



OSCE Checklist | Speculum Examination

Introduction		
1	Gather equipment	
2	Wash your hands and don PPE if appropriate	
3	Introduce yourself to the patient including your name and role	
4	Confirm the patient's name and date of birth	
5	Explain what the procedure will involve using patient-friendly language	
6	Explain the need for a chaperone	
7	Gain consent to proceed with the examination	
8	Ask the patient if they have any pain before proceeding with the clinical examination	
9	Ask the patient to remove their underwear for the procedure and provide them with privacy whilst they get undressed	
Preparation		
10	Wash your hands	
11	Open the speculum packaging whilst avoiding touching the speculum or the inner surface of the packaging	
12	Open the lubricant onto the inner surface of the speculum packaging	
Position the patient		
13	Re-check consent and that the patient is happy to proceed with the examination	
14	Position the patient in the modified lithotomy position	
Vulval examination		
15	Don gloves and an apron	
16	Expose the patient's external genitalia and ensure there is adequate lighting	
17	Palpate the inguinal lymph nodes to identify lymphadenopathy	
18	Inspect the vulva including asking the patient to cough	
Inserting the speculum		
19	Check that the patient is happy to continue with the examination	
20	Lubricate the speculum	
21	Use your non-dominant hand (index finger and thumb) to separate the labia	
22	With the blades closed, gently insert the speculum with the handle pointing sideways	
23	Once inserted, rotate the speculum so that the handle is facing upwards	
24	Open the speculum blades until an optimal view of the cervix is achieved	
25	Tighten the locking nut to fix the position of the blades	

Inspect the cervix and vaginal walls

26 Inspect the cervix and vaginal walls

Removing the speculum

27 Loosen the locking nut on the speculum and partially close the blades

28 Gently remove the speculum, inspecting the walls of the vagina as you do so

29 Re-cover the patient and explain the examination is complete

30 Dispose of the used equipment into a clinical waste bin

To complete the examination...

31 Thank the patient for their time

32 Dispose of PPE appropriately and wash your hands

33 Summarise your findings

34 Suggest further assessments and investigations (e.g. urinalysis, bimanual vaginal examination, vaginal swabs, ultrasound)

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