

## Communicable Disease Unit 2024 KnoWyo Voucher Guidance

### Introduction

The Wyoming Department of Health (WDH) Communicable Disease Unit (CDU) receives federal funding to support prevention education, prevention supplies, and safety-net testing for HIV, chlamydia, gonorrhea, syphilis, hepatitis B, and hepatitis C infections in the state of Wyoming. KnoWyo vouchers reimburse (based on Wyoming Public Health Lab fees) KnoWyo testing sites for the cost of program approved tests.

### Patient Eligibility

Patients must have a Wyoming address and have risk for HIV, chlamydia, gonorrhea, syphilis, hepatitis B, and/or hepatitis C infections based on the [current WDH CDU Testing Recommendations](#) (please note exceptions to hepatitis B & C testing under DUE TO FUNDING LIMITATIONS). The WDH CDU Testing Recommendations begin with national CDC Recommendations and are then adjusted according to risk factors reported to CDU staff during interviews with positive cases in Wyoming. The resulting CDU Testing Recommendations document is therefore specific to how the infections are transmitting and presenting in the Wyoming population.

- Patients who are temporarily residing in Wyoming (i.e., school or work) are eligible as long as they have a Wyoming address.
- For Wyoming towns close to bordering states, if an out of state patient is requesting KnoWyo voucher testing, use [gettested.cdc.gov](http://gettested.cdc.gov) to determine which testing site is closest to the patient's town of residence. If a Wyoming KnoWyo voucher testing site is closer than the testing site in the patient's state of residence, you may use a KnoWyo voucher for this patient.
  - Example: Henry, Nebraska is closer to Torrington, Wyoming than Scottsbluff, Nebraska.
- On a very limited basis, KnoWyo voucher testing may be approved for patients with addresses outside of Wyoming. Please contact the [Area DIS](#) if a need arises. If approved the KnoWyo testing site will invoice CDU for the testing and the invoice must include the zip code where the patient resides.

Available funding currently allows patients with any form of medical insurance (private, Medicaid, Medicare, VA, etc.) to choose to use **EITHER** their insurance **OR** a KnoWyo voucher, **they may not use both**. Please be aware that CDU may change KnoWyo voucher patient eligibility based on available funding.

### DUE TO FUNDING LIMITATIONS:

1. CDU rapids may not be used if the patient is not eligible for a KnoWyo voucher. If the patient is not eligible for a KnoWyo voucher and the testing location policy allows, the patient may self-pay for the tests and the testing location may utilize either private stock rapid tests or blood draws for testing.
  - a. If a KnoWyo testing site stocks private rapid tests, CDU rapid tests must be clearly marked CDU and stored separately from private stock rapid tests.

2. Patients seeking HIV, chlamydia, gonorrhea, syphilis, hepatitis B, hepatitis C testing as a condition of employment, employee health, a work related exposure, evidence of insurability, immigration, obtaining a marriage license, assessing vaccination status, or admission into medical facilities or schools may not use a KnoWyo voucher for testing **unless** the patient is willing to complete the CDU Risk Assessment **and** they have risk for HIV, chlamydia, gonorrhea, syphilis, hepatitis B, or hepatitis C infection outside of employment based on the current WDH CDU Testing Recommendations.
3. If the patient is not willing to complete the CDU Risk Assessment, CDU rapid tests **may not** be used for the patient. If the testing location policy allows, the patient may self-pay for the tests and the testing location may utilize either private stock rapid tests or blood draws for testing.
4. KnoWyo vouchers for hepatitis B and C testing are only to be used to identify **NEW** infections and are **NOT** to be used to monitor existing chronic infections.
  - a. **Prior** to hepatitis B testing, evaluate hepatitis B vaccination status. If there is evidence the patient is fully vaccinated for hepatitis B, **do not** use a KnoWyo voucher for hepatitis B testing unless there is reasonable suspicion of hepatitis B vaccine failure. If the patient does not meet criteria to use a KnoWyo voucher for hepatitis B testing and the testing location policy allows, the patient may pay for the test themselves.
  - b. If the patient has a history of hepatitis C, rapid hepatitis C tests obtained from CDU may **NOT** be utilized. Patients who have a history of hepatitis C will always be antibody positive, and therefore the recommendation is to only test for hepatitis C RNA to determine if the patient is still infected/re-infected. KnoWyo vouchers may not be used for hepatitis C RNA monitoring in patients with a history of hepatitis C. If the testing location policy allows, the patient may pay for the test themselves.
5. Vouchers may be used for test of cure (i.e., test of cure for pregnant persons four weeks after treatment for chlamydia, or test of cure for pharyngeal gonorrhea 7-14 days after treatment) in accordance with current CDC guidance for test of cure.
6. All KnoWyo offerings are subject to funding and supply availability.

The cost of HIV, chlamydia, gonorrhea, syphilis, hepatitis B, and hepatitis C testing may be reimbursed under other circumstances, please contact the [Area DIS](#) regarding atypical circumstances.

