



Home HIV Testing Protocol

Department name: Prevention	
Policy/Procedure Name: Home HIV Testing Protocol	
Effective Date: 6/10/20	Revised Date (s): 6/10/20

1. Client requests home HIV test

- a. Text Line
- b. Social Media Posts
- c. Social Media paid ads
- d. HIMM Website
- e. Phone/Email
- f. KC CARE Website (?)

2. Staff responds to request

- a. Respond within 1 business day to any request
- b. Explain the process to client
 - i. Client must reside within KC Metro to be eligible
 - ii. Only MSM testers will be eligible for the \$10 Gift Card
- c. Collect contact and demographic data
 - i. Name
 - ii. Phone/Email
 - iii. Address
 - iv. Gender
 - v. Risk Category (MSM?)
 - vi. Race/Ethnicity
- d. Screen for Covid-19 symptoms/exposure risk
- e. Set up time and location to deliver test to client (preferred).
 - i. Alternatively, the test can be mailed to client through USPS if in-person delivery is not feasible.
- f. Set up time to conduct the test via telehealth after delivery of test.
 - i. Testing will take about 30 minutes.
 - ii. Let client know not to eat, drink, or use oral care products 30 minutes before starting the test.
 - iii. Sends doxy.me link to client.

3. Staff delivers test to client

- a. Prepare test kit package, including:
 - i. Delivery Bag
 - ii. OraSure Test Kit
 - iii. PrEP Info

Home HIV Testing Protocol

- iv. PEP Info
- v. Peer Brochure
- vi. LTC Info
- vii. CLEAR Info
- viii. HIMM Staff Handout
- ix. Cum Rag
- x. SSKs
- xi. Sex & Covid Information
- b. Minimal contact delivery - “postmates” style
 - i. Confirm with the client by call/text beforehand
 - ii. Call/text client upon arrival
 - iii. Depending on client’s living situation, staff should use discretion on whether they can safely leave the testing package on a porch or front step for no contact delivery, or if they should hand the testing package to the client
 - iv. If dropping off via no contact method, ask the client to confirm receipt
 - 1. If client did not receive the test kit package, we will handle on a case-by-case basis depending on the circumstances
- c. Staff confirms telehealth appointment time and date.
 - i. Remind client not to eat, drink, or use oral care products 30 minutes before starting the test.

4. Telehealth Appointment

- a. Staff logs into doxy.me for Telehealth appointment from phone or laptop.
- b. When client arrives in the “waiting room,” start the call with the client.
- c. Double check that the client hasn’t had anything to eat/drink and hasn’t used any oral care products in the last 30 minutes.
 - i. Reschedule if necessary.
- d. Help the client get oriented to the testing kit parts and the step-by-step guide.
- e. Walk the client through running the test using the step-by-step guide.
- f. Once the test begins processing, start a timer for 20 minutes.
- g. During the 20 minute processing time:
 - i. Complete the risk assessment with the client.
 - ii. Provide risk reduction counseling and education.
- h. After 20 minutes, help the client read and understand the test results.
- i. NEGATIVE Result:
 - i. Review window period (90 days) with client.
 - ii. Help client develop a personalized prevention plan.
 - iii. Make referrals to PrEP/PEP as appropriate.

Home HIV Testing Protocol

- j. POSITIVE Result:
 - i. Call Linkage to Care (LTC) and leave a message: 816.990.2411
 - 1. If you are using your phone for the Telehealth call, you can pause the telehealth call with the client – this will place them back into the waiting room. After calling LTC you can restart the call with the client.
 - ii. When LTC calls you back, let them know that you’re working with the client via telehealth. LTC can either join your telehealth call, or can call the client directly.
 - 1. To add LTC to telehealth call, send them the doxy.me link.
 - 2. When LTC appears in the patient cue, you can add them to the call by clicking “Group Call” on the left sidebar and selecting their name.
 - 3. You will need to stay on the telehealth call for the duration – if you exit out, you will close out the call completely.
 - iii. LTC will collect information from the client and will coordinate a time for the client to come in for confirmatory testing.
 - iv. Write down the LTC’s name on the client’s risk assessment form to facilitate follow-up with Case Manager.
- k. INDETERMINATE Result:
 - i. Verify that the client did not have food/drink or use oral care products 30 minutes or less before running the test.
 - ii. Ask the client to come into the clinic for rapid testing using INSTI, either during walk-in hours or at a scheduled time with you.
- l. Have the client dispose of the test using the disposal bag provided in the test kit.

5. After Telehealth appointment

- a. Mail \$10 QT Gift Card to testers who attended their Telehealth testing appointment.
 - i. Clients must attend the Telehealth appointment in order to receive the gift card.
 - ii. If a client ran the test on their own without waiting for the Telehealth call, they can still get the gift card by attending a Telehealth call to provide risk assessment information and test results.
- b. Negative testers will also receive a letter from William inviting them to enroll in PrEP Navigation services along with their gift card
- c. Place testing form on Jonathon’s desk for processing,
 - i. Make sure the test result is clearly marked
 - ii. For “testing location” write in “Home”



Home HIV Testing Protocol

- d. Jonathon processes test forms in Excel and EvalWeb databases
 - i. EvalWeb “testing location” will be “Home”