



**HIV/AIDS Bureau (HAB)
 Division of State HIV/AIDS Programs (DSHAP)
 Ryan White HIV/AIDS Program (RWHAP) Part B
 Administrative Reverse Site Visit Agenda
 October 23-25, 2019**

Day 1: October 23, 2019

9:00 AM – 4:30 PM

Moderator: Dr. Rene Sterling, Deputy Director, DSHAP

9:00 AM - 9:10 AM	Opening Remarks Location: The Bethesdan Ballroom	Dr. Susan Robilotto Director, DSHAP, HAB	Welcoming of all participants
9:10 AM - 9:30 AM	Welcome and Health Resources and Services Administration (HRSA) Remarks Location: The Bethesdan Ballroom	Dr. Laura Cheever, Associate Administrator, HAB	Overview of Department of Health and Human Services (HHS), HRSA, and HAB priorities
9:30 AM - 9:40 AM	DSHAP Announcements	Dr. Rene Sterling, Deputy Director, DSHAP, HAB	Announcements from the DSHAP Deputy Director
9:40 AM - 9:55 AM	Break		
9:55 AM - 11:30 AM	RWHAP Part B Legislation and Policies Location: The Bethesdan Ballroom	<u>Presenters:</u> Elizabeth Saindon, Senior Attorney, Office of the General Counsel, HHS Antigone Dempsey, Director, Division of Policy and Data (DPD), HAB	<u>Objective:</u> Participants will learn about the RWHAP legislation, requirements for client eligibility, allowable services as detailed in PCN 16-02, payor of last resort, and what vigorously pursue means in the context of RWHAP Part B services <u>Evaluation Survey</u> https://www.surveymonkey.com/r/D2SP69K
11:30 AM - 12:45 PM	Lunch		
12:45 PM – 1:45 PM	Developing Service Standards Location:	<u>Presenter:</u> Marlene Matosky Chief – Clinical and Quality Branch, DPD, HAB	<u>Objective:</u> Participants will gain an understanding of how to develop comprehensive service standards and how the RWHAP Part A and Part C requirements may impact or influence these across the state,

	The Bethesdan Ballroom		how the service standards (also referred to as standards of care) relate to PCN 16-02, and how to ensure service standards detail the requirement for eligible clients and allowable services defined by the PCNs. <u>Evaluation Survey</u> https://www.surveymonkey.com/r/D76Q3T6	
1:45 PM - 2:00 PM	Break			
Interactive Workshops				
	Group I: Fiscal	Group II: Clinical Quality Management	Group III: ADAP	Group IV: Administration
	Location: Bethesdan A	Location: Bethesdan B	Location: Bethesdan C	Location: Bethesdan D
2:00 PM - 4:00 PM	<p><i>Money Matters</i></p> <p><u>Objective:</u> Participants will learn about fiscal monitoring standards and how to implement the standards.</p> <p>Participants will gain a better understanding of fiscal monitoring of subrecipients for unit costs, indirect costs, and fringe.</p> <p>In the second half of the session, participants will develop approaches on how to implement the standards.</p> <p><u>Presenters:</u></p> <p>James Pugh Grants Liaison, Office of Program Support, HAB</p> <p>Tanya Gunn Policy Advisor,</p>	<p><i>What is required for a CQM program? Help!</i></p> <p><u>Objective:</u> Participants will learn about the expectations for RWHAP Part B grant recipients when developing and implementing a clinical quality management (CQM) program. Topics discussed include CQM plans, quality improvement projects, and PCN #15-02.</p> <p>In the second half of the session, participants will join “roundtable” conversations with members of the Clinical and Quality Branch and fellow recipients about one of the following topics. Bring your questions and items to discuss. This is an opportunity to receive targeted technical assistance</p>	<p><i>AIDS Drug Assistance Program (ADAP) 101</i></p> <p><u>Objective:</u> Participants will learn the basics about ADAP, meeting HRSA’s requirements for ADAPs, coverage under ADAP Health Insurance Assistance.</p> <p>In the second half of the session, participants will be divided into small groups, which will discuss questions related to ADAPs, including eligibility, certification, rebates/ program income, and recertification.</p> <p><u>Presenters:</u> Glenn Clark, ADAP Advisor, DSHAP, HAB</p> <p><u>Evaluation Survey</u> https://www.surveymo nkey.com/r/DHDS96G</p>	<p><i>Subrecipient Monitoring</i></p> <p><u>Objective:</u> Participants will learn about the requirements of programmatic and universal standards of subrecipient monitoring.</p> <p>In the second half of the session, participants will break into groups and discuss policies and tools related to subrecipient monitoring requirements.</p> <p><u>Presenters:</u> CDR Anita Edwards, Southern Services Branch Chief, DSHAP, HAB</p> <p>Steve Bailey MSCG Consultant</p> <p><u>Evaluation Survey</u></p>

