

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

Attachment 5f#

Category 2 Staff Interview

Public reporting burden of this collection of information is estimated to average 150 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 and Script ****

Interview Logistics		
CBO name		
CBO description	Year CBO was founded:	
	How long CBO has been providing HIV services to HIV-positive people:	
	Size of CBO:	
	Types of services provided:	
	Target populations served:	
Interview date		
Interviewer name		
Interviewee name		
Title of interviewee (or person's role/job at CBO)		
Number of years in this position		
Interview time start/end	Start:	End:
Comments (e.g., document anything noteworthy that happened or was said before or after interview- or during interview if not captured on recording)		

CBO Background and History

1. When did your CBO start providing services to the community?

2. What services does your CBO currently provide (both HIV prevention services and other services)?

3. How long has your CBO been providing HIV prevention services?

General information about CBO-HPS

4. Who are your CBO-HPS partners and how do you work together to deliver CBO-HPS services?

5. How many CBO-HPS staff do you have? What is their training/background? What are their roles/responsibilities on CBO-HPS?

6. Which target populations does CBO-HPS serve at your agency (race/ethnicity, gender, age group and transmission risk)?

The remainder of this questionnaire deals specifically with services that your agency or your partners provide with CBO-HPS funds.

Reaching high-risk HIV-negative persons

7. How does your agency define “high-risk” for the purposes of providing CBO-HPS services?

8. How does your agency reach high-risk HIV negative persons to receive CBO-HPS HIV prevention services? (venues? through HIV testing? through other HIV prevention activities? referrals?)

HIV testing

9. What kind of HIV testing activities are funded by CBO-HPS(including venues where testing is conducted)?

10. How does your agency conduct risk assessments as part of an HIV testing event?

11. How does your agency incorporate risk reduction education into the HIV testing event? Is risk reduction education provided to everyone who gets tested? If not, how do you determine who gets risk reduction education?

Referrals to PrEP services

12. How does your agency determine whether or not a high-risk HIV-negative client should be referred to PrEP?

13. How does your agency educate high-risk HIV-negative clients about PrEP?

14. What does a PrEP referral look like at your agency ? (e.g., providing contact information for PrEP providers, scheduling an appointment, arranging for transportation to appointment, etc.)

15. How does your agency develop and maintain its network of PrEP clinical service providers to support referral of high-risk HIV-negative persons to PrEP?

16. Describe the network of PrEP clinical service providers to whom you refer clients. How many HIV providers do you refer to? How many of these relationships were established because of the CBO-HPS requirement?

17. How does your agency encourage clients to adhere to their PrEP regimen?

18. Besides the referral strategies you mentioned, are there any other strategies you use to encourage clients to attend their PrEP appointments?

19. How does your agency confirm whether or not the client attended their first and/or second PrEP appointment?

Referrals to nPEP services

20. How does your agency educate high-risk HIV-negative clients about nPEP?

21. How does your agency develop its network of nPEP clinical service providers to support referral of high-risk HIV-negative persons to nPEP?

22. What does an nPEP referral look like at your agency? (e.g., providing contact information for nPEP providers, scheduling an appointment, arranging for transportation to appointment, etc.)

23. Besides the referral strategies you mentioned, are there any other strategies you use to encourage clients to attend their nPEP appointments?

24. How does your agency confirm whether or not the client attended their nPEP appointment and whether they completed their course of treatment?

High-Impact Prevention (HIP) Behavioral Interventions

25. Which HIP interventions for high-risk HIV-negative clients does your agency conduct with CBO-HPS funds? (CBO-HPS HIP behavioral interventions currently supported by CDC and appropriate for implementation are: PROMISE, Popular Opinion Leader, Sister to Sister, Personalized Cognitive Counseling, d-up!, VOICES/VOCES, Mpowerment, Safe in the City, and Many Men, Many Voices.)

Please indicate if you call the intervention by another name at your agency.

26. Which HIP interventions provided by other agencies does your agency refer high-risk HIV-negative clients to?

27. How does your agency provide referrals to high-risk HIV-negative clients for HIP behavioral interventions? (CBO-HPS HIP behavioral interventions currently supported by CDC and appropriate for implementation are: PROMISE, Popular Opinion Leader, Sister to Sister, Personalized Cognitive Counseling, d-up!, VOICES/VOCES, Mpowerment, Safe in the City, and Many Men, Many Voices.)

