

## VACANCY

<b>Job title:</b>	Treatment Navigator – WRHI - Gophelega
<b>Type:</b>	Permanent <input checked="" type="checkbox"/> Fixed Term <input type="checkbox"/> Temporary <input type="checkbox"/>
<b>Main purpose of the job:</b>	To provide individualised support for patients newly initiated on ART after the first month on ART and those already on ART, including follow up contacts to ensure retention of clients into HIV services at their allocated cluster for the Gophelega project. To form part of the specialized teams for the target populations and provide differentiated care to clients.
<b>Location:</b>	Tshwane
<b>Closing date:</b>	23 November 2021
<p>In accordance with our Employment Equity goals and plan, preference will be given to suitable applicants from designated groups as defined in the Employment Equity Act 55 of 1998 and subsequent amendments thereto.</p> <p>Our Organisation maintains a Mandatory COVID-19 requirement and as such only COVID-19 Vaccinated incumbents will be considered for positions.</p>	

### Key performance areas

- Work together with Differentiated Care team (DCTs) members to identify patients tested HIV positive and initiated on ART within the first month in their allocated facility and catchment area and enrol them into treatment navigator care.
- Provide individualised support for patients newly initiated on ART after the first month and beyond, including follow up contact through regular meetings, phone calls and SMS.
- Remind the patients about their next visit appointments for first and subsequent follow up visits for the first 12 months through SMS, phone call and home visits.
- Send SMS and make telephonic call reminders to the patient about the next appointment date (1st SMS and call at 7 days prior the appointment date and the 2nd SMS and call to be at 2 days prior the next appointment date).
- Liaise with the Nurse to identify patients due for viral loads and those who are virally suppressed and eligible for decanting at both 6 and 12 months.
- Provide information to patients on other health services available in the cluster.
- Trace all clients who missed appointments within 24 to 72 hours to avoid early, late, and unconfirmed missed appointments (SMS, call, and home visits).
- Conduct physical tracing of the patients who missed their appointments within 7 days of missing the appointments.
- Assist in the home ART delivery of medication to patient's homes in line with the district approval and WBPHCOT program.
- Submit weekly feedback report on outcomes of tracking and tracing to the manager and data clerks.
- Liaise with the clinicians and data clerks to ensure documenting and capturing of tracing outcomes both on clinical stationery and TIER.Net.
- Refer all HIV positive clients with different needs to multi-disciplinary teams (psychosocial, nutrition etc.)
- Always Maintain patient confidentiality.
- Manage the tracking and tracing data for ART initiation or follow-up visits for HIV/TB patients at facility and community level, including source documents and database updates.
- Daily data capturing of lost to care patients from relevant paper-based systems.
- Liaise with the data clerk weekly for generation of late missed appointments, waiting for ART and TB treatment, and uLTFU lists from Tier.net.

- Together with the data clerk and admin officer, retrieve files of patients appearing on the lists above to confirm missed appointments.
- Compile weekly data of patients lost to initiation / follow up and submit data to relevant personnel for telephonic tracing.
- Compile a list of patients traced telephonically and not linked to care, and submit to the c tracing team, WBPHCOTs leader and facility manager for further tracing.
- Compile reports of activities and patient outcomes and submit to Treatment Navigator supervisor timeously.
- Provide health talks on HIV, TB, Sexual Reproductive Health topics and other related health services.
- Participate in health promotion campaigns, including holiday programmes and youth events. These will occasionally occur on the weekend.
- Distribute condoms and IEC material within the community.
- Recruit clients for HIV counselling and testing, and other health screening services in the community.
- Motivate individuals and groups to bring their partners and children for HIV/TB and other health services
- Organise community awareness, screening, mop up and tracing campaigns on quarterly basis to improve the management of HIV clients and retention into care activities.
- Educate patients about side effects and what to when experiencing such, disclosure and reporting any change in contact details including relocation.
- Educate patients about the importance of ensuring that their 6 and 12 months VL bloods are collected
- Compile daily and weekly reports of activities and patient outcomes.
- Keep a record of daily activities.
- Share all reports and records timeously.
- Take ownership, responsibility, and accountability for tasks and demonstrates effective self-management.
- Follow through to ensure that quality and productivity standards of own work are consistently and accurately maintained.
- Maintain a positive attitude and respond openly to feedback.
- Take ownership for driving own career development by participating in ongoing training and development activities such as conferences, workshops etc.

### **Required minimum education and training**

- Grade 12 or equivalent with basic computer literacy.

### **Desirable additional education, work experience and personal abilities**

- Excellent verbal and written communication and interpersonal skills.
- Basic HIV knowledge.

### **Required minimum work experience**

- At least 6 months volunteer relevant experience in the health field, or related post.

### **Demands of the job**

- Teamwork and collaboration.

### **Communications and relationships**

- Working overtime or over weekends may be required from time to time.
- Able to work in a highly pressurised and challenging environment.
- May be required to work at sites that are under Confidentiality, tact with discretion to be always maintained.

Should you be interested in applying for this vacancy, please apply via the link on the career page. Please include the following documentation:

- ID/Passport, Qualification, CV, and Vaccination card.