

Standard Operating Procedure for the Use of Female Genital Mutilation – Information System (FGM-IS) in Maternity Services

Prepared by: Rachel Cornes

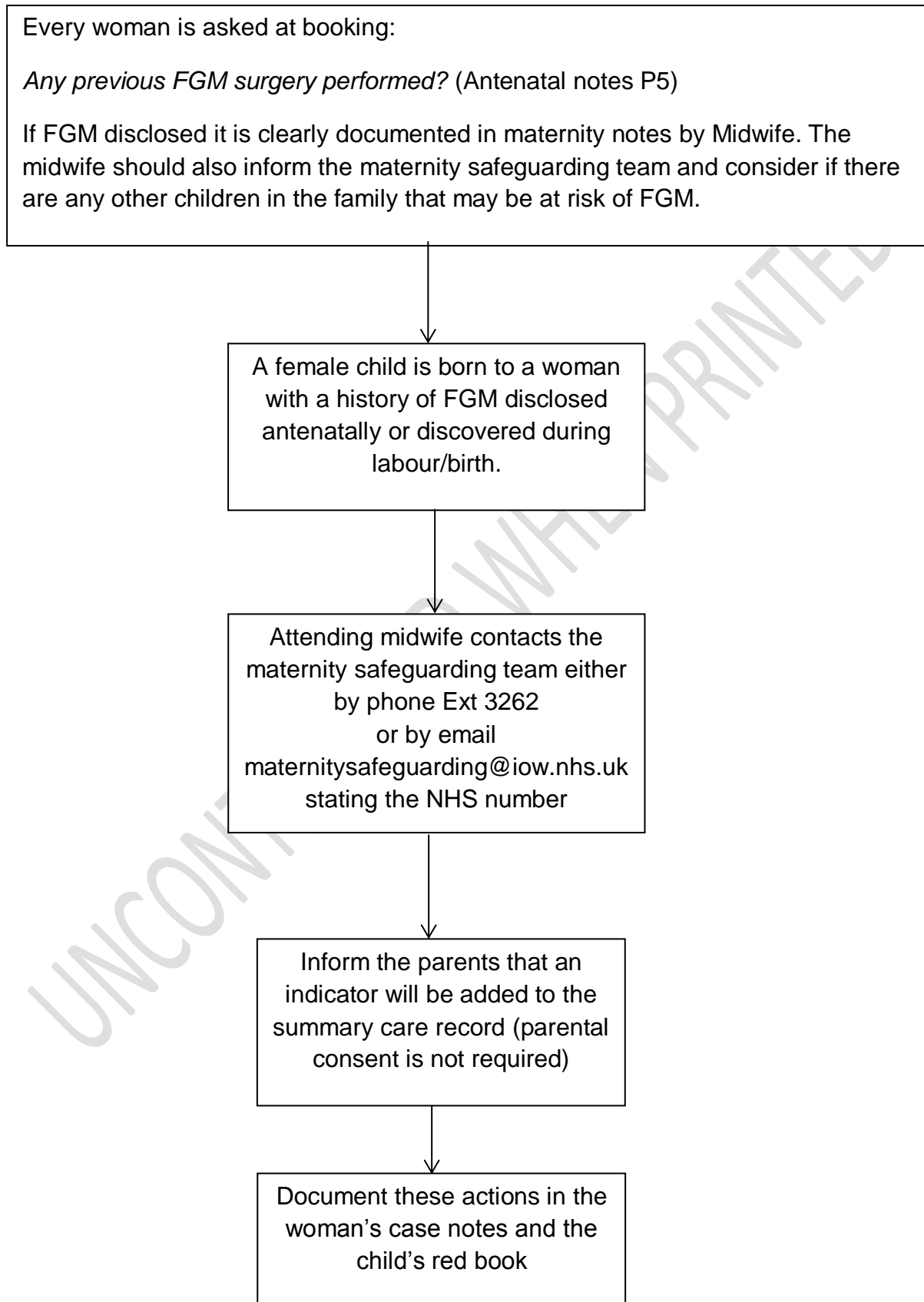
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Maternity Services FGM-IS Flowchart



1. Purpose Context and Background

This document describes the Standard Operating Procedure (SOP) for the use of the Female Genital Mutilation Information Sharing (FGM-IS) system in maternity services for female children born to a survivor of FGM.

