



# High Desert Health System POLICY AND PROCEDURE

POLICY NUMBER: 646  
VERSION: 1

## **SUBJECT: 2001 FAMILY PLANNING - COMMUNITY OUTREACH PROGRAM**

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**PURPOSE:** The Family Planning Clinic will attempt to reach potential clients by actively participating in health fairs, and other community events. Family Planning staff will provide group presentations or individual education to clients. The clinic staff will also provide the community with information on the scope of services offered, how to access family planning services and the availability of referrals to other agencies. Clinic staff conducting outreaches will encourage persons who may benefit from planning survey to access those services at the Antelope Valley Health Center Family Planning Clinic (AVHC FPC) or through another agency. Outreach is also conducted with agencies that may potentially refer clients to the AVHC FPC. The target clients for community outreach include both adolescents and adults.

**POLICY:** The goals of the program are to educate the public regarding:

1. The different types of birth control methods (BCM)
2. Sexually transmitted infections
3. High-risk sexual behaviors
4. Education and counseling available for teens with an emphasis on confidentiality of their information.
5. Services offered by the AVHC Family Planning Clinic, including pregnancy testing, referral for sterilization, colposcopy, and male examination.

### **TARGET GROUPS:**

Target groups for community outreach include:

1. Community groups
2. Health fair attendees
3. Community organizations
4. Social services agencies
5. Other agencies within the surrounding area.
6. Other agencies or organizations requesting education or information.

## **PRESENTATIONS TOPICS FOR COMMUNITY OUTREACH**

Presentation topics for community outreach include:

1. Anatomy of female and male reproductive systems.
2. Overview of types of contraceptive methods.
3. Prevention of sexually transmitted infections.
4. Teenage pregnancy issues including abstinence.
5. Demonstration of the correct use of condoms.
6. Male services including testicular self-examination.
7. How to access family planning services and referrals.
8. Other programs identified through the assessment of community needs.

## **POLICY GUIDELINES:**

### **PROCEDURE**

1. Obtain approval from High Desert Health System (HDHS) Administration prior to participating in any event.
2. Request prior approval for staff overtime, if needed.
3. Coordinate staff participation and presentations with the person in charge of the event.
4. Family planning staff assigned to each outreach program must follow the guidelines prescribed by the Family PACT, Title X and HDHS Policies and Procedures. Patient education materials should be appropriate for the age, educational background, and cultural identity of the target population.
5. Prepare all supplies, educational materials and presentation tolls for the event. All educational materials must be reviewed annually.
6. Provide appropriate educational materials, referrals and supplies as directed by Title X and Family PACT guidelines.
7. Document names of agencies and clients seen during each outreach event.
8. Network with other agencies to develop contacts for future outreach activities.

### **TRACKING MECHANISM**

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To measure the number of potential clients who participate in community outreach programs, nursing staff conducting the outreach will:

1. Ask potential clients to print their names and telephone numbers on the Outreach Program Sign-in List for each outreach activity (Attachment I).
2. Complete the Family Planning Event Outreach Form (Attachment II).
3. Record the name and the number of brochures and incentives given to potential clients during the event.

**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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