



**MEDICAL
MONITORING
PROJECT**



City of
Philadelphia

MMP STAFF

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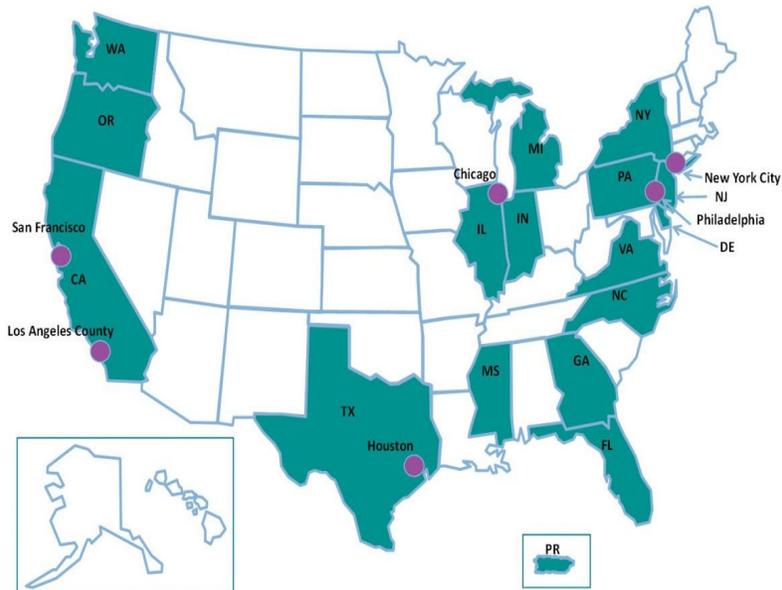
WHAT IS THE MEDICAL MONITORING PROJECT?

The Medical Monitoring Project (MMP),
is a nationally representative,
population-based surveillance
system designed to learn more
about the experiences and needs
of people who are living with HIV.
It's supported by several
government agencies and
conducted by state and local
health departments along with the
Centers for Disease Control and
Prevention (CDC).

- ✓ It provides information about the behaviors, clinical outcomes, and quality of care for people with HIV (PWH).
- ✓ MMP provides high-priority national HIV prevention indicators, such as the proportion of PWH who experience stigma and homelessness.
- ✓ MMP data can also be used in making local and national policy decisions and in HIV funding and treatment services. In addition, MMP can answer important questions, such as:
 - ✓ How many people living with HIV are receiving medical care for HIV?
 - ✓ How easy is it to access medical care, prevention, and support services?
 - ✓ What are the met and unmet needs of people living with HIV?
 - ✓ How is treatment affecting people living with HIV?



