

Condom Distribution Scheme

# Handbook for professionals



0

Brought to you by



**BODY POSITIVE**



## Contents Page

<b>Contents Page</b>	<b>1</b>
What is the scheme?	2
Aims of C-Smart	2
Who is my C-Smart contact?	2
Practitioner commitments	3
<b>Registration</b>	<b>3</b>
Registering a Young Person	4
Re-issuing a Card	4
<b>Distribution</b>	<b>5</b>
Distributing to a Young Person	5
Finally	6
<b>Guidelines, Customer Services and Confidentiality</b>	<b>7</b>
Sexual Offences Act 2003	7
Latex Allergy	7
The Gillick Competencies	7
The Fraser Guidelines	7
Customer Service	8
Promoting the Service	8
<b>Data Protection</b>	<b>9</b>
Data protection and Young People	9
Data Protection and Practitioners	9
Confidentiality	9
APPENDIX A; Eligibility Process Diagram	10
APPENDIX B; Registration Prompt	11
APPENDIX C; Fraser Guidelines Competency Checklist	12
APPENDIX D; Latex Allergy Checklist	13
APPENDIX E; Returns Codes	14
APPENDIX F; Safeguarding Flowchart and Contacts	15
<b>Services and Sources</b>	<b>16</b>

## What is the scheme?

The condom distribution scheme herein referred to as C-Smart is a free condom issuing programme for anyone aged 13 to 18 living in the Cheshire area, no matter if they are having sex, thinking about having sex or are just curious about condoms. It is co-ordinated by SEXSMART, a Body Positive project and commissioned by Virgin care and The Royal Liverpool and Broadgreen University Hospital NHS Trust.

## Aims of C-Smart

- ❖ To encourage young people to use condoms consistently and correctly.
- ❖ To improve access to and increase availability of free condoms and sexual health information.
- ❖ To provide a safe working framework for practitioners wanting to issue condoms to young people.
- ❖ To promote additional sexual health services.
- ❖ To reduce unplanned pregnancy and STIs in young people.

2

**Any individual who wishes to provide C-smart services must adhere to the C-Smart processes and responsibilities within this document and have completed the online training and registration.**

**All practitioners should have attended LSCB safeguarding children training / CSE training or be willing to attend the training within the next three months of being involved with the C-Smart.**

## Who is my C-SMART contact?

For all questions relating to the running and administration of C-Smart, technical questions, supplies, advice, and guidance contact:

Sandy Meredith  
Services Manager

[Condoms@bpcnw.co.uk](mailto:Condoms@bpcnw.co.uk)

01270 653150

Bridgewater House  
230 Edleston Road  
Crewe  
CW2 7EH

## PRACTITIONER COMMITMENTS

- Assess the competency of young people wishing to register on to the scheme.
- Assess a young person's possible allergic reaction to latex.
- Re-register young people who have lost or damaged Cards (including replacing old green cards for new C-Smart Cards).
- Ensure your C-Smart site is operational and promote your availability.
- Issue condoms to young people at registration or who are already registered.
- Signpost to appropriate services when necessary.
- Complete and return monitoring spreadsheet.
- Order and maintain stock.
- Ensure information on the practitioner registration database is up to date and inform the SEXSMART team of any changes.
- Ensure as a practitioner you have attended Child Safeguarding and CSE training or be willing to complete within the first three months of C-Card involvement.

3

## REGISTRATION

Anyone aged 13 to 18 can join C-Smart.

To register a new C-Smart service user, the practitioner must be confident that the new service user is at no risk of significant harm, that they are Fraser Competent and are competent to use condoms. At registration, the young person will be encouraged to do a chlamydia and gonorrhoea screening test. This may be through C-Smart testing or signposting to home testing through the online portals.

Each young person will receive 6 regular condoms. Alternative sizes are available upon request and will be sent out within three working days. Distribution sites will be provided with latex free condoms and lubricant gel should the person request these. All registration data will be submitted monthly using the *C-Smart Returns Spreadsheet*.\*

*\*please note if we have not received your monthly returns, we may need to delay posting resources until we have received your data.*

For young people from 13 to 15 years old, additional checks are needed to ensure their safety. For young people under the age of 13 appropriate safe-guarding action should be triggered in line with government legislation and policies for working with young people under 13 years old reporting they are sexually active.

