

HIV Testing Chart Review Tool

Agency:			Client Chart ID # →															
Reviewer:																		
Date:																		
Number of charts reviewed:																		
All HIV positive charts are required to be reviewed.											Y = Yes							
Minimum chart requirements.											N = No							
	1.	Chart includes client's race, sex, ethnicity and DOB.																
	2.	Signed consent form is in the file (if anonymous, consent is appropriately signed).																
	3.	Copy of HIV test result is in the file.																
	4.	Documentation of a brief risk assessment conducted.																
	5.	Documentation that basic information about HIV infection and HIV testing provided.																
	6.	Referrals are documented as appropriate.																
	7.	Copies of other lab results are in the file (if applicable).																
Complete the following for positive charts only:																		
	1.	Referral, follow up and confirmation to HIV related medical care is tracked and documented.																
	2.	Public Health follow-up referrals (including but not limited to coordination of partner services and result notification) are made and documented as negotiated.																
	3.	Documentation that names of positives persons are reported to the local health department.																