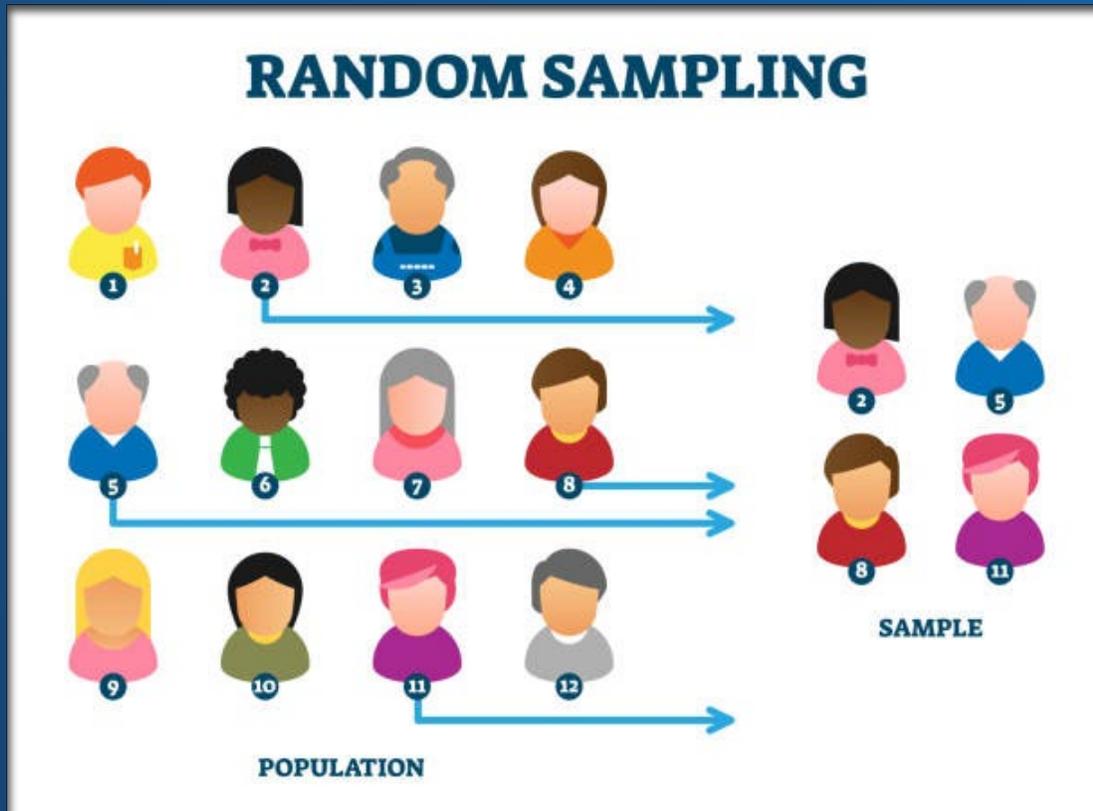
MEDICAL MONITORING PROJECT



JURISDICTIONS

- ▶ California Department of Public Health
- ▶ Chicago Department of Public Health
- ▶ Delaware Health and Social Services Division of Public Health
- ▶ Florida Department of Health
- ▶ Georgia Department of Public Health
- ▶ Houston Health Department
- ▶ Illinois Department of Public Health
- ▶ Indiana State Department of Health
- ▶ Los Angeles County Department of Health
- ▶ Michigan Department of Health and Human Services
- ▶ Mississippi State Department of Health
- ▶ New Jersey Department of Health and Senior Services
- ▶ New York City Department of Health and Mental Hygiene
- ▶ New York State Department of Health
- ▶ North Carolina Department of Health and Human Services
- ▶ Oregon Public Health Division
- ▶ Pennsylvania Department of Health
- ▶ **Philadelphia Department of Public Health**
- ▶ Puerto Rico Department of Health
- ▶ San Francisco Department of Public Health
- ▶ Texas Department of State Health Services
- ▶ Virginia Department of Health
- ▶ Washington State Department of Health

PROJECT SAMPLING AND CREATION OF PARTICIPANT LIST



- ✓ CDC staff draws the sample from the National HIV Surveillance System in order to take advantage of information reported by all US surveillance jurisdictions.
- ✓ All adults living with an HIV diagnosis are identified in the national case surveillance dataset
- ✓ Data is then allocated to individual project areas
- ✓ MMP project areas pulls personally identifying information out of the local eHARS case surveillance database for use in locating and recruiting sampled persons.

DATA COLLECTION METHOD

WHAT ARE SAMPLED PERSONS PARTICIPATING IN?

- ✓ **A detailed confidential survey**
 - No names are captured in the survey data
 - Takes roughly 45-60 minutes to complete
- ✓ **Completely voluntary**
 - Importance of community participation is communicated during recruitment
- ✓ **Can refuse to answer any questions**
- ✓ **May retract consent at anytime during and after survey**
- ✓ **Completion of a detailed medical record abstraction (MRA)**
- ✓ **A token of appreciation (TOA) of \$50 is rewarded for participation**
 - Participants keep money in the event they retract consent

WHAT TYPES OF QUESTIONS DO WE ASK?

