

Department: Radiology	Section: Education	Effective Date: 12/18/1996
Procedure Number: 11.3		Revision: October 2013

PATIENT PRIVACY

Purpose:

To ensure the patient's privacy during imaging procedures.

Policy:

1. Dressing booths/screens, bathrooms, or other measures are to be routinely utilized to provide patient's privacy while dressing/undressing as preparation for imaging procedures requiring removal of articles of clothing which may interfere with the imaging procedure.
2. When situations arise requiring radiology personnel to assist incapacitated patients in removing articles of clothing the patient's privacy remains a priority and thoughtful consideration must be given to methods to be utilized to accomplish protection of the patient's privacy.
3. Once a patient has entered a radiographic procedure room the number of personnel entering and exiting the room must be kept to an absolute minimum.
4. The patient's body is to remain covered by use of appropriate clothing, sheets, drapes, etc. throughout the process of completing the imaging procedure, with the exception of those instances when covering of certain body parts prevents the examination from being accomplished.
5. Employees shall not enter or exit procedure rooms unless they are needed to assist with the procedure.
6. To ensure the patient's privacy and limit entrances/exits during imaging procedures these general guidelines must be followed:
 - a. Knock before entering a closed procedure room.
 - b. Do not enter the procedure room until acknowledgement/approval to enter has been given by the technologist or physician in charge of the procedure.
 - c. Keep your assigned work area properly stocked with supplies. Supplies should be obtained from storage areas not from another procedure room.
 - d. Do not enter procedure rooms for unnecessary or frivolous reasons.

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