

## ADMINISTRATIVE POLICY AND PROCEDURE

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**Subject:** MANDATORY PATIENT INFORMATION FOR GYNECOLOGICAL  
EXAMINATION AND PROSTATE EXAMINATION

**Policy No.:** B852

Supersedes: March 19, 2018  
Origin Date: October 30, 2002

Review Date: June 1, 2023  
Revision Date:

### **PURPOSE:**

To ensure that the patients receiving gynecological examinations are given appropriate standardized information regarding the description of the symptoms and appropriate methods for diagnosing gynecological cancer.

To ensure that the patients receiving prostate examinations are given appropriate standardized information about the availability of appropriate diagnostic procedures.

### **POLICY:**

All patients receiving gynecological examinations must be informed regarding the description of the symptoms and appropriate methods for diagnosing gynecological cancer.

All patient receiving prostate examinations must be informed about the availability of appropriate diagnostic procedures – including, but not limited to, the prostate antigen test if the patient is over 50 years old, the patient manifest clinical symptomology, the patient is at an increased risk of prostate cancer, or if, in the opinion of the physician, the provision of the information to the patient is medically necessary for another reason.

### **PROCEDURE:**

#### **A. Responsible Staff:**

- Physician
- Nurse
- Assistant (an additional person as needed - such as a nurse or a mid-level practitioner to assist the primary provider or nurse to perform the gynecological or prostate exam)

#### **B. Responsibilities:**

1. Gynecological Examinations:  
Practitioner, Physician – Ensures that there is a female escort in the room while patient is being prepped and examined by a male nurse or provider. Ensures that the patient receives appropriate information regarding the description of the symptoms and appropriate methods for diagnosing gynecological cancer. Ensures that the patient receives one or more of the appropriate standardized summary pamphlets during visit.
2. Prostate Examination:  
Escort can be available if requested during the exam. Ensure that the patient receives information about the availability of appropriate diagnostic procedures, including, but not limited to, the prostate antigen test if the patient is over 50 years old, the patient manifests clinical symptomology, the

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patient is at an increased risk of prostate cancer, or if, in the opinion of the physician, the provision of the information to the patient is medically necessary for another reason. Ensure that the patient receives the standardized summary pamphlets during visit.

**REFERENCE:**

CHA consent law: State mandated patient information: Gynecological or prostate examination