In all cases of female children being born to a woman with a family history of FGM, the FGM-IS indicator must be added to the child's records.

The FGM-IS is a national safeguarding system to share information, which:

- Enables a medical professional to record when a girl under 18 years has a family history of FGM
- Shares that information with other professionals who treat her as she grows up
- Prompts the clinicians to consider if they need to take safeguarding/other action.

FGM-IS supports safeguarding by:

- Family history is known to be relevant when considering potential risk to a girl of undergoing FGM
- The user will record when a family history has been identified using the FGM-IS
- When a professional sees the FGM-IS indicator, they know a family history of FGM has been identified and they can treat the child accordingly

The FGM-IS tab is accessible on the Summary Care Record application (SCRa) (on the NHS Spine Portal) for girls under the age of 18.

Access to FGM-IS will be available to authorised staff within Isle Of Wight NHS Trust using the Summary Care Record (SCR) Application. This allows authorised staff to trace the patient via the National Spine to view and input the FGM-IS indicator

2. Scope:

This SOP is for the use of Obstetricians, Midwives and Paediatricians involved in providing care to women utilising maternity services at St Marys Hospital.

3. Responsibilities

It is the responsibility of all Midwifery Nursing and medical staff to:

- Access read understand and apply this SOP
- Attend any mandatory training pertaining to the SOP

It is the responsibility of the department to:

- Ensure the SOP is reviewed as required in line with trust and national recommendations

Ensure the SOP is accessible to all relevant staff

4. Procedure

4.1 When midwives ask about FGM.

- All pregnant women are asked the following question by their midwife at their booking appointment:
 - Any previous FGM surgery performed' (Antenatal booklet P5).

If FGM is reported the midwife should inform the maternity safeguarding team and consider if there are any other children in the family that may be at risk of FGM.

- Following birth when midwives enter birth details on to the Euroking system they are asked to answer the following question:
 - Has the woman ever undergone female genital mutilation?
 - Yes/No'
 - What classification is the female genital mutilation?
 - Type 1 / 2/ 3 /3+ history of deinfibulation.

If FGM is disclosed to a midwife at either of these points or at any point in pregnancy then the following procedure should be followed once a female infant is born.

4.2 Procedure for adding an alert

If a woman delivers a female child and there is a family history of FGM, the FGM indicator should be added to the summary care record. It has been agreed that this will be completed by the Maternity safeguarding team (Named midwife for safeguarding and Safeguarding Midwife)

It is good practice for the delivering midwife to share with the parents that the FGM indicator will be added to the baby's record, however consent is not required. If parents object to the information share, discuss this with the Safeguarding Midwifery Team.

To note:

- The indicator cannot be added on a child's record before she is born as NHS number is required.
- If a woman has older female children that are identified throughout her pregnancy, IOW NHS trust maternity staff do not add an indicator for these children. Primary care services are responsible for alerts for older children.

The delivering midwife has the responsibility to:

- Update the safeguarding team of the birth of a female child either by phone ext 3263 or email maternitysafeguarding@iow.nhs.uk stating the NHS number.
- Inform the parents that an indicator will be added to the child's record.
- Document these actions in the woman's case notes and the child's red book.