The survey includes questions regarding participants:

- ✓ Medical past
- ✓ Use of medical and social services
- ✓ Sex practices
- ✓ Use of drugs and alcohol
- ✓ Reproductive history
- ✓ Ability to work and take care of yourself

MEDICAL RECORD ABSTRACTIONS

- ✓ **Detailed Record Review**
 - From date of survey completion to two years prior

- **Information Abstracted Includes but is not Limited to:**
 - ✓ Demographics
 - ✓ Labs
 - ✓ Medications
 - ✓ Diagnosis
 - ✓ Outpatient and inpatient encounters
 - ✓ STI testing
 - ✓ Immunization
 - ✓ Resistance sequencing



ELIGIBILITY CRITERIA AND PROJECT TARGETS

Each jurisdiction's sample is based on their population



PHI MMP has a sample size of 400



50% of the eligible sample must be located and surveyed



45% of the sample surveyed must be abstracted

EACH DATA COLLECTION CYCLE

JUNE, 1ST-MAY, 15TH

PRIVACY

STEP 1: Ensure that the person is in a confidential space
 Sensitive questions are asked when confirming identity and eligibility (e.g., most recent provider, HIV status). Ensuring the person is in a location where they cannot be overheard is critical in preventing accidental disclosure of their personal information.

IDENTITY

STEP 2: Confirm IDENTITY
 If you are unable to verify the person's identity on the phone, try to schedule a face-to-face meeting and request that s/he bring an ID. See Appendix C.2 of the MMP Protocol for additional guidance on how to verify identity.

AGE

STEP 3: Confirm AGE ≥ 18 on or prior to December 31, 2020
 If the person is younger than 18, they are ineligible and should be dispositioned as "Ineligible - <18 on sampling date."

Rectangular

RESIDENCE ON SAMPLING DATE

STEP 4: Confirm RESIDENCE was an MMP jurisdiction on December 31, 2020

MMP Jurisdictions					
California	Georgia	Los Angeles	New York City	Pennsylvania	Texas
Chicago	Houston	Michigan	New York State	Philadelphia	Virginia
Delaware	Illinois	Mississippi	North Carolina	Puerto Rico	Washington
Florida	Indiana	New Jersey	Oregon	San Francisco	

If the person resided outside an MMP jurisdiction on the sampling date, they are ineligible and should be dispositioned as "Ineligible – Resided in a non-MMP jurisdiction on sampling date" OR "Ineligible - Resided outside of US on sampling date," whichever is more appropriate.

HIV DIAGNOSIS

STEP 5: Confirm person was DIAGNOSED WITH HIV on or prior to December 31, 2020
 If the person is not aware of their status, but tested HIV-positive on or prior to the sampling date, they may be eligible and should be provided counseling/linkage referrals per your health department's protocol. They **should not be recruited** until they have been informed of their status. See Section 10 of the Operations Manual, "Persons Suspected or Known to be Unaware of HIV Status Prior to Contact," and the "Contacting Sampled Persons" section of the Protocol for more guidance.
 If the person does not have an HIV diagnosis on or prior to the sampling date, they are ineligible and should be dispositioned as "Ineligible - No HIV diagnosis prior to sampling date."

If **ANY** of the four steps above are **NOT** met, **STOP AT THIS POINT.**

RECRUITMENT

STEP 6: Verify current residence: STOP RECRUITMENT if current residence is Hawaii, Idaho, Kansas, Kentucky, Minnesota, Nebraska, or South Dakota
 STEP 7: If jurisdiction allows data collection, remind them that sensitive health information will be discussed and then introduce MMP
 STEP 8: Confirm interest and willingness to participate
 STEP 9: Schedule interview OR begin informed consent process for an on-the-spot interview

- ✓ Ensure participant is in a confidential space
- ✓ Confirm identity
 - Minimum two factor verification
- ✓ At least 18 years of age on sample date
- ✓ Resident of one of the 23 MMP jurisdictions
- ✓ HIV diagnoses on or before sample date

ELIGIBILITY CHECKLIST



DATA COLLECTION COLLABORATORS

Principal Investigator (PI)

The PI is primarily responsible for the oversight of MMP in the project area.

- ✓ Administrative, scientific, and technical guidance to local staff
- ✓ Engaging community stakeholders
- ✓ Ensuring that security and confidentiality guidelines are followed
- ✓ Communicating findings from MMP

Project Coordinator (PC)

The PC manages the daily operations of MMP in the project area.