	<p>Office of Program Support, HAB</p> <p>Lolita Cervera MSGC Fiscal Consultant</p> <p><u>Evaluation Survey</u> https://www.surveymonkey.com/r/DWNSGH B</p>	<p>from HRSA CQM staff.</p> <p><u>Topics:</u></p> <ul style="list-style-type: none"> • Clinical quality management committee • Stakeholder involvement • Working with subrecipients • Performance measurements and quality improvement. <p><u>Presenters:</u></p> <p>Marlene Matosky Chief</p> <p>Katrina Jackson, Nurse Consultant</p> <p>Amelia Khalil, Lead Analyst</p> <p>Chep Maritim, Nurse Consultant</p> <p>Marlene Matosky, Chief</p> <p>Chris Redwood, Nurse Consultant</p> <p>Clinical and Quality Branch, Division of Policy and Data, HAB</p> <p><u>Evaluation Survey</u> https://www.surveymonkey.com/r/D3RYPK J</p>		<p>https://www.surveymonkey.com/r/YTB2JK K</p>
<p>4:00 PM- 4:15 PM</p>	<p>Break & Return to Ballroom</p>			
<p>4:15 PM - 4:30 PM</p>	<p>Q&A and Wrap- Up</p> <p>Location: The Bethesdan Ballroom</p>	<p><u>Moderator:</u> Dr. Rene Sterling, Deputy Director, DSHAP, HAB</p>		

Moderator: Andrea Zeigler, Branch Chief, Western Services Branch, DSHAP

8:30 AM – 8:45 AM	Welcome Location: The Bethesda Ballroom	<u>Presenter:</u> Dr. Rene Sterling, Deputy Director, DSHAP, HAB	<u>Objective:</u> Dr. Sterling will provide a recap of Day 1 sessions and overview of expectations for Day 2	
8:45 AM – 9:45 AM	2019 Hot Topic Overview of RWHAP Part B Minority AIDS Initiative Location: The Bethesda Ballroom	<u>Presenters:</u> Glenn Clark, ADAP Advisor, DSHAP, HAB Steve Bailey MSCG Consultant	<u>Objective:</u> Participants will learn about the Minority AIDS Initiative (MAI) and how to utilize funding in compliance with RWHAP Part B legislation and policies. Participants will also learn about HRSA’s requirements for data collection and reporting <u>Evaluation Survey</u> https://www.surveymonkey.com/r/YZXS8CN	
	2019 Hot Topic Integrating and Leveraging Housing within RWHAP Part B Systems of Care Location: The Bethesda Ballroom	<u>Presenters:</u> Amy Griffin, Public Health Analyst, DSHAP Dr. Jeffrey Maras, Ryan White Part B Administrator, Illinois Department of Public Health Renee Cirillo, Program Specialist, HIV Care and Treatment, New Jersey Department of Health	<u>Objective:</u> Participants will learn why housing is an important topic that should be addressed within a RWHAP Part B, and mechanisms to address housing needs at the state level. The Illinois Department of Public Health and New Jersey Department of Health will present on how each state addresses housing needs for people with HIV <u>Evaluation Survey</u> https://www.surveymonkey.com/r/28LXX9G	
9:45 AM – 10:00 AM	Break			
Interactive Workshops				
10:00 AM - 11:45 AM	Group I: Fiscal Location: Bethesda A	Group II: Clinical Quality Management Location: Bethesda B	Group III: Data Reporting Location: Bethesda C	Group IV: Administration Location: Bethesda D
	<i>RWHAP Part B Reporting Requirements (Part I)</i> <u>Objective:</u> Participants will gain an understanding of the	<i>Data to Care Strategies</i> <u>Objective:</u>	<i>Data Reports (Part I)</i> <u>Objective:</u> Participants will learn more about RWHAP	<i>Site Visits (Part I)</i> <u>Objective:</u> Participants will learn the basics of HRSA

