

Guidelines for organization of referrals for clinical component (STI referral) under IBBA

At the IBBA site, trained doctors would do external clinical examinations of the participants & do syndromic management. However, involvement of nearby health facilities is sought to meet the following objectives:

1. Detailed/internal examination where required
2. Giving syphilis test results
3. Treating for syphilis of unknown duration if RPR or Treponostika test is positive
4. Treatment of partner(s)
5. Follow up of STI clinical syndromes diagnosed by the IBBA clinician.
6. Assisting in referral to the VCCTC center for HIV testing.

(The doctors at IBBA would also advise the participants to visit the NGO clinics in future for consultations).

Identification of clinics for referral

For selecting the clinics for above services, it is important to identify the existing services in the district and their network.

1. Make a list of the following
 - a. NGO clinics already available in the district
 - b. List of govt. STI clinics
 - c. List of VCCTC centres
2. Make preliminary enquiries to short list suitable health facilities (based on location of survey sites, quality of care at the health facilities). NGO clinics affiliated with the Avahan project which provide STI services will be first choice partners.
3. Inform the administrative in-charges of the health facilities about the IBBA, the purpose of referrals and intention to visit these with the purpose of exploring partnerships and working out the mechanism of referrals.
4. Visit the short listed health facilities and fill the attached check list for each. During the visit to the health facilities, gaps in knowledge, human resource capacity or equipment should be explored. These should be addressed in discussion with the clinic staff, NGO administrator or the IBBA supervisor.
5. The state PIs or their representatives should after discussion:
 - a. Select the health facilities (consider if clinics have provide services to participants according to the geographical areas they come from)
 - b. How will syphilis test results be communicated (hand-delivered, couriered),
 - c. How much time will it take for the syphilis test results to be available to the participants (time taken for the samples to reach from field to lab + time for results to move from lab to referral clinics)
 - d. Modify the IBBA follow up card/Referral card accordingly
6. Also consider how will participants be referred to VCCTC – by themselves or through the referral clinics. If latter, who should they contact at the referral clinic.
7. Decide on reimbursement for travel to collect syphilis test result
 - i. Amount

- ii. Which facility will reimburse
- iii. Who will reimburse the facility.

The staff of Referral clinic & the IBBA staff should both be oriented on these referral linkages. IBBA follow up card or the Referral card is the link between the IBBA & the referral clinic.

IBBA Follow up card

IBBA Follow Up Card (Referral card)

Purpose of the card

- To assist referrals for individuals who have been seen by the IBBA doctor to the Avahan project or other referral clinics for detailed examination and further treatment if required.
- To provide information on ID numbers so that individuals can collect results of syphilis tests
- To provide information to Avahan project doctor on diagnoses & treatments given at IBBA site

Who receives the card?

- All individuals that participate in the biological component of the IBBA
- All individuals that visit the IBBA doctor, even if they do not participate in the biological component of the IBBA

FRONT SIDE

Referral Card	
ID Number: _____	
Needs to collect test result? YES NO	
Date test results will be available: _____	
<u>Provisional Diagnosis:</u>	
<u>Treatment:</u>	
Reason for referral	
Signature _____	Date _____

BACK SIDE

CLINIC INFORMATION
Name of clinic
Address
Phone number
Key contact person
Working days of the clinic
Timing of clinic

How to fill in the card

FRONT SIDE

- **ID Number** – The doctor should place the correct ID number sticker here
- **“Need to collect test results?”**
 - If the individual participated in the biological component by giving blood samples, the doctor should circle YES as the individual needs to collect the results of the syphilis test from the NGO clinic
 - If the individual did not participate in the biological component, the doctor should circle NO as the individual will NOT need to collect the results of the syphilis test from the NGO clinic
- **Date test results will be available**

If the individual needs to collect test results, the doctor should fill in the date which the test results will be available at the NGO clinic. The date is 5 working days AFTER the date of participation in the IBBA.
- **Provisional Diagnosis**
 - The doctor should provide information on the signs and symptoms of STI that were reported by the individual or seen by the doctor. This will help the NGO clinic doctor to follow up with a detailed examination
- **Treatment**
 - If the respondent was given any type of treatment at the IBBA site, the doctor should provide information on the treatment that was given, dosage, and length of treatment. This will help the NGO clinic doctor to follow up with a detailed examination.
- **Reason for referral**

Write down the reason why the participant is referred to the referral clinic
- **Signature, Date**
 - The doctor should sign the card and date it.

BACK SIDE

- The doctor should provide information to the individual on the NGO clinics including where they are located, their timings, who to contact, etc. The doctor should refer the individual to the nearest clinic. The supervisor will inform the doctor which clinic should be used for referrals. The doctor should circle the names of the clinic where the individual can collect the result of the syphilis test

****NOTE:** If the individual declines to participate in the survey, the front side of the card should be crossed out and the individual should be informed about the Avahan or other clinics that are available to assist the needs of high-risk groups. This card should be given to the respondent so that they know where the clinics are located and the timing of the clinics. (There will be no need to stick the ID no. in such cases) **

Training of IBBA staff on STI referrals

This selection should be done prior to conducting the trainings of the field level staff.

During the training the staff should be told about –

1. Which clinic to refer to for a particular service
2. What are the working hours of the clinic
3. Who is the contact person
4. What amount should be reimbursed to the participants and where (which facility)

5. Who will escort the participant from the clinic, for VCCTC visits

Orientation of the staff of referral clinics

As stated above, there could be gaps in the knowledge of the clinic staff. Also, they need to be oriented to the practices in IBBA. It is therefore advisable to plan for an orientation meeting with the clinic staff in consultation with the respective authorities and the state IBBA team. During this orientation following should be done-

1. Train on gaps identified
2. Orient on IBBA objectives and methods
3. IBBA follow up card
4. How the syphilis test results will be sent to them
5. Recording who/how many respondents collect the results
6. Treatment practices under IBBA
7. Reimbursements for the participants
8. Account keeping for the reimbursements
9. Expectations from clinic staff on other issues (HIV testing etc.)
10. Supervision to check if referrals are convenient for the participants will be done by IBBA staff
11. Contact person's details in case of problems
12. Give the equipment/medicines, if required.