

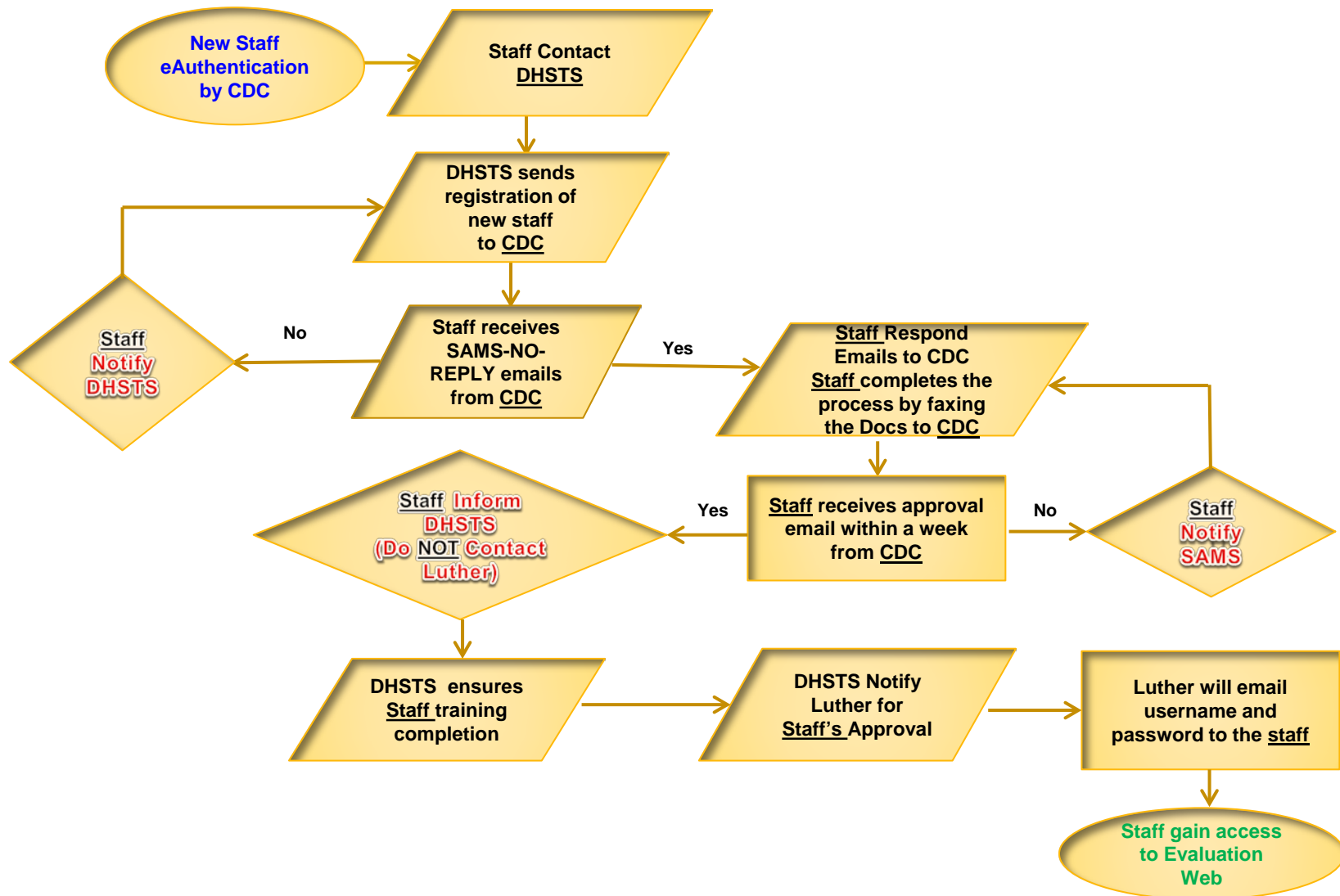


Evaluation Web

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May 07, 2015

Evaluation Web Electronic Authentication

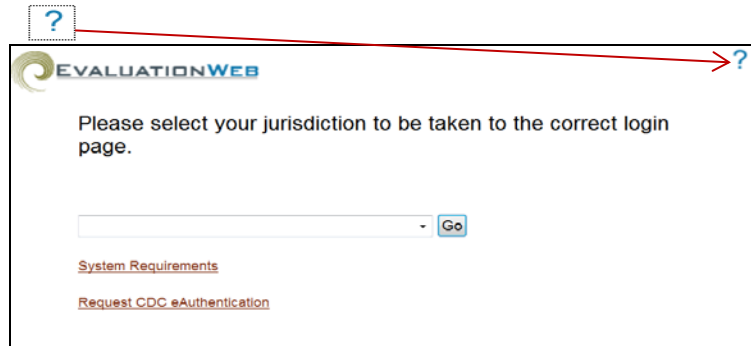


Evaluation Web HIV Testing form

-----Evaluation Web HIV Test Template (Paper Form) -----

- Evaluation Web site --- www.Evaluationweb.com

- Click on



?

