

Regional Gap Analysis Protocol

INTRODUCTION

The CDC HIV Prevention Community Planning Guide requires that community planning groups complete a gap analysis at least once for every comprehensive HIV prevention plan. The SPG Process Committee developed the following guidelines to assist regional planning groups (RPGs) perform a gap analysis for the next five year plan (2011-2015). The gap analysis is a joint product of the RPG, the local health department, and state and local epidemiologists. The gap analysis describes and analyzes all acceptable HIV prevention interventions¹ for each regional population most at risk. The gap analysis will identify met, partially met, and unmet HIV prevention needs for each population. The gap analysis protocol is separate from prioritization/ranking regional populations most at risk.

A gap analysis template is provided for each regional population most at risk. Use the provided templates and instructions below to determine met, partially met, and unmet HIV prevention needs for each population.

INSTRUCTIONS

Have these Items Ready Before Starting

- The most recent comprehensive Community Resource Inventory (CRI). The CRI will determine all effective interventions currently funded by Omnibus, Federal, and other funding for the region.
- List of acceptable interventions¹ for each population most at risk (funded and unfunded).
- Partially-completed regional Gap Analysis Form (attached)

Note: For further guidance, please refer to the attached sample Gap Analysis Form describing fictional Region 7.

- Any other additional epidemiological data deemed relevant, including research findings and/or needs assessment data.

1. Refer to the Information Provided within Gap Analysis Form

Population (Column 1): Regional populations most at risk are already listed and described under column 1:

- Population, estimated population size
- Number of people living with HIV (reported or estimated)
- Prevalence rate (reported or estimated)

¹ 'Acceptable interventions' include any funded or unfunded identified interventions targeting regional populations most at risk for HIV. Such interventions should include, but are not limited to, the most recent regional "Appropriate Science-based HIV Prevention Activities and Interventions" list. (See table 4 of your most recent regional HIV prevention plan update).

- Intervention Type (Column 2): The region must list all of the acceptable interventions for each of the populations most at risk. The gap analysis should use the same language that is in the regional HIV prevention plan.
- Geography (Column 3): The region must indicate where the intervention is being implemented in the AIDSNet region.
- Funding (Column 4): The region must list complete funding information based on CRI data.

2. Complete “Met Need?” section (column 5) of Gap Analysis Form

Compare information listed in columns 1 through 4 for each listed intervention. Then determine whether the HIV prevention needs of each given population most at risk are being met, partially met, or unmet by the intervention. There is no right or wrong answer, but the region must justify the decision in the column 5 comments section, or in an attached narrative.

- Example narrative: If an acceptable intervention is unfunded it may be described as an unmet need. If there is an acceptable intervention that is fully funded then the need for the intervention could be described as met. If there is a partially funded acceptable intervention it could be described as a partially met need.

3. Return completed Gap Analysis Form to Justin Hahn at the Washington State Department of Health

Questions?

Justin Hahn
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Community and Family Health
P.O. Box 47838
Olympia, WA 98504-7838

Contact Justin Hahn at 360-236-3466 or justin.hahn@doh.wa.gov for technical assistance with the gap analysis.

Sample Gap Analysis Form for AIDSNet Region 7

(1) Population	(2) Type of Intervention	(3) Geography	(4) Funding?		(5) Met Need?
<i>MSM who are negative or don't know their status</i>	CRCS	<input checked="" type="checkbox"/> North <input type="checkbox"/> Central <input type="checkbox"/> South <input type="checkbox"/> West <input type="checkbox"/> N / A	CDC Omnibus Other Total:	\$ <u>21500</u> (30%) \$ <u>55600</u> (70%) \$ <u>0</u> (0%) \$ <u>77100</u> (100%)	<input type="checkbox"/> Met <input checked="" type="checkbox"/> Partially Met <input type="checkbox"/> Unmet Comments: Intervention limited to north end of the region. Not available to majority of MSM living in central/southern cities.
<i>Pop size: 2500</i> <i>PLWH: 250</i> <i>Prevalence: 10%</i>	Popular Opinion Leader	<input type="checkbox"/> North <input checked="" type="checkbox"/> Central <input type="checkbox"/> South <input type="checkbox"/> West <input type="checkbox"/> N / A	CDC Omnibus Other Total:	\$ <u>24100</u> (38%) \$ <u>38200</u> (60%) \$ <u>1500</u> (2%) \$ <u>63800</u> (100%)	<input checked="" type="checkbox"/> Met <input type="checkbox"/> Partially Met <input type="checkbox"/> Unmet Comments: Currently operating in the Springfield area. However, needs assessment data indicate interest in this type of intervention is low elsewhere.
	Substance Use Treatment	<input checked="" type="checkbox"/> North <input checked="" type="checkbox"/> Central <input checked="" type="checkbox"/> South <input checked="" type="checkbox"/> West <input type="checkbox"/> N / A	CDC Omnibus Other Total:	\$ <u>39500</u> (41%) \$ <u>48200</u> (50%) \$ <u>39500</u> (9%) \$ <u>96600</u> (100%)	<input checked="" type="checkbox"/> Met <input type="checkbox"/> Partially Met <input type="checkbox"/> Unmet Comments: Currently available in all areas of Region 7. Surveillance data suggest need for this type of intervention may be decreasing over time.
	HIV C / T	<input type="checkbox"/> North <input type="checkbox"/> Central <input type="checkbox"/> South <input type="checkbox"/> West <input checked="" type="checkbox"/> N / A	CDC Omnibus Other Total:	\$ <u>9800</u> (39%) \$ <u>12100</u> (48%) \$ <u>3500</u> (14%) \$ <u>25400</u> (100%)	<input type="checkbox"/> Met <input type="checkbox"/> Partially Met <input checked="" type="checkbox"/> Unmet Comments: Many C/T services are in areas that require more than a 2 hour drive. Local clinics asking for more rapid testing kits. Needs assessment data show testing barriers for Hispanic MSM.