

| <b>SIGNATORIES</b>        |                    |                  |             |
|---------------------------|--------------------|------------------|-------------|
| <b>Author (Printed)</b>   | <b>Designation</b> | <b>Signature</b> | <b>Date</b> |
|                           |                    |                  |             |
| <b>Approver (Printed)</b> | <b>Designation</b> | <b>Signature</b> | <b>Date</b> |
|                           |                    |                  |             |

## Table of Contents

|  |                                     |
|--|-------------------------------------|
| <b>1. Background</b> .....                                       | <b>2</b>                            |
| <b>2. Abbreviations and definitions</b> .....                    | <b>2</b>                            |
| <b>3. Purpose and Principle</b> .....                            | <b>3</b>                            |
| <b>4. Scope</b> .....  | <b>3</b>                            |
| <b>5. Responsible</b> .....                                      | <b>3</b>                            |
| <b>6. Procedure</b> .....  | <b>3</b>                            |
| <b>6.1 Client Eligibility</b> .....                              | <b>3</b>                            |
| <b>6.2 Preparation for community pharmacy distribution</b> ..... | <b>3</b>                            |
| <b>6.3 Client recruitment</b> .....                              | <b>4</b>                            |
| <b>6.4 Client Follow Up</b> .....                                | <b>4</b>                            |
| <b>7.Data Management</b> .....                                   | <b>4</b>                            |
| <b>References</b> .....  | <b>Error! Bookmark not defined.</b> |

## 1. Background

South Africa has one of the largest populations of People Living with HIV (PLHIV) in the world with an estimated HIV prevalence of 19.2% among adults and 6.7 million PLHIV (UNAIDS, 2017). The highest HIV incidence of 4.5% is among women ages 20-34 years. Gender and sexual violence and transactional relationships put young women in South Africa at particularly high risk of HIV infection, while access to HIV testing for young women is particularly limited. The STAR initiative aims at scaling up HIV self-screening (HIVSS) in South Africa among under-tested populations key target groups including men, adolescents, and key populations (MSM and FSW). Under the initiative, Wits RHI target group is men, sex workers and their networks, adolescent girls and young women (12-24 years). Targeting this at high risk yet hard to reach or under tested population is expected to aid South Africa in attaining the first “90” in the UNAIDS “90-90-90” targets.

## 2. Abbreviations and definitions

|       |   |
|-------|---|
| AIP   | Adolescent Innovation Project                             |
| AIDS  | Acquired Immune Deficiency Syndrome                       |
| ART   | Anti retro viral treatment                                |
| DCF   | Data Collection Form                                      |
| HIV   | Human Immunodeficiency Virus                              |
| HIVSS | HIV self-screening  |
| HSS   | Health Systems Strengthening                              |
| ICPA  | Independent Community Pharmacies Association              |
| PrEP  | Pre Exposure Prophylaxis                                  |
| SOP   | Standard Operating Procedure                              |
| STAR  | Self-testing Africa Initiative- Research (Unitaid funded) |

### 3. Purpose and Principle

This standard operating procedure document (SOP) provides detailed information on the procedures associated with distributing HIV Self-Screening (HIVSS) kits by the Independent community Pharmacies Association (ICPA) amongst targeted populations in Tshwane District, Gauteng.

### 4. Scope

All project personnel must be familiar with this SOP.

### 5. Responsible

The Site Coordinator is responsible for training the Wits RHI STAR community teams in this SOP.

The Site Coordinator, Project Coordinators, Community Liaison Officer and Peer Educators should be responsible for implementing this SOP.

### 6. Procedure

#### ICPA member pharmacies will:

- Provide over the counter kits to pharmacy clients (>17 years) who present with a voucher to redeem an HIVSS kit(s)
- Provide an over the counter HIVSS kits to pharmacy clients (>17 years) on request
- Provide an over the counter HIVSS kits to pharmacy clients (>17 years) seeking services indicative of HIV risk, including; HIV testing, STI treatment, condoms, lubricants, sexual performance enhancers etc.

