

Policy & Procedure Manual

BREAST EXAMINATION/MENSTRUATION RECORD – R-VI-11

POLICY:

All female clients (and any male client identified as having an unusual breast condition) will have the opportunity to have a breast examination on a monthly basis. Clients may be assisted by staff to perform a self breast examination, or have the examination performed by staff if required. All menses will be monitored.

PURPOSE:

To ensure regular breast examinations for early detection of breast abnormality.

To identify irregularities in an individual's menstrual cycle.

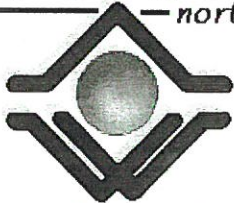
PROCEDURE:

A. Menstrual Cycle

1. A record will be kept of a client's menstrual cycle, on the Menstruation/Breast Exam Record (see Appendix A).
2. Irregularities in the cycle will be documented in the client's casebook, and reviewed with family Physician as required.

B. Breast Examination

1. Breast examination is to be offered and/or conducted once a month or as directed by a Physician.
2. Residential staff shall ensure client breast examination is conducted on a predetermined day each month. For female clients, it is recommended that examination of the breasts be done about 7 days after the first day of the menstrual period.
3. At the time of the breast examination, staff shall update the client's Menstruation/Breast Exam Record (Appendix A.)



Personal Support Services

POLICY: R-VI-11

DEPARTMENT: Personal Support Services

CATEGORY: Health and Well-being – Specialized Procedures

EFFECTIVE DATE: August 2013

SUPERSEDES VERSION DATED: May 2008

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B. Breast Examination (continued)

4. Prior to commencement of the breast examination, the staff will explain the procedure to the client in a reassuring manner.
5. After the explanation, staff will offer the examination to the client and ask for consent (for those who are able to provide consent.) If the client refuses the procedure, staff will document the offer and refusal. The examination will be offered again each month. If refusal of the procedure continues, staff will inform the Physician of this during the client's annual physical.
6. For examination procedure, refer to Breast Self Examination guide – published by the Ontario Breast Screening Program (Appendix B).

RECOMMENDED BY: Director, Personal Support Services

APPENDICES: 2

OPERATIONAL ACCOUNTABILITY: Administration, Personal Support Services
Administration, Personal Support Services

ORIGINAL POLICY DATE: December 1992

AUTHORIZED BY: Executive Director

SIGNATURE:

OPTIONS northwest

CASEBOOK #: _____

POLICY: R-VI-11
APPENDIX A

MENSTRUATION/BREAST EXAM RECORD

CLIENT NAME: _____

YEAR: _____

| DAY | JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEP | OCT | NOV | DEC |
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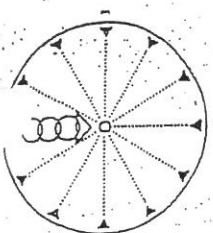
NOTE: INTIAL IN RED ON DATE BREAST EXAM WAS PERFORMED

REFUSED BREAST EXAM=R


LEGEND: FLOW SCANT=S; MODERATE=M;HEAVY=H; NONE=N

CS690/MAR 2002

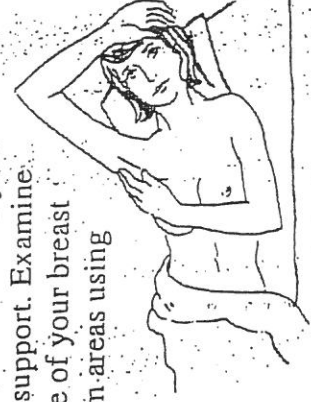
7 Think of your breasts as a clock. Start at 12 o'clock right below your collarbone. Press firmly to move the tissue beneath the skin. You are feeling for any changes. At each "hour", make overlapping circles all the way down to and including the nipple. Don't forget the area under your arms. Change hands and examine the other breast.




8 Lying down with one arm behind your head, use the opposite hand to examine that breast. Use overlapping circles, and examine the entire breast as shown above. Change arms and examine the other breast. Using hand lotion may make your fingers more sensitive.



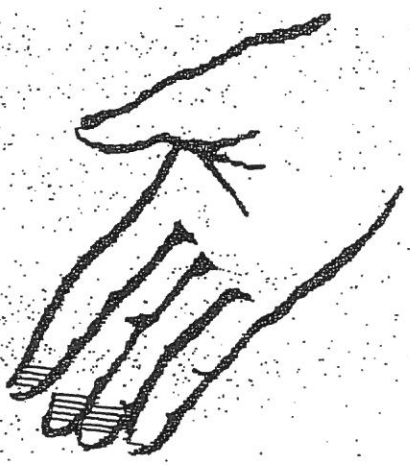
9 Roll to one side with your wrist on your forehead. Put a towel under your shoulder for support. Examine the outer side of your breast and underarm-areas using overlapping circles. Examine both breasts.



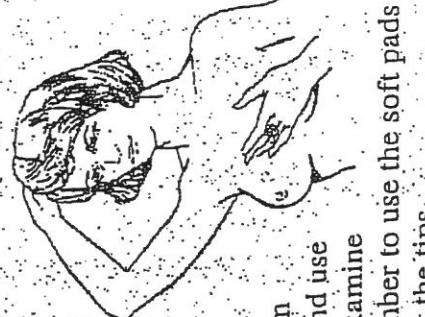
4 Place one hand on your hip and rotate your shoulder slightly forward. Using the finger pads of the other hand, check the area under your arm for any lumps. Change arms and examine the other underarm.



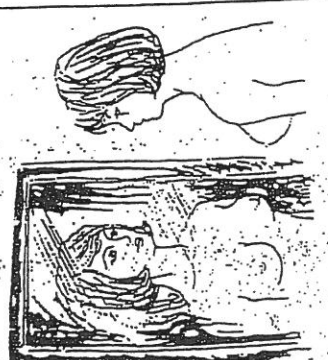
5 Use the soft pads of your fingers, not the tips.



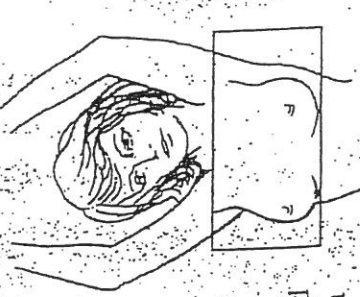
6 Do the next part in the shower or sitting upright in the tub. Use soapy hands as they can "feel" the tissue better. Place one arm behind your head and use the other hand to examine your breast. Remember to use the soft pads of your fingers, not the tips.



1 First, with your hand relaxed at your side, look in a mirror to check for changes in size or shape of your breasts. Look for any redness, new bulges, dimples, folds or creases or skin that looks like an orange peel.



2 Now raise your arms straight above your head and look for the same changes as above. Your breast tissue runs from below your collarbone to below your breasts and includes all of the area under your arms. You need to examine all of the breast area.



3 Put your hands on your hips and push in with your hands. Again look for any changes in your breasts.