### **KnoWyo Testing Site Eligibility**

The following criteria must be met for eligibility to be a KnoWyo testing site and to receive reimbursement:

- 1) Safety-net healthcare provider (Examples: public health, Title X, FQHC, university or student health clinic).
- 2) Organizational medical director/health officer and staff/organizational capacity to provide KnoWyo services.
- 3) Provide confidential services.
- 4) Current CLIA Waiver.
- 5) Complete the CDU rapid test training and sign the CDU Rapid Test Agreement
  - a) Wyoming Public Health Nursing: Each Wyoming Public Health Nursing staff member who will be performing CDU rapid tests must complete CDU rapid test training provided by Public Health Nursing. The supervisor for each PHN office must sign the CDU Rapid Test Agreement and email it to [cdusupplies@wyo.gov](mailto:cdusupplies@wyo.gov).
  - b) All other KnoWyo Testing Sites: All KnoWyo testing site staff who will be performing CDU rapid tests must complete CDU rapid test training with CDU staff. The supervisor for each KnoWyo testing must sign the CDU Rapid Test Agreement and email it to [cdusupplies@wyo.gov](mailto:cdusupplies@wyo.gov).

- 6) All staff providing KnowWyo testing must complete the CDU Surveillance data system training (PRISM or current software), obtain CDU Surveillance data system access, complete a CDU Surveillance data system Rules of Behavior initially and annually, and meet the CDU Surveillance data system KnowWyo Quality Indicators (see Audit section).
- 7) All staff providing KnowWyo testing must watch the most recent [CDU Risk Assessment webinar](#)
- 8) Complete the of [State of Wyoming vendor paperwork](#) if needed
- 9) All staff providing KnowWyo testing will read the current KnowWyo Voucher guidance, complete the KnowWyo Voucher Guidance compliance log, email the log to [cdusupplies@wyo.gov](mailto:cdusupplies@wyo.gov), and adhere to the current KnowWyo Voucher guidance.
- 10) The supervisor for each KnowWyo testing must sign the KnowWyo Testing Site Agreement and email it to [cdusupplies@wyo.gov](mailto:cdusupplies@wyo.gov).
- 11) Each testing location must obtain access to the [KnowWyo voucher system](#) and complete KnowWyo voucher website training provided by the [Prevention Program Manager](#)
- 12) All staff who will be performing KnowWyo testing must complete CDU Counseling and Testing Training.
  - a) Wyoming Public Health Nursing: Each Wyoming Public Health Nursing staff member who will be performing CDU rapid tests must complete the Counseling and Testing Training provided by Public Health Nursing.
  - b) All other KnowWyo Testing Sites: All KnowWyo testing site staff who will be performing CDU rapid tests must complete the CDU Counseling and Testing Training on page 13 of this guidance and complete the CDU Counseling and Testing quiz.
- 13) All staff who will be performing KnowWyo testing must utilize the current CDU Risk Assessment or a comparable patient risk assessment prior to testing.
  - a) Wyoming Public Health Nursing: Each Wyoming Public Health Nursing staff member who will be performing KnowWyo testing must use the current CDU Risk Assessment.
  - b) All other KnowWyo Testing Sites: All KnowWyo testing site staff who will be performing KnowWyo testing must use the CDU Risk Assessment or a comparable patient risk assessment.
- 14) All staff who will be performing KnowWyo testing must provide a comprehensive and inclusive sexual health history and provide testing based on the patient's risk in accordance with the current CDU Testing Recommendations
- 15) All KnowWyo testing sites must provide STI treatment based on the current [CDC STI Treatment Guidelines](#)
- 16) Include access to the CDU Surveillance data system and KnowWyo voucher system on employee on-boarding and exit checklists.

Clinics interested in becoming a KnowWyo testing site may contact the Prevention Program Manager at [cdusupplies@wyo.gov](mailto:cdusupplies@wyo.gov).

### **Testing Administration Fees**

1. Patients requesting KnowWyo voucher testing may not be turned away for inability to pay.
2. If a site elects to charge an administration fee, the fee must not exceed \$25.00.
  - a. Clinics that are directly federally funded (FQHC & Title X) and are subject to specific sliding fee scale rules may charge in accordance with the federal sliding fee scale rules as long as patients are not turned away for inability to pay and the director of the clinic uses their ability to waive fees when possible and when appropriate.

### Syphilis Call to Action

Due to the national increase in syphilis and congenital syphilis, please waive testing administration fees for syphilis testing. If a KnoWyo testing site is unable to waive the testing administration fee, the KnoWyo testing site may invoice CDU monthly, up to \$25 per patient receiving syphilis testing with a KnoWyo voucher.

Invoices may be sent to CDU at:

Wyoming Communicable Disease Unit  
**Prevention Program**  
122 West 25th Street, 3rd Floor West  
Cheyenne, WY 82002

### Hepatitis and Tuberculosis (TB)

If a patient with a positive TB test is in need of hepatitis testing related to TB treatment, contact the TB Controller at [cdu.treatment@wyo.gov](mailto:cdu.treatment@wyo.gov), before testing the patient for hepatitis.

