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# National Public Health Monitoring of Incident HIV-1 Infections

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## Memorandum of Understanding

### **Clinical Partner:**

Full name:

Title:

Position:

Institute:

Contact Telephone Number:

Contact email address:

### **Laboratory Partner:**

Full name:

Title:

Position:

Institute:

Contact Telephone Number:

Contact email address:

This memorandum of understanding is between the Health Protection Agency, Centre for Infections and the aforementioned partners, on behalf of their clinical and laboratory service. It confirms that both parties will collaborate in a programme of work to monitor the number of recently acquired HIV-1 infections.

### ***For each collaborating clinical and laboratory service this will involve:***

1. Ensuring that an aliquot of the earliest available routine diagnostic specimen for each newly diagnosed HIV infection, identified by a clinic ID, is sent to the Virus Reference Department (VRD), at the HPA Centre for Infections, for RITA as set out in the 'Laboratory Protocol'.
2. Where available, providing an aliquot of the earliest leftover diagnostic specimen from all HIV infections newly diagnosed since January 1<sup>st</sup> 2009 for retrospective RITA.

3. Ensuring all relevant epidemiological information, including the clinic ID, for each newly diagnosed HIV infection is reported promptly to the Health Protection Agency through the existing clinical reporting system.
4. Assisting with the provision of data on patterns of repeat HIV testing in your clinical services to the Health Protection Agency.

**The Health Protection Agency will ensure that:**

1. RITA results are returned to each collaborating centre within 5 working days of the receipt of a specimen aliquot.
2. Aggregate data will be made available to all regions in line with current data dissemination policies,
3. Information on groups at current risk of acquiring HIV will be shared with appropriate health promotion partners.
4. National estimates of HIV incidence will be shared with collaborators through regular newsletters and the Health Protection Agency's HIV and STI series of annual reports.

We have read and understood this memorandum of understanding, as well as the documentation associated with the programme, and we agree to its provisions.

Signature on behalf of the Health Protection Agency:



Date: 24/01/2011

Signature of senior clinician:

Date:

Signature of laboratory director:

Date:

Please return the completed form to: Ruth Smith, Health Protection Agency, Centre for Infections, HIV & STI department, 61 Colindale Avenue, Colindale, London, NW9 5EQ.

If you have any questions, please contact us on 020 8327 7406 or email [ruth.smith@hpa.org.uk](mailto:ruth.smith@hpa.org.uk)