#### 6.1 Client Eligibility

Clients considered for testing must meet the following criteria:

- Unknown current HIV status
- Had HIV negative results in the last test and the test happened more than 3 months ago
- Never tested for HIV
- Active mobile phone preferred

Clients meeting any of the following criteria will not be considered for testing:

- Any client below the age of 12
- Client currently on ART treatment
- Clients on PEP and PrEP

#### 6.2 Preparation for Pharmacy distribution:

- a. The HIV self-screening kit used in this study is the OraQuick Advanced Rapid HIV ½, Oral fluid test
- b. HIVSS kit packaging
  - i. Off- site distribution
    - Pre-packed kits in disposable bags with:
      - HIVSS positive referral card for clinic including contact number of STAR supervisor/ nurse (**see annexure A**)
      - Referral information sheet specific to distribution site with self-reporting pamphlet with Mhealth self-reporting platforms

- c. Additional IEC materials:
  - Fast Facts (**see annexure B**)
  - FAQs (**see annexure C**)
  
- d. Data collection tools
  - A2D24 mobile capturing system
  - Community Pharmacy distribution form (**see annexure D**)
  - Barcoded stickers

### **6.3 Client recruitment and kit distribution**

Pharmacist/ pharmacist assistant will:

- Introduce themselves to client and talk through HIVSS
- Explain eligibility criteria
- Demonstrate how to use kit
- Complete data collection form (mobile or form) for clients who opt in
- Remember to scan bar code on to mobile capturing system or stick to data collection form
- Explain all contents inside the package (including referral information and anonymous self-reporting platform ) see Annexure E
- Remind and emphasize instruction for use before testing
- Explain how to and emphasise the importance of self-reporting
- Offer client kit with option of assisted testing if aged between 12 & 17 or if requested by client

### **6.4 Client self-reporting and follow up**

- Two private and confidential self-reporting platforms are provided. I.e. WhatsApp and toll free call.
  
- Clients may choose any of the self-reporting platforms provided and explained to them to report their status privately and anonymously.
  
- Should clients need support, they may indicate during their self-report process on WhatsApp or the toll free call
  
- Contact numbers of clients indicating support needs will be collected and shared with member pharmacies as recorded, pharmacies may then follow up and support as per client needs.

## **7. Data Management**

The following steps are taken in the data management process:

### **7.1. Pharmacist/pharmacy assistants will :**

- Complete data collection tool using a mobile system provided.
- Check for any errors or missing data before submitting the form

- In any unforeseen event of system failure, internet failure or even load shedding, a backup DCF is provided.
- All paper based data generated within a month must be captured by end of the month.

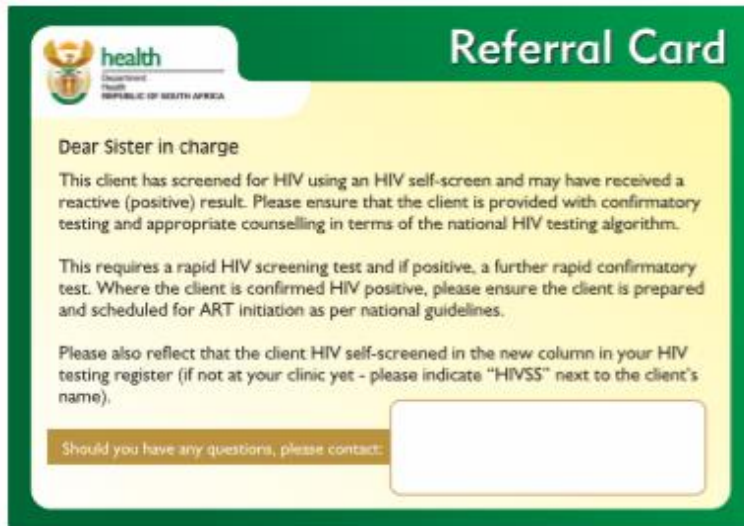
**7.2 The project coordinator will:**

- Observe data trends on the A2D24 Kibana dashboards (Annexure E)
- Provide day to day troubleshooting with pharmacies
- Be a liaison between pharmacies and A2D24 support for any data collection system related queries.
- Share monthly data with ICPA for payments

Access to the A2D24 database and dashboard is restricted only to the data and project management personnel.

