

South Shore Women's Health Care  
Chaperone Policy  
Effective November 28, 2023

POLICY

South Shore is dedicated to providing a safe environment for its patients and staff. As such, medical chaperones will be offered to patients receiving sensitive exams in our office. For the purposes of this policy, a sensitive exam is considered to be any exam that involves vaginal or anal penetration, or a clinical breast exam. Except in case of emergency, patients and/or guardians have the right to decide if they want a chaperone during these exams. All requests for or refusals of a chaperone will be documented in the patient record.

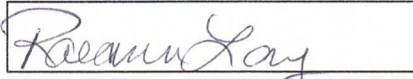
PROCEDURE

In the event that a patient is being seen in our office and a sensitive exam may be appropriate, clinical staff will inform the patient of the nature of the exam, and that they have the right to a chaperone. The patient will be given the opportunity to ask questions and then decide whether or not to have a chaperone in the room during the exam. The patient's decision will be documented in the record, along with the name of the clinical staff member that will be chaperoning. If the patient elects to have a chaperone and one is not available, they will be given the option to reschedule their appointment.

All chaperones will be clinical team members of South Shore. Friends, family, or clerical staff are not considered to be chaperones.

In the event that a sensitive exam is necessary during a medical emergency and a chaperone is not available, the nature of the emergency and reason for the exam will be noted in the patient record and the provider will proceed with their exam.

To document the patient's decision for a chaperone, clinical staff will create a note and select the Chaperone template along with any other template needed for the visit. In the Chaperone template, they will select whether or not the patient elected to have a chaperone, and if so, staff will add a note with the name of the team member filling that role.

  
Signature of Authorization