**INSTRUCTIONS:** Enter staff initials next to each procedure completed. Do not initial procedures another staff member completed. If other staff members are not available to initial next to each procedure they completed themselves, add a note on the checklist documenting who completed the procedure, initial and date this entry, e.g., “done by {staff initials}” or “done by nurse.” If a procedure listed on the checklist is not performed, enter “ND” for “not done” or “NA” for “not applicable” beside the item and record the reason why (if not self-explanatory); initial and date this entry.Use a new Pelvic Exam Checklist for each study visit at which a pelvic exam is performed.

| **Procedure** | **Required at Visit(s)** | **Staff Initials or NA** |
| --- | --- | --- |
|  | Prepare for exam: * Ready exam equipment, documentation, and specimen collection supplies; label as needed.
* Explain exam procedures to participant and answer any questions.
* Position and drape participant comfortably.
 | * Only if indicated at ALL visits
 |  |
|  | Palpate the inguinal lymph nodes to assess for enlargement and/or tenderness.  | * Only if indicated at ALL visits
 |  |
|  | ***For individuals with a natural vagina or neo-vagina:*** *Perform naked eye examination and evaluate for abnormalities of the epithelial lining of the introitus.* *Document applicable findings on* ***Pelvic Exam CRF*** *and Pelvic Exam Diagrams form.* | * Only if indicated at ALL visits
 |  |
|  | ***For individuals with a natural vagina or neo-vagina****: If not already collected, collect two (2) vaginal swabs for NAAT for GC/CT/TV.* *Document results on the* ***STI Test Results eCRF****.* | * Screening
* Visit 7
* Other visits if indicated
 |  |
|  | ***For individuals with a natural vagina or neo-vagina:*** *Insert speculum (using warm water as lubricant if needed) and perform naked eye exam of the vagina and/or cervix.* *Document all findings on the Pelvic Exam Diagrams form; document abnormal findings on the* ***Pelvic Exam CRF****.* | * Only if indicated at ALL visits
 |  |
|  | ***For individuals with a natural vagina or neo-vagina****: Remove speculum and perform bimanual exam.* | * Only if indicated at ALL visits
 |  |

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| --- |
| **Comments:** |
|  |