	<p>purpose and expectations when completing RWHAP Part B reporting requirements.</p> <p><u>Presenters:</u> Wendy Briscoe, Reporting Requirements Workgroup Chair, Project Officer, DSHAP, HAB</p> <p>CDR LaMar Henderson Northeastern Central Services Branch Chief, DSHAP, HAB</p> <p>Kerry Hill, Reporting Requirements Workgroup Co-Chair, Project Officer, DSHAP, HAB</p> <p><u>Evaluation Survey</u> (https://www.surveymonkey.com/r/2LPZWVR)</p>	<p>Participants will discuss the use of data analysis, interpretation, data sharing practices, and implementation for quality improvement.</p> <p><u>Presenters:</u> Jennifer Reuer, HIV Surveillance Epidemiologist, Washington Department of Health</p> <p>Stacy Cohen, MPH Chief, Division of Policy and Data, HAB</p> <p>Dr. Pamela Klein, Health Scientist, Division of Policy and Data, HAB</p> <p><u>Evaluation Survey</u> (https://www.surveymonkey.com/r/29CSVL8)</p>	<p>Services Report (RSR) data reporting requirements, the completion of the RSR, common issues with the RSR, and ways to use the RSR for program implementation.</p> <p><u>Presenters:</u> Glenn Clark, ADAP Advisor, DSHAP, HAB</p> <p>Miranda Fanning, Supervisory Public Health Analyst, Division of Policy and Data, HAB</p> <p>Amy Griffin, Project Officer, DSHAP, HAB</p> <p><u>Evaluation Survey</u> (https://www.surveymonkey.com/r/2DHZGBT)</p>	<p>site visits, subrecipient site visits, corrective action plans, and Resource Innovation Team (RIT) visits.</p> <p><u>Presenters:</u> Jose Au Lay, Public Health Analyst, DSHAP</p> <p>Kim Brown, Public Health Analyst, DSHAP</p> <p>Kenya Young, Public Health Analyst, DSHAP</p> <p>April Fields, DSHAP Program Analyst</p> <p>Allison R. Hatchett, MPH, Director Alabama Dept. of Health</p> <p>Bridget Reeder CQM Manager Alabama Dept. of Health</p> <p><u>Evaluation Survey</u> (https://www.surveymonkey.com/r/2Z8GST2)</p>
11:45 AM - 1:00 PM	Lunch			
	Group I: Fiscal	Group II: Clinical Quality Management	Group III: Data Reporting	Group IV: Administration
	Location: Bethesda A	Location: Bethesda B	Location: Bethesda C	Location: Bethesda D
1:00 PM - 2:45 PM	<i>RWHAP Part B Reporting Requirements (Part II)</i>	<i>Review Your CQM Plan</i>	<i>Data Reports (Part II)</i>	<i>Site Visits (Part II)</i>
	<u>Objective:</u> Participants will gain an understanding of the	<u>Objective:</u> With the guidance of Clinical and Quality	<u>Objective:</u> Participants will learn more about ADAP Data Report (ADR) data	<u>Objective:</u> In this session, participants will break into 4 groups and

