

**FAMILY PLANNING PROGRAM****SECTION:** Medical Services Administration**POLICY AND PROCEDURE MANUAL****SUBJECT:** Counseling Sterilization

**POLICY:** All agencies will provide sterilization counseling for clients requesting permanent contraception.

**GUIDELINES:**

1. Family Planning staff will provide the following information to clients requesting sterilization:
  - a. alternative methods of contraception available
  - b. that sterilization procedures are intended to be final and irreversible
  - c. the sterilization procedure to be performed
  - d. the discomforts and risks of sterilization procedures, including all major (life threatening) risks and all minor risks
  - e. benefits that can be expected.
2. Family Planning staff will offer to answer questions concerning the sterilization procedure.
3. Family Planning staff will inform a client that his or her consent may be withheld or withdrawn at anytime prior to the procedure.
4. Family Planning staff will follow all Federal sterilization regulations according to the Program Guidelines for Project Grants for Family Planning Services, which address informed consent requirements, whenever a sterilization procedure is arranged for by the agency.
5. All information provided to the client will be documented on the client's medical record. All entries must be signed/initialed and dated by the caregiver.

**References:**

1. Program Guidelines for Project Grants for Family Planning Services, January 2001, p. 23, Section 8.4, Fertility Regulation.
2. Actions to be taken in cases of violations of the sterilization regulations, 10/29/80. Memorandum from Office of Population Affairs, DHHS.

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