



## HOW LGBTQ+ INCLUSIVE IS YOUR ORGANIZATION? GIVE YOUR ORGANIZATION A SCORE

Please score your organization below. For every *yes* answer, you will receive one point. This aims to be comprehensive, however, please be aware this is only one of many kinds of equity audit tools for you to use when evaluating your organization. The learning and development is ongoing.

### INTERNAL INTRO / HIRING / ONBOARDING (12)

- Do you include pronouns in introductions?
- Are names and pronouns included in email signatures? (evolution from preferred – name)
- Does your organization offer intersectional allyship training?
- Do you have LGBTQ+ people on your board?
- Does your organization offer LGBTQ+ inclusive benefits, including but not limited to gender affirming care coverage and non-gendered parental leave?
- When hiring, does your organization reach out to LGBTQ+ identified candidates?
- Are incentives offered for staff participation in diversity and inclusion training?
- Does your organization encourage staff to self-identify and or be out?
- Does your organization have a comprehensive grievance procedure?
- If you transfer care to another organization or referral, do you have a clear protocol for sharing the client's chosen name, gender identity and family structure? (even in urgent cases?)
- If your client is working with another provider (ultrasound tech, etc), and that person misgenders or makes a mistake around the name or family structure, do you have a policy for how to intervene?
- Does your organization have a list of referrals?

### PHYSICAL WORKPLACE INCLUSIVITY / INTERNAL (7)

- Does your organization have gender inclusive bathrooms (either single and/or multi-stalled non-gendered restrooms)?
- Are lactation rooms accessible to all gender identities?
- Do you have changing tables in all bathrooms?
- Do you have spaces indoors and or outdoors designated as "quiet spaces"? Rooms with space for more than 2 parents?
- Is your facility ADA accessible?
- If you offer classes, do you have non-gendered ways to separate birthing parents from



non-birthing parents?

- Are the flyers, posters and / or artwork inclusive of various family structures and gender identities? (a mix of single, couple, polyamorous)

### **FORMS (3)**

- Does all of your paperwork (including handouts) use gender inclusive language (such as "birthing parent", "non-birthing parent")
- Can you support your client in applying for a birth certificate?
- If your clients fill out paperwork with their non-legal names, gender identity and family structure, is every staff member referring to it every single time?

### **LONG-TERM SUSTAINABILITY / EXTERNAL RELATIONS (8)**

- Does your marketing include LGBTQ+ representation?
- Do you have any openly LGBTQ+ identified staff?
- Does your organization have media published supporting LGBTQ+ equality?
- Does your organization understand whiteness and its impact on your work, and on clients' experiences?
- Does your organization have Policies and Procedures in place to support LGBTQ+ clients and staff?
- Does your organization collect feedback from folks about their experience (specifically around LGBTQ+ context, and beyond) and does that feedback loop inform and change policy and procedures as needed?
- Does your organization collect hiring and clientele diversity and SOGI data and analyze the data?
- Does your organization have any existing or budding partnerships with local or state LGBTQ+ organizations?

Score Total:

Total Possible: 30 (not inclusive of adding your own)

## WHAT ABOUT FORMS:

Name (evolution from preferred–chosen–name): \_\_\_\_\_

Only if needed . . . “name used with insurance”

Pronouns: \_\_\_\_\_

Gender identity: \_\_\_\_\_

Sexual orientation: \_\_\_\_\_

Partner(s) name(s): \_\_\_\_\_

Pronouns: \_\_\_\_\_

Who makes up your family? \_\_\_\_\_ Who are the people we should know?

What else?

## REMINDERS:

- Boxes versus lines to be filled in: pros/cons
- Include blank spaces for people to self identify themselves
- Just because it is on the form does not mean it is true, so ask in session.
- How will you communicate the information across your team?
- What are your EHR capabilities to support gender affirming care?
- Ask ONLY what is medically relevant or necessary for you to do your job, if you are not sure, ask yourself: How will the information help me do a better job?
- Look at your website, paperwork, online presence, handouts, advertising and environment for how intersectionality allyship is represented and communicated.

## Other Resources:

📄 [QM Intake Form Guidance for Providers.pdf](#)

[Making Your Clinic Welcoming to LGBTQ Patients](#)

[HEI Scoring Criteria](#)