



**Rotherham Metropolitan Borough Council
Integrated Youth Support Service**

Pharmacy Administered Emergency Hormonal Contraception Follow- up

Protocols and Guidelines for Youth Start

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The free Emergency Hormonal Contraceptive Scheme for women available from accredited Pharmacies across the Borough of Rotherham is to be re-launched and will also be available to young women aged 14-16 years. The Scheme will take effect from ????

In order to continue to address the sexual health local priorities, which are:

- Reduce the number of unintended teenage pregnancies
- Reduce the rates of sexually transmitted infections amongst young people
- Increase the number of young people using regular forms of contraception
- Increase the opportunities to discuss sex and relationships education and promote positive relationship choices thereby addressing the risk of exploitation

a multi-agency group has agreed that young women shall be offered a follow up by IYSS Youth Start. For those under the age of 16, this will be an automatic referral (with the young person's knowledge) and for women aged between 16 and 18 years, this will be an 'offer'. This initiative is to not only to try to address the above local priorities, but to support the Pharmacies in ensuring that robust safeguarding steps are in place and to offer consistency across sexual health and contraceptive services.

The team of Youth Support workers at Youth Start, who have responsibility for sexual health work within the long-standing youth clinic provision, will manage the referrals from the Pharmacies, with other staff aware of the work and able to step in and support the referral process where necessary.

All client contact information will be recorded on Rotherham Youth Support Service MI system and regular monitoring will take place through case management and supervision which will be regularly undertaken with all workers.

Any safeguarding issues will follow the agreed EHC pathway and the Rotherham Safeguarding Children Board procedures.

Protocols

1. A referral will be received by telephone from a Pharmacy within three days of the emergency hormonal contraceptive being administered by the Pharmacy. If necessary, Pharmacies will be given a direct dial telephone number where they can leave a message at weekends. This will be picked up and dealt with on the following Monday.
2. The details will be logged on the Youth Start EHC Referral Form. The information will be entered onto the IYSS management information system (IO).

The information needed from the Pharmacy will be:

- Full name
 - Date of Birth
 - Address
 - Contact telephone number
 - Email Address
 - Pharmacy Address and Contact person
 - Date of EHC administered
3. A minimum of three separate attempts will be made to contact the young woman. If contact cannot be established, checks will be made via the IYSS management information systems to see if the client is accessing other areas of the Service or if there are possible alternative ways of making contact.
 4. **If no contact can be established**
 5. Where contact is established, the young woman will be offered an appointment at either Youth Start or at one of the locality Youth Clinics. At the appointment the following will be covered:
 - Did vomiting occur in the 3 hours following the EHC being taken?
 - Has there been any bleeding or menstruation since the EHC was administered?
 - Is there a need for a STI and or pregnancy test?
 - What contraception, if any, is the young woman using?
 - Advise the need for regular contraception and consistent use of condoms
 - Referral to nurse or other medical professional where needed
 - Give information about all sexual health services for future
 - Sex and Relationship education
 - Discuss previous/current relationship

- Condom teach
 - Assessing for any safeguarding concerns
6. If the young woman does not attend the agreed appointment date, contact will be established again to offer a further appointment on a different date.
 7. Any identified safeguarding issues will follow RMBC safeguarding procedures.
 8. All attempted and successful contacts with a young woman will be recorded on the management information systems. This will include any follow on appointments.
 9. Anonymous monitoring data will be provided to appropriate RMBC/NHS departments where requested.

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Guidelines

1. When a telephone referral is received from a Pharmacy, take the details needed to complete the Pharmacy EHC Telephone Referral Form.
2. Enter client information on I.O. creating a new client where necessary. This should follow the usual Youth Start client recording guidelines.
3. Attempt to make contact with the young woman within 5 working days of receiving the referral and offer an appointment to attend 3 weeks after taking EHC. This will provide an optimum timeframe for assessing the possible need for a pregnancy test and/or STI check.
4. A minimum of three attempts shall be made to contact the young woman using the information received from the Pharmacy.
5. If no contact can be established either because of incorrect details or no response, then make a check on I.O. to see if they are accessing any other part of the service or worker.
6. If this is the case, make sensitive enquiries to see if it is possible to make contact with the young woman via this route.
7. **If no contact can be made**
8. If contact is established with the young woman then offer her an appointment at either one of the Youth Clinics in the localities or at Youth Start (either Sexwise or drop in).
9. When follow up appointments are not kept, the young person shall be allowed a further 7 days to make contact with Youth Start. When this time has elapsed, attempts to contact the young person will be made. All attempted contacts shall be recorded on I.O. **Where attempted contacts have failed on 3 separate occasions, the Project Manager should be informed and further action considered and recorded**
10. If she attends, then the EHC Pharmacy Follow Up Form shall be completed. This form shall be attached to the client's paper based Sexual Health Record Sheet at Youth Start and a summary entered on to I.O.
11. Follow the Youth Start induction procedures for new clients and outline the confidentiality policy to **ALL** clients.

12. Check if the young woman vomited within 3 hours of taking the EHC. This can be an indication that the medication was not ingested therefore may not have prevented the pregnancy. If this is the case, a referral to a CASH nurse should be made as soon as possible to discuss further.
13. Was there any bleeding since taking the EHC? Some bleeding disturbance may occur a few days after taking EHC but this should not be taken as her usual menstruation. Check with the client what her usual menstruation cycle is and refer to the nurse if there are any worries or concerns from either the worker or the young woman.
14. Check if there have been any further incidences of unprotected sex since taking the EHC. If so, refer to the nurse for possible repeat of EHC or other advice.
15. If the young woman has not had her usual menstruation cycle since taking the EHC (and it has been a minimum of 3 weeks), then a pregnancy test should be offered following the Youth Start Pregnancy Testing Guidelines.
16. Assess the need for an STI check and either offer a Chlamydia urine test or refer to CASH nurse for a full STI test.
17. Discuss the relationship history of the young woman, offering support around positive relationships, making positive choices, and saying no.
18. If the young woman is in a relationship and is wanting to continue sexual activity, then ascertain what contraception is being used. If no regular method is used, discuss what methods the young woman will consider, giving appropriate information and leaflet, and refer to nurse for contraception assessment.
19. Ensure that a condom teach is undertaken and condoms are issued following the Youth Start Condom Issuing Guidelines.
20. Provide information and leaflets giving details of all sexual health services in Rotherham.
21. **ALL** attempted and successful contacts shall be recorded on I.O.

IF THE ADVICE WORKER HAS ANY CONCERN ABOUT THE WELL BEING OF THE YOUNG WOMAN, THE NEED FOR MEDICAL ADVICE SHOULD BE EXPLAINED AND CASH CONSULTED.

CHILD PROTECTION ISSUES SHOULD ALWAYS BE ADDRESSED IN LINE WITH ROTHERHAM SAFEGUARDING CHILDREN BOARD. DETAILS OF SUCH PROCEDURES CAN BE FOUND AT: www.rscb.org.uk OR FROM THE RMBC INTRANET.

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