### KnoWyo Voucher Reimbursements

KnoWyo test reimbursements are based on the current [Wyoming Public Health Laboratory \(WPHL\) fees](#) and are subject to change.

CDU provides rapid HIV tests to eligible KnoWyo testing sites at no charge. Eligible KnoWyo testing sites are reimbursed \$15 for each CDU rapid HIV test performed when a KnoWyo voucher is redeemed correctly. This reimbursement is designed to compensate for the testing site's staff time and effort to enter the required patient risk assessment information and CDU rapid HIV test results into the CDU data surveillance system.

CDU also provides rapid hepatitis C virus tests to eligible KnoWyo testing sites at no charge.

Testing sites who receive rapid HIV and HCV tests for free from CDU **may not** charge insurance for this testing.

While KnoWyo testing sites may choose to utilize a lab other than the WPHL, reimbursement for KnoWyo testing will be based on the following table regardless of the fee charged by the chosen lab.

Test	Reimbursement Rate
Rapid HIV test provided by CDU	\$15.00
<sup>2</sup> HIV antibody/antigen blood draw, NO RAPID DONE OR CONTROLS FAILED	\$45.00
Chlamydia and gonorrhea swab (per site, up to three sites per patient)	\$14.00
Rapid hepatitis C test provided by CDU	\$0.00
<sup>1</sup> Hepatitis C antibody blood draw, NO RAPID DONE OR CONTROLS FAILED	\$20.00
<sup>3</sup> Syphilis blood draw	\$0.00
Hepatitis B panel blood tests (hep B core IgM, hep B surface antibody, hep B antigen)	\$45.00
<sup>2</sup> HIV CONFIRMATORY blood draw for REACTIVE RAPID TEST ONLY, must notify CDU <a href="#">Area DIS</a>	\$45.00
<sup>1</sup> Hepatitis C CONFIRMATORY blood draw for REACTIVE RAPID TEST ONLY, must notify CDU <a href="#">Area DIS</a>	\$20.00

**Please be aware an additional rapid test is not considered to be a confirmatory test. Approved confirmatory tests are listed below:**

<sup>1</sup>At WPHL, reactive hepatitis C virus (HCV) antibody blood tests will be reflexed for HCV RNA testing. If using a lab other than WPHL, include reflex HCV RNA testing on the lab requisition form.

<sup>2</sup>At WPHL, reactive HIV blood tests will be reflexed for HIV antibody differentiation and/or NAAT/PCR testing as indicated. If using a lab other than WPHL, include reflex testing for HIV antibody differentiation and NAAT/PCR on the lab requisition form.

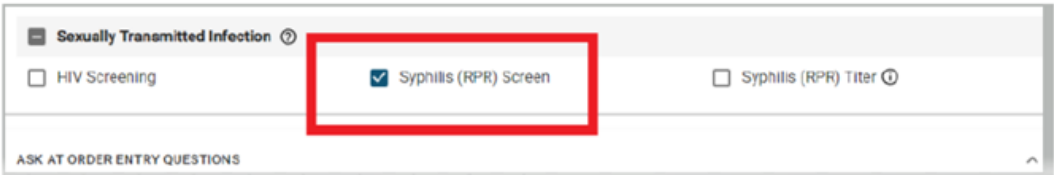
<sup>3</sup>Before testing your patient please determine if the patient has a history of syphilis (patient history and checking the CDU Surveillance data system - even if they deny history of syphilis). If your client does not have a history of syphilis, please order "Syphilis (RPR) Screen" if using WPHL. At WPHL, a reactive RPR will be reflexed to a confirmatory treponemal test (i.e., FTA-ABS, TP-PA, etc.). If the client has a history of syphilis, please order "Syphilis (RPR) Titer" instead of "Syphilis (RPR) Screen" on the lab requisition form. **When there is a client history of syphilis, confirmatory testing is not necessary. A titer is sufficient in these cases.** This will help us to conserve funds for other testing. Please see the following Syphilis Testing Job Aid for examples related to ordering syphilis testing at WPHL. For questions or assistance in proper syphilis testing algorithms, please contact your [Area DIS](#).

In the WPHL ordering screen, you will see two options for syphilis testing:

