

# Well-Woman Visit Policy

DATE

In an effort to ensure all women receive the preventive care they need and deserve,  
\_\_\_\_\_ (Agency Name) staff will adhere to the following:

- All staff will review the Kansas Department of Health and Environment's Well-Woman toolkit during their initial employee onboarding or within three months of signing this policy.
- Every woman who is seen for a well-woman visit should receive screening for each item noted on the American College of Obstetricians and Gynecologist's Recommendations for Well-Woman Care (<https://www.womenspreventivehealth.org/wellwomanchart/>).
- Referral partnerships must be in place, and current, for any care that cannot be provided internally.
- Every woman, even if she is not the primary patient being seen, should be reminded to schedule her well-woman visit if she has not had one in the past 12 months. For example, a mother in office for her child's well-exam can be reminded to schedule her own appointment and provided with educational materials about the importance of the well-visit.

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_