## Registering a Young Person

1. Registration should take place in an accessible but private location, use the eligibility process diagram to help you assess if a young person is eligible for the scheme (Appendix A).
2. Young people can be assessed individually or in groups if they request. If the young person is between 13 and 15 years old more than two are not advised as they will not allow the practitioner to assess individual's competency properly.
3. The Registration Prompt Sheet (Appendix B) will help the practitioner to ensure the necessary points are covered. It is not expected that a young person will know everything about all aspects of sexual health, but they should be able to demonstrate that they have a grasp on the possible consequences of sexual activity for themselves and their partner. It is the duty of the practitioner to follow the Fraser Guidelines and ascertain whether the young person has understood the information discussed and is Gillick Competent and can therefore be registered onto the scheme (Appendix C). It is also the duty of the practitioner to assess a young person's possible latex allergy (Appendix D). The Registration assessment can take anything from 5 minutes to 30 minutes depending on the young person and their requirements.
4. Add the data to the *Monthly C-Smart returns spreadsheet*. Returns codes for ethnicity and sexual orientation can be found in Appendix E. Please print off as a prompt for young person.
5. If competent, the young person can be provided with a pack of condoms. It is helpful to talk through the contents of the pack with the young person so they understand the type of condoms they have and what alternatives may be available e.g. if they find the condoms are not the right size.
6. Should there be any disclosures of information from the young person indicating a risk being posed to themselves, safeguarding processes must be followed (see Appendix F)

4

## Re-issuing a Card

If a young person loses their Card or presents with an old green GOSH branded card they will need to re-register. They must go through the registration process again; this can be an opportunity to discuss further sexual health issues. On the *Monthly CDS Registration Return Form* this should be recorded as a re-registration, by ticking the box or inputting the old card number.

Young people should be encouraged to take care of their card and keep it in a safe accessible place such as a card holder or their wallet, alternatively they can take a picture of the card on their phone to show to sites.

## DISTRIBUTION

Distributing condoms should be quick and easy, you do not need to assess a young person's competency to use condoms as this process was undertaken when the young person registered with the scheme. A young person bearing a C-Smart card is proof that they have been assessed.

All practitioners are trained to both register and distribute condoms under C-Smart. Distribution is just as vital as Registration in ensuring the young person who is trying to access condoms has a positive experience and is not delayed, deferred, or embarrassed.

During distribution you still have the responsibility of safeguarding young people. Should a young person disclose information indicating risk of harm, then safeguarding protocol should be followed (see Appendix F).

5

### Distributing to a Young Person

1. Distribution can take place at a wider variety of locations than registration as confidentiality is not as much of an issue although privacy and sensitivity to the young person's needs is important. Example locations that are accessible for young people may include a clinic reception area, a quiet classroom during lunch, a discreet room in a youth club, a counter in a shop, a library, etc.
2. A distributor will be visited by a young person who will show their Card. Bear in mind that the young person may not directly ask for condoms and just show their Card to avoid having to verbalise their needs.
3. The young person's Card number and resources taken should be recorded on the *Monthly C-Smart returns spreadsheet*.
4. The young person should be encouraged to retest for chlamydia and gonorrhoea where clinically appropriate every six-months **or** if they have indicated there has been a change of sexual partners since their last chlamydia and gonorrhoea screening.

5. Initially a young person can be issued with six condoms per visit, however they can have up to twelve condoms per visit if they require more.
6. If a young person presents without a Card, they cannot access condoms and lube through C-Smart. Good practice would be to support that young person to register for C-Smart.

Condoms can only be distributed using the Card for this scheme. Cards cannot be used interchangeably between different Schemes.



7. In some circumstances there may be scope to issue condoms to someone without a Card if the distributor can determine that the young person might put themselves at risk if they do not have access to condoms immediately. This judgment is external to the C-Smart structure and becomes the responsibility of the practitioner. If a young person in this situation is under 16, or appears under 16, the distributor should check with his/her agency's sexual health policy and follow Fraser guidelines to determine whether the situation requires condoms to be issued. It would be reasonable to use C-Smart condoms for this purpose, even though the issuing would be external to the scheme.
8. Any condoms distributed outside of the remit of the C-Smart that have been given to you as part of the C-Smart should be recorded on the *Monthly C-Smart returns spreadsheet*.

