
HAB Quarterly E-News

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Inside this Issue:

CDC/HRSA Advisory Committee Meeting (CHAC)
DSHAP Administrative Reverse Site Visit (ARSV)
Consultant Article Submissions
HANCb Nursing Certifications
Consultant Training and Refreshers Profile Updates
Meet a Logistics Coordinator
Consultant Highlights
HAB Toolkit
Reminders
HIV/AIDS Awareness Days

CDC/HRSA Advisory Committee (CHAC)

On October 24th and 25th, the Division of Policy and Data (DPD) hosted the CHAC meeting on HIV, Viral Hepatitis, and STD Prevention and Treatment at HRSA. The CHAC advises the Secretary of HHS, the Director of CDC, and the Administrator of HRSA regarding objectives, strategies, policies, and priorities for HIV, Viral Hepatitis, and STD prevention and treatment efforts¹.

Three panels took place at this meeting:

- Panel 1: Reducing Barriers and Improving Outcomes in HIV and HCV Co-infection.
- Panel 2: Special Presentations.
 - Congenital Syphilis and Coordinating Success.
 - A Framework for Operationalizing Quality of Life.
- Panel 3: Innovative Payment Models/Pathways to Addressing Social Determinants of Health.

The MSCG, Inc. team aided in the event coordination by rostering panelists, escorting, guiding, and helping attendees through security throughout the event.

Administrative Reverse Site Visit (ARSV)

The Division of State HIV/AIDS Program (DSHAP) hosted its Administrative Reverse Site Visit (ARSV) at HRSA from November 14th to 16th. The ARSV's goal is to develop proactive approaches to training recipient staff on the functions of successful grant oversight and implementation through in-depth and hands-on technical assistance. This event provided interactive training opportunities for RWHAP clients across the United States, Puerto Rico, the U.S. Virgin Islands, and six U.S. territories. Lolita Cervera, Steve Bailey, and Dave Shippee, three of MSCG, Inc.'s seasoned consultants, gave presentations and actively supported DSHAP recipients throughout the four-day event.

The MSCG, Inc. team was on-site throughout the event, helping attendees through security, guiding them to different workshops/seminars, and timekeeping. They also supported the event from a technical perspective by developing the registration page, monitoring registration, creating name tags, developing evaluations for each session, and analyzing response data.

Consultant Article Submissions

MSCG, Inc. is always looking to enhance its quarterly ENews. We invite all consultants who believe they have knowledge to impart to their fellow consultants to consider contributing an article to the Quarterly E-News. Please use the "HANCb Nursing Certifications" article, contributed by Richard Gettings, within this issue if you would like an example of a submission. If you are interested in contributing or have any questions, please contact Michael Mirda at MMirda@IMStrategists.com

1. CDC Federal Advisory Committees (FAC)

HIV/AIDS Nursing Certification Board (HANCB) Nursing Certifications ---

In October of 2023, Richard Gettings, a clinical consultant for MSCG, Inc., presented at ANAC in New Orleans. As president of the HANCB, he spoke about the benefits of acquiring a certification in AIDS care. With nurses at the forefront of HIV patient satisfaction, one's ability to be an advocate and provide better patient satisfaction is paramount in today's fight to end the HIV epidemic.

Since 1996, HANCB has been offering the AIDS Certified Registered Nurse (ACRN), Advanced AIDS Certified Registered Nurse (AACRN), and AIDS Certified Licensed Practical Nurse (ACLPN) certifications to nurses within AIDS-related care, not only to advance their skills but to help hard-working nurses stand out. Professional certifications are a mark of excellence, an indication of current knowledge, that can be used as an effective means for nurses to demonstrate their competency and quality of work. Certified nurses are recognized by their peers, patients, supervisors, and administrators for their distinguished status in this specialty. Often, they find themselves able to advance their career more easily, allowing for higher earning potential.

So, who is qualified for these certifications? In 2020, the HANCB board unanimously approved restructuring the initial certification process for the ACLPN and the ACRN certifications. For these certifications, licensed nurses who have two years of experience or more in clinical practice, education, management, or research related to HIV can begin the application process. Candidates must also complete the National HIV required modules curriculum (<http://www.hiv.uw.edu/>) and earn CNE on 25 for ACLPN and 32 for ACRN.

“This was an amazing learning experience and one that will benefit me for many years to come.”

For the AACRN certification, the requirements are slightly more rigorous. In addition to the previously mentioned requirements, candidates must hold a master's degree or higher in nursing, have 3 years of experience, and have a minimum of 2,000 hours of HIV nursing experience. Candidates must also complete the required lessons and a 100-question knowledge assessment with an 80% or higher score. Candidates must also earn CNE in 37 lessons.

Once the certification is obtained, certificate holders have 4 years to complete the continuing education requirements for their recertification: 60 CNEs for ACLPN, 70 CNEs for ACRN, and 90 CNEs for AACRN.

