

HIV POSITIVE INITIAL NOTIFICATION COUNSELING CHECKLIST

(For use of this form, see USMEPCOM Regulation 40-8)

FOR OFFICIAL USE ONLY

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Applicant Name:

Last Four SSN:

MEPS:

Date:

Requirement: The MEPS provider must state any comment(s) in quotations. Check-mark or initial the appropriate block once completed; annotate N/A for items that are not applicable.

Before the HIV Positive Counseling Begins

Obtain the applicant's record and review all records to verify identifying information.

Assemble all documents needed to conduct counseling, including documents provided to be provided to the applicant.

Establish a confidential, professional environment; create a calm and caring atmosphere which fosters open dialogue.

Permit only authorized attendees to be present for the HIV Positive counseling.

In a confidential setting, verify the applicant's identity by asking applicant to:

- Recite full name, SSN, and date of birth.
- Confirm the identity in E-Security.

MEPS CDR or OPSO and CMO or Medical NCOIC/SUP HT will confirm that all identification responses are accurate.

NOTE: If the MEPS has any identity concerns, the counseling will be suspended, keep the applicant at the MEPS and contact J-7/MMD and MEJA immediately for further guidance.

During the HIV Positive Counseling

1. "We are here today to discuss the results of the blood test taken during your medical examination at the MEPS. You consented to a blood test for HIV. The test results are positive. This means you have been exposed to the HIV virus".

Review the FACT SHEET: Answer questions as they arise.

2. "HIV causes AIDS. This positive test does not mean you have AIDS. It only means you have been exposed to the virus that causes AIDS. At this time, you are disqualified for military service.

3. "We recommend that you seek a medical evaluation of your condition as soon as possible. We have an information packet for you with a letter confirming our conversation today. The packet contains an information fact sheet, list of HIV counseling services, and copies of your medical examination forms. You should take the letter and examination forms to a physician as soon as possible. The physician needs to know that your blood sample tested ELISA positive with Western Blot confirmation.

4. Restate all major points of the counseling. " We would like to give you the opportunity to provide another specimen today to confirm the results of your first test". Inform the applicant that they will receive a status notification for the confirmation test via certified mail (if the applicant consents to a redraw confirmation test).

5. Inform military members that their chain of command will be notified of the test results.

6. Conclude with a statement such as: "Thank you for your interest in serving your country."

7. Escort the applicant to the medical section lab to obtain redraw specimen.

8. Release the applicant to the recruiting service to escort the applicant home.

