



Child Protection Policy & Medical Photography Guidelines

It is critical that each CardioStart volunteer exhibit professionalism at all times through their interaction with children and adult patients during the entire mission. CardioStart issues the following guidelines to outline the specific expectations of all volunteers. These guidelines are as much for your protection as the patients. Please read these guidelines prior to signing the Volunteer's Disclaimer form.

Inside the hospitals we visit:

When attending or caring for adults and minor children (less than 18 years of age), all CardioStart volunteer health care providers must provide safe and proper care that represents the highest standards of professional etiquette. All children must feel reassured and made as comfortable as possible. A nurse from the ward, and/or their parent/relative/guardian must ALWAYS accompany each child.

Practical hints:

- Do not use a cell phone in patient care areas and make sure it is turned off.
- NEVER enter a pediatric ward without announcing yourself to the ward supervisor first.
- Be warm, disarming and gentle.
- Wait to be given permission to enter a sub-section to seek out a patient under your care.
- For routine examinations or procedures, wait until another health care provider is present, and ideally, try to ensure that the patient's parent/guardian/relative is also present in the room.
- Kneel or crouch down, when possible, to engage eye contact at the same height as your patient.
- Avoid instructing pediatric patients but instead, try to coax cooperation from them.
- Do everything possible to avoid causing or aggravating pain when carrying out your essential examination.
- When providing any kind of patient care, leave the curtains and doors surrounding the patient sufficiently open to permit local nurses and doctors to see what you are doing.
- Ensure that you place the curtains in such a way as to allow for visualization of the health care provider's feet and head. Ensure that there is no ambiguity about your intentions and activity with a patient.
- When privacy is required, i.e., diaper changes, foley catheter change/care, etc., two health care providers (for pediatric patients, one must be local) or one health care provider and the parent should be present.

General guidelines for taking photographs in the hospital:

- Parental consent must be obtained before taking photographs of children. This is a listed clause in CardioStart's Consent Form. Exceptions to this can be considered when prior permission has been obtained.
- When possible, include the parent/relative or local team member in the photograph.
- Prior to photographing a patient on a subsequent day, ask again for permission to take their photo.
- If a senior local doctor is present in the area it is courteous and diplomatic to ask their permission first to ensure possible objections to a photographing a patient. Local medical staff will always have a better idea about local cultural sensitivities, etc, than we do.
- Photographs taken during an operation must be pre-discussed with the operating room nurse and anaesthesiologist attending the case.
- Photographs must not be taken in the operating room during a patient's skin prepping, draping, and washing or during catheterization procedures where they are fully exposed.
- Digital photography offers the opportunity to immediately view photographs. Offer to share photographs with patients, families and medical staff. This helps improve our relationship with the local community. When they are included, they are usually very receptive.

Outside the hospital (Family Care and Orphanage settings)

This is usually much less problematic and children generally like to be photographed. To avoid misunderstandings, try to apply the same discretion in regard to photography as you would inside the hospital.

- Avoid situations in which you are left alone with a child.
- Do not agree to "mind/babysit" a child, if you are unassisted, and if asked, clarify the request first with the local team leader.
- Do not offer sweets or other gifts to a single child when no others are present. Be careful to not exhibit behaviour that could be construed by others as a bribe or inducement.
- Report your activities regularly (daily or more often) with the CardioStart team leader so that your conduct is fully understood and supported.
- Never enter a house on a child's request or beckoning without the parents' approval and presence.
- Avoid persistent or excessive displays of affection to any one individual child that might be misconstrued. However, this should not deter from offering hugs and normal displays of warmth.
- Ask before taking a photograph when the subject is aware of your intentions.
- When photographing a child, try to make sure that an adult relative or parent is nearby.

- Never seek to take photographs of a child alone, or in private surroundings. Some parents and family members may become suspicious. Unless the scene is carefully “discussed” beforehand, they *may* also perceive this as an implied attempt to ridicule the poverty of their situation.

Returning home with your photographs

- Please share your experiences with other members of the team
- For possible posting of some of your photos to CardioStart’s website, please contact our webmaster.
- Please contact CardioStart prior to sharing or publicizing any photos in a public area.

Important legal liability advice:

- In regard to pictures taken of patients inside the OR, ICU, or during a procedure, note that CardioStart’s Consent Form and other documents have limited legal protection and only apply to our work in the hospital or peripheral clinic. Our mission team does not ordinarily have permission from patients, local staff or hospital administrators to post photographs on Internet sites such as Facebook, Twitter, blogs, email, chat rooms or media agencies.

CardioStart is released from any and all liability of the volunteer's actions that are outside the scope of its permissible activities. Therefore, CardioStart is held harmless from any and all actions that could arise. If you choose to do so, patients or their families may regard this as a violation of their privacy. Your personal liability exposure could therefore be increased, especially if no specific written approval by patient / parents /guardians involved had previously been obtained.

(Rev. 6/12)