



Republic of the Philippines
 Department of Health
OFFICE OF THE SECRETARY

JAN 09 2015

MEMORANDUM CIRCULAR
 NO. 2015 - 002

TO : ALL HIV TESTING FACILITIES (SOCIAL HYGIENE CLINICS, TB-DOTS FACILITIES, ANTENATAL CLINICS, OFW CLINICS, ETC.), CHIEF OF MEDICAL CENTERS AND HOSPITALS, TREATMENT HUBS, PRIVATE LABORATORIES AND ALL OTHER CONCERNED

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SUBJECT : REVISION OF THE REPORTING SYSTEM FOR THE NEWLY-DIAGNOSED PEOPLE LIVING WITH HIV (PLHIV), BASELINE ASSESSMENT FOR ART ELIGIBILITY, HIV CARE, TREATMENT, AND MORTALITY IN ACCORDANCE WITH THE NEW NATIONAL ART AND TB-HIV GUIDELINES

With reference to the abovementioned subject, all HIV testing facilities (TB-DOTS facilities, Social Hygiene Clinics, private laboratories, antenatal clinics, OFW clinics, hospitals, etc.) and treatment hubs are hereby informed regarding the revision of the reporting forms for newly-diagnosed People Living with HIV (PLHIV), HIV care, treatment, and mortality in accordance with new national ART and TB-HIV guidelines. Pursuant to *RA 8504, Article V Section 28* which states, "The Department of Health (DOH) through its AIDSWATCH monitoring shall receive, collate, and evaluate all HIV/AIDS related medical reports," the Epidemiology Bureau is the DOH's focal point in charge of health surveillance and mandated by law to determine and monitor the magnitude and progression of HIV infection in the Philippines (R.A. 8504 Article V).

In order to improve the reporting system and to accommodate the new indicators for the new national ART and TB-HIV protocol, the following guidelines are to be followed:

1. All HIV testing facilities (TB-DOTS facilities, Social Hygiene Clinics, antenatal clinics, OFW clinics, private laboratories, etc.), treatment hubs, satellite treatment hubs and hospitals shall use and report the following revised forms to the Epidemiology Bureau:

Form	Title	Description
Form A	Personal Information Sheet (Appendix A)	This form will be filled out when a person visits an HIV testing facility for HIV test. This includes the informed consent form which shall be accomplished prior to HIV testing.
Form A-MC	Supplemental Personal Information Sheet For Mothers and Children (Appendix B)	This form applies to ALL pregnant women (regardless of HIV status) and ALL children of HIV-positive mothers. This will be filled out along with Form A prior to HIV testing.

AMENDED by

No. 2015-002-A

Date June 8, 2015

Posted on/by: June 16, 2015/mjg

Form B	Baseline Antiretroviral Therapy (ART) Eligibility (Appendix C)	This form will be used to assess whether a PLHIV is eligible for ART or not: <ul style="list-style-type: none"> • Includes newly-diagnosed PLHIV who are yet to enter primary HIV care • Includes previously-diagnosed PLHIV who did not engage with any HIV care provider after diagnosis • Does not include PLHIV who are already in HIV care • Does not include PLHIV who are new to health care provider but was previously in HIV care with another provider
Form C	Continuing Care (Appendix D)	This form will be used when PLHIV return for follow-up and ARV refill. It aims to capture: <ul style="list-style-type: none"> • ART eligibility for patients who are not yet on ART and • Treatment response for patients who are already on ART.
Form E	ART Enrollment (Appendix E)	This form will be applied to PLHIV who will be started on ART. This can be found: <ul style="list-style-type: none"> • At the back page of Form B (to be filled out once a PLHIV, who was not previously in HIV care, is assessed to be eligible for ART) • As a separate sheet (for PLHIV who was not previously enrolled to ART because of ineligibility but is finally assessed to be eligible for ART after several follow-up sessions).
Form D	Mortality Case Report (Appendix F)	This form will be filled out for PLHIV who have died regardless of cause. This will only apply to HIV-positive individuals confirmed by the STD/AIDS Cooperative Central Laboratory (SACCL).

This is in accordance with:

- Administrative Order No. 2014-0005 otherwise known as the “**Revised Policies and Guidelines in the Collaborative Approach of TB and HIV Prevention and Control**”
- Administrative Order No. 2014-0031, “**Policies and Guidelines on the Use of Antiretroviral Therapy (ART) Among People Living with Human Immunodeficiency Virus (HIV) and HIV-exposed Infants**”
- **Department Circular No. 176 series 2001.**

2. The Regional Epidemiology Surveillance Units (RESUs) shall be responsible for the dissemination of the guidelines and other materials for reporting.

This memorandum circular hereby directs all recipients to strictly adhere to the abovementioned guidelines and shall take effect immediately.