Syphilis (RPR) Screen or Syphilis (RPR) Titer

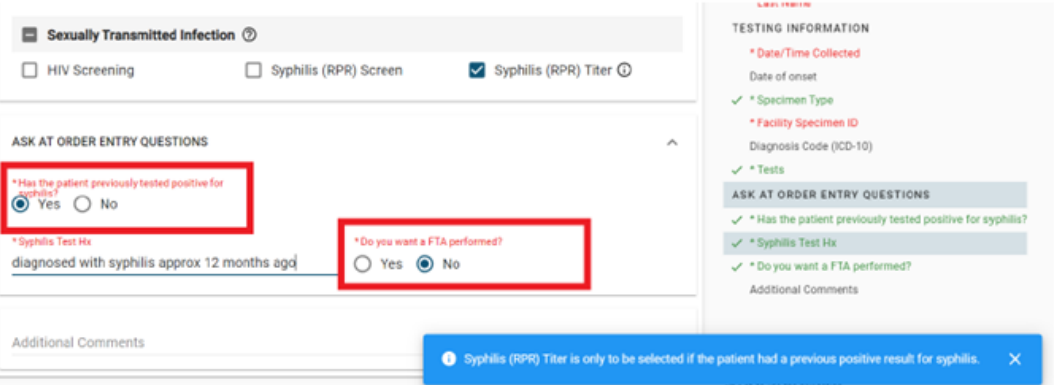
Before ordering a syphilis test, you will need to know if the client has a history of syphilis.

Select "Syphilis (RPR) Screen" if the client does not have a history of syphilis. This ensures that if reactive, proper confirmatory testing is done.



If the client you are testing has a history of syphilis in the past (please check PRISM even if client reports never having had syphilis before), please select "Syphilis (RPR) Titer". If they have a history of syphilis, confirmatory testing is not necessary. We only need the titer to compare to previous titers.

\*Please note, you do NOT want an FTA if your client has a history of syphilis.



Sexually Transmitted Infection ⓘ

HIV Screening  Syphilis (RPR) Screen  Syphilis (RPR) Titer ⓘ

ASK AT ORDER ENTRY QUESTIONS

\*Has the patient previously tested positive for syphilis?  
 Yes  No

\*Syphilis Test Hx  
diagnosed with syphilis approx 12 months ago

\*Do you want a FTA performed?  
 Yes  No

TESTING INFORMATION

\* Date/Time Collected  
Date of onset

✓ \* Specimen Type

\* Facility Specimen ID  
Diagnosis Code (ICD-10)

✓ \* Tests

ASK AT ORDER ENTRY QUESTIONS

✓ \* Has the patient previously tested positive for syphilis?  
✓ \* Syphilis Test Hx  
✓ \* Do you want a FTA performed?  
Additional Comments

Additional Comments

Syphilis (RPR) Titer is only to be selected if the patient had a previous positive result for syphilis. X

## Staff Responsibilities

Staff at KnoWyo testing sites are responsible for logging into their [KnoWyo account](#) to create and redeem KnoWyo vouchers. KnoWyo vouchers are to be created and redeemed in real-time; if a KnoWyo voucher cannot be redeemed in real time, it is to be redeemed by the last day of the month in which the voucher was created. Invoices for vouchers redeemed the previous month will automatically be generated by the KnoWyo system the first of each month and will be then processed for payment by CDU. All vouchers must be redeemed within the calendar year they were created. Example: All KnoWyo vouchers for 2024 services must be redeemed by 12/31/2024.

When creating a KnoWyo voucher, select the correct insurance status and other demographics for the patient. Select all applicable risk factors and **only select ‘Sexually Active – NO OTHER RISK(S)’ if the patient truly has no other risk(s).**

KnoWyo testing site staff will:

- Require all staff providing KnoWyo testing and/or using the KnoWyo voucher system to read the current KnoWyo Voucher Guidance, complete the KnoWyo Voucher Guidance compliance log, and follow the current KnoWyo Voucher Guidance.
- Routinely check the clinic’s listing on the KnoWyo.org website. If the address, phone number, hours of services, services, and/or the primary contact for the KnoWyo user account change, complete the KnoWyo Testing Site update form on the [CDU Prevention Program website](#) within seven days of the change.
- Utilize the current CDU Surveillance data system (PRISM or current software) as instructed and follow the current CDU Surveillance data system guidance.
- Include access to the CDU Surveillance data system and KnoWyo voucher system on employee on-boarding and exit checklists. **Staff changes must be reported to CDU within 72 hours of the change.**
- Call the [Area DIS](#) if there is a compelling reason to forego a rapid test and draw blood instead. Please leave a message or send an email if you are unable to reach the [Area DIS](#) and proceed with the blood draw.
- Report positive test results within the timeline specified on the [Wyoming Department of Health Reportable Disease and Conditions list](#).
- Redeem KnoWyo vouchers for all CDU rapid HIV and HCV tests, as well as KnoWyo HIV, chlamydia, gonorrhea, syphilis, hepatitis B, and hepatitis C tests performed at the KnoWyo testing site.
- Advise patients with reactive rapid tests that they will need to return to the clinic for the confirmatory test results so that they do not interpret a later request to return to the clinic as a positive result. If the clinic has established protocols to deliver negative results by phone the patient is not required to return to the clinic. Positive and indeterminate results **must** be delivered in person.

