Policy and Procedure Checklist

Depending on how your program is operated, the following list of policies and procedures are typically necessary in a Sexual Assault Nurse Examiner Program:

- Colposcopic Exam
- Credentialing
- Drug-Facilitated Sexual Assault Urine Storage and Processing
- Education and Certification Expectations
- Emergency Department Referral/Guidelines for Physician Intervention
- Employment Requirements
- Foley Catheter for Hymen Visualization
- Follow-Up Exams
- General Medications/Prophylactic Medications/Standing Orders

- Job Description(s)
  - On-Call SANE
  - In House SANE
  - Program Manager/Coordinator
  - Medical Director

- Mandatory Reporting
- Medical Record Including Storage and Release
- On-Call Procedure
- Payment/Billing Procedures
- Pelvic Examinations

- Photography
  - Consent
  - Patient Identifiers
  - Procedure
  - Storage
  - Back-up

- Program Mission and Goals

- Sexual Assault Nurse/Forensic Examiner
  - Roles/Responsibilities
  - Response times
  - General Care
  - Medical Screening Exam
  - Arrival/Flow

- Toluidine Blue Dye