- ✓ Coordinating and evaluating the activities of MMP field staff
- ✓ Reporting findings to community stakeholders
- ✓ Ensuring that study protocols and security and confidentiality guidelines are followed
- ✓ Overseeing quality assurance activities

Data Collectors

Interviewers

- ✓ Responsible for contacting and recruiting participants
- ✓ Lead generation
- ✓ Obtaining informed consent
- ✓ Administering the MMP survey
- ✓ Distributing tokens of appreciation (ToAs) to participants

Abstractors

- ✓ Obtaining ROI's from participants
- ✓ Obtaining medical records from healthcare facilities
- ✓ Abstracting the medical records of survey participants

Staff continued...

Data Manager

- ✓ Maintenance, cleaning, and security of MMP related project data
- ✓ The transmission of locally collected data
- ✓ May also help with lead generation and tracking the lead searches and MRA completion

LEAD GENERATION AND RECRUITMENT



CONTACTING PARTICIPANTS

Direct Contact

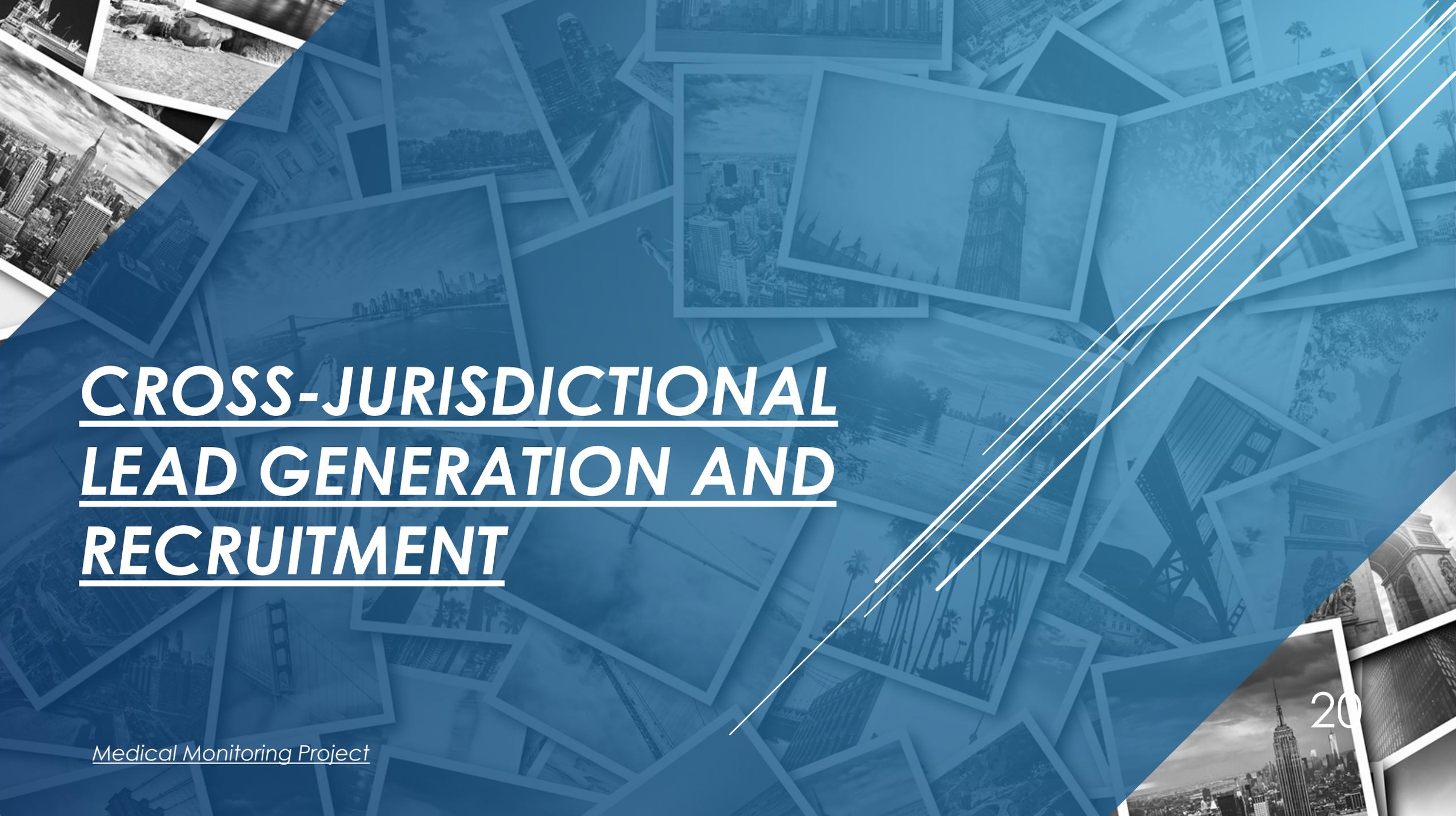
- Telephone (cold calls or scheduled), letters, email, text messages, meeting the sampled person in a public place or at the person's home