## CDU Surveillance Data System – Data Entry

KnoWyo testing sites must use the current CDU Surveillance data system (PRISM or current software) for HIV, chlamydia, gonorrhea, syphilis, hepatitis B, and hepatitis C tracking. All KnoWyo testing sites must have an employee (approved to use CDU Surveillance data system) enter testing data into the data system **within seven days** of the test date and check the CDU Surveillance data system **at least weekly** to read assigned task notes and complete tasks within seven days of assignment. The only tests that will be entered into the CDU Surveillance data system by KnoWyo testing location staff are CDU rapid HIV tests. All other tests (chlamydia, gonorrhea, syphilis, hepatitis B, and hepatitis C) will be entered by CDU staff in response to a positive lab result. **DO NOT** add Surveillance Data System records for these infections, these will be assigned to your clinic for information if appropriate.



As per CDC funding guidelines, CDU HIV rapid test result (reactive [positive], non-reactive [negative], indeterminate, or refused) must be entered into CDU Surveillance data system (PRISM or current software) within seven days of the test date with all required fields completed, as indicated in the CDU Surveillance data system manual.

- While CDC requests that “not tested” and “refused” CDU rapid HIV tests are entered into PRISM unfortunately, CDU does not currently have a mechanism or funding to reimburse KnoWyo testing for that data entry at this time.

When entering an HIV test for a patient that also tested positive for chlamydia, gonorrhea, syphilis, hepatitis B, or hepatitis C at the same visit, the KnoWyo testing site will enter all information pertaining to that patient in a separate field record for each condition as assigned by CDU. Interview records may be linked to multiple conditions in the CDU Surveillance data system.

CDU rapid HIV results may not be entered in an anonymous profile.

Non-compliance with reporting requirements may result in delays for reimbursements and/or supply orders.

### **KnoWyo Best Practices and Quality Benchmarks**

KnoWyo quality benchmarks are set annually and performance is reviewed quarterly to ensure KnoWyo testing is performed in accordance with the WDH CDU Testing Recommendations and best practices. Non-compliance with KnoWyo best practices and quality benchmarks may result in delays for reimbursements and/or supply orders.

- All patients at risk for chlamydia, gonorrhea, syphilis, hepatitis B, or hepatitis C are also at risk for HIV. If a patient is being tested for chlamydia, gonorrhea, syphilis, hepatitis B, or hepatitis C, also test them for HIV unless they are HIV+. If a patient refuses HIV testing, provide education regarding HIV transmission and testing in accordance with current CDU HIV testing recommendations that is specific to the patient’s HIV risk.
- Patients who have had extra-genital (oral or anal) sex have risk for chlamydia and gonorrhea infection at those sites. If a patient has engaged in extra-genital sex, perform appropriate extra-genital (aka Three-Site) testing.
  - *The majority of gonococcal infections of the pharynx are asymptomatic and can be relatively common among certain populations. Although these infections rarely cause complications, they have been reported to be a major source of community transmission and might be a driver of antimicrobial resistance. [CDC STI Treatment Guidelines](#).*
  - *Rectal and pharyngeal testing by NAAT for gonorrhea and chlamydia is recognized as an important sexual health consideration for MSM. Rectal gonorrhea and chlamydia are associated with HIV infection, and men with repeat rectal infections can be at substantially higher risk for HIV acquisition. Pharyngeal infections with gonorrhea or chlamydia might be a principal source of urethral infections. [CDC STI Treatment Guidelines](#).*
- Urine testing for chlamydia and gonorrhea testing is less accurate for patients with a vagina. If a patient’s sex assigned at birth is female and they have a vagina, a self-collected vaginal swab or a provider collected vaginal swab for genital chlamydia and gonorrhea testing is preferred.

Current CDU Testing Recommendations, as well as information on Three-Site testing and vaginal swabs, can be found on the [CDU Health Professional Resources webpage](#).

## 2024 KnoWyo Quality Benchmarks

### **HIV Testing**

(Total HIV tests) ÷ (total CT/GC urine + vaginal tests) = ≥85%

### **Extragenital Testing**

(Total CT/GC extragenital tests) ÷ (total CT/GC urine + vaginal tests) = ≥80%

#### **Pharyngeal CT/GC**

(Total CT/GC pharyngeal tests) ÷ (total CT/GC urine + vaginal tests) = ≥30%

#### **Rectal CT/GC**

(Total CT/GC rectal tests) ÷ (total CT/GC urine + vaginal tests) = ≥25%

### **Hepatitis B & C Testing**

(Total hepatitis tests) ÷ (total CT/GC urine + vaginal tests) = monitoring

### **Syphilis Testing**

(Total syphilis test) ÷ (total CT/GC urine + vaginal tests) = 75%

### **Vaginal Swabs for CT/GC**

(Number of vaginal swabs) ÷ (number of vouchers for females) = ≥80%

## **Audits**

KnoWyo Voucher site visits are periodically conducted to meet testing location staff, familiarize CDU staff with the location and the site's successes, provide technical assistance, and troubleshoot any challenges. The CDU reserves the right to audit the CDU Surveillance data system and all patient records related to KnoWyo testing to ensure program funds are being allocated appropriately. If it is determined that funds have been allocated inappropriately, the KnoWyo testing site may be required to reimburse CDU for funds which were not used appropriately.

