

Reference Number: UHBOBS178	Published: 7/2/24
Version Number: 2	Date of Next Review: 7/2/27

FGM (Female Genital Mutilation) Specialist Clinic - Standard Operating Procedure

Introduction and Aim

- The SOP is to provide guidance & instruction on the running of the Midwifery Led Specialist FGM Service.
- The SOP will be in line with changes to the FGM legislation, via the Serious Crime Bill (2015) and support staff in the referral processes into the service.
- The words “woman” and “women” have been used throughout this document as this is the way that the majority of those who are pregnant and having a baby will identify. For the purpose of this document, this term also includes girls. It also includes people whose gender identity does not correspond with their birth sex or who may have a non-binary identity’

Objectives

- The service is to deliver a seamless service in providing holistic care needs to all women and girls affected by FGM.

Scope

- This procedure applies to all our staff in all locations including those with honorary contracts

Equality Health Impact Assessment

An Equality Health Impact Assessment (EHIA) has not been completed. This is because a procedure has been written to support the implementation of the FGM Policy. The Equality Impact Assessment completed for the policy found here to be no impact.

Documents to read alongside this Procedure

- All Wales FGM Pathway
- RCOG FGM & its management
- Clinical Intranet Safeguarding information in relation to FGM
- Clinical Intranet on FGM

Approved by

Maternity Professional Forum

Accountable Executive or Clinical Board Director

Abigail Holmes, Director of Midwifery

Author(s)

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Disclaimer

If the review date of this document has passed please ensure that the version you are using is the most up to date either by contacting the document author or the [Governance Directorate](#).

Document Title: <i>FGM SOP</i>	2 of 16	Approval Date: 7/02/24
Reference Number: UHBOBS178		Next Review Date: 07/02/27
Version Number: 2		Date of Publication: 07/02/24
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Summary of reviews/amendments			
Version Number	Date of Review Approved	Date Published	Summary of Amendments
1	09/03/2018	09/03/2018	<i>New Document</i>
2	15/12/23		Revised by Wendy Ansell

Document Title: <i>FGM SOP</i>	2 of 16	Approval Date: 7/02/24
Reference Number: UHBOBS178		Next Review Date: 07/02/27
Version Number: 2		Date of Publication: 07/02/24
Approved By: Maternity Professional Forum		

1. Purpose:

The purpose of this SOP is to provide guidance and instruction on the running of the Midwifery Led Specialist Female Genital Mutilation (FGM) Service.

The service will provide a holistic care package to meet the needs of all females affected by FGM; this will include a service that provides specialist advice and the management of any associated physical or psychological care needs. Such management will be coordinated in the clinic first, but on occasion's referrals to Specialist Services may be required. The age of the female and further co-morbidities will be factors for consideration for referral to specialist services. Any referrals would be discussed with the patient first and consent obtained prior to the completion of each referral.

1.1 The service will be available to all females affected by FGM; this includes pregnant and non-pregnant women.

2. Procedure

2.1 The service can be accessed by self-referral, clinicians or third sector agency referrals. See appendices 1 for the pathways and referral form.

2.2 The service will endeavour to provide holistic health needs

assessment which incorporates all aspects of the All-Wales FGM

Pathway (referral forms soon to be on SHAREPOINT and for outside maternity go to Safeguarding FGM and the link should take you to CAVHIS website)

2.3 Physical, psychological and social aspects of care will be explored, alongside the gaining of demographic and ethnicity details.

2.4 A discussion around the different types of FGM will be explored, in association with the health implications, legislation and safeguarding principles. All conversations will be culturally sensitive and free from discrimination.

2.5 During the consultation, a genital examination will be offered as a part of the health needs assessment. This is to determine the type of FGM and whether de-infibulation is indicated. The RCOG (2015) recommend that if the introitus is sufficiently open to permit a vaginal examination and if the urethral meatus is visible, then de-infibulation is unlikely to be necessary.

2.6 If after vaginal assessment, de-infibulation is indicated, a clear discussion about the procedure will be had. In addition, the RCOG de-infibulation leaflet will be provided (<https://www.rcog.org.uk/globalassets/documents/patients/patient-information-leaflets/gynaecology/fgm-patient-information-leaflet.pdf>). Once consent

Document Title: <i>FGM SOP</i>	2 of 16	Approval Date: 7/02/24
Reference Number: UHBOBS178		Next Review Date: 07/02/27
Version Number: 2		Date of Publication: 07/02/24
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is gained, an ongoing referral will be made to gynaecology services or obstetrics for this procedure to take place. This will require a day case admission.