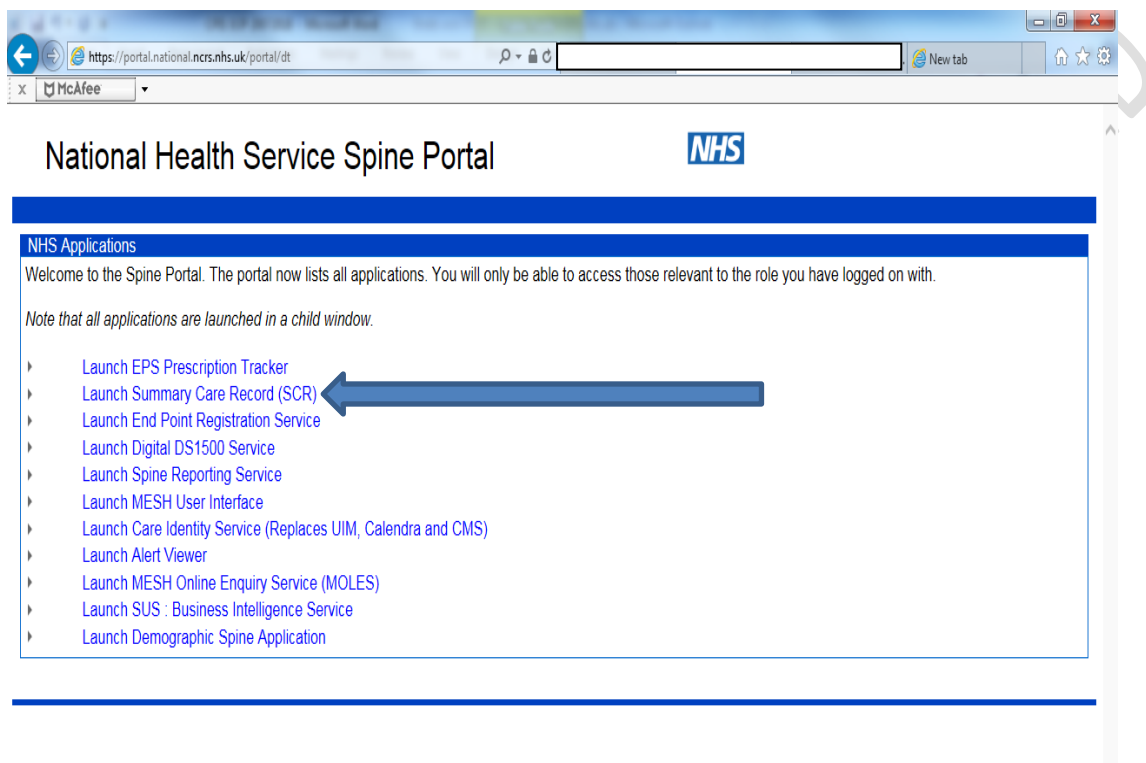
The maternity safeguarding team has the responsibility to:

- Add the FGM-IS alert to the child's summary care record on the NHS Spine.

4.3.1 Step by step guide, for the maternity safeguarding team, on how to add the indicator

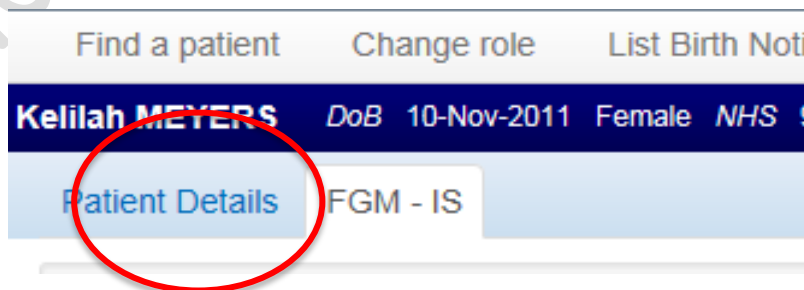
4.3.1 Find and access a patient's record

To find the patient on the Summary Care Record, search for the patient using the NHS number.



4.3.2 Finding the FGM-IS Indicator Tab in a patient record

When you have opened the patient's record, find the FGM-IS tab in the top left hand corner.