Informal KnoWyo Voucher site visit topics may include but are not limited to the following:

- Introductions
  - Staff present
  - Current staffing level
- [Current CDU Screening Recommendations](#)
  - HIV
    - Late diagnosis
    - Clarify once in life/annual HIV testing...unless other risks
  - Lab
    - What lab do you use?
    - WPHL CT/GC
  - Syphilis testing frequency, late dx
    - Contacts to positives
    - Bicillin vendor/shortage
  - [Three site testing](#)
  - Test of cure vs rescreening
- KnoWyo
  - KnoWyo acct
    - Contact
    - [Clinic info update](#)
  - Who created & redeems
    - When do you claim an HIV voucher
  - No other risks
  - Atypical risks



- [KnoWyo Voucher Guidance](#)
- Title X Guidance (if applicable)
- Benchmarks
  - KnoWyo Voucher QA/QI
- CDU rapid test training
- CDU Surveillance data system (PRISM)
- Condom dispensers managed by testing location
- PrEP/PEP
  - CHN
- [HIV Peer Nav](#)
- [EPT](#)
- Community outreach and testing events
- HIV/HCV treatment
- Training
  - Starter kit bag
  - CDC STI Treatment QR Code
  - CDU Services Flyer
  - Harm Reduction
    - Tips for Providers
    - [Three Course Bundle](#)
  - [Health HIV eLearning](#)
  - [AETC](#)
  - [WE support groups](#)
- Supplies/Swag
- Contract update/questions (if applicable)

The CDU Surveillance data system is audited on a routine basis for accuracy and timeliness of entries. Non-compliance with reporting requirements may result in delays for reimbursements and/or supply orders.

CDU Surveillance Data System KnoWyo Voucher Quality Indicators:

- 1) Completeness and accuracy of patient demographic information, clinical information, and risks
- 2) All HIV test results entered into the CDU Surveillance data system within one week (7 days) of test date
- 3) Assigned CDU Surveillance data system tasks completed within one week (7 days) of assignment
- 4) All records entered will include a note with the name or initials of the person entering the data

When CDU rapid HIV tests are ordered, CDU periodically audits the following:

- Last date and number of tests ordered
- PRISM ROBs are current
- Number of CDU rapid HIV test vouchers redeemed in the KnoWyo Voucher system
- Number of CDU rapid HIV tests entered into PRISM

While this does not take into account how many CDU rapid HIV tests are remaining in the clinic's stock, we use these number to get a general idea of compliance with KnoWyo Voucher requirements.

Example: 12/15/2023 100 tests ordered: ROBs current, 98 CDU rapid HIV tests in PRISM, 50 CDU rapid HIV tests in redeemed in KnoWyo voucher system.

1. About 50% of CDU rapid HIV tests in KnoWyo voucher system
2.  $50 \times \$15 = \$750$  loss in KnoWyo reimbursements for the testing location

In this scenario the Prevention Program Manager would email the KnoWyo testing site director/manager and provide the above information to give the director/manager an opportunity to evaluate their KnoWyo Voucher workflow.

## Wyoming Department of Health Communicable Disease Unit Rapid Test Agreement

The Wyoming Department of Health (WDH) Communicable Disease Unit (CDU) utilizes grant funding to purchase rapid tests and provides them to safety-net testing sites free of charge. Locations receiving rapid tests from CDU must adhere to the following:

1. Provide current CLIA Waiver to [cdusupplies@wyo.gov](mailto:cdusupplies@wyo.gov) initially and update prior to expiration date.
2. All staff who will utilize the CDU Surveillance data system (PRISM or current software) must complete the approved training and sign a Rules of Behavior (ROB) form prior to accessing the system and then annually.
3. The CDU Surveillance data system must be checked at least weekly by the testing site staff, assigned task notes must be read, and the task must be completed within seven days of assignment.
4. Each staff member performing CDU provided rapid tests must complete CDU approved training for the test(s) they are performing.
5. Include access to the CDU Surveillance data system and KnoWyo voucher system on employee on-boarding and exit checklists. The testing site will notify the CDU Data Manager within 72 hours when staff with access to the CDU Surveillance data system leave their employment.
6. Follow the current CDU rapid test and data surveillance system guidance including storage temperature and quality control requirements.
7. Testing sites receiving CDU rapid tests may not charge or bill for the CDU rapid test itself.
8. Report reactive (positive) rapid results in accordance with [the Wyoming Department of Health Reportable Disease and Conditions list](#).

### CDU Rapid HIV Tests Only

1. The staff member, or a designee with access to the risk assessment or the visit note, must completely and accurately enter all rapid HIV test patient demographics, risks, and results into the surveillance data system within seven days of the test for positive, negative, refused, and indeterminate HIV tests.
2. If a staff member performs a CDU rapid HIV test that is a reactive (positive), they will immediately call the [Area DIS](#) as per current CDU guidance. This may include calling the DIS before the patient leaves.
3. Advise all patients with reactive rapid tests that they will need to return to the clinic for the confirmatory test results so that they do not interpret a later request to return to the clinic as a positive result. If the clinic has established protocols to deliver negative results by phone the patient is not required to return to the clinic. Positive and indeterminate results must be delivered in person.
4. Follow CDU Rapid HIV Reactive Test Results Protocol.

