



**State of Florida
Department of Children and Families**

Ron DeSantis
Governor

Taylor N. Hatch
Secretary

HIV/AIDS EDUCATION CONFIRMATION

I, _____, as the authorized representative for _____
do hereby affirm that all employees of this organization have completed the basic 2 hour course on
HIV/AIDS education required by the Florida Department of Children & Families.

It is understood that proof of each employee's attendance is required for audit, and that it is the
responsibility of the licensed provider to maintain for review the educational documentation referenced
herein and in section 381.0035, Florida Statutes. Additionally, I also affirm that age-appropriate HIV/AIDS
education will be provided to persons receiving services based upon educational, cognitive, and other
levels of functioning.

*Pursuant to section 381.0035(1), F.S., the Department of Children & Families, shall
require all employees and clients of facilities licensed under Chapter 397, F.S. to
complete a onetime educational course on the modes of transmission, infection control
procedures, clinical management, and prevention of human immunodeficiency virus and
acquired immune deficiency syndrome with an emphasis on appropriate behavior and
attitude change. Such instruction shall include information on current Florida law and its
impact on testing, confidentiality of test results, and treatment of patients and any
protocols and procedures applicable to human immunodeficiency counseling and testing,
reporting, the offering of HIV testing to pregnant women, and partner notification issues
pursuant to ss. 381.004 and 384.25. An employee who has completed the educational
course required in this subsection is not required to repeat the course upon changing
employment to a different facility licensed under chapter 393, chapter 394, chapter 395,
chapter 397, part II, part III, or part IV of chapter 400, or part I of chapter 429.*

*Pursuant to section 381.0035(2), facilities licensed under chapter 397 shall maintain a
record of employees and dates of attendance at human immunodeficiency virus and
acquired immune deficiency syndrome educational courses.*

New employees shall complete two (2) hours of HIV/AIDS training within the first 6 months of
employment.

I understand the requirements contained in this document and I recognize that providing false information
may result in a fine, suspension, or revocation of this organization's substance abuse services license(s).

NAME

SIGNATURE

LICENSE NUMBER(S)

DATE

2415 North Monroe Street, Suite 400, Tallahassee, Florida 32303-4190

Mission: Work in Partnership with Local Communities to Protect the Vulnerable, Promote Strong and
Economically Self-Sufficient Families, and Advance Personal and Family Recovery and Resiliency

Information on HIV/AIDS Education Requirements for Department of Children & Families Facilities

There is no prior course approval required. However, for employees, the program content must follow the outline presented below, and be 2 hours in length. The course may be presented in 1-hour increments. It is required for all employees. No specific provider approval is required; however, a Board of Nursing approved, or Department of Health provider is preferred. A certificate should be given to each employee verifying completion of the basic HIV/AIDS education course.

Minimum Course Content

I. Description of HIV Infection and AIDS. a. The AIDS Epidemic b. Basic Immunology and virology c. Definition and stages of the disease d. Epidemiology of HIV infection e. Clinical care f. HIV counseling, testing, and partner notification	IV. Attitude and Behavior Change. a. Conquer fear through knowledge and education b. Personalize safer behaviors c. Maintain overall healthy lifestyles
II. Transmission of HIV. a. Sexual transmission b. Blood and blood products transmission c. Perinatal transmission d. Non-transmission facts	V. Policy Development. a. Workplace issues: 1.) <i>Working with AIDS and HIV patients</i> 2.) <i>Personnel with AIDS and HIV</i> 3.) <i>Testing of personnel and patients</i> 4.) <i>Confidentiality issues and informed consent</i>
III. Prevention and Control of HIV Infection. a. Sexual: 1.) <i>Abstinence</i> 2.) <i>Monogamy</i> 3.) <i>Safer sex</i> b. Nonsexual: 1.) <i>Abstinence from IV drug use</i> 2.) <i>Substance abuse rehabilitation</i> 3.) <i>Clean needles and syringes</i> c. Perinatal d. Universal Precautions 1.) <i>Infection control in the workplace</i>	VI. Legal Issues. a. Confidentiality b. Informed consent c. Nondiscrimination d. Case reporting by physicians