6

## Finally

Remind the young person of local C-Smart sites or alternatively direct them to the sexual health hub, Axess clinic or bpcnw website.

If someone 19 years and over requests condoms direct them to the Condoms by Post service available through our website. This is a free, discreet, and confidential service offered Cheshire wide to all individuals 19 years and over.

There are other C-Card schemes in operation around the country. The C-Smart Card for Body Positive can currently only be used in Cheshire West and Chester and East Cheshire. If a young person lives elsewhere but spends some of their time (e.g. studying or working) in Cheshire West and Chester or Cheshire East they are welcome to join the Body Positive Scheme.

# GUIDELINES, CUSTOMER SERVICE AND CONFIDENTIALITY

## Sexual Offences Act 2003

The Sexual Offences Act 2003 classes it as an offence to have sex with anyone under 16 and statutory rape with anyone under 13. However, it does not affect the ability of health professionals and others working with young people to provide confidential advice or treatment on contraception, and sexual and reproductive health to young people under 16. The Act states that, a person is not guilty of aiding or abetting or concealing a sexual offence against a child where they are acting for the purpose of:

- Protecting a child from pregnancy or sexually transmitted infection.
- Protecting the physical safety of a child.
- Promoting a child's emotional well-being by giving advice

## Latex Allergies

7

If your agency or organisation has a policy regarding the use and/or distribution of latex products, you should apply this policy each time you issue condoms to your clients/patients/students etc. However, if your agency or organisation does not have such a policy in place, then use the latex allergy questionnaire (appendix D) to identify any possible issues.

## The Gillick Competencies

Gillick competencies refer to a legal case from the early 1980s, which also resulted in the Fraser Guidelines, which states that a child can consent to sexual health advice and treatment if he or she fully understands the medical treatment that is proposed.

## The Fraser Guidelines (Appendix C for checklist)

It is lawful for doctors and sexual health professionals to provide contraceptive advice and treatment without parental consent, providing certain criteria are met. These criteria, known as Fraser Guidelines, were laid down by Lord Fraser in the House of Lords' in 1985 and require the professional to be satisfied that:

- The young person will understand the professional's advice
- The young person cannot be persuaded to inform their parents
- The young person is likely to begin, or to continue having, sexual intercourse with or without contraceptive treatment
- The young person's physical and mental health are likely to suffer unless he/she receives contraceptive treatment
- The young person's best interests require them to receive contraceptive advice or treatment with or without parental consent.

Although these criteria specifically refer to contraception, including condoms, the principles are deemed to apply to other treatments, including abortion.

## Customer service

Not all young people, who access the scheme, will be confident in talking to professional people. The C-Smart has been designed so that young people can access condoms with the minimum of potential embarrassment. If a young person wants to engage with a C-Smart distributor whilst choosing condoms, they should be encouraged. If a young person wants condoms with the minimum of fuss, they should also be respected that this is the way they are choosing to engage with the scheme. The initial Registration assessment ensures the young person is competent, but also so that further discussions when visiting a C-Smart site are not required because, by being on the scheme, it is understood that the young person is aware of the choices they are making.

8

## Promoting the Service

Where possible promotion of a C-Smart site should be clear and concise, stating opening times or times of C-Smart availability, where a Card should be shown and to whom. Ideally if other related services are available, such as pregnancy testing, chlamydia screening, or confidential advice, they should be clearly listed at the C-Smart site to encourage further access.

Should you require bespoke C-Smart advertising, please contact Body Positive - this can then be designed for you. We kindly ask that you not produce your own C-Smart promotion.

## Data Protection

### Young People

Protection of Data gathered via the C-Smart scheme with reference to the Data Protection Act 1998:

Young people's sensitive personal data, collected on forms, is necessary to evaluate the scheme's effectiveness, for safeguarding and for future funding evidence. It will not be used for marketing or promotional use. Data is kept on a secure database accessible only through Body Positive. C-Smart data will not identify an individual, but it could if combined or aligned with other data. Data will not be shared with a third party without the consent of the data subject other than for the purpose of providing anonymous statistical data from which a data subject cannot be identified.