### CDU Rapid Hepatitis C Virus (HCV) Tests Only

1. If a staff member performs a CDU rapid HCV test that is reactive (positive), they will notify the [Area DIS](#) via email within 48 hours of the test.

Please note that all WDH CDU offerings are subject to funding and supply availability.

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Signature of Testing Location Director/Manager

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Date Signed

**Wyoming Department of Health Communicable Disease Unit**  
**KnoWyo Testing Site Agreement**

The Wyoming Department of Health (WDH) Communicable Disease Unit (CDU) utilizes grant funding for KnoWyo voucher safety-net testing which reimburses eligible testing sites for approved tests based on [Wyoming Public Health Lab \(WPHL\) fees](#). Locations participating in KnoWyo testing must adhere to the following:

1. Read and follow the current CDU KnoWyo Voucher guidance.
2. Routinely check the clinic’s listing on the KnoWyo.org website and complete the [KnoWyo Testing Site update form](#) within seven days of any change.
3. Staff at KnoWyo testing sites are responsible for logging into their KnoWyo account to create and redeem KnoWyo vouchers in accordance with the current KnoWyo Guidance.
4. When creating a KnoWyo voucher, select the correct insurance status and other demographics for the patient. Select the most accurate reason for testing and **only select ‘Sexually Active – NO OTHER RISK’ if the patient truly has no other risk.**
5. KnoWyo vouchers are to be created and redeemed in real-time. If a KnoWyo voucher cannot be redeemed in real time, it is to be redeemed by the last day of the month in which the voucher was created.
6. Patients requesting or receiving KnoWyo testing may not be charged an administration fee that exceeds \$25.00 or in accordance with the current KnoWyo Guidance and may not be turned away for inability to pay.
7. Each staff member performing CDU provided rapid tests must adhere to the current CDU Rapid Test Agreement.
8. Testing site staff will provide comprehensive and inclusive sexual health history.
9. Testing site staff will test patients based on risk in accordance with [current WDH CDU Testing Recommendations](#).
10. Testing site staff will utilize the current CDU Surveillance data system as instructed and follow the current CDU Surveillance data system guidance.
11. Testing sites will have an employee (approved to use CDU Surveillance data system) enter testing data into the data system in a timely manner and check the CDU Surveillance data system at minimum, once a week, to read assigned task notes and complete tasks within seven days of assignment. All records should have a note added with the staff members name or initials of who entered the data into the CDU Surveillance data system.
12. Include access to the KnoWyo Voucher system and CDU Surveillance Data System on employee on-boarding and exit checklists. The testing site will notify the CDU Data Manager when new employees who will be using PRISM start their employment in order to obtain proper CDU Surveillance system training and documentation. The testing site will notify the CDU Data Manager within 72 hours when staff with access to the KnoWyo voucher system leave their employment.
13. Testing site will meet the CDU Surveillance data system KnoWyo Quality Indicators.
14. Follow KnoWyo Guidance regarding:
  - a. HIV testing
  - b. Extragenital testing
  - c. Vaginal swabs for patients assigned female at birth
15. Provide treatment in accordance with the current CDC STI Treatment guidelines.

Please note that all WDH CDU offerings are subject to funding and supply availability.

