

Designated/Non-Funded HIV Counseling and Testing Site Policy

HIV/AIDS Prevention and Intervention Section
Division of Health, Wellness and Disease Control
Michigan Department of Community Health
January 2008

The following policy will apply to all new applicants seeking status as a Michigan Department of Community Health (MDCH)-designated HIV counseling and testing site.

Eligibility Criteria for Designated HIV Testing Sites:

If the agency is not supported with funding from MDCH (either directly or through a sub-contract) for programming for which HIV testing activities are a part, the agency must demonstrate that:

- (1) It serves one or more of the priority populations identified in the Statewide Comprehensive Plan for HIV Prevention, such that a majority ($\geq 50\%$) of clients represent one or more of these priority populations.

OR

- (2) At least 50% of clients served by the agency are racial/ethnic minorities and the service area of the agency is high HIV prevalence (as designated by MDCH).

OR

- (3) At least 50% of clients served by the agency do not have health insurance (or are covered by Medicaid or county insurance) and the service area of the agency is high HIV prevalence (as designated by MDCH). Eligibility under this criterion applies only to providers of clinical/medical services, such as community health centers.

If HIV testing activities are provided as part of a program that is supported with funding from MDCH (e.g., Adolescent Health Clinics, Family Planning Clinics), the agency must demonstrate that:

- (1) At least 50% of clients served by the agency are racial/ethnic minorities.

AND

- (2) The service area for the agency is an area of high HIV prevalence.

AND

- (3) It has developed and will implement/has implemented a specific plan to promote and/or market HIV testing/counseling services to its clients (e.g., via outreach efforts).

Note: Agencies supported by MDCH's Office of Drug Control Policy (ODCP) for HIV counseling/testing activities, as part of the Early Intervention Program, or that receive funding directly from a federal agency (e.g., Centers for Disease Control and Prevention), are required to become MDCH-designated HIV test sites and therefore are exempt from these eligibility criteria. These agencies must, however, comply with application requirements.

Application Requirements:

All agencies wishing to become Designated HIV Testing Sites must apply to Division of Health, Wellness and Disease Control/HIV/AIDS Prevention and Intervention Section (DHWDC/HAPIS) in writing. All agencies that apply to become designated HIV Testing Sites are to provide DHWDC/HAPIS with:

- (1) A description of the venue(s) in which the agency intends to provide HIV counseling, testing, and referral services (e.g., clinic or community-based organization). The specific location, including street address must be provided for each location where HIV counseling and testing services are proposed.
- (2) An estimate of the annual number clients seen in their facility.
- (3) An estimate of the annual number of HIV tests they expect to perform.
- (4) A description of the HIV and related services (e.g., sexually transmitted disease screening/treatment) provided by the agency.
- (5) Documentation (e.g., Memoranda of Agreement) of referral relationships. At a minimum, applicants must establish and maintain linkages with resources to provide for:
 - a. Medical evaluation and treatment of HIV infection for clients found to be HIV infected.
 - b. Partner counseling and referral services through local health department(s) for clients found to be HIV infected.
 - c. Case management services for clients found to be HIV infected
- (6) A description of the mechanisms/processes for ensuring that clients have access to services for the screening/treatment of sexually transmitted diseases (including viral hepatitis), substance abuse prevention and treatment, and other needed prevention or medical services, as appropriate to client need. Such services can be provided by the agency or via referral relationships.
- (7) A letter of support from the local health department for each county/district where your agency intends to provide services.

- (8) A description of the fees associated with HIV counseling and testing, if any.
- (9) Assurance that the agency has the capacity to submit data on HIV counseling and testing activity via a web-based data collection program.

Criteria for Annual Renewal:

Designated/non-funded sites will continue to be reviewed for renewal annually. The factors that will be considered in making determination for renewal include:

- (1) The agency is in overall compliance with terms of the Memoranda of Agreement with DHWDC/HAPIS (e.g., counselor certification/updates, timely/complete data submission, responsiveness to quality assurance and program standards, participation in quality assurance activities).
- (2) The agency is responsive to performance indicators regarding results disclosure/rates of return (i.e., 75% of HIV-negative individuals and 95% of HIV-infected individuals receive their test results and post-test counseling).
- (3) Evidence of regular provision of testing services. Agencies which do not report HIV testing for a period of three months, without prior communication with DHWDC/HAPIS, will lose their status as a designated HIV testing agency. Agencies may re-apply for designation at a later date.