

**FAMILY PLANNING PROGRAM****SECTION:** Medical Service Administration**POLICY AND PROCEDURE MANUAL****SUBJECT:** Revisits

**POLICY:** Revisit schedules must be individualized based upon the client's need for education, counseling and clinical care beyond that provided at the initial visit.

**GUIDELINES:**

1. Revisits may include:
  - a) annual visit:
    - is mandated for hormonal contraceptive, cervical cap and IUD users to update history and physical exam and provide education, counseling and lab tests as indicated. All physical examination and laboratory test requirements stipulated in the prescribing information for specific methods of contraception must be followed.
    - is recommended for all other clients.
  - b) contraceptive evaluation visit:
    - clients selecting hormonal contraceptives, intrauterine devices (IUDs), cervical caps or diaphragms for the first time may be scheduled for a revisit after initiation of method to reinforce proper use, to check for possible side effects and to provide additional information or clarification.
    - a new or established client who chooses to continue a method already in use need not return for this early revisit unless a need for re-evaluation is determined on the basis of the findings at the initial visit.
  - c) problem visit:
    - is indicated for clients experiencing any problems with the contraceptive of choice, infection, STD diagnosis/treatment.
  - d) preconceptual counseling visit:
    - should be provided if the client's history indicates a desired pregnancy in the future.
2. Other return visits are scheduled as required by the method [i.e., periodic injections], according to the client's need for further education, counseling, clinical care or as indicated by test results.
3. All revisits must be documented in the client's medical record, signed/initialed and dated by the caregiver.

## Reference:

1. Program Guidelines for Project Grants for Family Planning Services, January 2001, p. 23, section 8.3, History, Physical Assessment, and Laboratory Testing - Revisits.
2. Program Guidelines for Project Grants for Family Planning Services, January 2001, p. 27, Section 9.3, Special Counseling.