

Ref. No: 2436
Date: 18/03/26
Subject: NHS chaperone policies, training and reporting

REQUEST & RESPONSE

Please provide the following information on NHS chaperone policies, training and reporting:

- 1) Current chaperone policy or policies relating the use of formal and informal chaperones.

Please see attached

- 2) Associated procedures & guidelines including:

- a) Guidance on how the offer, acceptance, or refusal of a chaperone must be recorded in patient notes.

Guidance is in the policy direct staff to ensure their details are recorded in the patient record when action as a chaperone

- b) Guidance on how the sex of the chaperone is recorded.

The sex of the chaperone would not be recorded it would be details of the staff members name and role

- 3) If your policy/procedures/guidelines have been withdrawn, please provide:

- a) the most recent version.
- b) the date it was placed under review or withdrawn.
- c) the communications with staff when it was put under review or withdrawn.
- d) the timetable for development and approval of any replacement policy
- e) details of internal and external consultation lists.

N/A

- 4) If not included in the policy/procedures/guidelines, please also disclose:

- a) training and competency standards for staff acting as formal chaperones.
- b) training description and provision for chaperones (eg online, in person, what organisations delivers the training and outline).

As per Policy Chaperone Training is delivered locally within ward / are induction. All Health Care Assistants when starting in the Trust attend a HCA academy prior to induction, the role of the chaperone is captured within the schedule which is a face to face programme.

5) Audit reports, quality assurance reviews, compliance monitoring, and management and/or board reports relating to chaperoning 2024 to date.

There have no concerns regarding chaperones brought to the attention of the Safeguarding Team since 2024.

6) Related equality impact assessments (EIAs) if separate

EIA completed within the Policy (Section 11)

7) Datix reports:

a) Number of Datix reports raised related to chaperoning in 2024, 2025 and 2026 Jan & Feb, by sex of patient and chaperone & definition of sex field in Datix.

2024	2025	2026
<5	<5	0

b) If you record this data by gender, please disclose the Number of Datix reports raised related to chaperoning in 2024, 2025 and 2026 Jan & Feb, by gender of patient and chaperone and definition of gender field in Datix.

Sex	2024	2025	2026
Female	<5	<5	0
Male	0	0	0
I don't know	0	0	0
Withheld, not specified or other	<5	0	0

8) Concerns:

a) Number of concerns raised by chaperones, if not recorded via Datix, in 2024, 2025 and 2026 Jan & Feb, by sex of patient and chaperone & definition of sex field.

N/A

b) If you record this data by gender, please disclose the number of concerns raised by chaperones in 2024, 2025 and 2026 Jan & Feb, by gender of patient and chaperone and definition of gender field.

N/A

9) Complaints:

a) Number of complaints raised related to chaperoning in 2024, 2025 and 2026 Jan & Feb, by sex of patient and chaperone & definition of sex field in your complaints system.

0

b) If you record this data by gender, please disclose the number of complaints raised related to chaperoning in 2024, 2025 and 2026 Jan & Feb, by gender of patient and chaperone and definition of gender field in your complaints system.

N/A

c) Number of Freedom to Speak Up reports related to chaperones in 2024, 2025 and 2026 Jan & Feb by sex of the reporter.

0

d) If you record this data by gender, please disclose the number of cFTSU reports related to chaperoning in 2024, 2025 and 2026 Jan & Feb, by gender of the reporter.

0