



LAS VEGAS TGA
PART A HIV/AIDS PROGRAM
POLICY & PROCEDURES

EARLY INTERVENTION SERVICES

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PURPOSE:

To guide the administration of Ryan White Part A Program's Early Intervention Services (a core service under the Act). The administration of funds must be consistent with Part A client eligibility criteria and the service category definitions established by the Ryan White Part A Program Planning Council.

POLICIES:

- The funds are intended to
 - Provide HIV testing only where existing federal, state and local funds are not adequate. Ryan White funds will supplement and not supplant existing federal, state or local funds for testing.
 - Refer and link individuals who test positive to health care supportive services.
 - Provide health education and literacy training that enables clients to navigate the HIV system.
 - Be provided in coordination with documented key points of entry and HIV prevention efforts and programs.
- EIS services are limited to counseling and HIV testing, referral to appropriate services based on HIV status, linkage to care, and education and health literacy training that assists clients in navigating the HIV care system.
- Sub-grantee's must document provision of all four required EIS service components (HIV Testing and Targeted Counseling, Referral Services, Linkage to Care, Health Education and Literacy Training), with Part A or other funding.
- All communications made on behalf of the client are to be documented in the client chart and must include a date, time, person(s) spoken with, and a brief summary of what was communicated
- Appropriate client authorized releases of information must be on file to allow for the proper inter-provider communications needed to increase the likelihood of desired health outcomes related to the HIV-related clinical status of an eligible client.
- Appropriate documentation will be completed and maintained by the provider, showing specific linkages into primary care.
- All direct service providers must meet the service category's Standards of Care as defined by the Ryan White Part A Planning Council.



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DEFINITIONS:

Early Intervention Services include counseling individuals with respect to HIV/AIDS; testing (including tests to confirm the presence of the disease, tests to diagnose to extent of immune deficiency, tests to provide information on appropriate therapeutic measures); referrals; other clinical and diagnostic services regarding HIV/AIDS; periodic medical evaluations for individuals with HIV/AIDS; and providing therapeutic measures.

NOTE: EIS provided by Ryan White Part C and Part D Programs should NOT be reported here. Part C and Part D EIS should be included under *Outpatient/ Ambulatory medical care*.

CLIENT ELIGIBILITY CRITERIA:

Presumptive eligibility is determined only by Early Intervention Services. Due to the nature and mission of the EIS program and the clients it services, EIS clients are to be determined to be presumptively eligible for Part A services, until which time the standard eligibility requirements can be fulfilled not to exceed a period of six months. Upon official determination of eligibility for Part A services the EIS client will either be referred to Part A service providers or other community service providers.

EXCEPTIONS:

1. Early Intervention Services includes face to face meetings with a nurse case manager at the EIS clinic and/or talking with the nurse case manager over the phone.
2. Confirmatory labs and office visits are allowable under presumptive eligibility.
3. Ryan White registration paperwork may be completed for pregnant women by the Medical Home Screener or Nurse Case Manager if the client is not registered with another eligibility agency. *Every effort should be made to obtain eligibility paperwork on pregnant women.*
 - a. If the client refuses to sign eligibility paperwork, notations of refusal should be noted on the paperwork and included in the client's file.
 - b. The pregnant client will be followed during prenatal, delivery and post-partum regardless of signature to ensure the best outcome of the infant.
 - c. *Pregnancy results in automatic eligibility for duration of pregnancy + usual 6 week post partum time frame.*
4. Newborns with HIV Perinatal exposure are presumptively eligible under Ryan White and do not need to have new Ryan White paperwork completed if the mother is covered under Ryan White.
 - a. Newborns will be followed until a negative diagnosis is confirmed (up to 2 years of age).
 - b. *Infants are automatically eligible for Ryan White for up to 2 years, if needed.*



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- c. If the infant is not in the custody of the birth mother, the infant will need to be registered under Ryan White.
 - d. *The mother's documentation should be copied and placed in the infant's chart.*
 - e. *There is one additional form that is usually signed by the mother giving consent to follow the child to be put in the record. If the mother refuses, document her refusal. We are still to follow the pregnancy and the infant behind the scenes, in order to meet CDC requirements and proper follow up, as indicated.*
5. Other exceptions to the rule of providing services past the EIS six-month presumptive eligibility timeframe include:
 - a. HIV positive minors (teenagers) will be reviewed on a case-by-case basis.
 - b. Individuals enrolled in Early Intervention Services who fall out of care within the first six-weeks of presumptive eligibility and who also do not respond to two attempts to continue care within the 6 week time frame, will be considered lost to care. A Lost to Care service will be entered in CAREWare, documenting the 6-week follow up efforts . If the individual re-enters care during the six-month time frame, presumptive eligibility will begin upon re-entry. A reassessment for early intervention services will be entered in CAREWare. **The reassessment option is one-time only.**
6. Clients who have a known payer source (Medicaid/Medicare for example), may be considered for Intensive Nursing Case Management services if HIV Case Management Services are unavailable through the respective payer source. These cases, when unclear as to whether a client is eligible for services, will be reviewed by the Senior Nurse Case Manager on a case by case basis and a determination will be made. Client must be Ryan White Part A eligible to receive services through the Intensive Case Management Program.