

# Chaperone Approval

A medical office chaperone plays a key role in the healthcare setting

**When a chaperone condition is placed on your practice permit, any individuals performing chaperone duties must first be approved by CPSA.**



The steps to becoming a CPSA-approved medical office chaperone are as follows:

## 1. Complete required training

- Chaperones must acquire the knowledge and skills necessary to perform this role. Training is available online from MacEwan University and PBI Education, to ensure chaperones are well-prepared.

## 2. Consult with a CPSA Practice Conditions Monitor

- CPSA will review the responsibilities and expectations of the role, to provide an opportunity for chaperones to ask questions and gain clarity on their duties.

## 3. Chaperone approval

- Once training is verified and a conversation with the chaperone has taken place, CPSA will grant final approval for the chaperone.



### Chaperone Audit Program site visit

As part of the Chaperone Audit Program, CPSA conducts annual site visits to provide ongoing education and support to chaperones. These visits ensure everyone understands the chaperone's role in protecting the interests and well-being of patients, creating a comfortable and supportive environment during medical examinations. This is also an opportunity to clarify expectations for all involved parties.

*We encourage all physicians, not just those with a practice condition, to have trained chaperones available to their patients as part of good medical practice.*

**For more information about medical office chaperones and where to access training, please visit [cpsa.ca/chaperones](https://cpsa.ca/chaperones).**