	<p>purpose and expectations when completing RWHAP Part B reporting requirements.</p> <p><u>Presenters:</u> Wendy Briscoe, Reporting Requirements Workgroup Chair, Project Officer, DSHAP, HAB</p> <p>CDR LaMar Henderson Northeastern Central Services Branch Chief, DSHAP, HAB</p> <p>Kerry Hill, Reporting Requirements Workgroup Co-Chair, Project Officer, DSHAP, HAB</p> <p><u>Evaluation Survey</u> (https://www.surveymonkey.com/r/CLQBQ5W)</p>	<p>Branch staff, participants will review their own CQM plan in a small group setting. Presenters will demonstrate the use of a review tools. Participants will leave the session having identified sections of their CQM plan that need to be updated or revised based on PCN 15-02. Recipients need to bring a copy of their CQM plan to this session.</p> <p><u>Presenters:</u> Katrina Jackson, Nurse Consultant</p> <p>Amelia Khalil, Lead Analyst</p> <p>Chep Maritim, Nurse Consultant</p> <p>Marlene Matosky, Chief</p> <p>Chris Redwood, Nurse Consultant</p> <p>Clinical and Quality Branch, Division of Policy and Data, HAB</p> <p><u>Evaluation Survey</u> (https://www.surveymonkey.com/r/C7R6DWB)</p>	<p>reporting requirements, the completion of the ADR, common issues with the ADR, and ways to use the ADR for program implementation</p> <p><u>Presenters:</u> Glenn Clark, ADAP Advisor, DSHAP, HAB</p> <p>Miranda Fanning, Supervisory Public Health Analyst, Division of Policy and Data, HAB</p> <p>Amy Griffin, Project Officer, DSHAP, HAB</p> <p><u>Evaluation Survey</u> (https://www.surveymonkey.com/r/CDZXTYJ)</p>	<p>review site visit findings for each of the site visit component and discuss potential ideas for corrective actions.</p> <p><u>Presenters:</u> Jose Au Lay, Public Health Analyst, DSHAP</p> <p>Kim Brown, Public Health Analyst, DSHAP</p> <p>Kenya Young, Public Health Analyst, DSHAP</p> <p>April Fields, DSHAP Program Analyst</p> <p><u>Evaluation Survey</u> (https://www.surveymonkey.com/r/CC368VP)</p>
2:45 PM - 3:00 PM	Break & Return to the Ballroom			
3:00 PM - 3:45 PM	<p>Innovative ways to spend RWHAP Part B funds</p> <p>Location: The Bethesdan Ballroom</p>	<p><u>Presenters:</u> Andrea Zeigler Western Services Branch Chief, DSHAP, HAB</p>	<p><u>Objective:</u> Participants will learn about RWHAP Part B funding (X07, X08, and X09) and the proper utilization of RWHAP Part B funds. Participants will also discuss creative mechanisms to expend funds to address HIV/AIDS disparities in the state</p> <p><u>Evaluation Survey</u></p>	

