

OPERATOR CERTIFICATION

Purpose

Each person running the test must be trained according to the NJ Rapid HIV Testing Support Program policy. Training will be provided by the NJ Rapid HIV Testing Support Program trainers. The NJ Rapid HIV Testing Support Program must be notified of all new hires or resignations.

Recertification of individuals performing testing is performed six (6) months after the initial certification and annually thereafter via a written test given at the site. The individual's technique will also be reviewed by direct observation, review of quality control records and documentation of having obtained proper results on quality control (QC) samples and proficiency test (PT) specimens provided through the NJ Rapid HIV Testing Support Program's clinical coordinator. Correct QC results must be performed in accordance with specific procedures, or certification will lapse. All personnel who are certified and actively testing clients, running controls or proficiencies are required to recertify annually.

Initial Training

Initial training of testing personnel shall include:

- Attendance at a NJ Rapid HIV Testing Support Program training session conducted by one of the program's designated trainers.
- Review of general aspects of the NJ Rapid HIV Testing Support Program.
- Review of general aspects of Point of Care laboratory testing
- Successful performance of the tests being trained for using blind samples, under the observation of the trainer.
- Successful completion of a competency exam for the Rapid HIV test.

Annual recertification shall be based on:

- Successful performance of quarterly QC and/or PT samples during the prior year.
- Successful completion of a written or electronic competency assessment exam required 6 months post certification and annually thereafter.
- Successful performance of the test under direct observation by the NJ Rapid HIV Support Program's designated staff member.

Records of certification and re-certification shall be maintained in the NJ Rapid HIV Testing Support Program office.

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