At present for pregnant women requesting De infibulation they will be fast tracked on Obstetric theatre list on Delivery Suite for procedure to be performed after dating scan in 2nd trimester.

For non-pregnant women requesting de-infibulation they will be referred to Anna Darbhamulla day surgery list via her secretary and Liaison with the WWC Lead clinician.

2.7 It is recommended all females affected by FGM should be offered Blood Borne Virus (BBV) screening, with the associated increased risks of hepatitis and HIV (RCOG 2015). With this evidence in mind, BBV screening will be an extra measure offered within the FGM clinic.¹ This will of course be an opt-in/opt-out service for females to access should they wish.

2.8 During the consultation, there will also be an opportunity to discuss other Women's Public Health needs, such as; Cervical Screening, Breast Examination, Pre-Conception Advice & Contraception.

3. Environment:

3.1 The Midwifery Led Clinic will run weekly from the CAVHIS Cardiff Royal Infirmary, working closely with both the Sexual Assault Referral Centre (SARC) and Obstetrics/Gynaecology Services. A suitable environment throughout the referral pathway will always be ensured and this will include adhering to the UHB Core Values and Behaviours. The Women's Wellbeing Clinic is situated away from the general waiting room and supports the principles of ensuring privacy & dignity for each individual. It has suitable lighting with a gynaecology bed.

3.2 For any language barriers, UHB approved face-to-face interpretation system will be used if needed or the telephone/screen interpreters provided at CAVHIS. Where possible, written information that is to be commonly provided will be translated into the most common languages. For any language barriers, UHB approved face-to-face interpretation system will be used if needed or the telephone/screen interpreters

¹ BBV screening is a new service provision offered with the CAVHIS temporary GP surgery and in light of the increased association of possible BBV transmission it has been agreed that this service can also be utilised for all FGM patients accessing the FGM service should they wish.

Document Title: <i>FGM SOP</i>	2 of 16	Approval Date: 7/02/24
Reference Number: UHBOBS178		Next Review Date: 07/02/27
Version Number: 2		Date of Publication: 07/02/24
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provided at CAVHIS. Where possible, written information that is to be commonly provided will be translated into the most common languages.

4. Record Keeping

4.1 For antenatal patients, a clear plan for management of FGM during pregnancy and labour will be made and documented in the handheld records as well as on maternity IT systems E3 & PARIS. This will include the completion of the All-Wales FGM Pathway. If non-pregnant all documentation will be completed via the coded outpatient records again with the completion of the All-Wales FGM Pathway.

4.2 A database will be held by the clinic coordinator regarding the numbers of patients accessing the service; this will help support the clinics sustainability. The All-Wales Clinic Pathways will continue to be shared with the Safeguarding Office (FGM Strategic Lead) for data collection purposes. This data will then be anonymised and collated for Welsh Government figures.

4.3 During the consultation with the patient, a safe contact number and address will be ascertained. This will ensure confidentiality and ensure the patient's safety is protected. Consent for sharing the information with the GP & Health Visitor will also be sought.

4.4 Storage of records will be in line with the UHB Policies and Procedures.

5. Results or Follow Up

5.1 If de-infibulation is indicated and performed, a follow up/post-op review will take place in the Women's Wellbeing Clinic; this will be 2-4 weeks post procedure. Although should there be any concerns prior to this appointment, earlier appointments can be made.

5.2 For any BBV screening that is performed, a follow up appointment to discuss the BBV results will be made.

5.3 Any psychological elements of care that the patient opts into will be followed up and offered appointments via the lead clinician. There will be no set timeframe for this work, as it will depend on the nature of the complexities that the female may present with. These will however be offered on a sessional basis with a clinical psychologist who has expertise in Trauma.

Document Title: <i>FGM SOP</i>	2 of 16	Approval Date: 7/02/24
Reference Number: UHBOBS178		Next Review Date: 07/02/27
Version Number: 2		Date of Publication: 07/02/24
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6. Infection control

6.1 Throughout the referral pathway, staff will ensure that infection control procedures will be adhered to. If any direct contact with patients is to be invasive, such as BBV screening or a genital examination, staff will ensure that the correct personal protective equipment (PPE) is worn and the necessary policies/procedures are followed.