EVALUATIONWEB

Please select your jurisdiction to be taken to the correct login page.

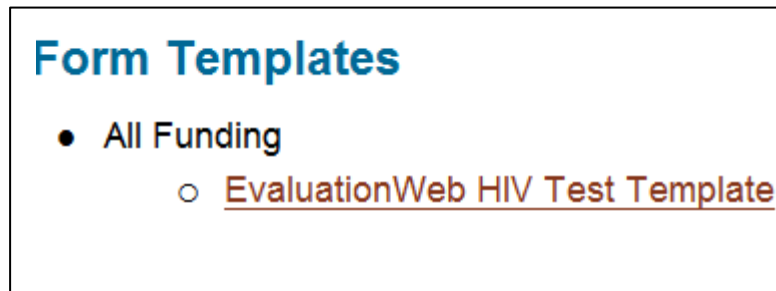
- Go

[System Requirements](#)

[Request CDC eAuthentication](#)

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- Click on [EvaluationWeb HIV Test Template](#)



Form Templates

- All Funding
- [EvaluationWeb HIV Test Template](#)

- **NO Change in Evaluation Web 2014 HIV Test Template Vs Evaluation Web 2015 HIV Test Template**

Evaluation Web HIV Positive Clients

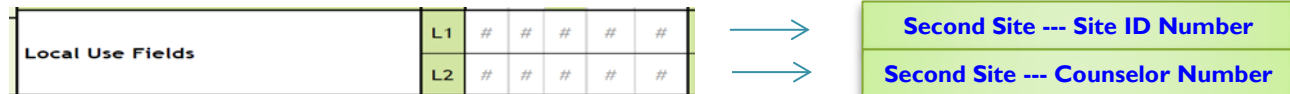
----- Rapid Test at Non-Treatment Site-----

If the testing site (first site) is **NOT** a Rapid Rapid Testing Site, perform the first Rapid test and confirm the positive result by sending the client to a Rapid RapidTesting/Treatment site(second site) which will perform a second Rapid test and link any positive client to treatment within the same or next business day.

To Do Checklist --- Mandated by DHSTS:

- ✓ First site is responsible in collecting the data of the first test and the second test in the HIV testing form (Evaluation Web HIV TEST TEMPLATE) and also entering the data in the Evaluation Web. Documenting and reporting the HIV testing data is ONLY required by the first site.

EVALUATION WEB HIV TEST TEMPLATE (Paper form)



EVALUATION WEB SYSTEM



- ✓ Second Site is responsible in promptly sending the second test information in the NJ HIV POSITIVE TRACKING FORM to the first site and linking the client to treatment.
- ✓ First site is responsible in mailing the Evaluation Web HIV TEST TEMPLATE Pages 1, 2 and 3 to the Surveillance Unit

WHAT NOT TO DO

- × Second Site should NOT collect the data in the HIV testing form or enter the data in the Evaluation Web
- × First site should NOT avoid mailing the completed HIV testing form to Surveillance Unit

Evaluation Web

Linking Data – Index Client & Partner

-----Current Data Processing Procedure for a HIV Positive client-----

- Enter the **HIV Test 1** information in the **Evaluation web HIV template**.
- Update the template by entering **HIV test 2** information
- Complete the template by entering referred to **Medical Care**, referred to **Partner Services**, **Housing Status** etc.....
- Promptly **Mail** the completed template to **Surveillance**.
- Ensure the data is entered completely with the updated information in the Evaluation Web

-----How many partners are tested by CTR Counselors -----

!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!! How to Capture in HIV testing Template & Evaluation web !!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!

If the client (Index Client) brings in the partner(s), the client (Index Client) and partner get tested;

In the Partner's chart, the Index Client Form ID can be entered in the Local variable 3 box

Partners Chart – HIV testing Template

Enter or adhere form ID		NJDHPPPPPP										
Session Date		M	M	D	D	Y	Y	Y	Y			
Local Use Fields	L1	#	#	#	#	#	L3	#	#	#	#	#
	L2	#	#	#	#	#	L4	#	#	#	#	#

Index Client Form ID : NJDHCCCCC

Partners Chart – Evaluation Web

2012-2017 Form

ID Form ID:

Agency Session Date:

Program Announcement:

Site:

Client ID:

Year of Birth:

Client State:

Local Local Use Field 1:

Local Use Field 2:

Local Use Field 3:

Local Use Field 4:

Index Client Form ID : NJDHCCCCC

Evaluation Web

Rules Of Behavior

-----System User Responsibilities-----

- User should read carefully the Rules of Behavior addressed in the system (first time users / change password every 60 days)
- Log-in to the system every 30 days to keep the account unlocked
- Contact DHSTS /LUTHER for account Unlock or Re-set Password
- Un-authorized staff is NOT allowed to access the Evaluation Web
- User ID, Pin Code and Password should NOT be shared
- Log-out of the system promptly before leaving the desk
- Agency staff changes should be notified to DHSTS immediately
- Report any breaches promptly to DHSTS