

Title: Clinic Protocols for Client Care	Policy Number: 5.5
Approved By: Belinda Pettiford, MPH	Program Area: Family Planning
Effective Date: 1970	Revised Date: 11/13/2012

Purpose Statement of Policy:

To provide current science-based clinical guidelines and culturally competent staff for men and women of child bearing age seeking care in family planning clinics provided by Title X.

Definition:

Defined within the Clinic Protocols for Client Care policy the following areas must be addressed:

- Written procedures and plans for client education, which outline steps for the provision of services offered.
- Clinical procedures must be consistent with current science based evidence according to nationally recognized standards, such as American Cancer Society (ACS), American College of Obstetricians and Gynecologists (ACOG) or United States Preventive Services Task Force (USPSTF). Where there are inconsistencies between Title X and nationally recognized standards of care, Title X providers should provide care that is consistent with current nationally recognized standards.
- Provide for cultural sensitivity and competence for staff through trainings and in-services to better care for the diverse population served.
- Protocols must be reviewed and signed annually by medical director.

Responsibilities:

It is the responsibility of the local health department and its designated personnel to develop, implement and ensure compliance among all staff on the administration of clinic protocols for client care in the Title X family planning clinic.

Policy:

The local health department will ensure that written policies are in place that address the above required areas in the definition section for provision of protocols/procedures for client care in family planning clinics provided by Title X.

Legal Authority:

This policy is based on Title X regulations (January, 2001) Section 7.1 concerning service plans and protocols and the Office of Population Affairs (OPA) Instruction Series 09-01.

References:

Title X Guidelines can be accessed at:

https://www.grantsolutions.gov/gs/servlet/document.DownloadPdfPublicServlet?document_id=7157

OPA Instruction Series 09-01 can be accessed at:

<http://www.hhs.gov/opa/familyplanning/toolsdocs/xinstruction.html>

For examples of policies from the local level, please contact your Regional Women's Health Nurse Consultant.

Per the Program Guidelines (Title X) Section 7.1, clinical protocols and plans for education policies are approved and reviewed annually by the Women's Health Branch Medical Consultant with the beginning of each Fiscal Year Funding Cycle (July 1st).

Uma Chen MS

11-13-12

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