



osmis
Mentoring & Inclusion Services

Intimate Care Policy





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Reviewed: March 2025

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This policy is to ensure that any intimate care required by children, young people, or vulnerable adults supported by OSMIS Mentoring & Inclusion Services is carried out in a professional, respectful, and safe manner. This policy aims to safeguard the rights, dignity, and wellbeing of the individuals we support, as well as the staff providing care.

1. Purpose

The purpose of this policy is to ensure that any intimate care required by children, young people, or vulnerable adults supported by OSMIS Mentoring & Inclusion Services is carried out in a professional, respectful, and safe manner. This policy aims to safeguard the rights, dignity, and wellbeing of the individuals we support, as well as the staff providing care.

2. Definition of Intimate Care

Intimate care refers to any personal care activity which involves physical contact and personal privacy. This includes, but is not limited to:

- Support with toileting
- Changing incontinence pads or sanitary products
- Bathing or showering
- Dressing and undressing
- Support with menstruation
- Help with eating or drinking where close contact is involved
- Administering medication involving close contact (e.g. creams or suppositories)

3. Principles

All staff providing intimate care must adhere to the following core principles:

- **Dignity and Respect:** All care must be given in a manner that maintains the individual's dignity and promotes self-respect.
- **Consent and Choice:** Individuals must be encouraged to make their own choices wherever possible, and consent must always be obtained before any form of intimate care is carried out.
- **Safeguarding:** The safety of the person receiving care is par-

amount. Staff must work in line with OSMIS's Safeguarding and Child Protection Policies.

- **Privacy:** Intimate care must be carried out in private settings, appropriate to the individual's needs and preferences.
- **Equality:** Care will be delivered without discrimination or prejudice. Cultural, religious, and personal preferences must be considered and respected.
- **Empowerment and Independence:** Where appropriate, individuals should be encouraged and supported to undertake intimate care tasks independently.

4. Staff Responsibilities

- Only trained and authorised staff may carry out intimate care.
- A minimum of two adults should be aware that intimate care is taking place. Where possible, two staff should be present or nearby.
- Staff must record all instances of intimate care in the individual's support record, including the time, nature of the care, and names of staff involved.
- Any concerns (e.g. unexplained marks, changes in behaviour) noticed during care must be reported immediately to the Designated Safeguarding Lead (DSL).
- Staff must use gloves and other protective equipment as necessary, following infection control procedures.

5. Individual Care Plans

For individuals who require regular or ongoing intimate care, a personalised care plan must be created in collaboration with the individual (where appropriate), their parent/carer, and relevant professionals. This plan must include:

- Details of care required
- Preferred methods and routines
- Cultural or religious considerations
- Communication needs
- Consent and review arrangements

6. Safeguarding and Allegations

- Any allegation of misconduct or abuse during the provision of intimate care will be taken seriously and investigated under OS-MIS's safeguarding procedures.
- Staff involved in such allegations may be suspended from direct care duties pending investigation.

7. Training

All staff involved in intimate care will receive appropriate training including:

- Safeguarding and child/vulnerable adult protection
- Moving and handling (if necessary)
- Infection prevention and control
- Specific medical or care needs where relevant

8. Monitoring and Review

This policy will be reviewed annually, or sooner if necessary, to ensure it remains in line with current best practice, legislation, and the needs of individuals supported by OSMIS.

Appendix A: Parental Consent for Intimate Care

Child/Young Person's Name: _____

Date of Birth: _____

Parent/Carer Name: _____

I understand that my child may require intimate care while being supported by OSMIS Mentoring & Inclusion Services. I consent to trained staff providing appropriate intimate care in line with the Intimate Care Policy.

I understand that I can withdraw this consent at any time.

Please tick where appropriate:

Support with toileting

Changing clothes

Personal hygiene (washing, cleaning)

Assistance with menstrual care

Medical application (e.g., cream)

Other (please specify): _____

Please provide any cultural, religious, or personal considerations we should be aware of:

Signature of Parent/Carer: _____

Date: _____

Emergency Contact Number: _____

Appendix B: Individual Intimate Care Plan Template

Child/Young Person's Name: _____

Date of Birth: _____

Date of Plan Creation: _____

Review Date: _____

1. Nature of Intimate Care Required

(Describe specific care tasks to be carried out)

2. Preferred Methods or Routines

(Include step-by-step preferences or strategies to maintain comfort and dignity)

3. Communication Needs

(How the individual communicates consent, discomfort, or needs)

4. Cultural/Religious Considerations

5. Consent

Consent obtained from parent/carer

Consent obtained from the child/young person (where appropriate)

6. Staff Involved

(Names of authorised staff trained to provide care)

7. Hygiene & Safety Requirements

(Use of PPE, washing hands, infection control procedures)



8. Monitoring and Review

This care plan should be reviewed regularly or if any change in needs occurs.

Signed (Parent/Carer): _____

Date: _____

Signed (Staff Member): _____

Date: _____

Signed (Manager/DSL): _____

Date: _____