6.2 All phlebotomy & sample transportation guidelines to be followed.

7. Legislation & Safeguarding (Mandatory Reporting)

7.1 At the initial consultation the UK legislation will be discussed sensitively and free from discrimination with each individual accessing the service. This will include the recent changes to UK law (VAWDA SV 2015 & SCB 2015) and our statutory duties as clinicians. Any females presenting or referred to the clinic under the age of 18, staff will complete the mandatory reporting and follow the safeguarding pathway if not already completed. The crime reference number will be documented alongside all other forms.

7.2 For all cases that present under 18 years old, will be discussed on an individual basis via the named Paediatric Consultant. This will ensure that the individual is assessed in the most suitable place. This will either be SARC CRI or CAVHIS CRI, and the Specialist FGM Midwife.

7.3 Other safeguarding issues may also arise during consultation, and should this occur, UHB Safeguarding and the All-Wales Child Protection Procedures will be adhered to.

8. Audit & Evaluation

8.1 A continual evaluation will run alongside the implementation of the clinic. This will support any concerns that potentially arise and ensure data collection.

Document Title: <i>FGM SOP</i>	2 of 16	Approval Date: 7/02/24
Reference Number: UHBOBS178		Next Review Date: 07/02/27
Version Number: 2		Date of Publication: 07/02/24
Approved By: Maternity Professional Forum		

Appendices 1

WOMEN'S WELLBEING CLINIC **(SPECIALIST FEMALE GENITAL MUTILATION (FGM) COMMUNITY** **CLINIC)** **REFERRAL FORM**

Cardiff & Vale Health Inclusion Service (CAVHIS)

TELEPHONE: 02921835449

Women's Wellbeing Clinic

Email- CAV_CAVHIS@wales.nhs.uk

Cardiff Royal Infirmary

:

Longcross Street

CF240SZ

COMPLETING CLINICIAN'S DETAILS:	
Referred By: Designation (e.g. GP/Midwife):	DATE:
Referrer's Contact Details: Address: Phone Number:	
NHS Number: Hospital Number:	
DETAILS OF CHILD/ADULT BEING REFERRED:	
Name: Home Address: Mobile Number: Landline Number:	Date of birth: Current Age: If under age 18, has mandatory reporting been completed: <div style="display: flex; justify-content: space-around;"> Yes No </div> If Yes, please document crime reference number: If No, please ensure that this is completed via the Police 101 number & document the crime reference number above.

Document Title: <i>FGM SOP</i>	2 of 16	Approval Date:7/02/24
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Version Number: 2		Date of Publication: 07/02/24
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Country of Origin: Ethnicity: Arrival date into the UK: (Residency status e.g. asylum seeker/refugee/UK citizen):	Is the patient currently pregnant? Yes No If yes, what is the Expected Date of Delivery: Named Midwife Name:
Interpreter Required: Yes No	Language:

Document Title: <i>FGM SOP</i>	2 of 16	Approval Date: 7/02/24
Reference Number: UHBOBS178		Next Review Date: 07/02/27
Version Number: 2		Date of Publication: 07/02/24
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Marital Status:

INFIBULATION HISTORY:

Please describe patient's FGM history:

(Example: 34-year-old female, disclosed a history of an FGM type procedure performed on her aged 5 years old in Sudan. Please outline any symptoms/clinical problems associated to the practice).

Please outline any relevant medical history:

Current medication:

CHILDREN

If any children, please state names:	Dates of birth:	Have the children been referred to children's services for information sharing purposes in view of maternal FGM history: (YES or NO)

CHILD PROTECTION REGISTER

If any children in the family are registered on the CPR, please give details including category if known:

Document Title: <i>FGM SOP</i>	2 of 16	Approval Date: 7/02/24
Reference Number: UHBOBS178		Next Review Date: 07/02/27
Version Number: 2		Date of Publication: 07/02/24
Approved By: Maternity Professional Forum		

Dates of birth:	Have the children been referred to children's services for information sharing purposes in view of maternal FGM history: (YES or NO)

