

Exhibit A
Scope of Work
Year 1
April 1, 2015 – December 31, 2015

1. Service Overview

The contractor agrees to increase HIV screening tests in eligible entities in the XXXXX Local Health Jurisdiction (LHJ) particularly among African American and Latino men and women. Also to ensure that persons newly identified as HIV positive, receive their test results and are linked to HIV medical care and treatment, Partner Services, and HIV Prevention Services. Contractor may use subcontracted agencies to reach their service performance goals.

2. Service Location

The services shall be performed at applicable sites in the County of XXXXX.

3. Service Hours

The services shall be provided during normal County working hours and days.

4. Project Representatives

A. The project representatives during the term of this agreement.

Direct all administrative inquiries to:

California Department of Public Health Office of AIDS Attention: Clark S. Marshall MS 7700 1616 Capitol Avenue, Ste. 616 P.O. Box 997426 Sacramento, CA. 95899-7426 Telephone: (916) 650-6752 Fax: (916) 449-5800 Email: clark.marshall@cdph.ca.gov	County of XXXXXXXXX Office of AIDS Administration XXXXX XXXXXXXXXX 1000 Broadway XXXXXX, CA 9xxxx Telephone: (xxx) xxx-xxxx Fax: (xxx) xxx-xxxx E-Mail:xxxxxx
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B. Either party may make changes to the information above by giving written notice to the other party. Said changes shall not require an amendment to this agreement.

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5. CDPH Responsibilities

OA will have the following staff dedicated to this program: Expanded Testing program coordinator, LTC and partner services specialists, data and evaluation specialist, testing in medical settings specialist, and administrative staff. These staff will provide TA, training and monitoring to awardees in order to implement all aspects of the program. Specific assistance is expected to include: appropriate testing technology; lab readiness; incorporating oral consent and HIV screening into health care setting flow; providing HIV-negative results; providing HIV preliminary and confirmed positive test results; LTC, partner services, and prevention services; exporting data from EHR into XML; data entry into LEO and/or EvaluationWeb, reporting and evaluation of data; obtaining reimbursement for HIV screening from public and private insurance providers; and adhering to contract provisions.

Finally, OA staff with specialized skills and knowledge in issues related to MSM, IDUs, African Americans, Latinos, women, and transgender populations, as well as partner services, Prevention with Positives, and linkage to and retention in care will provide TA to awardees as needed in order to increase their capacity to meet the needs of these populations and to appropriately access services.

The OA [California AIDS Clearinghouse Catalog](#) (CAC) can provide appropriate and culturally sensitive educational materials, including condoms, free of charge, to awardees. All materials in the CAC catalog are made available using federal funding and have been approved by a statewide HIV/AIDS materials review panel.

6. Services to be Performed

These services will be performed by the XXXXX County LHJ or the subcontractors: xxxxxx, xxxxx, xxxxx, xxxxx, and xxxxx.

I. Goal 1: To increase HIV screening tests in eligible entities xxxxx County particularly among African American and Latino men and women, MSM (Men who have sex with men), and IDUs (Injection Drug Users).

A. Objective 1: By December 31, 2015, perform xxxxx HIV screening tests.

II. Goal 2: To ensure that persons newly identified HIV positive in xxxxx County receive their test results, are linked to HIV medical care and treatment, Partner Services, and HIV prevention services.

A. Objective 1: By December 31, 2015, ensure 85 percent of persons newly identified HIV positive receive their test results.

Key Activities:

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1. Contractor will develop policies and procedures ensuring persons newly identified HIV positive receive their test results.
2. Contractor will identify and train appropriate staff.

B. Objective 2: December 31, 2015, ensure at least 80 percent of persons newly identified HIV positive, who received their test results, are referred to medical care and attend their first appointment.

Key Activities:

1. Contractor will develop policies and procedures to link persons newly identified HIV positive to appropriate HIV medical care and treatment.
2. Contractor will identify and train appropriate staff to integrate persons newly identified HIV positive into HIV care and treatment.

C. Objective 3: December 31, 2015, ensure that at least 85 percent of the persons who are newly identified HIV positive are provided Partner Services or referred to Partner Services.

Key Activities:

1. Contractor will develop policies and procedures for Partner Services in collaboration with their testing partners.

D. Objective 4: December 31, 2015, ensure that at least 85 percent of the persons who are newly identified HIV positive are provided HIV prevention counseling or referred to HIV prevention counseling.

Key Activities:

1. Contractor will develop policies and procedures for HIV prevention counseling in collaboration with HIV testing and care venues.

III. Goal 3: To ensure that Alameda County complies with surveillance reporting requirements.

A. Objective 1: By December 31, 2014, ensure that 100 percent of persons newly identified HIV positive are reported to the local health jurisdiction as required by OA and CDC regulations.

Key Activities:

1. Contractor will work with their local surveillance office to report required data for persons newly identified HIV positive.

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2. Contractor will develop data reporting procedures for persons who newly identified HIV positive and those who tested negative as specified in the formats provided by OA.
3. Contractor will collect and enter data as specified by OA on HIV negatives within 20 days after end of each month.
4. Contractor will open a Local Online Evaluation (LEO) record to collect and enter data as specified by OA on confirmed HIV positives within 10 business days.
5. Contractor will identify and train appropriate staff.

IV. Goal 4: To implement OA-directed quality assurance, program monitoring and evaluation activities.

- A. Objective 1: By December 31, 2015, ensure that Contractor has implemented QA, program monitoring and evaluation procedures as directed by OA and CDC.

Key Activities:

1. Contractor will develop policies and procedures for QA, program monitoring and evaluation.
2. Contractor will Identify and train appropriate staff.