A. Policy Statement

Intracavitary sonography requires a specific protocol for patient and equipment management.

B. Purpose of Policy

To increase patient acceptance through ensuring patient privacy and safety. To reduce the risk of litigation to the hospital and sonographers.

C. Procedure

1. Patient Management
   a. Inform the patient of the transvaginal/endovaginal study, explaining the procedure in detail and obtain verbal consent from the patient (or family) to perform exam.
   b. Explain reason for the exam.
   c. Give patient instructions to empty bladder.
   d. Instruct upon returning to the room to undress from waist down and cover with a sheet.
   e. When sonographer returns to the room knock and wait for a reply. Knock again if necessary.
   f. Open the door, announce yourself, and ask “may I come in?” and wash hands prior to examination.

2. Preparing Equipment
   a. Cover properly disinfected transducer with condom.
   b. Gel is placed in condom as a couplant.
   c. Lubrafax is used on the outside of the condom covering the transducer

3. Performing the Examination
   a. All personnel in room are introduced
   b. Names of all personnel in room are documented on requisition
   c. Whenever possible the patient should insert the probe themselves.
   d. After the exam is completed, ask if there is anything else you may do for the patient.
   e. Sanitize your hands upon exit.

Approved by:

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Next Review Date: 9/1/2026