

Attachment 4

Model Recruiter Training Talking Points

Who to Recruit

- We're going to give you *[insert #]* coupons to give to other trans women who you associate with so that they can be in the study too.
- Give the coupons to people you know who also know you.
- Do NOT give the coupons to **strangers**.
- Give the coupons to people who live in *[insert project area]*.
- Give the coupons to people who have not already participated in the study.

Coupons

- Everyone has to have a coupon to be in the study.
- Tell people you recruit to have the coupon with them when they come in or when they call to make an appointment.

Process

- The whole process for the survey takes about 1 hour.
- Children aren't allowed to sit in on the interview, so ask the people you recruit to have someone watch their children if they have any.
- Everyone who completes an interview will get *[survey token of appreciation]*. Everyone who also does an HIV test will get an additional *[HIV test token of appreciation]*.
- People who aren't capable of completing the interview won't be allowed to participate in the study.

Reward

- You will get paid *[recruiter token of appreciation]* for each person you recruit who is selected for the study and who completes the interview; the *[recruiter token of appreciation]* is not guaranteed just for recruiting someone.
- You will not be paid for someone who is not selected for the study.
- You will not be paid for someone who has already participated.
- You will not be paid for someone who does not complete an interview.
- The computer determines who gets to recruit other people for the study and how many coupons they will get.
- Coupons will expire and the study will end at some point.

Recruiter Information

- We ask questions that only you know so that we can confirm it is you when you come to get your rewards.
- We link the numbers on the coupons we give you to the coupon you brought in, so we know who to pay.
- Call the office to find out if you are owed a reward.
- We can't tell you who came in with a coupon from you.
- We will only pay you. Don't send someone else in to get paid.

Do you have any questions? Thanks for helping us, and remember, give the coupons to people you know.