Where to Start?

- Most recent contact information in eHARS.
- Use of health department supported databases (PhilaVax, Lexis Nexis...)
- Search engines/People finder sites(TruePeopleSearch, Spokeo, Google
- Use of Social Media (LinkedIn, Facebook...)
- Conducting home visits
- Using surveillance authority to obtain up to date information on person's sampled
- * *Some direct contact recruitment activities have been postponed due to Covid-19*

Indirect contact

- ✓ Through HIV care facilities or local health jurisdictions
- ✓ Case surveillance
- ✓ AIDS service organizations (ASOs), and community-based organizations (CBOs)
- ✓ Locating and Recruiting Health Department Experts
- ✓ Medical associations and directors may support MMP by providing information about facilities providing HIV care.
- ✓ Local project area PAB and CAB can be instrumental in communicating with reluctant sampled persons.
- ✓ Other MMP jurisdictions
- ✓ A contact attempt can also be defined as having been able to give a final disposition for a person without contacting them
 - Deceased
 - Incarceration



CROSS-JURISDICTIONAL LEAD GENERATION AND RECRUITMENT

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OUT OF JURISDICTION (OOJ) ACTIVITIES

Residency in MMP Jurisdiction on Sampling Date and Currently

- ✓ Data collector can proceed with recruitment
- ✓ Attempts to complete survey and MRA can continue

Current Residency not Located in a MMP Participating State

- ✓ Data collector must halt recruitment
- ✓ Refer to the Council of State and Territorial Epidemiologist's (CSTE's) overall responsible party (ORP)



YOU'RE INTERESTED IN
PARTICIPATING.

What's Next?

