

## **'Pen Portrait' Guidelines for Completing 'Optional Additional Information'**

**(Linked to Pages 3 and 4 of the HFEA Donor Information Form)**

The HFEA Donor Information Form must be completed by all donors and brought to the initial appointment with a Doctor within the Department of Reproductive Medicine.

On page 3 of the Donor Information Form you are invited to express your 'reasons for donating' and provide a 'goodwill message' to the person born as a result of your donation. On page 4 you are invited to write a 'description of yourself'. Please note that providing this information is optional.

The information provided in sections 3 and 4 should be **non-identifying** and can be shared with patients/potential parents requiring treatment with donor eggs, sperm or embryos before their treatment begins. Patients can request this information from the clinic.

Parents of children conceived using donated eggs/sperm or embryos can have access to **non-identifying** information about the donor **and** information about any donor conceived genetic siblings their child may have. Parents can request access to this information from the HFEA once their child has been born.

Donor conceived children, once they reach 16, can access **non-identifying** information about the donor **and** information about any donor conceived genetic siblings from the HFEA.

Donor conceived children, once they reach 18, can have access to the full content of the HFEA Donor Information Form which includes **IDENTIFYING** information. This information can be accessed from the HFEA.

There is no legal requirement for donors to provide information about themselves to parents of donor conceived children. However, parents are encouraged to be open and to talk to their children, at an early age, about their child's origins and the nature of their conception. The information that you provide may help parents and their child gain valuable insight into the kind of person that you are.

Please refer to the Donor Conception Network for more information about this:  
([www.dcnetwork.org](http://www.dcnetwork.org)).

Whilst we encourage you to consider providing information about yourself that can be shared with parents and donor conceived children, the clinic and the HFEA have a responsibility to ensure that the information you do provide on Pages 3 and 4 of the Donor Information Form remains **non-identifying**.

We have provided some guidelines to help you complete Pages 3 and 4. The guidelines take account of the information that parents and their donor conceived children may find helpful whilst equally aiming to ensure that your identity, as the donor, is not traceable.

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## **Guidelines for Completing Pages 3 and 4 of the Donor Information Form 'Optional additional Information'**

When writing a 'description of yourself', you may wish to refer to some of the characteristics listed below. The aim is to provide 'general' information which will give the parents and donor conceived child a sense of you as a person. Please take account of the notes in brackets and be mindful that some factual information, either isolated or when combined with other factual information, may make your identity more traceable.

- **Description of yourself.** (Please avoid reference to your name, age, date of birth and any exceptional physical characteristics).
- **How others might describe you.**
- **Your family background.** (Please do not make reference to adoption or any unusual medical conditions within the family).
- **Your ethnic group and parental ethnic group.** (Please avoid reference to particularly distinctive ethnic group or to your parent's ethnicity if they are from distinctive and different ethnic groups).
- **Your philosophy/outlook on life.**
- **Your likes and dislikes.**
- **Your religion.** (Please avoid reference to any unusual or distinctive religious beliefs, or membership of a minority religious group).
- **Your education.** (Please avoid reference to particular establishments eg, names of schools, colleges and universities).
- **Your occupation.** (Please avoid reference to particular organisations/places of work).
- **Your achievements.** (Please be mindful of noting achievements or participation in events that will have generated a public record).

**Please do not hesitate to talk to a member of the team if you require assistance when completing the HFEA Donor Information Form**