4.3.3 The FGM-IS Indicator Tab

For a new born female the following screen will be displayed:

The screenshot shows the 'FGM - IS' tab selected in the patient record for Kelliah MEYERS. The main content area is titled 'Female Genital Mutilation Information Sharing'. It contains the following text: 'This FGM Information Sharing system would tell you if a family history of FGM has previously been shared for this patient to support safeguarding. Currently it is not active on this record.' The text 'Currently it is not active on this record.' is circled in red. Below this, it says 'If you identify a family history of FGM, proceed to the next screen to share this information.' and provides a link to 'www.gov.uk/government/publications/safeguarding-women-and-girls-at-risk-of-fgm'. At the bottom right, there is a blue button labeled 'Add FGM-IS Indicator'.

4.3.4 Adding the FGM-IS indicator (Administrator only)

Click on the 'add FGM-IS indicator'

This screenshot is similar to the previous one, showing the 'FGM - IS' tab. However, the 'Add FGM-IS Indicator' button at the bottom right is circled in red. Additionally, a separate inset box on the right side of the screen shows a larger, clearer view of the 'Add FGM-IS Indicator' button, with a blue arrow pointing upwards from the button in the main screenshot to the inset.

After you click on the 'add FGM-IS indicator' the screen below appears:

Add Female Genital Mutilation Information Sharing Indicator

Add FGM-IS Indicator

I have identified a family history of FGM for this child. I have decided that, as part of my safeguarding actions, I will add this indicator to her record to share the information. I have spoken to the family, and recorded this action in her records. (This may be completed by an administrator / other professional with delegated responsibility on behalf of the identifying clinician.) Confirm

* FGM Family History Identified Date: 17-Apr-2018

Add FGM-IS Indicator Cancel

For help, see your local safeguarding guidance OR guidance here: www.gov.uk/government/publications/safeguarding-women-and-girls-at-risk-of-fgm.

Remember wider safeguarding responsibilities; if you have any safeguarding concerns including FGM, take appropriate action.

- Tick the box 'Confirm' to identify that the practitioner has:
 - Identified this girl has a family history of FGM
 - Information sharing has been discussed with her/her family
- Add the date identified (or birth date if identified at birth)
- Click the add FGM-IS indicator' button, the following confirmation will be displayed:

Find a patient Change role List Birth Notifications Help

Keilah MEYERS DoB 10-Nov-2011 Female NHS 965 831 6018 GP Practice

Patient Details FGM - IS

✓ Successfully added FGM indicator

Female Genital Mutilation Information Sharing

⚠ This child has a family history of FGM.

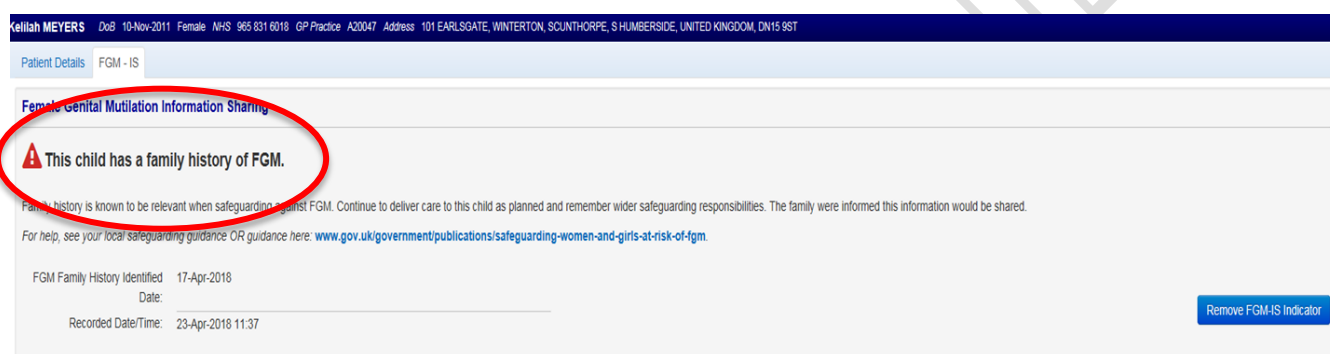
Family history is known to be relevant when safeguarding against FGM.

