Unit 7

The role of community in the HVTN and at research sites

HVTN Community Engagement Unit

# Recruiters

# Educator

# Global CAB Rep

# Community Advisory Board (CAB)

## Priority communities of the research site:

Individuals, community-based organizations, local government organizations, testing centers, etc.

### Other site staff

# **Community educator –** *Staff (preferably 100%)*

* Conditions the environment around issues pertaining to HIV vaccines, research, clinical trials, HVTN global network, etc…
* Initially develops and continues to support CAB
* Develops and oversees community engagement plan
* Develops education materials
* Is the liaison between CAB and the community to the site
* Participates in the HVTN’s bi-monthly community educator conference calls
* Builds relationships with other HIV/AIDS organizations
* Travels to HVTN conferences

### Recruiter *– Staff (% time varies by size of trial)*

* Directly recruits trial participants
* Helps with retention through follow up and other strategies
* Helps design and implement recruitment and retention plan
* Develops recruitment materials
* Works with CAB to help address and improve recruitment plan
* Works with educator to stay informed about HIV vaccines landscape.
* May participate on the HVTN’s bi-monthly community educator conference calls
* May attend HVTN conferences

**Community Advisory Board (CAB)** – *Volunteer*

* Acts as the “voice of the community”
* Liaison between site and community
* Discusses issues around informed consent, protocol development, ethics, confidentiality of participant, etc…
* May volunteer to be on HVTN working groups and protocol teams
* Gives input on issues such as site materials, recruitment and retention strategies, participant welfare.

**Global CAB representative –** *Volunteer*

* Represents the site’s CAB to the network
* Participates on bi- monthly conference calls with other GCAB reps from around the world
* Informs CAB of issues discussed by GCAB group as well as brings issues from local CAB to Global group
* Travels to HVTN conferences or alternates with other CAB members

#### Other site staff - *Staff (% time varies by role at site)*

* Give input into and support community education plan, recruitment plan
* Give input into community education and recruitment materials
* Attend CAB meetings when requested by CAB
* Educate CAB on different aspects of clinical trials
* Use CAB to better understand concerns of the community
* Think of CAB as equal community partner in research and trials.

### HVTN Community Engagement Unit

* Supports educators and recruiters on monthly calls with educators and recruiters from around the globe
* Helps educators develop their community engagement plan by providing feedback and training
* Provides periodic trainings for new educators, recruiters and other site staff involved with community engagement issues.
* Provides assistance with the development with educational materials specific to the socio-cultural context of country.
* Supports GCAB monthly conference calls
* Provides training and support for CAB members on HVTN working groups and protocol development teams.
* Organizes bi-annual CAB retreats.
* Provides an essential link for community engagement and CAB issues to the HVTN on a whole.
* Organizes community-focused sessions at HVTN conferences

