name
- Your physician's name
- The date and time between 7:30 a.m. and 2 p.m. when your husband/partner can report to Fertility Consultants for sample collection.
- A Monday daytime phone number.

We will try to accommodate whenever possible the time you requested for sample collection.

- Tuesday-Friday IUI

Call the Fertility Consultants between 7:30 a.m. and 10 a.m. on the day of your surge to schedule service for the next day. We will schedule both the sample collection and insemination times.

Same day service is available Monday-Friday, for sample collection times between 8 a.m. and 2 p.m., by calling the Fertility Consultants between 7:30 a.m. and 10 a.m.

- Saturday IUI

IUI is available on Saturday morning. To schedule, you must call the Insemination Scheduling line at (503) 418-3717, before 1pm on Friday, to obtain assigned collection and insemination appointment times.

- Sunday IUI

IUI is available on Sunday morning to patients who have made the following arrangements:

- Friday** Between 7:30 a.m. and 1 p.m., call the Insemination Scheduling line at (503) 418-3717. No calls will be accepted after 1 p.m. State that you may need IUI with your husband's specimen on Sunday. Obtain the name of the Fertility Consultants on-call physician from the clinic. It is your responsibility to call the physician on Saturday morning if you have a positive LH surge.
- Saturday** Call the Fertility Consultants on-call physician via the Hospital Paging Operator at (503) 494-8311, between 10 a.m. and 12 o'clock noon. Confirm the need for an appointment for Sunday and obtain assigned sample collection and insemination times. *If you do not have a surge Saturday a.m., you do not need to call.*
- Sunday** At the previously scheduled time, husband/couple should go to Fertility Consultants (see letterhead on first page for address), for sample collection and insemination.

FAILURE TO CONTACT THE CLINIC BY 1 P.M. ON FRIDAY AND THE FERTILITY CONSULTANTS PHYSICIAN ON SATURDAY BEFORE 12 O'CLOCK NOON, MAY RESULT IN NO SERVICE ON SUNDAY. PATIENTS WHO FAIL TO CALL ON TIME ON FRIDAY WILL INCUR AN ADDITIONAL \$50 FEE. WEEKEND INSEMINATION WILL BE SCHEDULED ACCORDING TO THE PHYSICIAN'S AVAILABILITY.

- Holidays

The two days of the year that the clinic and the Lab are closed for all services is December 25th and January 1st. Andrology Lab and Fertility Consultants personnel observe all the usual holidays. *Please call well ahead to inquire about coverage.*

- Registration

All patients using Andrology Laboratory or OB/GYN service must have current outpatient registration with OHSU. If it has been a month since you last updated your registration information, you must call OHSU outpatient registration, Monday-Friday, between 8 a.m. and 5 p.m., at (503) 494-8505, to obtain current registration.

- Payment of Fees

Fees are payable at time of service whether you have insurance or not. If you have insurance coverage, your insurance will be billed for reimbursement. If you have any questions, call the University Fertility Consultants bookkeeper at (503) 418-3712, or the Andrology Lab bookkeeper at (503) 418-3760.

• Insemination Fee	\$225.00
• Lab Fee	120.00
• Late Fee	50.00
• Weekend Fee	25.00

- Questions

For clarification of the above items, please call the Clinic Nurse at (503) 418-3700.