## Annexure A

### Referral card



The image shows a referral card template with a green border. In the top left corner, there is a logo for the Department of Health, Republic of South Africa, with the word "health" in a stylized font. The title "Referral Card" is prominently displayed in the top right. The main body of the card is yellow and contains the following text:

**Dear Sister in charge**

This client has screened for HIV using an HIV self-screen and may have received a reactive (positive) result. Please ensure that the client is provided with confirmatory testing and appropriate counselling in terms of the national HIV testing algorithm.

This requires a rapid HIV screening test and if positive, a further rapid confirmatory test. Where the client is confirmed HIV positive, please ensure the client is prepared and scheduled for ART initiation as per national guidelines.

Please also reflect that the client HIV self-screened in the new column in your HIV testing register (if not at your clinic yet - please indicate "HIVSS" next to the client's name).


Should you have any questions, please contact:

**Annexure B**

Fast Facts

## DO YOU KNOW YOUR HIV STATUS?

There's no reason to feel that you've missed the boat when your HIV infection is undetectable and your viral load is low.




**The HIV self-test kit will accurately test for:**

- Changes in levels of your virus
- It's undetectable
- You're ready to start treatment
- High level of immunity


**If the HIV self-testing test shows a positive result, you must follow a 28-DAY TEST cycle by using a RITVIRINE PREPARED to confirm the result.**

**If you get a negative result, and were registered in the VHC then 10 weeks ago, then you MUST DO A 10-10-10 RITVIRINE PREPARED to enable the self-testing test to detect the HIV infection.**


Knowing yourself the HIV is important for your health, your relationships, your life and your future.



Knowing to live well today is about our future and your future.



Knowing your status means you can enjoy your life and your partner's company.






Early diagnosis means you can start your treatment, including, if necessary, ART.

HIV self-testing is one of the ways that you can get to know your status.





Confidential
Portable
Fast
Private

WHY YOU NEED:


+

+


Test kit      Hand hygiene      Text

WHAT YOU NEED:


+

+

+


Washing a surface      Hand hygiene      Text      Self-test kit

**! IMPORTANT:**

- Only use self-testing with a test kit that has been approved by the Department of Health.
- Read the instructions carefully before using the test kit.
- If you are pregnant or breastfeeding, consult your healthcare provider before using the test kit.




If you are pregnant or breastfeeding, consult your healthcare provider before using the test kit.

**! IMPORTANT:**

If you are pregnant or breastfeeding, consult your healthcare provider before using the test kit.

FOR MORE INFORMATION, VISIT OUR WEBSITE OR CONTACT US AT:

www.hivself-testing.org

© 2014 Wits RHI. All rights reserved. Wits RHI is a registered trademark of the University of the Witwatersrand.

## Annexure C

### Frequently asked questions (FAQs)



## Annexure D

With NO confirmatory testing       With confirmatory testing

Pharmacy name: \_\_\_\_\_

Pharmacist name: \_\_\_\_\_

How did participant get kit?     Voucher     Asked     Offered

Date:   

**Kit Receiver details**

Home township/suburb: \_\_\_\_\_

Gender:     1 Male     2 Female     3 Transgender

Age:      years    OR    Date of birth:

When was the last time you tested for HIV?     1 0-3 months     2 3-12 months     3 More than 12 months     4 Never tested

HIV self-screen demonstration:     1 Yes     2 No

**HIV self-screen kit for partner:**     1 Yes     2 No     3 Not applicable (if not partner)     4 Not offered

**IF YES:**

Gender of partner:     1 Male     2 Female     3 Transgender

Age of partner:      years    OR    Date of birth:

**HIV self-screen on site (not taken home)**     1 Yes     2 No     3 Not offered

Self-reported HIV status     1 Self-reported positive     2 Self-reported negative     3 Unknown

The distribution team would like to contact you to follow up on the utilization of the test kits and the result. Please understand, it is voluntary and you can agree or disagree to be contacted without any consequences.