\_\_\_\_\_  
Signature of KnoWyo Testing Location Director/Manager

\_\_\_\_\_  
Date Signed



## CDU Counseling and Testing Training for Non-Public Health Office KnoWyo

### Testing Sites

- STIs
  - Chlamydia <https://www.cdc.gov/std/chlamydia/stdfact-chlamydia.htm>
  - Gonorrhea <https://www.cdc.gov/std/gonorrhea/stdfact-gonorrhea.htm>
  - Syphilis <https://www.cdc.gov/std/syphilis/stdfact-syphilis.htm>
  - PID <https://www.cdc.gov/std/pid/stdfact-pid.htm>
  - CDC STI Treatment Guidelines <https://www.cdc.gov/std/treatment-guidelines/default.htm>
- HIV
  - HIV Basics <https://www.cdc.gov/hiv/basics/>
  - HIV Prevention <https://www.cdc.gov/hiv/basics/prevention.html>
  - HIV Testing <https://www.cdc.gov/hiv/basics/testing.html>
  - HIV Stigma <https://www.cdc.gov/hiv/basics/hiv-stigma/index.html>
  - Delivering Positive HIV Results <https://youtu.be/YG9bYOWljic>
  - U=U <https://www.health.harvard.edu/blog/uu-ending-stigma-and-empowering-people-living-with-hiv-2020042219583>
  - PrEP <https://www.cdc.gov/hiv/basics/prep.html>
  - PEP <https://www.cdc.gov/hiv/risk/pep/index.html>
- Positive HIV test Result Protocol
  - Call the CDU [Area DIS](#) immediately, while the patient is still in the office.
- Hepatitis
  - Hepatitis B <https://www.cdc.gov/std/treatment-guidelines/hbv.htm>
  - Hepatitis C <https://www.cdc.gov/std/treatment-guidelines/hcv.htm>
- Specimen Collection and Lab Protocols
  - If you will be using WPHL for specimens, set up an account with them if not already set-up <https://health.wyo.gov/publichealth/lab/>
  - If using a lab other than WPHL, please coordinate with that lab regarding proper specimen collection.
- Taking a Sexual History  
<https://www.cdc.gov/hiv/clinicians/transforming-health/health-care-providers/sexual-history.html>
- Harm Reduction <https://harmreduction.org/about-us/principles-of-harm-reduction/>
- KnoWyo website [www.knowyo.org](http://www.knowyo.org)
- W[h]Y PrEP Matters website <https://wyprepmatters.com/>
- Navigation Assistance for PrEP and Hepatitis C Treatment Access  
<https://health.wyo.gov/publichealth/communicable-disease-unit/>
- CDU KnoWyo Counseling and Testing Quiz <https://forms.gle/WTSgAb6UBeSsTfCp7>

## **KnoWyo Testing Site On-Boarding Checklist**

<b>Date Completed</b>	<b>Item</b>	<b>Instructions</b>
	<b>1) Clinic supervisor reads current KnoWyo Voucher Guidance</b>	If supervisor wishes to proceed with becoming a KnoWyo Testing Site email CDU Prevention Program Manager and complete the steps below.
	<b>2) Submit current CLIA Waiver</b>	Copy of current CLIA waiver, email to <a href="mailto:cdusupplies@wyo.gov">cdusupplies@wyo.gov</a>
	<b>3) Wyoming Public Health Lab (WPHL)</b>	If specimens will be going to the WPHL and the safety-net testing site is not established with WPHL, contact WPHL to set up an account. <a href="https://health.wyo.gov/publichealth/lab/">https://health.wyo.gov/publichealth/lab/</a>
	<b>4) Complete PRISM Training</b>	All staff members who will access PRISM must complete PRISM training. Contact Bri to set-up PRISM training. <a href="mailto:brianne.dunivent-cronk@wyo.gov">brianne.dunivent-cronk@wyo.gov</a>
	<b>5) Sign PRISM ROB(s)</b>	All staff members who will access PRISM must sign an ROB initially and then annually. Bri manages this as well. <a href="mailto:brianne.dunivent-cronk@wyo.gov">brianne.dunivent-cronk@wyo.gov</a>
	<b>6) Complete CDU Counseling and Testing Training</b>	All staff providing KnoWyo testing must complete the CDU Counseling and Testing Training listed in current KnoWyo Guidance and take the test.
	<b>7) Supervisor signs Rapid Test Agreement</b>	Document can be found in the current KnoWyo Guidance, supervisor signs and emails to <a href="mailto:cdusupplies@wyo.gov">cdusupplies@wyo.gov</a>
	<b>8) Supervisor signs KnoWyo Agreement</b>	Document can be found in the in current KnoWyo Guidance, email to <a href="mailto:cdusupplies@wyo.gov">cdusupplies@wyo.gov</a>
	<b>9) Staff read current KnoWyo voucher guidance and signs compliance log</b>	All staff providing KnoWyo testing must read the current KnoWyo Voucher Guidance and sign the compliance log. Email the completed compliance log to <a href="mailto:cdusupplies@wyo.gov">cdusupplies@wyo.gov</a>
	<b>10) CDU HIV Rapid Test Training</b>	All staff providing KnoWyo testing must be trained by CDU to use CDU rapid tests. Schedule training with Katelyn. <a href="mailto:katelyn.hoff@wyo.gov">katelyn.hoff@wyo.gov</a>
	<b>11) CDU HCV Rapid Test Training</b>	All staff providing KnoWyo testing must be trained by CDU to use CDU rapid tests. Schedule training with Katelyn. <a href="mailto:katelyn.hoff@wyo.gov">katelyn.hoff@wyo.gov</a>
	<b>12) Current State of Wyoming Vendor</b>	Email tax ID number and legal name of the clinic to <a href="mailto:cdusupplies@wyo.gov">cdusupplies@wyo.gov</a> . If not a current State of Wyoming vendor, complete <a href="#">vendor documents</a> .
	<b>13) Billing Set-up</b>	Set-up paper or ACH payments, contact <a href="mailto:cdusupplies@wyo.gov">cdusupplies@wyo.gov</a>
	<b>14) Clinic Info for KnoWyo</b>	Complete form at <a href="https://forms.gle/aPDbskxXshten9JNA">https://forms.gle/aPDbskxXshten9JNA</a> . Leslie will set-up KnoWyo testing and user account.
	<b>15) KnoWyo Training</b>	Leslie will schedule this once the KnoWyo user account is set-up.