

OFFICE POLICY AND PROCEDURE

CHECKLIST #4

USING CHAPERONES DURING PHYSICAL EXAMINATIONS

Providers must recognize that, at any time, a patient can make a complaint to the Office of Professional Medical Conduct alleging that he or she was the victim of a provider’s sexual misconduct. The presence of a chaperone during intimate physical examinations may be beneficial to both the provider and the patient. First, it may provide reassurance to patients, demonstrating both respect for their concerns and an understanding of their vulnerability. Second, the use of chaperones can provide legal protection for the provider in the event of a misunderstanding or false accusation of sexual misconduct on the part of the patient.

	YES	NO
1. A chaperone is always used when performing breast or pelvic examinations.	<input type="checkbox"/>	<input type="checkbox"/>
2. Chaperones are considered for the following: <ul style="list-style-type: none"> • Rectal and/or testicular examinations • Unusual situations where the physician is concerned that the patient, spouse, or family member may seem uncomfortable or apprehensive • When a parent or spouse demands to be present • When a patient acts seductively or otherwise inappropriately 	<input type="checkbox"/>	<input type="checkbox"/>
3. The presence of a chaperone is always documented in the patient’s medical record. <ul style="list-style-type: none"> • The provider can simply document “chaperone in room for the entire exam” and the chaperone’s initials. • The name and title of the staff member who chaperoned the exam is added to verify their presence, should the need arise at a later date. 	<input type="checkbox"/>	<input type="checkbox"/>
4. Chaperones are educated about patient privacy and confidentiality issues.	<input type="checkbox"/>	<input type="checkbox"/>
5. Family members are not used as chaperones, unless specifically requested by the patient.	<input type="checkbox"/>	<input type="checkbox"/>
6. Respect for the patient’s privacy is further maintained by speaking to the patient privately before and/or after the examination.	<input type="checkbox"/>	<input type="checkbox"/>

A template indicating the use of a chaperone is available from Fager Amsler Keller & Schoppmann, LLP from which either a stamp for a paper record or a data field for an electronic health record (EHR) can be used in your office. They can be reached at **(855) FAKS-LAW (855-325-7529)**.