

NOTICE OF CHAPERONE POLICY**Effective Date: September 23, 2022****UNIVERSITY OF CALIFORNIA LOS ANGELES****THIS NOTICE DESCRIBES UCLA HEALTH'S APPROACH TO SENSITIVE EXAMS
AND YOUR RIGHT TO A CHAPERONE DURING AN EXAM OR PROCEDURE****WE LISTEN – WE CARE**

During your visit, you should always feel comfortable and safe, listened to and heard, valued and respected. If you ever experience anything less from UCLA Health, we want to hear from you. Please contact the Office of Patient Experience at (310) 267-9113. If you've been harassed or assaulted, you can contact UCLA's Title IX Office for help at (310) 206-3417, or titleix@equity.ucla.edu.

WE'RE HERE FOR YOU

At UCLA Health, we know that some medical exams and procedures are more sensitive than others. We want you always to be comfortable. A sensitive exam is a physical exam of a person's genitals or rectum; or any physical exam of the breasts of a person whose gender, gender identity, or gender expression is female.

We have trained chaperones to help make sure sensitive exams and procedures are done in a safe, comfortable, and professional way. If you ever feel uneasy or need more information about what will happen during your exam, please ask us. We are here to help.

WHEN SHOULD I EXPECT A UCLA HEALTH CHAPERONE?

A chaperone should be offered to you at the time of a visit or procedure where a sensitive exam is expected. You can accept or decline the chaperone. You can also request a chaperone for an exam or procedure that is not sensitive in nature.

HOW CAN I LEARN MORE?

You can learn more by reviewing the UCLA Health brochure, "What to Expect During a Routine Sensitive Exam-Frequently Asked Questions." The brochure is published online at <https://www.uclahealth.org/sites/default/files/documents/SensitiveExamBooklet-English.pdf> or you can ask your provider or receptionist for a copy or a translation in Spanish, Korean, Chinese/Mandarin, or Farsi.

Safety and trust are crucial to providing the safe, supportive, and respectful environment our patients and staff expect and deserve. You can learn more about safety measures UCLA Health takes to protect patients and respond to sexual misconduct online at <https://www.uclahealth.org/why-choose-us/about/report-misconduct/preventing-sexual-misconduct>.

MRN:
Patient Name:
(Patient Label)

NOTICE OF CHAPERONE POLICY

I have received the **NOTICE OF CHAPERONE POLICY**. I understand that:

- UCLA Health requires a trained chaperone at sensitive exams
- I will be asked whether I'd like a chaperone before each sensitive exam
- I can decline a chaperone and that fact will be recorded in my medical record
- I can ask for a chaperone at any time, including for a non-sensitive exam

Patient or Representative Signature		Date	Time
Print Name		Relationship to Patient	
Interpreter Signature	Interpreter ID #	Date	Time

For UCLA Health Use Only

COMPLETE IF WRITTEN ACKNOWLEDGEMENT WAS NOT OBTAINED

Please document your efforts to obtain acknowledgment and reason it was not obtained (please initial).

1. _____ Notice of Chaperone Policy Given – Patient Unable to Sign
2. _____ Notice of Chaperone Policy Given – Patient Declined to Sign
3. _____ Notice of Chaperone Policy Given and Acknowledgment Mailed to Patient
4. _____ Other Reason Patient Did Not Sign: _____

Signature of UCLA Health Representative		Date	Time
Print Name		Department	