

Accommodating Staff Chaperone Requests

Purpose

The purpose of this procedure is to provide medical imaging [staff](#) and patients with a secure, safe, and comfortable environment during a medical imaging (MI) exam.

Site Applicability

This procedure applies to Lower Mainland Medical Imaging (LMMI) staff within Fraser Health (FH), Providence Health Care (PHC), Provincial Health Services Authority (PHSA) and Vancouver Coastal Health (VCH).

Practice Level

MI staff: radiologists, physicians, technologists, sonographers, echocardiographers, nurses, clerical staff, MI support staff.

Need to Know

- MI departments shall accommodate requests made by patients for a staff [chaperone](#) to be present during a MI exam.
- MI departments shall accommodate requests made by staff for a staff [chaperone](#) to be present during a MI exam for protection from the possible misinterpretation of actions taken during the MI procedure.
- This may require rescheduling the MI exam if no chaperone is available.
- A parent, legal guardian or family member cannot act as a chaperone.

Procedure

Assessment

1. Determine whether the patient or staff member has requested a staff chaperone to be present during the MI exam.
2. Ask if the patient or staff member has a preference for the chaperone to be of a specified gender.

Arranging a Chaperone for MI exam

1. Arrange a chaperone of the specified gender to be present for MI exam.
2. Explain the nature of the MI exam and the [responsibilities of the chaperone](#) to the patient before, during and after the exam.
3. Introduce the staff chaperone.
4. If no chaperone is available, reschedule the MI exam in a timely manner (preferably on the same day) when a chaperone is available.

Documentation

1. Record the name and designation of the chaperone in the patient's medical health record.

Responsibilities

Medical Imaging Staff:

- When requested, arrange a chaperone of the specified gender to be present during the MI exam.
- Ensure the chaperone is familiar with the procedures involved in the exam.

Chaperone:

- Be [familiar with the procedures](#) involved in the exam.
- Provide continuous observation and remain in the examination room during the MI exam or in the technologist radiation protected patient viewing area if the patient is comfortable to reduce staff exposure to radiation.
- Be prepared to intervene at any time if the behaviours or actions of the health care professional or patient could be interpreted as inappropriate.

Related Documents

[Third Party Viewing During Medical Imaging Examinations LMMI Policy](#)

[Third Party Viewing During and After Obstetrical Ultrasound Examinations LMMI Policy](#)

Definitions

“Chaperones” means a health care professional familiar with the MI exam who acts as a witness for the patient and/or the health care professional performing the exam during a medical imaging procedure. Medical Imaging support staff or clerical staff familiar with the examination or procedure may be utilized when necessary.

“Familiar with the procedure” means that the chaperone may not have credentials to perform the exam themselves but must have knowledge of how the exam should be professionally conducted (e.g. use of drapes/sheets to maintain the patient’s dignity before, during and after the examination, privacy for the patient to undress/dress, ability to discontinue exam at the request of the patient or staff at any time etc.).

“Staff” means all employees, approved students including but not limited to radiologists, supervisors, managers, technologists, sonographers, echocardiographers, nurses, aides, clerical staff and support staff engaged by LMMI.

References

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