



High Desert Health System POLICY AND PROCEDURE

POLICY NUMBER: 506
VERSION: 1

SUBJECT: 2005 DOCUMENTATION OF THE FIRST FAMILY PLANNING CLINIC VISIT OR POST PARTUM/EDUCATION

PURPOSE: The First Visit or Post-Partum Family Planning Progress form has been developed to standardize documentation of the informed consent procedure for family planning services. This includes the educational session, self-administered history (attachment I), individual counseling and method selection.

POLICY: All new Family Planning clinic clients shall attend a family planning educational session.

PROCEDURE:

1. In the interview, after the education session, nursing staff will assess each client's understanding of information presented in the educational session by asking the following questions:
 - a. Name the birth control methods discussed in the session.
 - b. Briefly describe breast self-exam
 - c. Which method reduces the spread of sexually transmitted infections?
 - d. Where would you go in a medical emergency?
 - e. Describe understanding of preconception counseling.
2. Ask the client what method she has chosen
3. Assess the client's understanding of her chosen method.
4. Additional counseling:
 - a. Pregnancy intention and timing
 - b. Birth Control Method and last menstrual period
 - c. Use Folic Acid/multivitamin
 - d. Last unprotected intercourse and use of Emergency Contraceptives
5. Provide additional education for example:
 - a. Give the client appropriate literature.
 - b. Have the client sign a consent form for her chosen method.

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- c. Sign the documentation of Client Education in the patient education section of the chart and date your entry.
- d. Document and other pertinent information such as “client refused to use birth control pills”, or, “client interested in sterilization after one more child”, etc.
- e. Sign with first initial, full last name, and job title.

REFERENCES:

Department of Health and Human Services, Office of Population Affairs (OPA)

Program Requirements Title X

California Family Health Council (CFHC)

California State Office of Family Planning (OFP)

California Department of Public Health Office of Family Planning (FPACT)

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