If you want to learn more about these certifications and their benefits, you should visit the [HANCB Home Page](#). Interested in connecting with other nurses in the field? Please visit the [ANAC Home Page](#).

Consultant Training and Refreshers ---

At the onset of the period of performance, two mandatory training sessions took place - the **Annual Consultant** and DCHAP's **Semi-Annual Consultant Site Visit Refresher Training** for all MSCG, Inc. consultants conducting DCHAP site visits. Both mandatory training sessions are available on the MSCG, Inc. consultant portal and must be completed to participate in site visits this upcoming year.

Consultant Profile Updates ---

As the logistics team is seeing an increase in site visit assignments, it is important for consultants to update their resumes and profiles with relevant experience in their respective fields. The logistics team relies on consultant profiles and resumes to determine if a consultant is qualified for an assignment.

If you have any questions about updating your consultant profile, please contact the Project Assistant, Emily Jarrett, at EJarrett@IMStrategists.com.

Meet your Logistics Coordinators



Lakeisha Henry

Lakeisha Henry is a Logistics Coordinator (LC) who supports the HAB task order. She moved to the Northern Virginia area from Virginia Beach, where she was a medical assistant for an OB-GYN physician. While she is no longer in a clinical setting, she enjoys knowing that her job helps improve patient care. She enjoys working in a position where she can see how she fits into the plan and how that plan helps others.

In Lakeisha's free time, she enjoys working with the Girl Scouts, where she is a Troop Leader of two troops (one for each of her daughters) and the Service Unit Manager.

When not with her scouts, she enjoys reading or watching movies with her husband. The best piece of advice she has received is that you don't have to have a lot to give a lot. She tries to pass this on as often as she can!

Consultant Highlights

Tenisha Hargrove

"This was Mrs. Hargrove's first independent site visit as an administrative reviewer, and she knocked it out of the park. She was well-prepared and knowledgeable about the administrative requirements. She was able to share suggestions based on her experience as a former administrator and case manager. She gave appropriate recommendations and much-appreciated feedback to the administrative team members. Mrs. Hargrove is a knowledgeable and timely team player whose commendable communication skill made the difference in the site visit."

HAB Toolkit

MSCG, Inc. has recently launched a HAB Toolkit on the consultant portal. This toolkit allows consultants direct access to various site visit documents needed to conduct a successful site visit. As divisions update or revise guidance or tools, MSCG, Inc. will update the toolkit to ensure the latest information is available to consultants.

If you have any questions about accessing the HAB Toolkit, please contact your logistics coordinator, Kalena Harris, at kharris@imstrategists.com or Lakeisha Henry at lhenry@imstrategists.com.

Reminders

HAB You Heard Webinars

HAB hosts a monthly webinar series for RWHAP grant recipients, sub-recipients, and stakeholders. Topics include program updates, new resources, federal policy updates from program leadership, and grant recipient spotlights. To learn more about HAB You Heard Webinars, to be notified when the next webinar is scheduled, or to view past webinars, please subscribe at <https://ryanwhite.hrsa.gov/resources/webinars>.

Travel and Lodging

DCM Travel will make all lodging, air travel, and rental car reservations only after the Project Officer (PO) has acknowledged the TA in the Electronic Handbook (EHB) and the LC has sent the confirmation email. Please **do not** reach out to DCM to schedule travel; they will reach out to you.

When checking into the hotel, please present your credit card. When checking out, review your receipt to ensure your credit card was used for lodging. You will submit your receipts for reimbursement following the site visit.

Consultants are required to submit their reimbursement within five business days of their return.

Site Visit Document Review Requirement

All consultants are **required** to download and review site visit documents from the MS Teams File Share prior to site visits.

Honorarium

The consultant honorarium is only released once the final edited report has been sent to the PO in the EHB. Consultants are required to complete the "Change Request," providing edits to their reports within five business days.

HAB Style Guide

Please ensure you are using the latest HAB Style Guide. You can verify this by checking the release date (September 2022) or accessing it in the MSCG, Inc. consultant portal within the HAB Toolkit.

Working At Risk

If you work on a TA before it has been acknowledged by the PO and you have received the logistics confirmation email, you are considered working at risk. The PO must acknowledge the TA and the logistics confirmation email must be sent to the consultants.

Microsoft Office Requirements

Consultants are required to use **Microsoft Office 2010** or later for all their reports. If you are using an older version, please download the compatibility pack from the following link: [Microsoft Office Compatibility Pack for Word, Excel, and PowerPoint File Formats.](#)

HAB Policy Notices and Program Letters

Stay up to date with the latest HAB Policy Notices and Program Letters by visiting: <https://hab.hrsa.gov/program-grants-management/policy-notices-and-program-letters>.

Upcoming HIV/AIDS Awareness Days:

National Black HIV/AIDS Awareness Day – February 7

HIV is Not a Crime Awareness Day – February 28

National Women and Girls HIV/AIDS Awareness Day – March 10

National Native HIV/AIDS Awareness Day – March 2