MTN Manual of Operational Procedures (MOP)

APPENDIX II: HIV-Testing Quality Assessment Policy

Prepared by	Date Adopted	Supersedes Procedure #
Adapted from HPTN Policy		N/A

Review Date	Revision Date	Signature

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1 SCOPE

- For Phase IIb-IV studies, at the Microbicide Trials Network (MTN) Laboratory Center's (LC) discretion or for studies enrolling HIV-positive participants, baseline plasma/serum samples from 50 participants or 10 percent (whichever is greater) of randomly selected, enrolled adult participants at each site will be retested for HIV antibody by the MTN LC, using U.S. Food and Drug Administration (FDA)-licensed tests. Samples from all participants will be retested if there are less than 50 total study participants. In the event of a false-positive or false-negative result that changes the infection status of the participant, an additional 100 samples or 20 percent of samples (whichever is greater) from enrolled participants will be retested.

- Baseline and seroconversion plasma/serum samples from all seroconverting adult participants and an equal number of randomly selected samples from uninfected participants matched by a follow-up visit will be retested by the MTN LC, using FDA-licensed tests (that is, HIV antibody, HIV DNA PCR or HIV RNA, if necessary). If not otherwise specified in the protocol, specimens will be retested at the end of the study. In the event of an unexpected result (that is, positive baseline sample or negative endpoint sample in a seroconverter), retesting of additional aliquots or time points may be performed as determined by the MTN LC.

- For prenatal trials, the MTN LC will retest (using FDA-licensed tests) plasma/serum samples from all HIV-infected infants and an equal number of randomly selected uninfected infants.

2 PURPOSE

As a site-specific Quality Assessment measure to verify the HIV-infection status of clinical study participants, the MTN LC will perform the relevant protocol-related testing at the end of enrollment. Specimens from seroconverters and an equal number of HIV-negative participants will also be tested to verify site results. This testing will be done to verify local laboratory test results and, in special circumstances, samples will be tested at a non-MTN centralized location (that is, a local commercial laboratory). The MTN LC will use the same test method as used for the original test. Discrepancies may be resolved using test methods with different sensitivities.

3 RESPONSIBILITIES

The Statistical Data Management Center (SDMC) is responsible for the following:

- Generating participant identification numbers (PTIDs) for retesting
- Providing retest PTIDs to the sites
- Providing PTIDs and HIV test results from participant case report forms (CRFs) to the MTN LC

The MTN LC is responsible for the following:

- Working with sites to ship samples to the MTN LC for retesting
- Conducting the retesting
- Providing the SDMC with all discrepant results resulting from the retesting

4 PROCEDURES

4.1 Generating and Distributing Retest PTIDs

The SDMC provides the MTN LC with regular updates on study enrollment status and seroconverters and notifies the MTN LC when retesting is due for a protocol. The SDMC generates a retest list containing PTIDs and associated specimen collection dates for retesting, following the guidelines, specified under the SCOPE section above, and sends the list to the MTN LC and to the site(s) along with instructions to pull and ship specimens to the MTN LC.

4.2 Retesting Specimens

Retesting is conducted as follows:

- The site pulls and ships specimens to the MTN LC, using the PTIDs and collection dates.
- The MTN LC conducts the retesting and informs the SDMC when retesting has been completed.

- The SDMC provides the MTN LC with a retest list containing retest PTIDs, collection dates and the HIV test results performed at the site's local laboratory and documented by the site's on study CRFs.
- The MTN LC matches the HIV retest results to the site's local laboratory results and identifies any discrepancies. The MTN LC and SDMC will follow up on discrepancies, as appropriate.

Following completion of study retesting, the MTN LC sends a report to the SDMC that contains:

- PTIDs with discrepant results, associated visit codes and collection dates
- PTIDs with results that were unavailable for retesting with associated visit codes and collections dates

The SDMC files the discrepant-results report and incorporates and documents the retest results.