



AME Partners Ltd Chaperone Policy

Intimate examinations and chaperones based on GMC Good Medical Practice Guidelines 2024

Introduction:

Good Medical Practice (GMP) sets out the principles, values, and standards of professional behaviour expected of all medical professionals registered with the GMC.

According to the GMP, medical professionals must provide a good standard of practice. Clients of AME Partners Ltd must be treated as individuals and their dignity and privacy respected.

This policy demonstrates how AME Partners Ltd should put these principles into practice.

Intimate examinations

Intimate medical examinations can be embarrassing or distressing. Clients may find intimate examinations including close proximity of the aeromedical examiner (AME) for ear examinations and dimmed lighting for eye examinations intrusive.

Why is a chaperone needed?

Chaperone policy is in place for the benefit of both clients and staff.

Chaperones act as impartial observers of intimate medical examinations.

For most clients, respect, explanation, consent and privacy take precedence over the need for a chaperone. The presence of a chaperone does not remove the need for adequate explanation and courtesy.

At AME Partners Ltd, all clients are offered the option of a chaperone on the practice's website. As AME Partners Ltd is a single-handed practice, chaperones, if requested by clients, will need to be arranged in advance of the appointment. AME Partners Ltd's policy regarding arranging an independent chaperone should be made clear on the website. This is to allow a mutually convenient time for an independent and qualified chaperone to be present during the medical examination.



All staff must be aware that chaperones are to protect both clients and staff.

Chaperone training

AME Partners Ltd to ensure that all chaperones provided are healthcare professionals, have up to date chaperone training certificates and have signed AME Partners Ltd confidentiality agreement.

Before conducting an intimate examination:

- Explain to the client why an examination is necessary and give the client an opportunity to ask questions.
- Explain what the examination will involve in a way the client can understand, so that the client has a clear idea of what to expect.
- Give the client privacy to undress and dress and keep them covered as much as possible to maintain their dignity; do not help the client to remove clothing unless they have asked you to, or you have checked with them that they want you to help.

Before the examination

- Explain to the client why an examination is necessary and give the client an opportunity to ask questions.
- Explain to the client that they can ask at any time for the examination to stop.

During the examination,

- Explain what you are going to do before you do it and, if this differs from what you have told the client before, explain why and seek the client's permission.
- Stop the examination if the client requests this.
- Keep discussion relevant and do not make unnecessary personal comments.

Chaperones

- Chaperones should be health professionals trained for the role they are Undertaking.
- Familiar with the procedures involved in the proposed examination or briefed in advance.
- Able to stay for the whole examination and be able to see what the AME is doing, as much as is practical without obstructing the



examination or interfering with the client's dignity.

- A relative or friend of the client is not a trained impartial observer and so would not usually be a suitable chaperone. However, the presence of a chaperone does not override the client's wish to be supported by a relative, friend or advocate. AME Partners Ltd will comply with a reasonable request to have such a person present, but not in a chaperone role.
- If either the AME or the client does not want the examination to go ahead without a chaperone present, the examination may need to be postponed to a later date when a suitable chaperone will be available.
- If the AME wishes to examine the client with a chaperone present but the client has said 'no' to having one, the AME must explain clearly why they want a chaperone present. If the client wishes to proceed without a chaperone but the AME remains uncomfortable with this, the AME may wish to consider referring the client to a colleague who would be willing to examine them without a chaperone.
- If a booked chaperone is not available for the medical examination, the client will be informed and the appointment rescheduled.
- The client has the right to refuse a particular chaperone, in which case the medical examination will be postponed until an alternative chaperone can be arranged.
- The AME should record the detail and outcome of any discussion about chaperones in the client's medical record. If a chaperone is present during an examination, the AME should record that fact and make a note of their identity and role.