Body Positive, trained C-Smart practitioners and their employer or managed service, are data controllers and processors of young people's C-Smart data, so are responsible for protection, organisation, retrieval, alteration, use, disclosure, blocking and distribution of that information. A data subject may access personal data through the data controller if a request is made in writing and the data controller is satisfied as to the identity of the individual requesting the data

9

### Practitioners

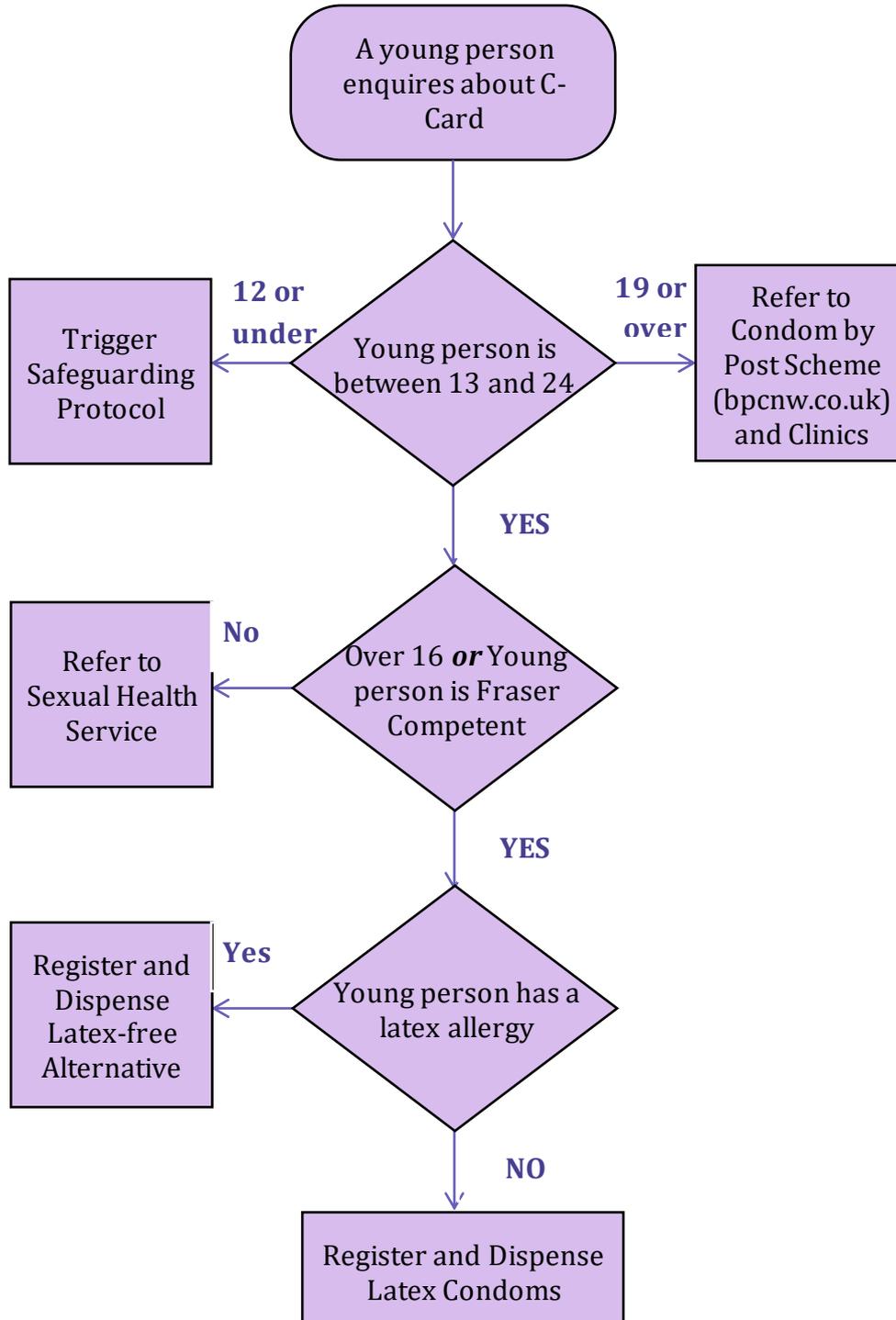
Information that is gathered when practitioners become involved with the C-Card scheme is stored on a secure database. Details from this database may be shared with interested parties involved with C-Card without prior permission from the data subject. Practitioners should only supply information which they are happy to share.