Consent to be contacted     1 Yes     2 No

Only to be completed if self reported positive or when consented for follow up

---

Requested confirmatory rapid testing     1 Yes     2 No

Attended confirmatory testing     1 Yes on site     2 Yes off site     3 No     4 Unknown

Name:

Surname:

Date of Birth:

Identify number (if SA):

Contact telephone number:

Rapid #1 result     1 Pos     2 Neg     3 Invalid

Rapid #2 result     1 Pos     2 Neg     3 Invalid





## Community Pharmacy Distribution Form

**Annexure E**

Referral information card with self-reporting platform

Thank you for using the self-screening kit. Please use one of the options below to privately report your result.



WhatsApp



Free call

OR

WhatsApp "M" is our chatbot support line at 0875500009 in order to be helped through taking the test and taking the next steps for your health. (Data charges apply)

Call 0800 803 400 FREE at any time to let us know your self-screening results. It takes less than a minute!



Thank you for using the self-screening kit. Please use one of the options below to privately report your result.



WhatsApp



Free call

OR

WhatsApp "M" is our chatbot support line at 0875500009 in order to be helped through taking the test and taking the next steps for your health. (Data charges apply)

Call 0800 803 400 FREE at any time to let us know your self-screening results. It takes less than a minute!



Thank you for using the self-screening kit. Please use one of the options below to privately report your result.



WhatsApp



Free call

OR

WhatsApp "M" is our chatbot support line at 0875500009 in order to be helped through taking the test and taking the next steps for your health. (Data charges apply)

Call 0800 803 400 FREE at any time to let us know your self-screening results. It takes less than a minute!



Thank you for using the self-screening kit. Please use one of the options below to privately report your result.



WhatsApp



Free call

OR

WhatsApp "M" is our chatbot support line at 0875500009 in order to be helped through taking the test and taking the next steps for your health. (Data charges apply)

Call 0800 803 400 FREE at any time to let us know your self-screening results. It takes less than a minute!



**Essential referral information after you have HIV self-screened**

For more information on HIV, call the Helpline 0800 052 023

Access to the helpline is available 24 hours a day, 7 days a week. Helpline is available in English, isiZulu, isiXhosa, Sesuto, and Ndebele.

| Province      | Service      | Service Hours                 | Language |
|---------------|--------------|-------------------------------|----------|
| Western Cape  | 0800 052 023 | 24 hours a day, 7 days a week | English  |
| Free State    | 0800 052 023 | 24 hours a day, 7 days a week | English  |
| Eastern Cape  | 0800 052 023 | 24 hours a day, 7 days a week | English  |
| North West    | 0800 052 023 | 24 hours a day, 7 days a week | English  |
| Northern Cape | 0800 052 023 | 24 hours a day, 7 days a week | English  |
| Free State    | 0800 052 023 | 24 hours a day, 7 days a week | English  |
| Western Cape  | 0800 052 023 | 24 hours a day, 7 days a week | English  |
| Free State    | 0800 052 023 | 24 hours a day, 7 days a week | English  |
| Eastern Cape  | 0800 052 023 | 24 hours a day, 7 days a week | English  |
| North West    | 0800 052 023 | 24 hours a day, 7 days a week | English  |
| Northern Cape | 0800 052 023 | 24 hours a day, 7 days a week | English  |

Additional support line: 0875500009 (WhatsApp)

WhatsApp "M" is our chatbot support line at 0875500009 in order to be helped through taking the test and taking the next steps for your health. (Data charges apply)



**Essential referral information after you have HIV self-screened**

For more information on HIV, call the Helpline 0800 052 023

Access to the helpline is available 24 hours a day, 7 days a week. Helpline is available in English, isiZulu, isiXhosa, Sesuto, and Ndebele.

