

Section 3 HIV Clinic (continued)

14. <i>Read aloud:</i> For the following questions, we are interested learning about the staffing of current services and whether there have been any changes in type of staffing since the start of this ART programme. Changes in staffing may take place formally with directions from the Ministry of Health or NGO/ clinic management, or it may take place informally based on the availability of personnel with skills and time at the clinic. Examples of a change in type of staffing include: doctor to nurse prescription of ART, or nurse to lay support worker for ART adherence.										
		I	II	III	IV	V	VI	VII	VIII	
	HIV Clinic Service	How many staff currently do <insert service> on a typical day at the HIV clinic?	Specify type of staff* are currently providing this service	Has there ever been a change in the type of staff providing this service, including lay workers?	If yes, specify type of staff* who has previously provided this service	What month and year did this change take place	Is there a document / standard operating procedure for this staff change?	Were staff trained before starting the new task?	Have staff received refresher training/ mentorship since starting the new task?	*Staff Type Categories (for columns II and IV)
a.	Registration			00 No 01 Yes		___/___ (M/Y)	00 No 01 Yes	00 No 01 Yes	00 No 01 Yes	01 Medical doctor/ officer 02 Clinical officer/ assistant 03 Nurse/ midwife (enrolled/ registered) 04 Lay ART support worker (non-medically trained, based primarily at the clinic, but not on the formal payroll) 05 Nutritionist 06 Social workers 07 Pharmacist 08 Pharmacy technician/ assistant 09 ART counsellor 10 Lab technician/ assistant 11 Data entry clerk 66 Other (specify)
b.	Triage (patient screening at entry to determine why the patient has come to the ART clinic and what services are needed to meet patient needs, i.e. critical symptoms requiring emergency care, routine care)			00 No 01 Yes		___/___ (M/Y)	00 No 01 Yes	00 No 01 Yes	00 No 01 Yes	
c.	ART initial prescription (starting a patient on ART based upon assessment for ART eligibility)			00 No 01 Yes		___/___ (M/Y)	00 No 01 Yes	00 No 01 Yes	00 No 01 Yes	

14.		I	II	III	IV	V	VI	VII	VIII	
	HIV Clinic Service	How many staff currently do <insert service> on a typical day at the HIV clinic?	Specify type of staff* are currently providing this service	Has there ever been a change in the type of staff providing this service, including lay workers?	If yes, specify type of staff* who has previously provided this service	What month and year did this change take place	Is there a document / standard operating procedure for this staff change?	Were staff trained before starting the new task?	Have staff received refresher training/ mentorship since starting the new task?	*Staff Type Categories (for columns II and IV)
d.	ART monitoring and management (ongoing assessment of patient's response to ART, including diagnosis and management of any drug side effects; clinical (emergence of new OIs), immunological (CD4 count), and if available, virological (viral load count) monitoring to determine if ARV regimen is efficacious; and diagnosis and management of drug resistance (switch to 2 <sup>nd</sup> line regimen)			00 No 01 Yes		___/___ (M/Y)	00 No 01 Yes	00 No 01 Yes	00 No 01 Yes	01 Medical doctor/ officer 02 Clinical officer/ assistant 03 Nurse/ midwife (enrolled/ registered) 04 Lay ART support worker (non-medically trained, based primarily at the clinic, but not on the formal payroll) 05 Nutritionist 06 Social workers 07 Pharmacist 08 Pharmacy technician/ assistant 09 ART counsellor 10 Lab technician/ assistant 11 Data entry clerk 66 Other (specify)
e.	Clinical services (diagnosis and management of OIs, provision of Cotrimoxazole prophylaxis, and management of non-HIV conditions, i.e. malaria, broken bones)			00 No 01 Yes		___/___ (M/Y)	00 No 01 Yes	00 No 01 Yes	00 No 01 Yes	

14.	HIV Clinic Service	I How many staff currently do <insert service> on a typical day at the HIV clinic?	II Specify type of staff* are currently providing this service	III Has there ever been a change in the type of staff providing this service, including lay workers?	IV If yes, specify type of staff* who has previously provided this service	V What month and year did this change take place	VI Is there a document / standard operating procedure for this staff change?	VII Were staff trained before starting the new task?	VIII Have staff received refresher training/ mentorship since starting the new task?	*Staff Type Categories (for columns II and IV)
f.	Referral services			00 No 01 Yes		___/___ (M/Y)	00 No 01 Yes	00 No 01 Yes	00 No 01 Yes	01 Medical doctor/ officer 02 Clinical officer/ assistant 03 Nurse/ midwife (enrolled/ registered) 04 Lay ART support worker (non-medically trained, based primarily at the clinic, but not on the formal payroll) 05 Nutritionist 06 Social workers 07 Pharmacist 08 Pharmacy technician/ assistant 09 ART counsellor 10 Lab technician/ assistant 11 Data entry clerk 66 Other (specify)
g.	ART dispensing at the HIV clinic			00 No 01 Yes		___/___ (M/Y)	00 No 01 Yes	00 No 01 Yes	00 No 01 Yes	
h.	ARV drug adherence counselling			00 No 01 Yes		___/___ (M/Y)	00 No 01 Yes	00 No 01 Yes	00 No 01 Yes	
i.	Phlebotomy			00 No 01 Yes		___/___ (M/Y)	00 No 01 Yes	00 No 01 Yes	00 No 01 Yes	
j.	Follow-up on missed appointments and defaulters			00 No 01 Yes		___/___ (M/Y)	00 No 01 Yes	00 No 01 Yes	00 No 01 Yes	
k.	Medical records management			00 No 01 Yes		___/___ (M/Y)	00 No 01 Yes	00 No 01 Yes	00 No 01 Yes	
l.	Any other? (Specify)			00 No 01 Yes		___/___ (M/Y)	00 No 01 Yes	00 No 01 Yes	00 No 01 Yes	