

CT Department of Public Health (DPH)
TB, HIV, STD, & Viral Hepatitis Program
HIV Prevention Program

Beta v2.4



HIV and HCV Rapid Testing
Case Reporting Guidance for
DPH Funded Sites

January 2023

CT Department of Public Health (DPH)
TB, HIV, STD, & Viral Hepatitis Program
HIV Prevention Program

Procedure for Reporting **Newly or Previously Confirmed HIV Positive Cases** to DPH:

- a. Complete HIV Test Form Template for all confirmed HIV positive results (See Appendix A). If your site would like a copy of the test template e-mailed, please contact Susan Major at susan.major@ct.gov.

- b. Submit all completed confirmed **HIV positive EvaluationWeb 2018 HIV Test Template Forms** to the CT DPH HIV Prevention Program and e-mail Susan Major at susan.major@ct.gov when the HIV positive EvaluationWeb 2018 HIV Test Template Forms are sent:
 - i. DPH funded and/or supported HIV testing programs should send all confirmed HIV positive Test Forms to DPH, attention to Susan Major. A confirmatory email will be sent to programs submitting HIV Test Forms to ensure the receipt of the forms. **Programs can fax forms to 860-730-8404 (RightFax) or Mail forms to:**
 - CT DPH
 - HIV Prevention
 - 410 Capitol Ave
 - MS#11APV
 - Hartford, CT 06134-0308

- c. Report to the CT DPH HIV Surveillance Program all confirmed HIV positive results on the Adult HIV Case Report Form (See Appendix B or the links below) via: [Adult HIV Case Report Form \(https://tinyurl.com/AdultHIVCaseReportFormCT\)](https://tinyurl.com/AdultHIVCaseReportFormCT)

1) Phone:

CT DPH HIV Surveillance Program
860-509-7900

OR

2) Mail:

Connecticut Department of Public Health
410 Capitol Ave
P.O. Box 340308, MS #11APV
Hartford, CT 06134-0308

If an Outreach Testing, and Linkage (OTL) or Routine Testing Services (RTS) (directly or non-directly funded) site **is not using** the CT DPH State Laboratory for HIV Testing confirmatory results, providers must submit proof of confirmatory result along with the Adult HIV/AIDS Confidential Case Report Form to the CT DPH HIV Surveillance Program.

d. For HIV Testing sites using the CT DPH State Laboratory:

If an Outreach, Testing, and Linkage (OTL) or Routine Testing Services (RTS) (directly or non-directly funded) site **is using** the CT DPH State Laboratory for HIV Testing Confirmatory results, providers must submit one tube of whole blood, serum or plasma to the CT DPH State Laboratory. Use of Orasure has been discontinued by the CT DPH Lab.

Note. Copies of the HIV Test Forms for both positive and negative test events must be kept on file at the site and secured in a locked file cabinet.

- e. Report the case to Partner Services (Appendix C). Complete the Partner Service Reporting Forms. Contact the Partner Services Contact in your area. Partner Services Forms can be faxed to RightFax at 860-730-8380.

[Client Referral Form](#)

[Partner Referral Form](#)

[Checklist for Referral to Partner Services](#)

Procedure for Reporting **Hepatitis C Rapid Testing Positive Cases** to DPH:

Complete the HCV Rapid Test Report Form for all Hepatitis C tests performed by HIV Prevention Contractors (See Appendix D).

- Negative HCV Rapid Test Results **DO NOT** need to be reported to the DPH HCV Program using the attached form.
- Positive HCV Rapid Test Results need to be reported to the HCV Program using the revised HCV Rapid Test Report form.
- **The positive test results can be faxed to 860-730-8404 (RightFax)**
- Please do not email any results
- Enter **all** HCV test results (positive and negative) into EvaluationWeb.

Reporting Do's and Don'ts

Do's:

- ✓ Send the completed 2020 HIV Test Forms
- ✓ Include Client ID and Year of Birth for all positive test forms
- ✓ Client ID = First and Third letter of the First Name + First and Third of Last Name + Date of Birth (MM/DD/YY) + Gender 1 (Male), 2 (Female), 3 (Transgender), 4 (MTF), 5 (FTM), 9 (Unknown), 6 (Refused).
- ✓ Ensure that forms are completed appropriately
- ✓ Send Susan Major an e-mail when forms are sent
- ✓ Mail or fax forms as soon as possible
- ✓ Include name and return address on envelopes or fax cover sheet
- ✓ Use the most current HIV Test Forms
- ✓ Make copies of the HIV Test Forms for your records
- ✓ Contact DPH HIV Prevention and HIV Surveillance Programs, if you have any questions regarding submitting all required information

Don'ts:

- Mail confidential personal health information (PHI) to the HIV Prevention Program that includes any demographic information such as name, date of birth, address, gender, etc.
- Submit any HIV Test Forms without Form ID Labels

APPENDICES

APPENDIX A

EvaluationWeb® 2018 HIV Test Template

Form ID (enter or adhere)

1 Agency and Client Information (complete for ALL persons)

<p>Session Date</p> <hr/> <p>Program Announcement</p> <p> <input type="radio"/> PS15-1506 PrIDE <input type="radio"/> PS18-1802 Demonstration Projects <input type="radio"/> PS15-1509 THRIVE <input type="radio"/> PS19-1901 CDC STD <input type="radio"/> PS17-1711 <input type="radio"/> Other CDC funded <input type="radio"/> PS18-1802 <input type="radio"/> Other non-CDC funded </p> <p style="margin-left: 40px;"> <input type="radio"/> Specify Other (optional) </p> <hr/> <p>Agency Name or ID</p> <hr/> <p>Site Name or ID</p> <hr/> <p>Site Type (codes below)</p> <hr/> <p>Site ZIP Code</p> <hr/> <p>Site County (3-digit FIPS code)</p> <hr/> <p>Local Client ID (optional)</p> <hr/> <p>Year of Birth (1800 if unknown)</p>	<p>Client State (USPS abbreviation)</p> <hr/> <p>Client County (3-digit FIPS code)</p> <hr/> <p>Client ZIP Code</p> <hr/> <p>Client Ethnicity</p> <p> <input type="radio"/> Hispanic or Latino <input type="radio"/> Don't Know <input type="radio"/> Not Hispanic or Latino <input type="radio"/> Declined </p> <hr/> <p>Client Race (select all that apply)</p> <p> <input type="checkbox"/> American Indian/Alaska Native <input type="checkbox"/> White <input type="checkbox"/> Asian <input type="checkbox"/> Not Specified <input type="checkbox"/> Black/African American <input type="checkbox"/> Declined to Answer <input type="checkbox"/> Native Hawaiian/Pacific Islander <input type="checkbox"/> Don't Know </p> <hr/> <p>Client Assigned Sex at Birth</p> <p> <input type="radio"/> Male <input type="radio"/> Female <input type="radio"/> Declined to Answer </p> <hr/> <p>Client Current Gender Identity</p> <p> <input type="radio"/> Male <input type="radio"/> Transgender Unspecified <input type="radio"/> Female <input type="radio"/> Declined to Answer <input type="radio"/> Transgender Male to Female <input type="radio"/> Another Gender <input type="radio"/> Transgender Female to Male </p> <hr/> <p>Has the client had an HIV test previously?</p> <p> <input type="radio"/> No <input type="radio"/> Yes <input type="radio"/> Don't Know </p>
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Site Types: Clinical

- F01.01 - Inpatient hospital
- F02.12 - TB clinic
- F02.19 - Substance abuse treatment facility
- F02.51 - Community health center
- F03 - Emergency department
- F08 - Primary care clinic (other than CHC)
- F09 - Pharmacy or other retail-based clinic
- F10 - STD clinic
- F11 - Dental clinic
- F12 - Correctional facility clinic
- F13 - Other

Site Types: Mobile

- F40 - Mobile Unit

Site Types: Non-clinical

- F04.05 - HIV testing site
- F06.02 - Community setting - School/educational facility
- F06.03 - Community setting - Church/mosque/synagogue/temple
- F06.04 - Community Setting - Shelter/transitional housing
- F06.05 - Community setting - Commercial facility
- F06.07 - Community setting - Bar/club/adult entertainment
- F06.08 - Community setting - Public area
- F06.12 - Community setting - Individual residence
- F06.88 - Community setting - Other
- F07 - Correctional facility - Non-healthcare
- F14 - Health department - Field visit
- F15 - Community Setting - Syringe exchange program
- F88 - Other

Form Approved: OMB No. 0920-0696, Exp. 02/28/2019. Public reporting burden of this collection of information is estimated to average 8 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. An agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a currently valid OMB Control Number. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to CDC/ATSDR Reports Clearance Officer, 1600 Clifton Road NE, MS D-79, Atlanta, Georgia, 30333, ATTN: PRA 0920-0696. CDC 50.135b(E),10/2007

Form ID (enter or adhere)

2 Final Test Information (complete for ALL persons)

HIV Test Election

Anonymous Confidential Test Not Done

Test Type (select one only)

CLIA-waived point-of-care (POC) Rapid Test(s) Laboratory-based Test

POC Rapid Test Result (definitions on page 3)

Preliminary Positive
 Positive
 Negative
 Discordant
 Invalid

Laboratory-based Test Result

HIV-1 Positive
 HIV-1 Positive, possible acute
 HIV-2 Positive
 HIV Positive, undifferentiated
 HIV-1 Negative, HIV-2 Inconclusive
 HIV-1 Negative
 HIV Negative
 Inconclusive, further testing needed

Result provided to client?

No Yes Yes, client obtained the result from another agency

3 Negative Test Result (complete for persons testing NEGATIVE for HIV)

Is the client at risk for HIV infection?

No Yes Risk Not Known

Was the client screened for PrEP eligibility?

No Yes Not Assessed

Is the client eligible for PrEP referral?

No Yes, by CDC criteria Yes, by local criteria or protocol

Was the client given a referral to a PrEP provider?

No Yes

Was the client provided with services to assist with linkage to a PrEP provider?

No Yes

4 Positive Test Result (complete for persons testing POSITIVE for HIV)

Did the client attend an HIV medical care appointment after this positive test?

Yes, confirmed No
 Yes, client/patient self-report Don't Know

Date Attended

Has the client ever had a positive HIV test?

No Yes Don't Know

Date of first positive result

Was the client provided with individualized behavioral risk-reduction counseling?

No Yes

Was the client's contact information provided to the health department for Partner Services?

No Yes

What was the client's most severe housing status in the last 12 months?

Literally homeless Not Asked
 Unstably housed or at risk of losing housing Declined to Answer
 Stably housed Don't Know

If the client is female, is she pregnant?

No Declined to Answer
 Yes Don't Know

Is the client in prenatal care?

No Not Asked
 Yes Declined to Answer
 Don't Know

Was the client screened for need of perinatal HIV service coordination?

No Yes

Does the client need perinatal HIV service coordination?

No Yes

Was the client referred for perinatal HIV service coordination?

No Yes

Form ID (enter or adhere)

5 Additional Tests (complete for ALL persons)

Was the client tested for co-infections?
 No Yes

→ Tested for Syphilis?
 No Yes

Syphilis Test Result
 Newly Identified Infection
 Not Infected
 Don't Know

→ Tested for Gonorrhea?
 No Yes

Gonorrhea Test Result
 Positive Negative Don't Know

→ Tested for Chlamydial infection?
 No Yes

Chlamydial infection Test Result
 Positive Negative Don't Know

→ Tested for Hepatitis C?
 No Yes

Hepatitis C Test Result
 Positive Negative Don't Know

Value Definitions for POC Rapid Test Results

Preliminary positive - One or more of the same point-of-care rapid tests were reactive and none are non-reactive and no supplemental testing was done at your agency

Positive - Two or more different (orthogonal) point-of-care rapid tests are reactive and none are non-reactive and no laboratory-based supplemental testing was done

Negative - One or more point-of-care rapid tests are non-reactive and none are reactive and no supplemental testing was done

Discordant - One or more point-of-care rapid tests are reactive and one or more are non-reactive and no laboratory-based supplemental testing was done

Invalid - A CLIA-waived POC rapid test result cannot be confirmed due to conditions related to errors in the testing technology, specimen collection, or transport

6 PrEP Awareness and Use/Priority Populations (complete for ALL persons)

Has the client ever heard of PrEP (Pre-Exposure Prophylaxis)?
 No Yes

Is the client currently taking daily PrEP medication?
 No Yes

Has the client used PrEP anytime in the last 12 months?
 No Yes

In the past five years, has the client had sex with a male?
 No Yes

In the past five years, has the client had sex with a female?
 No Yes

In the past five years, has the client injected drugs or substances?
 No Yes

7 Essential Support Services (complete for ALL persons, EXCEPT as indicated)

	Screened for need	Need determined	Provided or referred
Navigation services for linkage to HIV medical care (positive only)	<input type="radio"/> No <input type="radio"/> Yes	<input type="radio"/> No <input type="radio"/> Yes	<input type="radio"/> No <input type="radio"/> Yes
Linkage services to HIV medical care (positive only)	<input type="radio"/> No <input type="radio"/> Yes	<input type="radio"/> No <input type="radio"/> Yes	<input type="radio"/> No <input type="radio"/> Yes
Medication adherence support (positive only)	<input type="radio"/> No <input type="radio"/> Yes	<input type="radio"/> No <input type="radio"/> Yes	<input type="radio"/> No <input type="radio"/> Yes
Health benefits navigation and enrollment	<input type="radio"/> No <input type="radio"/> Yes	<input type="radio"/> No <input type="radio"/> Yes	<input type="radio"/> No <input type="radio"/> Yes
Evidence-based risk reduction intervention	<input type="radio"/> No <input type="radio"/> Yes	<input type="radio"/> No <input type="radio"/> Yes	<input type="radio"/> No <input type="radio"/> Yes
Behavioral health services	<input type="radio"/> No <input type="radio"/> Yes	<input type="radio"/> No <input type="radio"/> Yes	<input type="radio"/> No <input type="radio"/> Yes
Social services	<input type="radio"/> No <input type="radio"/> Yes	<input type="radio"/> No <input type="radio"/> Yes	<input type="radio"/> No <input type="radio"/> Yes



