

ADAM ADAM

HEALTH SPECIALIST AGREEMENT

ORGANIZATION:		DATE:	
ADDRESS:			
CITY:	STATE:	ZIP CODE:	COUNTRY:
OUTREACH WORKER:		TITLE:	
PHONE:	FAX:	WORKERS EMAIL ADDRESS:	
SUPERVISORS NAME:		SUPERVISOR'S EMAIL:	
SUPERVISOR'S PHONE:		DESIRED ADAM4ADAM USERNAME	

WE AGREE:

1) To provide an agency specific protocol and/or guidelines for Internet Outreach that addresses, at minimum, the following topics:

- Community needs assessment
- Goals and objectives
- Computer security
- Client privacy and confidentiality online
- Who may conduct outreach
- Cultural competency
- Sexual risk reduction strategies
- Working within adult communities online
- Personal / professional boundaries online
- Hours of outreach
- Accessing agency health profiles from home
- Website features and functions
- Evaluation tools and outcome measures

- 2) That all staff or volunteers that will have access to Adam4Adam have been trained to conduct Internet outreach and training has addressed the topics listed under protocol / guideline requirements as shown above.
- 3) That we will, at no time, use an outreach profile for recruitment into surveys or research without the approval and supporting, documented authorization from Adam4Adam.
- 4) To ensure our outreach efforts on Adam4Adam are known to be contributing to the health of members by proving the efficacy of our outreach.
- 5) All interactions with members will be documented for evaluation while ensuring identifiers, such as screen names, email addresses, names, addresses, or any information that may, through reasonable effort, reveal an individual's identity is secured and protected.
- 6) To provide and release all Internet outreach evaluation data and/or proof of efficacy to Adam4Adam upon request. **Note:** Data must include, at minimum, frequency and duration of worker login(s), number of interactions over time (i.e. average of 10 per day, week, month), number of questions asked, outcomes of interactions and outreach (i.e. referred to testing, tested, tested and treated, referred to other services) with detail of referral and outcomes if available. (i.e. substance abuse counseling, mental health, medical provider, etc.),
- 7) Any and all interactions resulting in member complaints will be brought to the immediate attention of the Adam4Adam.
- 8) All documented references to Adam4Adam or their members, in reports, papers and/or articles that will be potentially accessed by the public or the public health community, will be approved by Adam4Adam prior to distribution.
- 9) We understand that by creating a profile we have agreed to the Terms of Service and Privacy Policies applicable to all members of Adam4Adam.
- 10) We acknowledge that we are invited guests of the site, and commit to act accordingly.

SIGNATURE:		DATE:

OFFICIAL USE ONLY:		
SCREEN NAME:	APPROVED BY:	DATE: