

### **Exam page from answering service**

1. Must confirm receipt of page to answering service
2. Page will advise details or direct you to call facility
3. Info needed: Pt age, confirm assault within 96 hrs, advise your ETA



### **Arrival to facility**

1. Advise primary RN you are at facility, obtain report
2. Brief introduction to patient (confirm name/DOB/assault date, location)
3. Gather necessary supplies (ID stickers, speculum, pelvic bed if needed, etc)



### **Enter room for exam**

1. Clean kit area and set up supplies
2. Consent (exam, plan b, DFSA)
3. Open kit and set up documents (this may be done prior to entering room)



### **Forensic Exam**

1. Complete all steps of forensic exam
2. Obtain forensic photography
3. Advise patient you will chart, provide MD report and return to provide discharge info
4. Contact appropriate LE agency for mandated reporting and kit pickup



### **MD and RN Report**

1. Provide MD report of findings, CDC guidelines based on assault characteristics
2. Provide RN report
3. Assure patient receives necessary medications on site or by RX



### **Documentation - Kit Handoff**

1. Complete all necessary documentation related to exam
2. Complete COC handoff to appropriate LE agency
3. If LE agency is not picking kit up - sign kit over to hospital security (extended COC)



### **Documentation Transmission - Completion**

1. Transmit ALL documented to SANE of BC admin via Forcura
2. Exit Facility