CONSENT	
<p>Does the patient agree to this referral Yes No</p> <p>Is it safe for letters or appointments be sent to their home address regarding the FGM Clinic:</p> <p>Yes No</p> <p>If No, how is it best for us to contact them?</p>	
DOCTOR	
GP name:	Contact no:
Surgery Address:	
For Clinic Use Only:	
Date referral received:	
Action Plan:	
Actioned By:	

If you have access to a secure NHS email, then please send a copy of the referral to the Clinic's email address as listed at the top of the referral form. If no access to a secure global account,

Document Title: <i>FGM SOP</i>	2 of 16	Approval Date: 7/02/24
Reference Number: UHBOBS178		Next Review Date: 07/02/27
Version Number: 2		Date of Publication: 07/02/24
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Caerdydd a'r Fro
Cardiff and Vale
University Health Board

WOMEN'S WELLBEING CLINIC

(SPECIALIST FEMALE GENITAL MUTILATION (FGM) COMMUNITY CLINIC) REFERRAL PATHWAY

Cardiff & Vale Health Inclusion Service
Women's Wellbeing Clinic
Cardiff Royal Infirmary
Longcross Street
CF240SZ

Email - CAV_CAVHIS@wales.nhs.uk

Health Professionals Information

The Women's Wellbeing Clinic at CAVHIS CRI is a fast-track service offering specialist treatment & support to females who have undergone Female Genital Mutilation (FGM). FGM can also be known as female circumcision as well as other frequent terminology. FGM is a procedure where the female genitalia is deliberately cut, injured or changed for no medical reason. It causes significant harm and seriously affects the long-term health of women and young girls. FGM is an illegal practice within the UK, and it is also an offence to take a female out of the UK to have the procedure performed on her.

Referral Pathways to the Wellbeing Clinic:

Self-Referral:

All females affected by FGM can self-refer into the Women's Wellbeing Clinic regardless of age. This means you do not have to speak to your GP or any other health professional first, should you not wish. Once we receive your referral, we will provide you with an appointment within 4 weeks at the CAVHIS Women's Wellbeing Clinic (if over 18 years old). If under 18 years old a Consultant Paediatrician will contact you regarding your scheduled follow up appointment.

To self-refer into the Women's Wellbeing Clinic, please contact the clinic coordinators on 02921835449, between 9am-5pm Monday-Friday. You do not need to mention any personal information or mention the word FGM during the phone call, just a request for an appointment at the 'Women's Wellbeing Clinic'. The only information that the coordinators will ask you for is your; name, date of birth, GP, a safe telephone number and a safe address should we need to contact you. All your details will be kept confidential, and **you will be contacted by the lead clinician within the next week.**

Clinician Referral Pathway:

To refer a patient into the Women's Wellbeing Clinic (Specialist FGM Service),

Document Title: <i>FGM SOP</i>	2 of 16	Approval Date: 7/02/24
Reference Number: UHBOBS178		Next Review Date: 07/02/27
Version Number: 2		Date of Publication: 07/02/24
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please complete the designated clinic referral form. Please ensure that consent from the patient has been sought. On completion of the referral, please email a copy through the designated email address and only if you have a secure NHS email account (Global). On receipt of the referral, the patient will then be contacted by the clinic coordinators offering them an appointment within 4 weeks. Please note however, if the female is under aged 18, they will be discussed with the Paediatrician as to whether they are best seen in CHAP or the Sexual Assault Referral Centre SARC.

Girls under age 18 years old:

Dependent on the age of the female that's referred to the Women's Wellbeing Clinic will depend on where and with whom she will be best reviewed by. This will be discussed with the Consultant Paediatrician as to the best place. This will be with the patient or parents' consent (consent will be dependent on the age of the child being offered the health needs assessment). Children under age 18 will still be provided with equity of services, similar to that of the Women's Wellbeing Clinic. This will include any access to counselling input or third sector agency support such as BAWSO, should they require this.

Mandatory Reporting for Children under age 18 years old:

Since 2015, all health and social care professionals have a legal obligation to report any FGM cases to the police and social services (FGM Act 2003 & Serious Crime Bill 2015). Reporting of the case is a personal duty and cannot be transferred. Therefore, the professional identifying a case of FGM in an under 18-year-old has a legal responsibility to report and document the crime reference number. The only exception to this is if you are aware that another professional has already reported this case and you have evidence of the crime reference number. There would be no need to duplicate the reporting unless there are any other concerns apparent.



