# Checklist for Pelvic Examination
(To be completed by the Trainer)

Place a ✔ in case box if step/task is performed **satisfactorily**, and ✗ if it is **not** performed **satisfactorily**, or N/O if not observed.

**Satisfactory:** Performs the step or task according to the standard procedure or guidelines

**Unsatisfactory:** Unable to perform the step or task according to the standard procedure or guidelines

**Not Observed:** Step or task or skill not performed by participant during evaluation by clinical trainer

<table>
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<tr>
<th>PARTICIPANT __________________________</th>
<th>Date Observed __________</th>
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## CHECKLIST FOR PELVIC EXAMINATION

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<tr>
<th>STEP/TASK</th>
<th>CASES</th>
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### GETTING READY

1. Explain why the examination is being done and describe the steps in the examination.

2. Ask the woman to empty her bladder and wash and rinse her abdominal and genital area.

3. Check that the instruments and supplies are available.

4. Ask the woman to undress and help her onto the examining table.

5. Wash hands thoroughly with soap and water and dry them with a clean, dry cloth or allow them to air dry.

### LOWER ABDOMINAL AND GROIN EXAMINATION

1. Ask the woman to lie down on the examining table.

2. Look at the abdomen for abnormal coloring, scars, stretch marks or rashes and lesions.

3. Palpate all areas of the abdomen using a light pressure. Then, palpate the abdomen using a deeper pressure.
4. Identify any tender areas and check for rebound tenderness.

5. Put new examination or high-level disinfected surgical gloves on both hands if sores are present on groin. Palpate both groin areas for bumps, buboes or swelling.

**EXTERNAL GENITAL EXAMINATION**

1. Position woman and move drape over woman.

2. Wash hands thoroughly and dry them. Put new examination or high-level disinfected surgical gloves on both hands.

3. Inspect external labia, clitoris and perineum.

4. Check the labia minora, clitoris, urethral opening and vaginal opening.

5. Check the Skene's glands and urethra and take smears, if discharge is present.

6. Check the Bartholin’s glands and take smears, if discharge is present.

7. Ask the woman to bear down while holding the labia open. Check for any bulging of the anterior or posterior vaginal walls.

8. Look at perineum.

**SPECULUM EXAMINATION**

1. Insert the speculum fully and open the blades. Look at the vaginal walls and note any inflammation, ulcers or sores. Check for any discharge.

2. Look at the cervix and os and note the color, position, smoothness or discharge. If the cervix bleeds easily or there is mucopus, obtain a specimen for tests.

3. Remove the speculum and place in 0.5% chlorine solution for
BIMANUAL EXAMINATION

1. Separate the labia with two fingers of the abdominal hand and insert the tips of the index and middle fingers of the pelvic hand into the vagina.

2. Gradually insert fingers fully or until the cervix is touched.

3. Palpate the uterus and check for:
   - Size
   - Shape
   - Location
   - Consistency
   - Mobility
   - Tenderness

4. Locate ovaries and determine size and consistency.

5. Check the size, shape, consistency, mobility and tenderness of any masses in the adnexa.

RECTOVAGINAL EXAMINATION

1. If changing gloves, immerse both hands in 0.5% chlorine solution, then removes them by turning them inside out.
   1. If disposing of them, place them in a leakproof container or plastic bag.
   2. If reusing the gloves, submerge them in 0.5% chlorine solution for decontamination.

2. Slowly insert middle finger of the pelvic into the rectum and index finger into the vagina.

3. Check for tenderness or masses between the uterus and rectum.

4. Immerse both gloved hands in 0.5% chlorine solution, remove gloves by turning them inside out and dispose of them in a leakproof container.
COMPLETING THE PELVIC EXAMINATION

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<tbody>
<tr>
<td>1.</td>
<td>If rectovaginal examination was not performed, immerse both gloved hands in 0.5% chlorine solution, then remove gloves by turning them inside out.</td>
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<td></td>
<td>• If disposing of gloves, place them in a leakproof container.</td>
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<tr>
<td>2.</td>
<td>Wash hands thoroughly and dry them.</td>
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<td>3.</td>
<td>Help the woman to sit up on the examining table and ask her to get dressed.</td>
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<td>4.</td>
<td>Discuss any abnormal findings and what, if anything, she needs to do. If the examination was normal, tell her that everything is normal and healthy.</td>
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PARTICIPANT IS ___ QUALIFIED ___ NOT QUALIFIED TO PERFORM PELVIC EXAMINATION BASED ON THE FOLLOWING CRITERIA:

- Score on Midcourse Questionnaire _____ % (attach Answer Sheet)
- Pelvic Examination Clinical Skills Evaluation: ___ Satisfactory ___ Unsatisfactory
- Performance of Pelvic Examination (practice): ___ Satisfactory ___ Unsatisfactory

Trainer’s Signature_________________________________Date__________