APPENDIX B

Adult HIV Confidential Case Report Form

(Patients ≥13 years of age at diagnosis)

Table with 8 columns: Prior Dx, Surveillance Method, Report Source, STATE #, HARMS #, WEEK, YEAR, LexNex

PATIENT IDENTIFIER INFORMATION

MR #

SSN #

Patient Name: Phone: () -

(LAST, FIRST, MI)

Address: City: County: State: Zip:

PROVIDER INFORMATION

Provider Name: Phone: () -

Facility: City: State: Zip:

FORM INFORMATION

Date Completed: Person reporting: Phone: () -

DEMOGRAPHIC INFORMATION

Demographic information form with fields for Diagnostic Status, Date of Birth, Current Status, Date of Death, State/Terr Death, Sex at birth, Current Gender Identity, Ethnicity, Race, Country of Birth, Residence at Diagnosis, City, County, State, Zip.

FACILITY OF DIAGNOSIS

Facility of diagnosis form with fields for Facility Name, City, State/Country, Identification Method, Report Medium.

RISK FACTOR HISTORY

Risk factor history form with sections for 'Before the 1st positive HIV test, this patient had:', 'HETEROSEXUAL relations with the following:', and 'NO IDENTIFIED RISK (NIR)'

HIV TESTING HISTORY

HIV testing history form with fields for Source, Date patient answered questions, Ever had a previous positive HIV test, Date of first positive HIV test, Has the patient ever had a negative HIV test, Date of the LAST negative HIV test, Number of HIV tests in the past 2 years.

ANTIRETROVIRAL USE HISTORY

Antiretroviral use history form with a table for ARV Use Type, ARV Medication, Date Began, Date last used.

(HIV Tx – HIV treatment; PrEP - PRE-exposure prophylaxis; PEP - POST-exposure prophylaxis; PMTCT - prevention of mother-to-child transmission; HBV Tx – Hepatitis B treatment)

HIV Antibody Tests (Non-type-differentiating)		RESULT	COLLECTION DATE
Test 1: <input type="checkbox"/> HIV-1 IA <input type="checkbox"/> HIV-1/2 IA <input type="checkbox"/> HIV-1/2 Ag/Ab <input type="checkbox"/> HIV-2 IA <input type="checkbox"/> Other _____		<input type="checkbox"/> Positive/Reactive <input type="checkbox"/> Negative/Nonreactive <input type="checkbox"/> Indeterminate Rapid test? <input type="checkbox"/> Yes <input type="checkbox"/> No	/ /
HIV Antibody Tests (Type-differentiating)			
Test 2: <input type="checkbox"/> Multispot <input type="checkbox"/> Geenius <input type="checkbox"/> Other _____		<input type="checkbox"/> HIV-1 <input type="checkbox"/> HIV-2 <input type="checkbox"/> Both HIV-1 and HIV-2 <input type="checkbox"/> Neither (negative) <input type="checkbox"/> Indeterminate	/ /
HIV Detection Tests (Quantitative)			
Test 3: <input type="checkbox"/> HIV-1 RNA <input type="checkbox"/> HIV-1 DNA NAAT <input type="checkbox"/> Other _____		<input type="checkbox"/> Undetectable <input type="checkbox"/> Det: _____ c/mL	/ /
HIV Detection Tests (Qualitative)			
Test 3: <input type="checkbox"/> HIV-1 RNA/DNA NAAT <input type="checkbox"/> HIV-1 Culture <input type="checkbox"/> HIV-1 P24 Antigen <input type="checkbox"/> HIV-2 RNA/DNA NAAT <input type="checkbox"/> HIV-2 Culture		<input type="checkbox"/> Positive/Reactive <input type="checkbox"/> Negative/Nonreactive <input type="checkbox"/> Indeterminate	/ /

Why was the patient tested for HIV?

