

HPTN 035 Gel Resupply Worksheet

Participant ID

Site Number	Participant Number						Chk				

Visit Date

dd	MMM		yy		

Clinic Staff: Applicators are dispensed in cartons of 10 only. At each visit, dispensing must take into account the participant's sexual frequency, supplies remaining from the prior visit(s), and the maximum number of 6 cartons allowed to be dispensed per 26-day period.

<p>1. Previously reported (last visit) sexual frequency: <i>Review with participant.</i></p>	<p>1a. Weekly</p> <p>1b. Monthly</p>	<p><input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/></p> <p><input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/></p>	<p><i>times per week</i></p> <p><i>times per month</i></p>
<p>2. Projected sexual frequency for next month: <i>Probe here as needed by asking about planned partner absences, returns from absences, etc.</i></p>	<p>2a. Weekly</p> <p>2b. Monthly</p>	<p><input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/></p> <p><input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/></p>	<p><i>times per week</i></p> <p><i>times per month</i></p>
<p>3. Participant reports that she currently has the following:</p>	<p>3a. Number of unopened/full cartons: <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> → Multiply by 10:</p> <p>3b. Number of partially used cartons: <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> → Number of unused applicators:</p> <p>3c. Add items 3a and 3b to get the number of applicators remaining:.....</p>	<div style="border: 1px dashed black; padding: 5px; display: inline-block;"> <p><input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/></p> <p style="text-align: center;">+</p> <p><input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/></p> <p style="text-align: center;">=</p> <p><input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/></p> </div>	<p><i>applicators</i></p> <p><i>applicators</i></p> <p><i>applicators</i></p>

If item 3c is greater than 2b, participant does not need any additional applicators at this visit. Do not complete a Study Product Request Slip. Go to item 7.

<p>4. Subtract 3c from 2b to determine the number of additional applicators needed for the next month. If "00", skip to item 6 and record "01".....</p>	<p><input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/></p>	<p><i>applicators</i></p>
<p>5. Divide item 4 by 10:</p>	<p><input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/></p>	<p><i>cartons</i></p>
<p>6. Round item 5 to the next highest whole number:</p>	<p><input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/></p>	<p><i>cartons</i></p>

Clinic Staff: The number in item 6 is the number of cartons to be ordered at this visit. **Before ordering/dispensing, review item 6 to ensure that no more than 60 applicators are dispensed per 26 day period.** Complete a Product Request slip based on this number and inform the participant of the number of cartons to be dispensed to her today.

<p>7. Did the participant report that applicators were used other than as directed or that anything else happened to any of her applicators (e.g., they were lost or damaged) since the last visit?</p>	<p style="text-align: center;">yes</p> <p style="text-align: center;"><input type="checkbox"/></p>	<p style="text-align: center;">no</p> <p style="text-align: center;"><input type="checkbox"/></p>	<p>→ If no, go to counseling message after item 7a.</p>
<p>7a. Describe what happened, number of applicators involved, and any follow-up discussion with the participant (continue on back if necessary):</p> <p>_____</p> <p>_____</p>			

Counseling Message: In order to properly test if the gel protects against HIV, it is important that you use your gel during every sex act, even when condom use is not possible.