

Standard operating procedure for the provision of sexual health nursing support to Powys local gender team.

Document Reference No:	PTHB / WCH 099	
Version No:	1	
Issue Date:	July 2024	
Review Date:	July 2027	
Author:	Sexual Health Clinical Lead	
Document Owner:	Head of Midwifery & Sexual Health	
Accountable Executive:	Executive Director of Nursing, Quality, Women and Family Health	
Approved By:	Women and Childrens Policies & Procedures Governance Group	
Approval Date:	17 th June 2024	
Document Type:	Standard Operating Procedure	Clinical
Scope:	Registered professionals working in PTHB sexual health services	

The latest approved version of this document is online.
If the review date has passed please contact the Author for advice.

Version Control:

Version	Summary of Changes/Amendments	Issue Date
1	Initial Issue	16/07/2024

Engagement & Consultation

Key Individuals/Groups Involved in Developing this Document

Role / Designation
Sexual Health Clinical Lead
Local Gender Identity Clinician

Circulated to the following for Consultation

Date	Role / Designation
24/04/24	Gender Identity Clinician
24/04/24	Sexual Health Team
24/04/24	Head of Midwifery & Sexual Health
01/05/24	Womens & Childrens Leadership Team
20/05/24	Information Governance Team

Item No.	Contents	Page
1	Introduction	3
2	Objective	3
3	Definitions	3
4	Roles / Responsibilities	3
5	Referral Process	4
6	Monitoring Compliance / Audit	5
7	Review and Change Control	5
	Appendices	

1 Introduction

Patients who are receiving gender affirming hormone therapy and associated blood tests via the Powys local gender team require care to be provided close to home and in a timely manner.

Powys sexual health services can support with this through the administration of medication prescribed by the local gender team clinician and obtaining requested blood samples in local contraceptive & sexual health clinics.

2. Objective

Primary care of gender identity patients is via the local gender team clinicians. Sexual health clinicians can offer administration of treatment which has been agreed and supplied by this service only, alongside contraceptive and sexual health care where required.

This SOP has been developed to provide clear guidance to clinicians on the processes and procedures required to provide this care.

3. Definitions

- **PTHB** – Powys Teaching Health Board
- **LGT** -Local gender team

4. Role / Responsibilities

4.1 Head of Midwifery & Sexual Health

The Head of Midwifery & Sexual Health must:

- Ensure all staff read and understand this procedure.
- Arrange regular review to monitor compliance with this procedure.

4.2 Sexual Health Clinical Lead

The Sexual Health Clinical Lead has responsibility for:

- Ensuring all training and competencies are up to date.
- Arranging staffing.
- Ensuring guidance is adopted in clinical areas and supporting staff in its implementation.

	<ul style="list-style-type: none"> • Monitoring concerns arising from this guidance. • Monitor activity and undertake audit.
	<p>4.3 Sexual Health Clinician</p> <p>The Sexual Health Clinician has responsibility for:</p> <ul style="list-style-type: none"> • Maintaining own clinical competencies and ensuring works within scope of competence. • Ensuring all mandatory training is completed and registration with appropriate national bodies is maintained. • Escalating concerns where required. • Completing all required documentation
	<p>5. Referral process</p> <p>Clients who wish an appointment will be advised of the time frame they are required to be seen by the LGT clinician.</p> <p>Clients will contact the sexual health team directly via the sexual health phonenumber and request an appointment within this period.</p> <p>The LGT clinician will provide written details of the patient’s care plan to the sexual health team in advance of this via the secure sexual health email including detail of any blood test required prior to administration of medication. This information is to be printed and securely stored in the individual’s sexual health record.</p>
	<p>5.1 Prescribing of medication & administration by Sexual Health Clinician.</p> <p>All medication will be prescribed in advance of the appointment by the LGT clinician.</p> <p>The client will attend the appointment with the medication they require administered in their possession. Powys sexual health service will not hold any gender affirming hormone medication in their clinics. Clients are to be notified that if they attend an appointment with the sexual health team without their prescribed and dispensed medication then no alternatives can be provided on the day.</p> <p>Clients who have concerns regarding their treatment are to be signposted back to the LGT for further advice and support.</p>

	<p>The Sexual Health Clinician should adhere to the PTHB guidelines regarding community setting administration (of medications) against a prescription.</p> <p>https://pthb.nhs.wales/services/pharmacy-and-medicines-management/professionals/policies/policies-etc-accordian/policies1-documents/mmp-001-medicines-policy-approved-8-september-2022-march-24-update/</p>
	<p>Blood tests</p> <p>If blood tests are required prior to the administration of medication the sexual health team will be notified of this by the LGT clinicians.</p> <p>Blood samples will be sent to the laboratory as per current PTHB transportation pathways dependent on clinic location.</p>
	<p>Record Keeping</p> <p>Clients who attend should have a sexual health number and records generated. Full consultation will be recorded on standard sexual health documentation including a record of medication administered (name of medication, dosage, batch/expiry date, route of administration) as per PTHB Medicines Policy.</p> <p>Following an appointment LGT team should be informed via secure email of the client's date of attendance, location seen, medication issued, blood tests taken and any concerns raised/actions taken. Details of any sexual health care should not be provided without the patient's explicit consent.</p> <p>If a client does not attend an arranged appointment the LGT will be notified of this by secure email to enable them to take any further action required. This should also be clearly documented on the sexual health clinic booking page.</p>
	<p>6. Monitoring Compliance / Audit</p> <p>The number of appointments booked, attended and did not attend will be collated quarterly and reported via the sexual health dashboard.</p>
	<p>7. Review and Change Control</p> <p>This document will be reviewed every three years or earlier should audit results or changes to legislation / practice within PTHB indicate otherwise.</p>