



(Patient ID Label)

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Checklist for paperwork appointment for IVF/ICSI treatment cycle

The purpose of the paperwork appointment is to ensure you are fully informed prior to signing consents for your treatment and to explain what happens in a typical cycle. A copy of all documentation and consents signed will be provided to you; please bring to all future appointments. Certain consents/documentation may need repeating if your treatment does not start within the next few months, so please check if you experience any delays to your treatment.

We have read the “Get to know about: IVF/ICSI” information booklet on the Yorkshire Fertility website (https://www.yorkshirefertility.co.uk/patient-information/patient-information-leaflets).	
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In preparation for your treatment:

Please advise us of any changes to your medical history, including diagnosis/changes to treatment of diabetes and thyroid management, or if you are awaiting any investigations/results of investigations.	
Risk of blood clots/thrombosis - an assessment is carried out by the clinician when planning your treatment, and repeated by the nurse at paperwork appointment, to check if you are at risk of/have a history of blood clots/thrombosis, either yourself or within your family.	
All routine tests must be valid and in date, including AMH/day 1-3 hormones, chlamydia and rubella serologies, semen analysis, haemoglobinopathies (if applicable) in order to accurately plan treatment.	
Serology blood tests - HIV/Hepatitis B&C/Syphilis, must all be within 12 weeks of first treatment cycle.	
Cervical screening must be in date prior to treatment. Previous treatment/surgery to cervix may require a mock transfer prior to treatment cycle.	
Preconceptual care – please see our website regarding diet, lifestyle advice, BMI and folic acid/vitamin D (https://www.yorkshirefertility.co.uk/patient-information/patient-information-leaflets)	
Your BMI must be below 35 for treatment and below 30 to access NHS funding, and remain below the relevant BMI when treatment commences.	
Counselling support is offered throughout your treatment – please contact the unit on 01422 261 344 to access.	
Abstain from intercourse from day 1 of treatment cycle (or use condoms) – if you are required to have an endometrial scratch or mock embryo transfer, you may be required to abstain in the preceding cycle also.	
Avoid travel to any areas with Zika risk – a full list of counties can be found at https://www.gov.uk/guidance/zika-virus-country-specific-risk Your treatment will be delayed if you have travelled to an area with Zika risk.	



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<p>Please advise us and your GP of any change in name/address. Failure to do so can lead to delays in treatment or funding availability. You will need to provide photographic ID and proof of address prior to treatment.</p>	
<p>Patient Information Evening dates are on our website (https://www.yorkshirefertility.co.uk/patient-information/patient-information-evening) and attendance is encouraged.</p>	
<p>Useful sources of information include: https://yorkshirefertility.co.uk/home/ https://www.hfea.gov.uk/ https://www.carefertility.com/ https://www.manchesterfertility.com/</p>	

Before Treatment Starts:

<p>You will have discussed your preferred central unit (Care Leeds, Care Manchester, Care Sheffield, Manchester Fertility) and the doctor will have planned your treatment type (IVF or ICSI) prior to your paperwork appointment.</p>	
<p>There is a possibility of conversion to ICSI on the day of egg collection. Please be aware ICSI is a higher cost than IVF, and there may be additional costs at a later date if you are self-funding.</p>	
<p>Funding - you will have been made aware if you are entitled to an NHS funded cycle or if you have to self-fund. Invoices will be emailed, with our refund policy, and are due for payment prior to attending your paperwork.</p>	
<p>You will have been made aware of conditions of egg/sperm/embryo storage, and have given consent with regard to the posthumous use of any sperm, eggs and/or embryos. Further information on additional screening and costs of posthumous use involving a surrogate can be provided if required.</p>	
<p>Treatment will start depending on the capacity of the central unit and will be confirmed at the paperwork appointment.</p>	
<p>The central units close over Christmas and New year which may affect starting treatment within this timescale. The clinical team will advise if this applies to your treatment.</p>	
<p>Our clinic opening times, out of hours support and emergency contact numbers provided.</p>	
<p>If you feel you need an interpreter please advise us, although we cannot guarantee this throughout your treatment. The central units can only offer telephone interpreters, subject to availability.</p>	



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Treatment Detail:

