

**Weobley & Staunton on Wye Surgeries**

# **TRANS PATIENTS PROTOCOL**

## **INTRODUCTION**

### **DEFINITION OF TERMS**

#### **Transgender**

Awaiting information from Claudia

#### **Gender Dysphoria**

Used to describe when a person experiences discomfort or distress because there is a mismatch between their sex assigned at birth and their gender identity. This is also the clinical diagnosis for someone who doesn't feel comfortable with the sex they were assigned at birth.

#### **Gender Identity**

A person's perception of having a particular gender, which may or may not align to their birth sex.

#### **Transition**

The steps a trans person may take to live in the gender with which they identify. Each person's transition will involve different things. For some this involves medical intervention, such as hormone therapy and surgeries, but not all trans people want or are able to have this. Transitioning also might involve things such as telling friends and family, dressing differently and changing official documents.

## **TREATMENT PATHWAY**

### **Referral to a Gender Identity Clinic (GIC)**

All GPs in England can refer those patients who request treatment for gender dysphoria directly to a GIC. There is no requirement for a GP to first refer the patient for a mental health assessment, nor do any GPs need to request prior approval from their Clinical Commissioning Group (CCG).

### **Geographical Differences**

There are differences affecting countries within the United Kingdom and as a result separate guidance has been published:

England – [Interim Gender Dysphoria Protocol and Service Guideline 2013/14](#)

Northern Ireland – [Guidelines for the Care of Trans\\* Patients in Primary Care](#)

Scotland – [Gender Reassignment Protocol](#)

Wales – [Welsh Health Specialist Service Committee policy on Specialised Adult Gender Identity Services](#)

### **The Protocol**

At Weobley & Staunton on Wye Surgeries GPs must ensure they follow the protocol as detailed on page 6 of the interim guidelines, ensuring the patient is fully involved in the decision-making process.

GPs should also be mindful that some patients may have psychiatric comorbidities and as a result they may require formal psychiatric intervention as well as supporting the patient through the transition related care.

## Supporting Documentation

In addition to the referenced material throughout this policy, GPs in particular should also refer to the UK intercollegiate [Good Practice Guidelines for the Assessment and Treatment of Adults with Gender Dysphoria](#) for further supporting information.

## MEDICAL RECORDS

At Weobley & Staunton on Wye Surgeries, a patient's request to change the sex that is indicated on their medical records will be accepted; the patient does not need to have been issued with a Gender Recognition Certificate or have an updated birth certificate for their records to be amended. Furthermore, the patient may also wish to change their name and title on their electronic and paper medical records. It should be noted that trans patients have a legal right to change their name and gender on their healthcare records.

When a member of staff at Weobley & Staunton on Wye Surgeries receives such a request, they are to ask the patient to write to a statutory declaration which states that in future they wish to be known by their new name, title and gender; this request must be in writing and signed by the patient.

Upon receipt of the statutory declaration, the practice is to contact Herefordshire CCG, advising them of the request. The CCG will then contact the [Personal Demographics Service \(PDS\) National Back Office \(NBO\)](#), which is responsible for the management of NHS numbers and PDS records. The PDS NBO will process the change of identity request.

The PDS NBO will create a new identity, including a new NHS number, and will request the patient's records from the practice. The records will then be transferred to the patient's new identity and returned to the practice; it is at this stage that the old NHS number will be withdrawn.

Upon receipt of the new record, Weobley & Staunton on Wye Surgeries will ensure that both electronic and paper medical records are amended to reflect the patient's preferred name and title.

If the patient is issued with a new NHS number which has no reference to their sex at birth, Weobley & Staunton on Wye Surgeries will ensure the patient is aware that they will not automatically be contacted regarding current or future screening programmes associated with their sex at birth, and the clinician must discuss this with the patient and discuss future screening considerations.

It must be made clear to the patient that:

- a patient does not need to have undergone gender reassignment in order to be eligible for a new number; either a Gender Recognition Certificate, a change of name via deed poll or even a statutory declaration would suffice.
- Any information relating to the patient's previous gender identity should not be included in the new record. Practices can use gender neutral language and anonymise patient details to retain important information. For example, using phrases such as 'the patient had a smear on....' rather than 'she had a smear on...'. This is to protect confidential information and ensure the practice is in line with the Gender Recognition Act 2004 which makes disclosing an individual's trans history unlawful in many instances

It is important that practice complete the new registration for the patient **within five working days** to ensure no interruption to patient care.

## When A Patient Does Not Wish To Be Registered As A New Gender Or With New NHS Number

If the Patient does not wish to be registered in a new Gender – with new NHS number, but just under their new name, then the Practice should confirm if the Patient wants to be registered with their current title or with the gender-neutral title Mx but gender marker listed on the system will stay the same.

## **If The Patient Is Under Secondary Care**

Any new referrals made following the changes, will incorporate the new NHS number. For existing referrals the Practice would have to contact secondary care to inform them of the changes to the patient's record so that they have the correct details.

Once PCSE have made the changes and the Practice have a new record, the patient's identity is changed on the system, at the Practice and eventually within the whole of the NHS.

## **GENERAL DATA PROTECTION REGULATION (GDPR) COMPLIANCE**

With effect from 25th May 2018, it will be the responsibility of the data controller at Weobley & Staunton on Wye Surgeries to ensure that data is "accurate and, where necessary, kept up to date; every reasonable step must be taken to ensure that personal data that is inaccurate, having regard to the purposes for which they are processed, are erased or rectified without delay".

## **CONFIDENTIALITY**

It is clearly outlined by the GMC that "it is unlawful to disclose a patient's gender history without their consent. When communicating with other health professionals, gender history need not be revealed unless it is directly relevant to the condition or its likely treatment".

Additionally, the GMC states that there may be circumstances where it is necessary to disclose the patient's gender history; this will enable the service that will be dealing with the patient to be prepared to do so, thereby ensuring the necessary level of support is available to the patient at the time of his/her appointment. Supporting information regarding disclosure can be found in Section 22 of the Gender Recognition Act 2004.

Further compliance with the GDPR is required in relation to confidentiality. The data controller must ensure the data is "collected for specified, explicit and legitimate purposes and not further processed in a manner that is incompatible with those purposes".

Furthermore, data processors (staff) must ensure "the data subject (patient) has given consent to the processing of his or her personal data for one or more specific purposes", i.e. referral for treatment, etc.

At Weobley & Staunton on Wye Surgeries, the data controller is the Practice Manager; any questions regarding confidentiality and the sharing of data should be referred to the aforementioned person in the first instance.

## **RESPECT**

It is imperative that patients who are transitioning or have transitioned are addressed in the correct manner.

All staff at Weobley & Staunton on Wye Surgeries are to use the patient's preferred name and title at all times. Where doubt exists, staff should ask the patient "How do you prefer to be addressed?" and, if necessary, "What pronoun do you use?" (i.e. he, she, they).

## Confidentiality Notice

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## Document Revision and Approval History

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