

The Local Health Department may use the funds provided for this Activity to support training for a registered nurse to complete the STD Enhanced Role Registered Nurse (ERRN) training and/or support continuing education for advanced practice providers (APP) and physicians to assure continuing competency as a provider of STD clinical services.

III. Scope of Work and Deliverables:

The Local Health Department shall perform the deliverables in Paragraph 1 and Paragraph 2, and at the Local Health Department's discretion, may choose to use any remaining Activity 610 funds to perform the deliverable in Paragraph 3:

1. **Condoms and Instructions**

- a. Determine which of their clients are at highest risk for HIV/STDs and provide condoms and instructions for these clients. If additional funding for STD prevention activities becomes available within the service period of this Agreement Addendum, an Agreement Addendum Revision may be issued by DPH in order to purchase additional condoms.
- b. Create and maintain a policy to offer condoms to clients at highest risk for HIV/STD.

2. **Patient Educational Materials**

- a. Select patient educational materials appropriate to the population at risk for HIV and other STDs in their jurisdiction and make these materials available to clients at highest risk for HIV and other STDs. If additional funding for STD prevention activities becomes available within the service period of this Agreement Addendum, an Agreement Addendum Revision may be issued by DPH in order to purchase additional education materials.
- b. Create a policy to offer culturally and age appropriate patient educational materials to clients found to be at highest risk for transmission of HIV and other STDs

3. **Staff Training**

- a. Identify staff training needs specific to STD clinical services and continuing competency and use these funds to provide the appropriate training to its registered nurses, advanced practice providers, and physicians, thereby assuring high quality patient care. If additional funding for STD prevention activities becomes available within the service period of this Agreement Addendum, an Agreement Addendum Revision may be issued by DPH in order for the Local Health Department to provide additional staff training.

IV. Performance Measures / Reporting Requirements:

1. **Performance Measure # 1:** The Local Health Department will have a policy to offer condoms to 100% of its clients at highest risk for HIV/STD.

Reporting Requirements: An electronic copy of this condom distribution policy shall be provided to the Regional CDB Nurse Consultant no later than December 1, 2024.

2. **Performance Measure # 2:** The Local Health Department will have a policy to offer culturally and age-appropriate patient educational materials to 100% of its clients found to be at highest risk for transmission of HIV and other STDs.

Reporting Requirements: An electronic copy of this patient education materials distribution policy shall be provided to the Regional CDB Nurse Consultant no later than December 1, 2024.

3. **Performance Measure #3:** If the Local Health Department uses these AA funds to support staff training, it will keep a training log of these educational activities.

Reporting Requirements: An electronic copy of this staff training log shall be provided to the Regional CDB Nurse Consultant no later than May 30, 2025.

V. Performance Monitoring and Quality Assurance:

1. The Regional Technical Assistance and Training Program (TATP) Nurse Consultants will assess the Local Health Department's performance through an annual review of the following:
 - a. Reviewing the Local Health Department's most recent condom distribution and patient education material policies;
 - b. Reviewing annual training logs of STD Clinical services staff (only if using funds to support staff training); and
 - c. Reviewing STD ERRN verification reports (only if using funds to support ERRN training). (STD ERRN verification reports are provided by the LHD to the TATP Nurse Consultants annually under the Agreement Addendum for Activity 536.)
2. Every three years, a TATP Nurse Consultant will assess the Local Health Department's performance by an on-site monitoring visit. At that in-person visit, the TATP Nurse Consultant will observe how both the patient education and condom distribution policies are implemented, via observation of clinic processes and review of medical record documentation of education and condom distribution.
3. If the assessment results in compliance concerns, the Regional TATP Nurse Consultants shall conduct conference calls with the Local Health Department to provide technical assistance. If technical assistance does not prove beneficial, the Agreement Addendum may then be terminated and consideration for future funding may be affected.

VI. Funding Guidelines or Restrictions:

1. Requirements for pass-through entities: In compliance with 2 CFR §200.331 – *Requirements for pass-through entities*, the Division of Public Health provides Federal Award Reporting Supplements to the Local Health Department receiving federally funded Agreement Addenda.
 - a. Definition: A Supplement discloses the required elements of a single federal award. Supplements address elements of federal funding sources only; state funding elements will not be included in the Supplement. Agreement Addenda (AAs) funded by more than one federal award will receive a disclosure Supplement for each federal award.
 - b. Frequency: Supplements will be generated as the Division of Public Health receives information for federal grants. Supplements will be issued to the Local Health Department throughout the state fiscal year. For federally funded AAs, Supplements will accompany the original AA. If AAs are revised and if the revision affects federal funds, the AA Revisions will include Supplements. Supplements can also be sent to the Local Health Department even if no change is needed to the AA. In those instances, the Supplements will be sent to provide newly received federal grant information for funds already allocated in the existing AA.