

## 2.13 CONSENTS

**Policy:** Title X clinics must document that all clients have a signed general consent form in their medical record.

**Procedure:** Consent forms must be language appropriate (e.g. written in a language understood by the client or translated and witnessed by an interpreter) (see also MT TX FP Administrative Manual, Sample 8.16, *General Consent Form*).

### Written general consent

Written general consent must include:

1. A statement indicating the client's voluntary acceptance of the clinic's services (*Title X Program Requirement 8.1.1*).
2. A statement that receipt of Title X family planning services is not a prerequisite to receive other services offered by the clinic (*Title X Program Requirement 8.1.2*).
3. Documentation of explanation of services. This should cover an explanation of the physical examination, any necessary clinical procedures, lab services and treatment to be performed.
4. A confidentiality assurance statement (see also MT TX FP Administrative Manual, Policy 2.3, *Client Confidentiality*, and MT TX FP Administrative Manual, Sample 8.11 *Sample Orientation Checklist*; MT TX FP Administrative Manual, Sample 8.12 *Acknowledgement Statement*).

### HIV Screening Consent

1. Montana state law on HIV screening states that screening for HIV-related conditions must be considered routine and must be incorporated into the client's general informed consent for medical care on the same basis as other screening and diagnostic tests (*MCA 50-16-1014*).
2. Screening for HIV-related conditions must be voluntary and undertaken with the client's knowledge and understanding that HIV diagnostic testing is planned.
3. Clients must be informed orally or in writing that HIV diagnostic testing will be performed.
4. If a client declines an HIV diagnostic test, this decision must be documented in the client's medical record.