



JOB AID: CLINICAL SITE PREPARATION AND SET-UP

This job aid can be used as a checklist to assist the clinical site (facility administrators and providers) in determining its readiness for an effective response to medical management of children who have experienced sexual violence and exploitation. Specific priority consideration should be given to the education of the clinical staff on-site.

Medical forensic examinations should take place at a medical site where there is optimal access to the full range of services that may be required by the child. Ideally this would be a hospital or clinic setting. Children should be able to access services 24 hours a day. If that is not feasible, they should access the clinic during hours of operation. Care should be ethical, compassionate, objective, and child-centered. Resource constraints may preclude the possibility of service provision in an ideal facility, but it is possible to improve the quality of existing facilities by ensuring they are accessible, secure, clean and private (WHO 2003).

Overall Site Preparation

- Develop and implement written policies, procedures, and protocols in the language of care providers.

 - Ensure provider education on child sexual violence and exploitation.

 - Develop clinical documentation and physical assessment forms.

 - Develop and implement a secure medical record storage system.

 - Develop a data tracking system.
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Examination Site Set-Up

- Determine appropriate location for private examination.

 - Use available resources to create an aesthetically child-friendly environment.

 - Ensure immediate access to proper lighting, soap and water, and toilet facilities.

 - Develop a staffing plan that encourages the availability of trained health care professionals, 24 hours per day.

 - Plan for the availability of a chaperone/companion to be present in the examination room during the ano-genital portion of the medical evaluation.
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Equipment Needed

- Powder-free non-sterile examination gloves

- Examination table that allows for positioning for lithotomy

- Specula (for post-pubertal children ONLY)

- Culture supplies

- Lubricant

- Evidence collection kits

- Forensic supplies (see Chapter 2)

- Sharps disposal container

- Needles, syringes

- Sterile water, sterile normal saline

- Patient gowns, bed linens/sheets

- Basic medical supplies for injury treatment (sutures, bandages, splints, scissors)

- Patient comfort supplies such as feminine hygiene supplies, food, drink, toiletries, extra clothing/undergarments

- Resuscitation equipment

- Digital camera and related supplies, such as memory cards, batteries, flash, and photographic reference ruler/standard

- Handheld magnifying glass

- Access to autoclave for sterilizing equipment if necessary

- Laboratory facilities or testing access

- Scales, height chart, and measuring tape

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Reference: World Health Organization (WHO). 2003.
Guidelines for Medico-legal Care for Victims of Sexual Violence. Geneva: WHO.

For more information, please visit aidstar-one.com.

This job aid is an excerpt from the publication entitled, *The Clinical Management of Children and Adolescents Who Have Experienced Sexual Violence: Technical Considerations for PEPFAR Programs*, and can be accessed at:
http://www.aidstar-one.com/focus_areas/gender/resources/reports/prc_technical_considerations.

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