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| **Sample** |

Ensure a private environment to protect patient confidentiality. Be attentive, genuine, and neutral.

1. When delivering HIV-negative test results, be sure to state the result in a direct neutral tone, check in and respond to the patient’s reaction, and then continue to conduct a brief risk assessment and risk reduction counseling.

**For example:** “Your HIV test result is Negative.”

1. No further testing is necessary unless patient may have been exposed during the last three months (“window period.”)
* A negative result does not necessarily mean that you don't have HIV. That's because of the window period.
* Window is the period after you may have been exposed to HIV but before a test can detect it. The window period depends on the kind of test that was used. For antibody tests you need to get tested again in three-months.
* For Antigen tests (RNA tests), that timeframe may be shorter.
1. Ask if there was possible exposure during window period. If yes, re-test.
2. Encourage patients to talk when needed, and always be non-judgmental.
* Identify the patient’s perception of risk, set a safer behavioral goal,

 **For example: You can protect yourself and others from HIV by:**

* Using a latex/polyurethane condom (male or female) when you have sex. (Use only water-based lubricants. Oil-based lubricants will make condoms less effective.)
* Not sharing needles for injecting drugs, steroids, vitamins, tattooing, or piercing.
* Using biomedical intervention, Pre-Exposure Prophalaxis (PrEP), which involves taking a pill daily and medical oversight by your doctor.
1. Provide counseling on risk reduction and resources for patients concerned about risk or refer to prevention services visit website: [HIV Prevention and Education Services](https://cms.ocgov.com/gov/health/phs/about/dcepi/hiv/libehiv/services.asp#education).
2. Document the disclosure session in the medical record.

**Documentation should include, but not be limited to the following:**

* Results of the test.
* A brief summary of the content covered in the counseling.
* Assessment of patient’s emotional/mental status, and referrals made and plans for future services.

Source: CA STD/HIV Prevention Training Center, <http://www.stdhivtraining.org/HIVTest.html>