For help, see your local safeguarding guidance OR guidance here: www

4.4 Procedure for viewing an alert

- Find the patient's record and open the FGM-IS tab (see section 2)
- Remember the FGM-IS Indicator tab is present on EVERY record for a female child under 18
- To know if the indicator is active / sharing important information, users need to click on the FGM-IS Indicator tab to 'View' the record

If the FGM-IS Indicator is active and sharing information, the Tab will display the following:



The screenshot shows a patient record for Kelliah MEYERS. The FGM-IS tab is active, displaying a warning message: "This child has a family history of FGM." The message is circled in red. Below the warning, there is a paragraph of text: "Family history is known to be relevant when safeguarding against FGM. Continue to deliver care to this child as planned and remember wider safeguarding responsibilities. The family were informed this information would be shared. For help, see your local safeguarding guidance OR guidance here: www.gov.uk/government/publications/safeguarding-women-and-girls-at-risk-of-fgm." Below this text, there is a table with the following information: FGM Family History Identified Date: 17-Apr-2018, Recorded Date/Time: 23-Apr-2018 11:37. A blue button labeled "Remove FGM-IS Indicator" is located in the bottom right corner of the alert box.

4.5 Removing FGM-IS Indicator

Standard practice is to keep the FGM-IS Indicator on a girl's record until they are 18. When she turns 18, the system will automatically remove the indicator/information. If the indicator is added by mistake, it needs to be removed. Please notify the safeguarding team of this by emailing maternitysafeguarding@iow.nhs.uk

4.6 National reporting

Data is collected within Euroking that can be provided for national reporting when required.

5. Training

Implementation/training/awareness

- This is a new document and it formalises new practice.
- Once ratified it will be available in all clinical areas within the Maternity Unit and on the intranet.

- All new, reviewed and ratified documents are notified to staff via the monthly maternity newsletter

All midwives to be trained in the use of FGM-IS and their reporting duties initially through information sessions in clinical areas and then yearly as part of their annual safeguarding training. Health care assistants in community will also be offered training. Training register will be kept by the maternity safeguarding team.

6. Auditable standards

What aspects of compliance with the document will be monitored	What will be reviewed to evidence this	How and how often will this be done	Detail sample size (if applicable)	Who will coordinate findings	Which group or report will receive findings
Compliance with asking FGM question antenatally.	Antenatal documentation	6 monthly	20	Maternity safeguarding team	Operational Safeguarding Group

The use of FGM-IS will be audited by the safeguarding team/safeguarding midwife annually, with regular review within the first twelve months to provide assurance that FGM-IS is being used correctly and effectively in practice.

7. Related Documents:

Guidelines:

Antenatal care guideline

RCOG Green-top Guideline No.53: Female Genital Mutilation and its management.

Patient Information:

<https://www.rcog.org.uk/en/patients/patient-leaflets/female-genital-mutilation-fgm/>

References:

NHS Digital. 2019. Female Genital Mutilation Risk Indication System (FGM RIS). [ONLINE] Available at: <https://digital.nhs.uk/services/female-genital-mutilation-risk-indication-system-fgm-ris>. [Accessed 28 November 2019].

9. DISCLAIMER

It is the responsibility of staff to check the Trust intranet to ensure that the most recent version/issue of this document is being referenced.

DOCUMENT HISTORY					
Date of Issue	Version No.	Next Review Date	Date Approved	Director Responsible for Change	Nature of Change
Dec 2019	1	Dec 2022	20 th Dec 2019	MCSG	New Document