

Orientation Plan for ISTDl Preparation

The following is a suggested four-week orientation schedule to prepare staff with no Disease Intervention experience for the two-week course entitled, Introduction to STD Intervention (ISTDI) Orientation is the foundation for ISTDl and a critical responsibility of the participant's supervisor and manager. Properly done, orientation presents the STD DIS job in a paced, organized, and secure environment, complete with the feedback of a supportive and informed supervisor. Training may be compromised with less than four weeks of solid orientation. In addition to the modules, the staff personnel identified to provide tutorage (preferably the participant's supervisor) should also accomplish the following:

- Develop a working relationship with the employee and establish their respective roles as a student and teacher/resource person.
- Review the overall training plan, including orientation, ISTDl, and on-the-job training after the completion of ISTDl.
- Provide all staff persons with a copy of the orientation plan (described below) Identify staff members that can assist with guidance while the employee proceeds through the material/orientation.
- Define accountability of the process via the testing; it is both a measure of areas that need further work and a test of accomplishment.
- Integrate the modules with a local STD program by auditing patient interactions, observing clinical procedures, observing lab procedures, and participating in field investigations.
- Begin and end each module with a discussion of the material, encouraging questions from the employee.
- Complete and submit a ISTDl Application for Training no later than four weeks prior to the start of ISTDl.
- Testing will be completed and letter of completion sent to ISTDl instructor no later than one week prior to start of course.
- Plan for the completion of post ISTDl modules.

An experienced or lead DIS may be chosen to administer the module testing. Due to reporting relationships, the supervisor will be responsible for planning, implementing, and ensuring the timely completion of the overall orientation. The experienced or lead DIS chosen to administer the module testing, the prospective DIS (trainee), and the trainee's supervisor must first agree on the testing schedule that takes into account each person's schedule. After receiving the schedule if the experienced or lead DIS has any concerns with the module testing, he/she should immediately inform the supervisor of the trainee.

A recommended four-week orientation plan that integrates the modules into practical experiences follows:

DAY 1	Provide overview of STD program and modules. Assign Module 1 - STD Control.
DAY 2	Review Module 1 for test. Give test on Module 1. Review test on Module 1. Assign Module 2 - Infectious Disease Characteristics and Human Anatomy
DAY 3	Observe male and female exam and/or view videotapes of exams (half day) Observe registration, clinic flow, and clinical records retention (half day)
DAY 4	Review Module 2 for test. Give test on Module 2. Review test on Module 2.
DAY 5	Assign Module 3 - Case Management Discuss case management terms. Introduce forms and medical records -(73.54, 73.2936)
DAY 6	Review Module 3 for test. Give test on Module 3. Review test on Module 3. Assign Module 4 - Gonorrhea.
DAY 7	Visit lab to observe gonorrhea / Chlamydia testing procedures. Review Module 4 for test. Give test on Module 4. Review test on Module 4.
DAY 8	Assign Module 5 - Chlamydia. Review Module 5 for test. Give test on Module 5. Review test on Module 5.
DAY 9	General review of Modules 1-5. Observe interview sessions and field investigations.
DAY 10	Assign Module 6 - Syphilis. Observe Darkfield microscopy and RPR processing. Review Module 6 for test. Give test on Module 6.
DAY 11	Review test on Module 6. Observe or receive venipuncture training.
DAY 12	Observe interview sessions and field investigations.
DAY 13	Assign Module 7 - Visual Case Analysis. Discuss and observe STD case management. - Use of Infectious Syphilis Analysis Guide - Use of the Infectious Syphilis Analysis Chart - Use of the Lot System Assign Module 7 exercise. Review Module 7 exercise.

DAY 14	Review Module 7 for test. Give test on Module 7. Review test on Module 7. Assign Module 8 - Infection Control. Review module 8 for test.
DAY 15	Give test on Module 8. Review test on Module 8. Assign Module 9 - STD Field Investigation. Review module 9 for test
DAY 16	Give test on Module 9. Review test on Module 9. Assign module 10 - HIV Infection and AIDS. Review Module 10 for test.
DAY 17	Give test on Module 10. Review Module 10 test. General review of Modules 6-10
DAY 18	Assign Module 11 - STD Control Program Forms. Observe pre and posttest prevention counseling. Assign Module 11 exercise. Review exercise on Module 11.
DAY 19	Observe interviews and case management. Observe field investigations.
DAY 20	Give the comprehensive assessment. Review the comprehensive assessment.

The supervisor or manager will provide the ISTD instructor written confirmation the orientation schedule was completed and the trainee scored a minimum of 80% in all module tests.