### Confidentiality

Doctors and health professionals have a duty of care and a duty of confidentiality to all patients, including those under 16. Research has shown that more than a quarter of young people are sexually active before they reach 16, and the median age of first sex is 16. Young people under 16 are the group least likely to use protection or contraception and concern about confidentiality remains the biggest deterrent to seeking advice. Stressing the confidential aspect of C-Smart, and knowing how the data will be used, may encourage young people to use it.

# APPENDIX A

## Eligibility Process Diagram



## APPENDIX B

### Registration Prompt

**Explain what the C-Smart is;** A free confidential service for young people from 13 to 18 and check young person's eligibility (Appendix A).

**Record the young person's details;** use the returns forms provided.

**Demonstrate condom application;** check young person can apply a condom effectively on the condom demonstrator. Discuss sizes.

**Discuss condom safety;** Ensure condoms are kept away from heat and check condoms are genuine, quality marked and in-date.

**Discuss sexually transmitted infections;** spotlight the advantages of condoms and potential risks from not using condoms.

**Encourage the young person to take Chlamydia test;** highlight lack of symptoms, easiness of transmission and simple treatment.

**Explore context of sex;** discuss if young person is ready, are their partners ready, is there a risk of abuse.

**Promote the use of LARC;** where appropriate refer to long acting reversible contraception as an additional method of protection.

**Promote Emergency Hormonal Contraception;** inform young person of nearest EHC provider in the event of accident or condom failure.

**Explain consent;** explain the age of consent is 16, that drugs and alcohol affect a person's ability to consent.

**Further support;** refer to other agencies for additional help, for example around family planning, LARC or supporting young LGBT people.



Sex should be something that is pleasurable and a positive experience for the young person. When promoting condom use try to talk about sex in a positive affirming way, not doom, gloom and disease.

## APPENDIX C

### Fraser Guidelines Competency Checklist

This checklist is based on the 'Fraser Guidelines' and is for use by relevant practitioners as a starting point in assessing whether or not to maintain confidentiality in working with a young person.

Local Safeguarding Children Board (LSCB) Procedures must be applied in all cases.

Even if all six guidelines are met, always discuss issues with your manager.

GUIDELINE	YES	NO	EVIDENCE
Does the young person understand the advice being given?			
Does the young person have sufficient maturity to understand what is involved?			
The young person cannot be persuaded to inform or seek support from their parents/ carers and will not allow you to inform them.			
The young person is likely to begin or continue to maintain the attitude/behaviour without parental/carer knowledge. e.g. underage sex etc.			
The young person's physical and/or mental health; safety and/or wellbeing is likely to suffer if parents/carers are informed of the relevant issues.			
Has the young person disclosed any information or raised any concerns that require a Safeguarding intervention?			

## APPENDIX D

### Latex Allergy Checklist

If the young person answers **yes** to any of the questions below, you should:

i) Advise the person to visit their GP to check for latex allergy and only issue non-latex condoms and dams and advise the young person to avoid latex until they have seen their GP.

ii) Continue to register the young person onto the C-Card scheme and if appropriate issue latex-free condoms only in their registration pack and advise the young person to avoid latex products until they have seen their GP.

Have you ever:

Had an allergic reaction during an operation?

Suffered from raised reddish itchy rash when in contact with rubber items such as balloons, condoms, rubber bands etc?

Suffered skin or mucosal irritation (eyes, throat, nose, genitals etc) during or shortly after an examination by a health professional wearing rubber gloves?

Suffered from sneezing or a runny nose in any situation where you've either had direct contact with rubber or you have been close to rubber products? If so, was there any skin rash linked to this?

Experienced a rash after eating fruit, such as avocado, banana or kiwi?

Collapsed as a result of a reaction?

13

It is not necessary to keep records of answers to the questionnaire for the C-Smart. It is implied that during Registration the practitioner will apply this / their own latex policy and take appropriate action.



