

Assessment Tool for Primary Care Practice

Part 1: Policies and Procedures-specifically addressing policies and procedures at your practice related to the assessment and treatment of victims of interpersonal violence

(1.1) Are there official, written policies regarding the assessment and treatment of victims of interpersonal violence?

If yes, do these written policies:

1.1 a) Define interpersonal violence?

1.1 b) Mandate universal screening for any women receiving care at your practice?

1.1 c) Define who is responsible for screening?

1.1 d) Address documentation?

1.1 e) Address referral of victims?

1.1 f) Address legal reporting requirements?

1.1 g) Outline the security measures your practice should undertake in working with victims and perpetrators?

1.1 h) Include provisions for safe transport from your practice to shelter?

(1.2) Is there an identifiable interpersonal violence point person/coordinator at your practice?

(1.3) Are there quality assurance measures in place to monitor and update the policies and/or procedures related to interpersonal violence?

Part 2: Physical Environment-questions related to the information you have on display within your practice

(2.1) Are there posters and/or brochures related to interpersonal violence on public display at your practice?

(2.2) Is there referral information (local, state, or national phone numbers) related to interpersonal violence services on public display in your practice?

Part 3: Cultural Environment-questions related to language access when addressing issues related to IPV in your practice

(3.1) Are translators/interpreters available for working with victims if English is not the victim's first language?

(3.2) Are referral information and brochures related to interpersonal violence available in languages other than English?

Part 4: Training of Providers and Staff-questions specifically addressing training related to IPV for providers and staff at your practice

(4.1) During the past 12 months, has your practice provided any training on interpersonal violence?

If yes, is the training:

- 4.1 a) Part of the mandatory orientation for new staff?
- 4.1 b) Provided for the clinical staff?
- 4.1 c) Provided for the non-clinical staff?

(4.2) Does your practice's training/education on interpersonal violence include information about:

- 4.2 a) Definitions of interpersonal violence?
- 4.2 b) Epidemiology? (Prevalence and incidence of IPV)
- 4.2 c) Health consequences? (Depression, physical complaints, insomnia, etc.)
- 4.2 d) Strategies for screening? (how to incorporate in the history)
- 4.2 e) Safety planning? (keys, money, safe place for kids, important papers)
- 4.2 f) Community resources?
- 4.2 g) Reporting requirements?
- 4.2 h) Legal issues?
- 4.2 i) Cultural issues?

Part 5: Assessment and referrals-*questions related to the assessment and referral for IPV*

(5.1) Do all providers and staff use standardized questions to screen patients for interpersonal violence?

(5.2) Are individuals screened for a history of interpersonal violence during:

- 5.2 a) New patient visits?
- 5.2 b) Annual exams?
- 5.2 c) Only when risk factors are identified?

(5.3) Is a standardized safety assessment (keys, money, safe place for kids, important papers) performed and discussed with victims who screen positive for interpersonal violence?

(5.4) Is there a standardized list for appropriate referral when victims of IPV are identified?

Part 6: Documentation-*specifically referring to the documentation of screening and referral for IPV*

(6.1) Does your practice use standardized documentation (EMR or paper form) to record known or suspected cases of interpersonal violence?

If yes, does the form include:

- 6.1 a) Information on the results of the interpersonal violence screening?
- 6.1 b) The victim's description of current and/or past abuse?
- 6.1 c) The name of the alleged perpetrator and relationship to the victim?
- 6.1 d) A body map to document injuries?
- 6.1 e) Information documenting the referrals provided to the victim?