

Referral and Linkage to HIV Medical Care and Supportive Services

Data Collection and Reporting Plan

Operational definitions

1. **Linkage to medical care** - process of assisting HIV-diagnosed clients into medical care with an HIV primary care provider (authorized to prescribe HAART medications) following the receipt of a HIV diagnosis. Linkage to medical care requires follow-up and documentation.
2. **Linkage to supportive services** – process of assisting HIV-diagnosed clients in accessing critical needs for supportive and ancillary medical services that may impede (are barriers) to HIV primary medical care. Linkage to supportive services requires follow-up and documentation.
3. **Referral** – process of providing information but not assistance in accessing the service; does not require follow-up for the purpose of determining the outcome of the referral (passive)
4. **Newly diagnosed** – Diagnosed within the previous 12 months.
5. **Previously diagnosed** – Previous HIV diagnoses, NOT within the past 12months
 - a. **Newly engaged** – Previously diagnosed, but never having entered into medical care
 - b. **Lost to care** – Previously diagnosed, without a visit for routine HIV medical care in the preceding 12 months.
6. **Lost-to-follow-up** (designates linkage attempts) - three (3) unsuccessful attempts to contact the client within a 90 day period.

Who gets what?

| Form number | Type of form | Retained on-site (as a part of client’s file) | | Retained on-site (as a part of ORP/linkage coordinator file) | | Submitted to DPH Linkage Coordinator | | Submitted to Contract Monitor | |
|-------------|---------------------------|---|-----------|--|-----------|--------------------------------------|-----------|----------------------------------|-----------|
| | | ARTAS | non-ARTAS | ARTAS | non-ARTAS | ARTAS | non-ARTAS | ARTAS | non-ARTAS |
| HIV-560 | Instructions | No | No | Yes | Yes | No | No | No | No |
| HIV-561 | Confidentiality Agreement | No | No | Yes | Yes | Yes | Yes | Yes – by DPH linkage coordinator | |
| HIV-562 | Informed consent | Yes | Yes | No | No | No | No | No | No |
| HIV-563 | Intake screening | Yes | Yes | No | No | No | No | No | No |
| HIV-564 | Encounter form | Yes | Yes | No | No | No | No | No | No |
| HIV-566 | Linkage form | Yes | Yes | No | No | No | No | No | No |
| HIV-568 | Monthly Data report | No | No | Yes | Yes | Yes | Yes | No | No |

ARTAS Flow Chart

