



# Adolescent Health Clinic Procedure

Procedure Number  
WCDHB-PPHN-0004

Version Nos:  
**6**

## 1. Purpose

This Procedure outlines the process for the provision of an accessible, confidential free clinic by West Coast District Health Board (WCDHB) Community Nursing staff (CN), for students who attend relevant educational institutions.

## 2. Application

This Procedure is to be followed by all CN staff throughout WCDHB.

## 3. Definitions

There are no definitions associated with this Procedure.

## 4. Responsibilities

For the purposes of this Procedure:

*CN's* are required to:

- provide cares and treatments as per the requirements of this Procedure
- document all observations and cares and treatments given.

## 5. Resources Required

This Procedure requires:

- i) Forms
- ii) Portable Scales
- iii) Tape Measure
- iv) Otoscope
- v) Information Brochures
- vi) Hand Washing Wipes
- vii) Stethoscope
- viii) BP Equipment

## 6. Process

- 1.00 Clinics are to be arranged in consultation with each educational institution.
- 1.01 Ensure location of clinic is suitable to ensure privacy and confidentiality of students who attend clinic.
- 1.02 Inform teachers, support staff, and students of the date, location, purpose and access to the health clinic.
- 1.03 Meet with student and:
  - i) welcome and explain purpose
  - ii) ensure consent is obtained
  - iii) apply nursing process to students e.g. assessment, plan, implement, outcome, evaluation.
  - vii) discuss any concerns or recommendations with student and if required make follow up arrangements or referrals to other agencies/services



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- 1.04 Document results and findings.
- 1.05

## 7. Precautions And Considerations

- ensure consent has been obtained
- document all results and findings
- ensure privacy and confidentiality

## 8. References

DHB Contract and Service Specifications

## 9. Related Documents

WCDHB Informed Consent Procedure  
WCDHB Clinical Documentation Procedure

<b>Revision History</b>	<b>Version:</b>	6
	<b>Developed By:</b>	Public Health Nurses
	<b>Authorised By:</b>	Director of Nursing
	<b>Date Authorised:</b>	February 1996
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