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WOMEN'S WELLBEING CLINIC
(SPECIALIST FEMALE GENITAL MUTILATION (FGM) COMMUNITY CLINIC)

Document Title: <i>FGM SOP</i>	2 of 16	Approval Date: 7/02/24
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REFERRAL PATHWAY

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Women's Wellbeing Clinic

Cardiff Royal Infirmary

Longcross Street

CF240SZ

Telephone: 02920335449

Email: CAV_CAVHIS@wales.nhs.uk

Patient Information

The Women's Wellbeing Clinic at **CAVHIS** CRI is a fast-track service offering specialist treatment & support to females who have undergone Female Genital Mutilation (FGM). FGM can also be known as female circumcision as well as other frequent terminology. FGM is a procedure where the female genitalia is deliberately cut, injured or changed for no medical reason. It causes significant harm and seriously affects the long-term health of women and young girls. FGM is an illegal practice within the UK and it is also an offence to take a female out of the UK to have the procedure performed on her.

Self-Referral:

All females affected by FGM can self-refer into the Women's Wellbeing Clinic regardless of age. This means you do not have to speak to your GP or any other health professional first. Once we receive your referral, we will provide you with an appointment within 4 weeks either at the **CAVHIS** Women's Wellbeing Clinic or the SARC Centre CRI, if under 18 years old.

To self-refer into the Women's Wellbeing Clinic, please contact the clinic coordinators on **02921 835449**, between 9am-5pm Monday-Friday. You do not need to mention any personal information or mention the word FGM during the phone call, just a request for an appointment at the 'Women's Wellbeing Clinic'. The only information that the coordinators will ask you for is your; name, date of birth, GP, a safe telephone number and address should we need to contact you. All your details will be kept confidential, and you will be contacted by the lead clinician to arrange an appointment time and date for an appointment.

Before your appointment:

If your health professional has referred you into the clinic, you will be provided with an appointment date and time within 4 weeks. During this time, you can decide whether you wish to bring anyone along with you to the appointment or whether you wish to attend alone. You may consider bringing along a relative, a friend or a support worker, but this should be somebody you can trust and confide in.

During your first appointment:

Appointment times will vary in length, between 30-60 minutes, dependent on your needs. The Women's Wellbeing Clinic is safe and private, with an all-female staff providing your one-to-one care. If English is not your first language, there will be access to trained interpreters. All information will be conveyed to you in a sensitive and non-judgemental way. Any information gathered from you will be confidential and will only be shared on a need-to-know basis. Certain information will need to be shared for data collection purposes, but no identifiable information such as your name and address would be used.

Document Title: <i>FGM SOP</i>	2 of 16	Approval Date: 7/02/24
Reference Number: UHBOBS178		Next Review Date: 07/02/27
Version Number: 2		Date of Publication: 07/02/24
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On arrival to your appointment, the midwife will first introduce herself and outline how the service can best support women and girls affected by FGM. During your appointment, the midwife will discuss with you various information, such as:

- What FGM is
- The different types of FGM
- The physical and emotional impact from FGM
- Where FGM is commonly practised and the legislation within the UK
- This will be followed by questions around your medical history and FGM history.
- In order to define the type of FGM and best support your care needs, the midwife will also offer you an examination to assess whether any further care needs are best recommended. This will be done sensitively and gently, with another female health professional present (should you wish).

After the appointment:

Dependent on the type of FGM and your individual care needs, will depend on whether you need to be reviewed again at the clinic. If you do require any ongoing physical or psychological support, then ongoing referrals will be made to support your individual care needs.

Useful Resources/Contact Details:

BAWSO – 24 Hour Helpline, Support Service: 0800 731 8147

NSPCC – FGM Help & Advice, 24 Hour Helpline: 0800 028 3550

Live Fear Free - 24 Hour Wales Helpline (Advice on Violence Against Women): 0808 801 0800

Women's Wellbeing Clinic (CHAP CRI), Specialist Midwife: 02920 335449

Document Title: <i>FGM SOP</i>	2 of 16	Approval Date: 7/02/24
Reference Number: UHBOBS178		Next Review Date: 07/02/27
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