| Province      | Service      | Service Hours                 | Language |
|---------------|--------------|-------------------------------|----------|
| Western Cape  | 0800 052 023 | 24 hours a day, 7 days a week | English  |
| Free State    | 0800 052 023 | 24 hours a day, 7 days a week | English  |
| Eastern Cape  | 0800 052 023 | 24 hours a day, 7 days a week | English  |
| North West    | 0800 052 023 | 24 hours a day, 7 days a week | English  |
| Northern Cape | 0800 052 023 | 24 hours a day, 7 days a week | English  |
| Free State    | 0800 052 023 | 24 hours a day, 7 days a week | English  |
| Western Cape  | 0800 052 023 | 24 hours a day, 7 days a week | English  |
| Free State    | 0800 052 023 | 24 hours a day, 7 days a week | English  |
| Eastern Cape  | 0800 052 023 | 24 hours a day, 7 days a week | English  |
| North West    | 0800 052 023 | 24 hours a day, 7 days a week | English  |
| Northern Cape | 0800 052 023 | 24 hours a day, 7 days a week | English  |

Additional support line: 0875500009 (WhatsApp)

WhatsApp "M" is our chatbot support line at 0875500009 in order to be helped through taking the test and taking the next steps for your health. (Data charges apply)



**Essential referral information after you have HIV self-screened**

For more information on HIV, call the Helpline 0800 052 023

Access to the helpline is available 24 hours a day, 7 days a week. Helpline is available in English, isiZulu, isiXhosa, Sesuto, and Ndebele.

| Province      | Service      | Service Hours                 | Language |
|---------------|--------------|-------------------------------|----------|
| Western Cape  | 0800 052 023 | 24 hours a day, 7 days a week | English  |
| Free State    | 0800 052 023 | 24 hours a day, 7 days a week | English  |
| Eastern Cape  | 0800 052 023 | 24 hours a day, 7 days a week | English  |
| North West    | 0800 052 023 | 24 hours a day, 7 days a week | English  |
| Northern Cape | 0800 052 023 | 24 hours a day, 7 days a week | English  |
| Free State    | 0800 052 023 | 24 hours a day, 7 days a week | English  |
| Western Cape  | 0800 052 023 | 24 hours a day, 7 days a week | English  |
| Free State    | 0800 052 023 | 24 hours a day, 7 days a week | English  |
| Eastern Cape  | 0800 052 023 | 24 hours a day, 7 days a week | English  |
| North West    | 0800 052 023 | 24 hours a day, 7 days a week | English  |
| Northern Cape | 0800 052 023 | 24 hours a day, 7 days a week | English  |

Additional support line: 0875500009 (WhatsApp)

WhatsApp "M" is our chatbot support line at 0875500009 in order to be helped through taking the test and taking the next steps for your health. (Data charges apply)



**Essential referral information after you have HIV self-screened**

For more information on HIV, call the Helpline 0800 052 023

Access to the helpline is available 24 hours a day, 7 days a week. Helpline is available in English, isiZulu, isiXhosa, Sesuto, and Ndebele.

| Province      | Service      | Service Hours                 | Language |
|---------------|--------------|-------------------------------|----------|
| Western Cape  | 0800 052 023 | 24 hours a day, 7 days a week | English  |
| Free State    | 0800 052 023 | 24 hours a day, 7 days a week | English  |
| Eastern Cape  | 0800 052 023 | 24 hours a day, 7 days a week | English  |
| North West    | 0800 052 023 | 24 hours a day, 7 days a week | English  |
| Northern Cape | 0800 052 023 | 24 hours a day, 7 days a week | English  |
| Free State    | 0800 052 023 | 24 hours a day, 7 days a week | English  |
| Western Cape  | 0800 052 023 | 24 hours a day, 7 days a week | English  |
| Free State    | 0800 052 023 | 24 hours a day, 7 days a week | English  |
| Eastern Cape  | 0800 052 023 | 24 hours a day, 7 days a week | English  |
| North West    | 0800 052 023 | 24 hours a day, 7 days a week | English  |
| Northern Cape | 0800 052 023 | 24 hours a day, 7 days a week | English  |

Additional support line: 0875500009 (WhatsApp)

WhatsApp "M" is our chatbot support line at 0875500009 in order to be helped through taking the test and taking the next steps for your health. (Data charges apply)





## LOGIN TO YOUR ACCOUNT

Username

Password