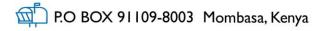
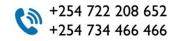


Attachment 1:	Job Description
Title of Position:	HTS Provider
Date of job description:	07 August 2025
Reporting to:	Senior Program Officer – Key Populations

Main tasks and responsibilities

- Create awareness and provide education about HIV testing services.
- Lead in the mobilization of clients for HIV testing.
- Provides pre and post-test HIV counseling to all patients willing to have the HIV test done ensuring clients understand prevention methods and other relevant issues.
- Provide confidential HIV testing to clients as per the national HTS guidelines.
- Encourages and supports patients that test positive; helping them to cope with the new diagnosis.
- Provide ongoing counseling and make relevant referrals for ongoing support.
- Documenting the appropriate MOH tools for HTS and maintaining accurate HTS records including referrals and reports on referral outcomes.
- Compile and submit HTS reports monthly and correctly document generated data in the approved data tools as required by NASCOP and Stawisha Pwani Program.
- Acts as (by facilitating) a linkage between HIV diagnosis, care, support, and treatment.
- Timely request for all necessary consumables for undertaking HTS activities.
- Participates in HTS QA activities like proficiency testing, counseling supervision, and quality control
 measures like batch testing of rapid test kits.
- Ensures HTS optimization in the Dic.
- Provide assisted Partner Notifications Services to partners of the people living with HIV while protecting their rights and observing professional ethics.
- Screening and identifying clients eligible for PrEP, and offering appropriate referrals
- Work as a team in supporting fellow counselors through peer support supervision.
- Refer and link negative clients to preventive services and positive clients to care and treatment services.
- Ensure there are appropriate IEC materials, job aids, and SOPs necessary for HTS in the testing sites.
- Carry out adherence counseling to clients.
- Support case management duties through collaborative coordination with other health service providers to ensure optimal service delivery to clients and client retention to care
- Ensure the maintenance of appropriate, accurate, and clear documentation of all outreaches, education, case management, and group activities report writing.









• Actively participate in training, ongoing skills enhancement training, and network meetings.

Skills Required

- Post-Secondary Education Certificate
- NASCOP HTS Certificate
- Certificate in Counseling
- Experience in HIV/AIDS related work/programs in community setup
- Computer literacy MS Office Suite (Word, Excel)

Competencies Required

- Good Communication and inter-personal skills
- Ability to work within a team environment with diverse stakeholders
- Good organization skill and attention to details
- An ability to work to tight deadlines and within constraints