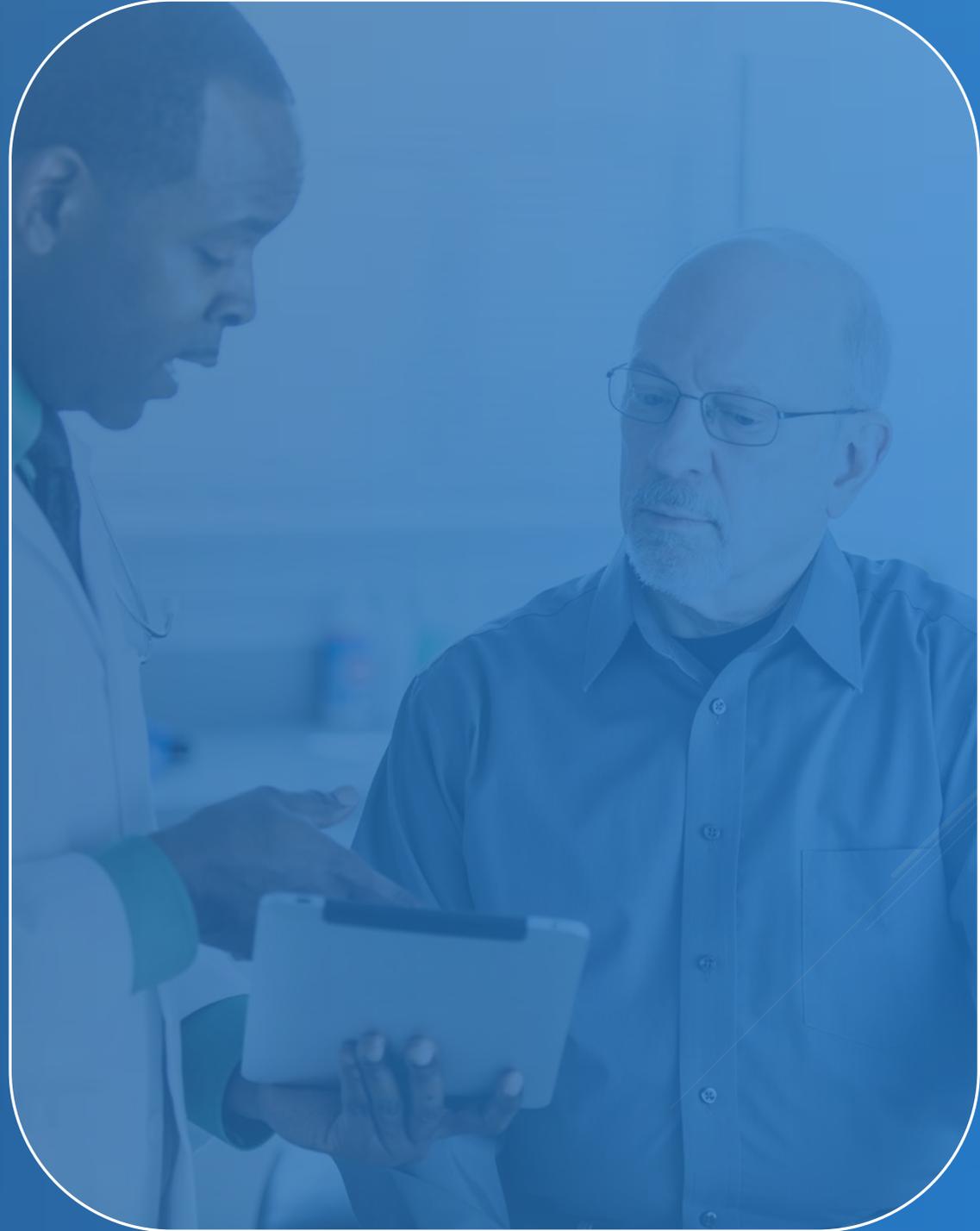
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INFORMED **CONSENT**

Project areas must have a system in place to document consent.

- ✓ Consent can be oral or written
- ✓ When over the phone the consent form must be read in its entirety
- ✓ Should offer to provide a copy of the consent to participant
- ✓ Participant must be informed that sensitive language that could disclose their status is located on the consent prior to mailing a copy
- ✓ Data collectors must be conscious of a respondent's inability to consent to participate
 - *Does not require prospective participants to have the capacity to make every kind of decision*
- ✓ Consent to participate in the project requires the participant to agree to both the survey and medical record abstraction

MEDICAL
RECORD
RETRIEVAL



FOLLOWING SURVEY COMPLETION

In Philadelphia County

- ✓ Data Collector confirms facility participant obtains their medical care
- ✓ Surveillance Authority can be used to obtain participant's medical record
- ✓ Release of information (ROI) not needed
- ✓ May be completed to make record retrieval easier and less time consuming
- ✓ For their records facilities may request correspondence on city letterhead stating records needed and participant's info

Out of Jurisdiction (OOJ)

- ✓ Surveillance authority can not be used
- ✓ Data Collector confirms facility participant obtains their medical care
- ✗ Mails ROI to participant in doubled envelopes
- ✓ Trackable mail service (UPS, Fedex...)
- ✓ All ROI's and records returned if not sent via trackable mail service must be sent to our PO Box
- ✓ OOJ project staff can contact OOJ facilities for local staff, but applicable laws and regulations must still be followed

TRACKING AND CDC DATA SUBMISSION

COMMUNICATING DATA WITH CDC

Tracking Module

- Application that captures dispositions, interview and MRA statuses, and lead searches and contact attempts for sampled persons.
- Non-personally identifiable data entered in this application are routinely synced to the DCC Portal.

The Data Coordinating Center (DCC) Portal

- Allows submission of interview data and receipt of MRA data collected
- The DCC Portal also functions as a tracking mechanism and provides reports.
- All MMP data must be encrypted and transmitted to CDC via the DCC Portal

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THANK YOU!

Medical Monitoring Project