

Form Approved

OMB No. 0920-New

Expiration Date: XX/XX/XXXX

**“Community-based Organization Outcome Monitoring Projects for CBO  
HIV Prevention Services Clients”**

**Attachment 5g#**

**Category 1 Focus Group**

Public reporting burden of this collection of information is estimated to average 90 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. An agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a currently valid OMB control number. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to CDC/ATSDR Reports Clearance Officer; 1600 Clifton Road NE, MS D-74, Atlanta, Georgia 30333; Attn: OMB-PRA (0920-New)

Interview Logistics		
CBO name		
Interview date		
Facilitator name		
Title of the facilitator (or person's role/job at CBO)		
Facilitator assistant name		
Title of the assistant facilitator (or person's role/job at CBO)		
Time start/end	Start:	End:
Number of participants		
Comments (e.g., document anything noteworthy that happened or was said before or after the focus group- or during focus group if not captured on recording)		

Hello and welcome to our session. Thank you for taking the time to talk with us. My name is [insert name here] and assisting me is [insert name here]. Before we begin, please write your name on the name card in front of you.

The reason we are meeting with you today is to better understand your experiences with (this agency), HIV medical care, and living with HIV.

We are holding sessions like this in several different cities, between [MM/YYYY] and [MM/YYYY]. Everyone's experiences and opinions are important. We encourage you to share your point of view even if it differs from what others have said. I will ask each question to the group and anyone can answer. We ask that only one person speak at a time and we want to hear from everyone. Please turn off your cell phones.

We expect this session to run about an hour to an hour and a half.

The information you share today will be kept private and will not include your names or any identifiable information.

Unless there are any objections, we would like to record this focus group. We're recording because we don't want to miss any of the valuable information you share. When the project is over, in [MM/YYYY], we will summarize what we learned from these discussions.

Are there any questions? If there are no questions, we can begin.

**Part 1: Experiences at this agency**

*First, let's talk about your experiences with HIV-related services at (agency name).*

Tell us a little bit about your involvement and experiences with [CBO].

What do you like about [CBO], compared to other places that offer similar programs in the area?

**Part 2: Experiences with referral to HIV Medical Care and other HIV prevention services**

*Now let's talk about your experiences after you received your test result. Sometimes when people are first diagnosed, someone offers to help connect them to a doctor, nurse or other health care provider for HIV medical care. From now on we'll refer to these as HIV medical care providers.*

If a professional helped you to connect to HIV medical care providers, what was this experience like? This includes help making an appointment, help with transportation to the appointment, going with you to the appointment, helping to determine if you qualify for free or low-cost HIV medical care, etc.)

What did you like about this experience?

What would you change?

**Part 3: Experiences with HIV Medical Care and Antiretroviral Medications**

*Some people with HIV infection have received HIV medical care, others may not have. Let's talk about your experiences with HIV medical care.*

For those of you that have been in HIV medical care, what was your experience like at your first appointment?

What did you like about your first appointment for HIV medical care?

What would you change about your first appointment for HIV medical care?

If you haven't been to an HIV medical provider yet, what would make it easier for you to go?

*Most people who receive HIV medical care visit with their HIV medical care provider regularly to monitor their health and well-being. Let's talk your experiences visiting your provider over time.*

What makes it easier to see your HIV medical care provider regularly?

What makes it harder to see your HIV medical care provider regularly?

*Most people who receive HIV medical care are prescribed antiretroviral medications for their HIV. Let's talk about your experiences with these medicines.*

What are your experiences with taking HIV medicines?

What is the hardest part about taking your HIV medicines as prescribed?

What would help you to take your HIV medicines as prescribed?

**Part 4: Experiences with Other HIV-related Support Services**

*Now we're going to talk about different services that you may have received from this CBO or elsewhere.*

*People living with HIV may be offered services to connect them to HIV medical care and keep them going to medical care and taking their medication.*

What was your experience like with these services?

Describe any problems that you had with these services?

*Let's talk about HIV-specific services such as one-on-one conversations with an outreach worker, counselor, or prevention program worker, or an organized group session to discuss ways to prevent HIV infections.*

What was your experience like with these services?

Describe any problems that you had with these services?

*Now, let's talk about other services that aren't related to HIV but are frequently offered by organizations that provide HIV prevention services. These may include support groups, mental health and substance abuse services, screening and treatment for other STDs, employment and educational assistance. I'm going to pass around a complete list of these type of services for you to refer to.*

Referring to the list, what was your experience like with these services?

Describe any problems that you had with these services?

**Part 5: Anything else?**

*Before we end this focus group, I want to make sure that you have the opportunity to share anything else about living with HIV or HIV medical care that you haven't shared already.*

*Thank you for sharing your experiences.*