Please indicate the name of the agency that provides each selected intervention. Indicate if the intervention is called by another name.

Referrals to Screening and Treatment of STDs, Viral Hepatitis, and TB

19. Please circle the services below that your agency refers to or provides through CBO-HPS?

- a. TB screening
- b. Referral to TB screening

- c. STD screening
- d. Referral to STD screening
- e. Viral hepatitis screening
- f. Referral to viral hepatitis screening
- g. Referral to TB treatment
- h. Referral to STD treatment
- i. Referral to viral hepatitis treatment
- j. Referral to viral hepatitis vaccination

20. How does your agency provide referrals to high-risk HIV-negative clients to the services mentioned above?

Referrals to Other Prevention and Essential Support Services

21. Please circle the services below that your agency provides through CBO-HPS?

- a. Insurance navigation and enrollment
- b. Mental health counseling and services
- c. Substance abuse treatment and services,
- d. Housing
- e. Transportation services to and from HIV prevention and medical care appointments
- f. Employment services
- g. Basic education continuation and completion services
- h. Sex education, including HIV education (e.g., risk reduction programs, school-based HIV prevention providers)
- i. Other

22. How does your agency provide referrals to high-risk HIV-negative clients to the services mentioned above?

CBO-HPS Trained Navigators

The questions below are about trained navigators that work with CBO-HPS clients. Navigators are community health workers, peer advocates, or outreach workers that help with access to HIV prevention and essential support services.

23. How many CBO-HPS trained navigators are there at your agency?

24. What do you call them? (e.g., community health workers, peer advocates, outreach workers)

25. Describe their education, training, and work experience.

26. Does your CBO require any special trainings for navigators? If yes, what are they?

27. How do navigators help with provision of prevention and essential support services for high-risk HIV-negative persons, including PrEP?

Category 2 CBO-HPS Staff Interview

Reaching high-risk HIV-negative persons

First we will ask questions about reaching high-risk HIV-negative persons to receive CBO-HPS HIV prevention services? We understand that you

- 28. What is working?
- 29. What is not working?

HIV testing

Now we will ask questions about HIV testing. We understand that you

- 30. What is working?
- 31. What is not working?

Referrals to PrEP services

Now will ask questions about providing referrals to PrEP for high-risk HIV-negative clients. We understand that you

- 32. What is working?
- 33. What is not working?

The next questions are about confirming whether the CBO-HPS client attended their first PrEP? We understand that you

- 34. What is working?
- 35. What is not working?

Referrals to nPEP services

Now we will ask questions about providing referrals to nPEP for high-risk HIV-negative clients. We understand that you

- 36. What is working?
- 37. What is not working?

The next questions are about confirming whether the CBO-HPS client attended their nPEP appointment and whether they completed their course of treatment. We understand that you _____.

38. What is working?

39. What is not working?

High-Impact Prevention (HIP) Behavioral Interventions

The next questions are HIP Behavioral Interventions. We understand that you provide _____ and refer to _____. Thinking about referring to these HIP Behavioral Interventions...

40. What is working?

41. What is not working?

Referrals to Screening and Treatment of STDs, Viral Hepatitis, and TB

The next questions are about screening and treatment of STDs, viral hepatitis, and TB. We understand that you provide _____ and refer to _____. Thinking about referring to these screening and treatment services...

42. What is working?

43. What is not working?

Referrals to Other Prevention and Essential Support Services

The next questions are about referrals to other prevention and support services. We understand that you provide _____ and refer to _____. Thinking about referring to these services...

44. What is working?

45. What is not working?

CBO-HPS Navigators

The next questions are about trained navigators. We understand that _____. Thinking about the navigation services these people provide...

46. What is working?

47. What is not working?

CBO Environment/Culture

How does your agency's culture and environment affect delivery of CBO-HPS programs?

Tailoring CBO-HPS Services to Clients

Think about the different needs of your CBO-HPS high-risk HIV-negative clients.

24. How do you know what types of CBO-HPS services high-risk HIV-negative clients might need?

25. Are there characteristics of high-risk HIV-negative clients that make it easier or harder to keep them HIV-negative?

What are your strategies for building on these successes and addressing barriers?

CBO-HPS Successes

We have talked about a lot of different services and activities at your agency that are funded by the CBO-HPS funding stream.

26. Out of all those activities and services, which one would you say is the biggest success?

a. Why?

27. Which one has been associated with most challenges?

a. Why?