<p>Short or long protocol – this is a clinical decision based on several factors and the medical team will have discussed these with you prior to planning your treatment.</p>	
<p>Typical treatment pathway – see relevant leaflet (Long/Short Protocol) Patients on our Short Protocol may need to take Norethisterone tablets prior to stimulation medication, to manage hormones and plan for egg collection. A risk assessment will have been carried out by the clinician planning the cycle, including risk of clotting.</p>	
<p>Medication – the role, route, dose and storage of each medication will be explained in full when relevant. Please collect your medication yourself from one of the pharmacies at Calderdale Royal Hospital and call the pharmacy prior to collection whenever possible (sharps bin, syringes etc will be provided will be provided by Yorkshire Fertility). Please bring all medication to each appointment. Should treatment be successful, you will require fertility medication to continue into early pregnancy.</p>	
<p>Fee Pay cycles – please take your receipt as evidence of payment when collecting medication from the pharmacy.</p>	
<p>NHS cycles – consider the use of an NHS pre-payment certificate if you usually pay for your prescriptions.</p>	
<p>Additional medication – Medication costs are calculated for the standard minimum amount required to avoid overprescribing, therefore additional medication may be required depending on your treatment plan and response to treatment; please ensure you have a payment method available at each clinic appointment.</p>	
<p>Appointments during treatment – frequency of scan appointments, which all take place in the morning, will depend on your response to treatment. All scans will be transvaginal, completed by a member of the clinical team and an empty bladder is required (please empty your bladder on arrival/within 5 minutes of your scan). Further blood tests may also be required. Evidence of appointments can be provided if required, and partners are welcome to attend.</p>	
<p>Egg Collection: Performed at chosen central unit We will let your central unit know once you are ready for egg collection. Following a clinical decision, they will confirm the date your egg collection, which may differ from the day you are ready. You may need further medication and would be asked to return to the clinic to collect this (and if applicable, pay for). Procedure (including sedation/anaesthetic) Risks and complications (more detail below) Aftercare</p>	



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<p>Semen preparation: Ejaculation advised 2-5 days prior to sample production at time of egg collection (then 2 days abstinence prior to sample production) Back up sperm freeze option (including costs) Poor sample/no sample options If donor sperm is required for the treatment this must be reserved, available and paid for</p>	
<p>Fertilisation: Performed at chosen central unit after egg collection and updated provided by central unit Risks and complications (more detail below)</p>	
<p>Embryo transfer: Timing Number of embryos to transfer Procedure (sedation only if required) Aftercare</p>	
<p>Treatment add-ons (occurring additional costs), including: Time-lapse imaging/Embryoscope (payable to the central unit) Embryogluce (payable to the central unit) Endometrial Scratch (payable to Yorkshire Fertility) As these options are not evidence based, they are not discussed with a clinician at initial planning stage, but are individual patient choice. You will need to advise the central unit of any add-ons you require by day 1 of your treatment cycle. Further information can be found on the central unit websites mentioned above, or the HFEA website: https://www.hfea.gov.uk/treatments/treatment-add-ons/</p>	
<p>Freezing of eggs/sperm/embryos including: Consent and length of storage confirmed Associated costs and payments Future treatment options (frozen embryo transfer)</p>	
<p>Pregnancy Testing: Blood test at Yorkshire Fertility, arranged at time of egg collection booking Bleeding/pain prior to testing Ongoing management/medication Ongoing shared pregnancy care</p>	
<p>Risks and Complications: Treatment delays Ovarian hyper-stimulation syndrome (OHSS) and possible freeze-all Poor/no response and cancellation Clinical reason to abandon – including polyps/cyst formation No eggs suitable for fertilisation collected Failed fertilisation Damage to internal organs and vessels at egg collection Infection/bleeding after egg collection Pregnancy of uncertain viability including biochemical/miscarriage/ectopic Allergy – medication/latex Multiple pregnancy</p>	



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Declaration:

We confirm that all the above information has been explained to us and we both fully understand all the implications of our forthcoming treatment:

	Patient 1	Patient 2
We have received adequate verbal and written information regarding our treatment and feel able to make informed consent to treatment.		
We are aware of the different sources of information that may be helpful for further information or support.		
We are aware that there are factors which may cause treatment delays.		
We are aware of the financial implications to treatment including any additional costs following additional payment.		
We have reviewed the refund policy and are happy to continue with treatment.		

Partner 1..... Date.....

Partner 2..... Date.....

Fertility Nurse Date.....