## APPENDIX E:

### Returns Form Codes

#### Ethnicity

White

- A** British
- B** Irish
- C** Any other White background

Mixed

- D** White and Black Caribbean
- E** White and Black African
- F** White and Asian
- G** Any other mixed background

Asian or Asian British

- H** Indian
- J** Pakistani
- K** Bangladeshi
- L** Any other Asian background

Black or Black British

- M** Caribbean
- N** African
- P** Any other Black background

Other Ethnic Groups

- R** Chinese
- S** Any other ethnic group
- Z** Not stated

National code Z - Not Stated should be used where the person has been given the opportunity to state their ethnic category but chose not to.

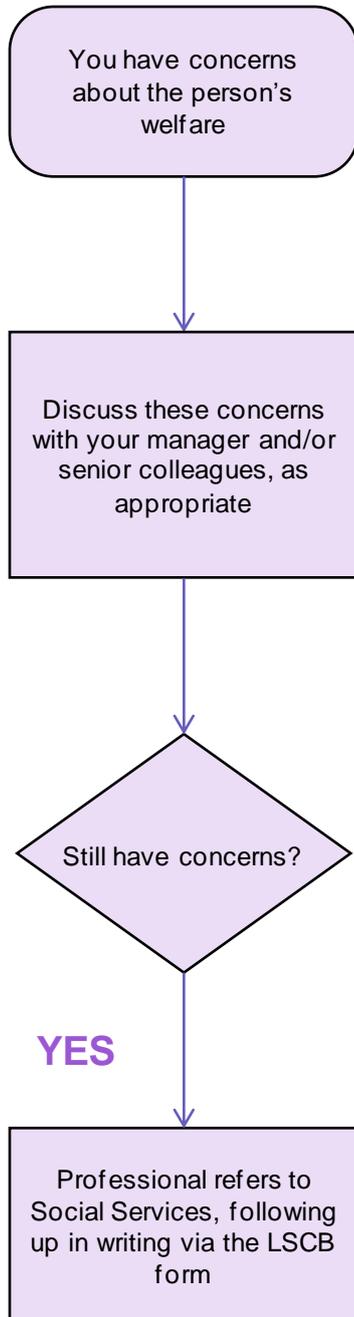
#### Sexual Orientation

- A** Attracted to the same-sex
- B** Attracted to the opposite sex
- C** Attracted to both sexes\*
- D** Attracted to neither sex
- Z** Does not wish to disclose

\*this does not necessarily equate to a 50-50 attraction to females and males.

## APPENDIX F:

### Safeguarding Flowchart



Safeguarding policies and procedures should be followed as normal within each individual organisation.

If a child, young person or adult discloses information regarding their own or someone else's safety when accessing the C-Smart, the individual practitioner must follow their own safeguarding policies and procedures internal to the organisation they are employed by.

#### Contact information for referrals

Police 999  
Police Non-Emergency 101

#### Cheshire East Social Care Consultation Service

East 0300 123 5012 (option 3)  
E-mail: [Checs@Cheshireeast.gov.cjism.uk](mailto:Checs@Cheshireeast.gov.cjism.uk)

#### Cheshire West & Cheshire Integrated access and referral team (i-ART)

West: 0300 123 7047  
E-mail: [i-ART@cheshirewestandchester.gov.uk](mailto:i-ART@cheshirewestandchester.gov.uk)

#### Out of hours duty Team

East: 0300 123 5022  
West: 01244 977277

## Services and Sources

### **SEXSMART TEAM**

Body Positive, Bridgewater House, 230 Edleston Road, Crewe CW2 7EH

Sexsmart@bpcnw.co.uk    [www.bpcnw.co.uk](http://www.bpcnw.co.uk)    01270 653150

To order **C-Smart resources** download the returns **spreadsheet** or update your **registration** details go to <https://www.bpcnw.co.uk/resources.html>

**Online condom distribution** services for 16 plus can be found at <https://www.bpcnw.co.uk/free-condoms.html>

For home testing kits (16 plus), clinical appointments, contraception, and medication.

16

### **VIRGIN CARE**

West Cheshire and Chester Sexual health

[www.thesexualhealthhub.co.uk](http://www.thesexualhealthhub.co.uk)

### **AXESS CLINIC**

Cheshire East Sexual Health

[www.axess.clinic](http://www.axess.clinic)

**Emergency Hormonal Contraception** search tool

[www.nhs.uk/service-search/other-services/Emergency%20contraception/LocationSearch/731](http://www.nhs.uk/service-search/other-services/Emergency%20contraception/LocationSearch/731)