



DEPARTMENT OF HEALTH & HUMAN SERVICES

Public Health Service  
Centers for Disease Control  
and Prevention (CDC)  
Atlanta, Georgia 30333

Dear Provider:

Your facility has been selected to participate in the Medical Monitoring Project (MMP), an expanded surveillance project conducted by your local health department in collaboration with the Centers for Disease Control and Prevention (CDC) and the Health Resources and Services Administration (HRSA). MMP will enable health departments to estimate resource needs for treatment and other services for people infected with HIV in your state or local area. For example, data from the project can document who is receiving care and provide population-based estimates of clinical characteristics for persons with HIV and AIDS in care. This information can then be used to improve access to care and prevention by supporting funding requests for the Ryan White CARE Act and by informing the HIV prevention community planning process.

To achieve this, we are requesting to conduct interviews and medical record reviews for a sample of patients receiving medical care for HIV infection at your facility during the project period. If you agree to participate, a health department official will visit your facility and assist you with the necessary work to randomly select the patients to participate, so as not to burden your staff or disrupt patient services. Patients who agree to participate will be interviewed using a questionnaire administered by our staff, either at your offices or at some other place that is convenient for the patient. Health department staff will also complete a standardized data collection form to collect clinical information from the available medical records. Outcomes of interest include: diagnoses of AIDS-defining opportunistic illnesses; receipt of prophylactic or preventive measures, such as vaccination, Pap smears, or TB testing; prescription of antiretroviral therapies; and insurance status.

MMP is part of the health department's HIV/AIDS surveillance system. The project is an important part of health department activities to monitor HIV-related morbidity and to document the impact of care for HIV-infected patients. Your local health department will collect and maintain information under the security and confidentiality guidelines established by the CDC for all surveillance activities; the project areas agree to and certify compliance with these guidelines through the receipt of federal funds for HIV/AIDS case surveillance. Identifying data (i.e., patient or provider names and other identifiers) are not transmitted to CDC. Determination of non-research as a surveillance activity for the project has been granted by the CDC. Local IRB exemption or approval will be obtained, if necessary, before any interview or abstraction activities begin.

Although there would be no direct benefits to you for participating, the HIV-infected community and the community of care providers will benefit by your participation. By participating in the project you will be representing providers similar to you who care for HIV infected patients. The data derived from the project will not be presented or analyzed to show the results at any specific practice; the names of selected and participating facilities will never be released publicly. However, the aggregate data from the project will help to demonstrate how care is impacting the health of people with HIV in your community, and should be useful for local prevention planning and advocating for needed care resources.

Additional information from CDC about this project is available by contacting Dr. A.D. McNaghten by phone (404-639-6325) or by e-mail ([aom5@cdc.gov](mailto:aom5@cdc.gov)). We appreciate your cooperation with the health department, the CDC, and HRSA on this very important project.

Sincerely,

A handwritten signature in black ink, appearing to read "A.D. McNaghten".

A.D. McNaghten, PhD, MHSA  
Team Leader, Clinical Outcomes Section  
Behavioral and Clinical Surveillance Branch  
Division of HIV/AIDS Prevention  
National Center for HIV, STD, and TB Prevention