Symptoms/dx w/ OI Routine test Pre-exposure medication (PrEP) screening Rule out HIV 'Just checking'
 Partner dx w/ HIV Regular tester Dx with STD Prenatal screening Establish Care Other:

Immunologic Testing:

Closest to current diagnostic status:	COLLECTION DATE
CD4 count _____ cells/ul _____%	/ /
FIRST <200 or <14% of total lymphocytes:	
CD4 count _____ cells/ul _____%	/ /

HIV Genotype done?	COLLECTION DATE
<input type="checkbox"/> YES, Lab: _____ <input type="checkbox"/> No	/ /

Physician Diagnosis:

If HIV lab tests were not available, is HIV diagnosis documented by a physician?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If YES, provide date of documentation:	/ /

Clinical Status

Clinical Record Reviewed? <input type="checkbox"/> Yes <input type="checkbox"/> No	Initial Dx Date (mo/day/yr)	Presumptive	Definitive
AIDS INDICATOR DISEASES:			
Candidiasis, esophageal	/ /		
Kaposi's sarcoma	/ /		
M. tuberculosis	/ /		
Pneumocystis jiroveci pneumonia	/ /		
Pneumonia, recurrent	/ /		
Toxoplasmosis of brain	/ /		
Wasting syndrome due to HIV	/ /		
Other:	/ /		

Referrals

Has the patient been informed of their HIV results?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unkn
This patient's partners will be notified about their HIV exposure and counseled by:	This patient's medical treatment is primarily reimbursed by:
<input type="checkbox"/> Physician/provider <input type="checkbox"/> Patient <input type="checkbox"/> Unknown <input type="checkbox"/> Not applicable	<input type="checkbox"/> Medicaid <input type="checkbox"/> Medicare <input type="checkbox"/> Private insurance <input type="checkbox"/> No coverage <input type="checkbox"/> Other public funding <input type="checkbox"/> Clinical trial/program <input type="checkbox"/> Unknown

For Female Patients

Is patient receiving or been referred for OB/GYN services?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unkn
Is this patient currently pregnant?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unkn
If 'YES', when is the due date?	/ /
Where is the patient scheduled to deliver?	Hospital: _____

Where was the patient referred for HIV Care?

Provider Name: _____

Facility: _____

Health care providers can request assistance for notification of potentially exposed partners.

Would you like this assistance from DPH? Yes No

Comments: _____

APPENDIX D



**Connecticut Department of Public Health Hepatitis C Program
HCV Rapid Test Report Form – Positive Results Only!**

Agency Name: _____ **Date:** _____

Full Name of HCV Tester: _____ **Phone:** (____) _____

Patient information

Name: _____ **DOB:** _____ **Phone:** (____) _____

Street address: _____ **City:** _____ **State:** _____ **Zip:** _____

Country of birth: USA Unknown Other (specify): _____

Client Assigned Sex at Birth: Male Female Declined to Answer

Client Current Gender Identity: Male Female Transgender Male to Female Transgender Female to Male
 Transgender Unspecified Another Gender: _____ Declined to Answer

Ethnicity: Hispanic Non-Hispanic Unknown

Race: Black White Asian Hawaiian/PI American Indian Unknown other (specify): _____

Person Previously Diagnosed with HCV? No Yes Unknown

HCV Rapid Test Result	Result	Date
Antibody Rapid Test	Positive	
Referred for PCR test: <input type="checkbox"/> No <input type="checkbox"/> Yes		
PCR Test Result (if referred):	<input type="checkbox"/> Negative <input type="checkbox"/> Positive	

Risk Factors (check all that apply):	Yes	No	Unknown	Notes
Blood transfusion prior to 1992				
Organ transplant prior to 1992				
Clotting factors prior to 1987				
Long term hemodialysis				
Employed in a medical/dental field involving direct contact with blood				
Injection drug use, past or present (even if only once)				
Used street drugs but did not inject				
History of incarceration				
Tattoo				
Household contact of a person who had Hepatitis C, non-sexual				
Sexual contact with a person who had Hepatitis C				
Treated for a sexually transmitted disease				
Man who has sex with men				
Other risk specify:				
Number of sex partners (lifetime):				

Please send via RightFax to 860-730-8404 or mail in an envelope marked confidential to:

Susan Major

CT DPH, 410 Capitol Ave, MS #11APV, Hartford CT 06134

For more information, contact Susan Major at (860) 509-7821 or susan.major@ct.gov

CT Department of Public Health (DPH)
TB, HIV, STD, & Viral Hepatitis Program
HIV Prevention Program

If you have any questions regarding the reporting of HIV positives cases to the CT DPH, please contact:

Susan Major, OTL Quality Improvement (QI) Coordinator

Email: susan.major@ct.gov