PURPOSE:
To ensure a medical chaperone is provided per patient or provider request for intimate exams**.

POLICY:
Watkins Health Services (WHS) will provide a chaperone* upon the verbal or written request of either the patient receiving the care or the professional delivering care. Patients have the right to request a patient chaperone and will be provided with one upon request.

WHS discourages the use of friends or relatives as formal chaperones.
*A chaperone is considered to be a third party to a clinical examination providing:
- Support and reassurance to the patient.
- Practical help to the health care provider as needed.
- Discouragement of unfounded allegations of improper behavior by acting as a witness to the procedure.

**An intimate exam consists of physical examinations, investigations, or inspections involving the rectum, genitalia, and/or breasts.

1. It is the responsibility of the patient to request a chaperone for any interaction and/or procedure with a health care professional if they would like one.
2. It is the responsibility of all health care professionals to:
   2.1 Ensure a chaperone is offered for all intimate exams**. A chaperone only needs to be offered once before the first treatment/procedure of a series for the same condition or diagnosis.
   2.2 Request a chaperone at their discretion.
   2.3 Ensure documentation in the EMR when a chaperone has been offered and the offer had been declined or refused by the patient.
   2.4 Document in the EMR the participation and name of the chaperone when a chaperone is used.
3. It is the department managers responsibility to:
   3.1 Ensure staff is trained in department procedures for chaperoning.
   3.2 Ensure staff is available to serve as a chaperone when needed.

Patient chaperones are optional during procedures and/or examinations other than gynecological, rectal or breast, of a female patient by a male clinician. This includes
examination of a male patient by a female clinician, or examination of a patient by a clinician of the same gender as the patient.

PROCEDURES:
1. Signs notifying patients of their rights to have a medical chaperone present during an encounter are placed in all screening and patient exam rooms in the Health Center.
2. The patient acknowledges the chaperone policy by signing the consent form.
   2.1 Monitor compliance with the WHS chaperone policy.
3. The Chaperone:
   3.1 Knocks and waits to be acknowledged prior to entering the exam room.
   3.2 Introduces him/herself to the patient.
   3.3 Stands near the door until the clinician moves to the foot of the table and then moves toward the head of the exam table.
   3.4 Remains silent while in the room unless engaged by the patient.
   3.5 Assists the clinician if requested or needed.
   3.6 Assists the patient to sit up.
   3.7 Exits when the clinician indicates.

REFERENCES:
This document is on file with the KU Policy Library.


*Located in the KU Public Library