

### The development of the Counsellor Toolkit: a tool for guidance during HTS **Counselling Sessions in a Community Based Counselling and Testing program**

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## BACKGROUND

- South Africa's high HIV prevalence (20.6% in adults) and incidence of 1.00 and 1.51 among women aged 15-24 years as well as high-burden key population groups who are hard to reach with facility HIV testing has prompted the use of community-based HIV counselling and testing (CBCT) methods to increase coverage.
- When HIV testing takes place in a community-based setting, there is a need for a • structured quality assurance program that ensures HTS sessions are conducted as

conceptualized and executed in a standardized way across counsellors and sites.

- To establish this quality standard and procedural adherence a counsellor toolkit was developed and implemented.
- This paper describes the process of developing a Counsellor Toolkit that attempts to guide a standardised implementation of community-based HIV counselling and testing (CBCT).



## METHODS

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**Design:** A needs assessment was conducted to establish the kind of information that should be made available to counsellors.

**Data collection:** Key informant interviews with ten experienced counsellors, three linkage tracers and a CBCT program manager were conducted in Nkangala district during the period of January – March 2018. Additional data were collected through desktop reviews, field observations and management meetings to ensure that selected information for the toolkit was relevant and up to date.

**Data Analysis:** All data was analysed using thematic content analysis to establish the different elements for the toolkit. All HIV testing algorithms and job aids were aligned to the South African National HIV and AIDS policy. The initial draft was circulated amongst key stakeholders for comments after which the final toolkit was developed.



# CONCLUSION

The toolkit development process has led to an evidence based high quality toolkit that can be used by HTS counsellors and their supervisors in the field.

1. INTR	ODUCTION
counselling and testing (CBCT) services wi (PLHIV) and to effectively link them into H implementing CBCT modalities in high incid work, CBCT compliments facility-based HIV T	implement high yield, community-based HIV ith an aim to identify People Living with HIV IV and TB care and treatment programs. By lent communities near where people live and Testing Services (HTS) and reaches HIV positive access HTS in the health facility setting.
· · · · · · · · · · · · · · · · · · ·	HTS counsellor and supervisor with information vices when performing their day-to-day duties.
	sive information we refer you to the Standard cedures (SOP's).
You can make	this program grow!
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31. WAST	E MANAGEMENT
<b>31. WAST</b> For your safety and that of others, correct was	
	ste segregation must be followed at all times. General waste • Test kit wrap • Alcohol swab wrap • Lancet caps • Anything else that is not
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For your safety and that of others, correct was   Image: Constraint of the state of t	ste segregation must be followed at all times. General waste • Test kit wrap • Alcohol swab wrap • Lancet caps • Anything else that is not medical waste or a sharp Biohazardous / Medical Waste • Used gloves • Used gloves • Used cotton wool / swabs • Used test kits • Used test kits • Used pipettes • Used paper towels Sharps • Lancets

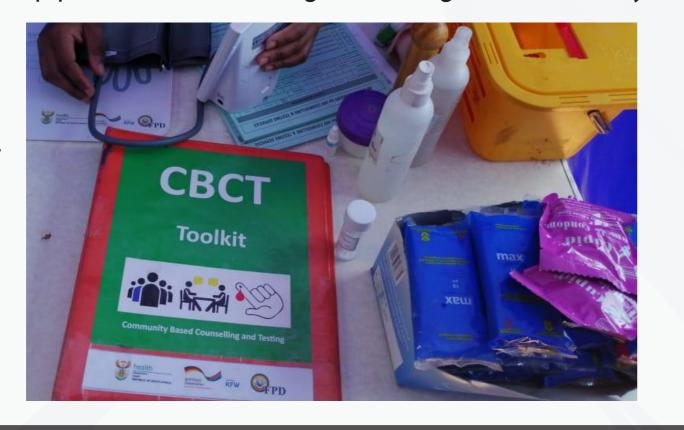
## RESULTS

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- The resulting toolkit is a comprehensive file that contains all required information for • an HTS counsellor that works in a community-based setting. The following sections have been included: Introduction, Requirements, Training, Program information, Modalities, Quality Assurance, Job Aids, HIV Rapid Testing Algorithm, HTS Protocols, Basic HIV & AIDS information, Client rights, Facts and Monitoring and Evaluation.
- The toolkit is designed in colourful font with visual aids that limit wordy details but concentrates on graphics to provide guidance.

The toolkit provides a step-by-step process of conducting HIV testing in a community

using easy-to- understand language. It details processe that, when followed will maintain accurate, recommended and ethical HIV testing, documentation, test kits supplies storage and care processes in the community as in a facility.



It also serves as a training guide as all • required training elements are presented in the tool.

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Medical waste must be stored in a clearly labelled

The medical waste must be collected according to the

designated access controlled area

To keep the tool up to date, constant revision needs to take place. It is recommended ۲ to do further research on the impact and compliance in the field.

#### **Keywords**

Quality Assurance, HIV Testing, Community Based, Counsellor Toolkit



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