		<p>Representatives from the South Carolina Department of Health:</p> <ul style="list-style-type: none"> • Leigh Oden, Part B Administration Manager • Roshan McDaniel, ADAP Manager • Christal Davis, Solutions and Integrations Manager • Ali Mansaray, STD/HIV/Hepatitis Division Director 	https://www.surveymonkey.com/r/CXTLQKR
3:45 PM - 4:20 PM	<p>Training and Technical Assistance</p> <p>Location: The Bethesdan Ballroom</p>	<p><u>Presenters:</u> Kibibi Matthews-Brown, Public Health Analyst, DSHAP</p> <ul style="list-style-type: none"> • John Snow Inc. (JSI) • HRSA HAB's Office of Technical Capacity and Development (OTCD) • National Alliance of State and Territorial AIDS Directors (NASTAD) 	<p><u>Objective:</u> Participants will be provided an overview of the technical assistance opportunities available to them</p> <p><u>Evaluation Survey</u> https://www.surveymonkey.com/r/CP58R2K</p>
4:20 PM- 4:30 PM	<p>Q&A and Wrap- Up</p> <p>Location: The Bethesdan Ballroom</p>	<p><u>Moderator:</u> Andrea Zeigler Branch Chief, Western Services Branch, DSHAP</p>	
Day 3: October 25, 2019			
8:30 AM – 12:00 PM			
<p>Moderator: CDR LaMar Henderson, Branch Chief, Northeastern Central Services Branch, DSHAP</p>			
8:30 AM – 8:45 AM	<p>Welcome</p> <p>Location:</p>	<p>Dr. Susan Robilotto Director, DSHAP, HAB</p>	<p><u>Objective:</u> Dr. Robilotto will provide a recap of Day 2 sessions and overview of expectations for Day 3</p>

	The Bethesdan Ballroom		
8:45 AM – 9:30AM	2019 Hot Topic RWHAP funds and allowable uses to support syringe services programs (SSP) Location: The Bethesdan Ballroom	<u>Presenters:</u> Laura Pegram NASTAD Amanda Bowes NASTAD	<u>Objective:</u> Participants will learn how to comply with RWHAP Part B legislation and policies when using funds to support SSPs <u>Evaluation Survey</u> https://www.surveymonkey.com/r/JKCZV6J
9:30 AM - 10:00 AM	Special Projects of National Significance (SPNS) projects that can be replicated by recipients Location: The Bethesdan Ballroom	<u>Presenters:</u> Sara Woody, Project Officer, Office of Training and Capacity Development, HAB Melinda Tinsley, Project Officer, Office of Training and Capacity Development, HAB	<u>Objective:</u> Participants will hear a review of recent SPNS initiatives that can be replicated within jurisdictions <u>Evaluation Survey</u> https://www.surveymonkey.com/r/X5BL9JQ
10:00 AM - 10:30 AM	Successful models for using RWHAP Part B funding for incarcerated people with HIV Location: The Bethesdan Ballroom	<u>Presenters:</u> Connie Jorstad Public Health Analyst,, Division of Policy and Data, HAB Courtney Elrod, MSW, LISW-S HIV Community-Based Program Manager Ohio Department of Health	<u>Objective:</u> Participants will receive an overview of PCN 18-02 - The Use of Ryan White HIV/AIDS Program Funds for Core Medical Services and Supportive Services for People with HIV Who Are Incarcerated and Justice Involved Stories of success addressing people with HIV within the justice system <u>Evaluation Survey</u> https://www.surveymonkey.com/r/NL9BR75
10:30 AM - 10:45 AM	Break		
10:45 AM - 11:45 AM	Integrated Planning Location: The Bethesdan Ballroom	<u>Presenters:</u> Amy Griffin, DSHAP Juli Hook, JSI Julie Powers, JSI	<u>Objective:</u> Participants will gain an understanding of what an integrated plan is, components of the plan, and models of integrated planning bodies <u>Evaluation Survey</u> https://www.surveymonkey.com/r/NCP25BM

11:45 AM - 12:00 PM	Closing Remarks Location: The Bethesdan Ballroom	<u>Presenter:</u> Dr. Susan Robilotto Director, DSHAP, HAB	<u>Objective:</u> The DSHAP Director will provide a conclusion to the ARSV
------------------------	---	---	--

Your feedback is critical to ensuring the success of future training opportunities. We appreciate your taking the time to complete a survey for each ARSV session you attended, and the ARSV meeting overall.

Evaluation Link for the Administrative Reverse Site Visit Meeting Overall
<https://www.surveymonkey.com/r/YNVXMJF>