

CRISIS CARE CENTRE

CHECKLIST FOR HEALTH CARE PRACTITIONERS



Details of patient

Name of patient: _____

Age: _____

Case / Hospital No. _____

Gender: _____

1. Have you introduced yourself and **explained** to your patient about the purpose and nature of the examination, giving reassurance that you are there to help?
2. Have you taken **written consent** for your examination, as well as for the taking of specimens, disclosure of results and laboratory tests? (In the case of children under 14 years, consent of the parent or guardian is required)
3. Have you counselled (and taken consent from) the patient in respect of **HIV testing**?
4. Have you established whether the patient wishes to report the incident to the **police**, and/or advised the patient in this respect?
5. If you are male examining a female patient, is there a female **chaperone** present? Did you record who was present at the examination?
6. Have you examined the patient's **clothing**?
7. Have you taken the appropriate **specimens** using the appropriate evidence collection kit?
8. If you are unsure of your findings (especially in child abuse and child sexual abuse), have you **consulted / obtained a second opinion**?
9. Is **your report** (J88) complete and reflective of all details, written legibly and contemporaneously, with all necessary diagrams, etc.? Have you kept a copy in the patient's file?
10. If you have diagnosed a case of child physical or sexual abuse, have you **notified** this in terms of the Child Care Act, a statutory duty?
11. Have you treated or referred your patient for the treatment of **physical injuries**?
12. If a sexual offence:
 - Have you prescribed a post-coital **contraceptive**?
 - Have you treated for **sexually transmitted disease**? Are you following the recommended protocol?
 - Have you followed the protocol for **post-exposure prophylaxis for HIV**?
13. Have you referred for psychological and **trauma counselling** and support?
14. Have you given the patient an **appointment** for review and follow-up of laboratory tests and treatment?