

The Office of the Vice Provost for University Life is pleased to release the following report of the 1992-93 HIV/AIDS Task Force. This report summarizes the work of the three Committees of the Task Force and includes the specific recommendations generated by each Committee. We offer our thanks to the members of the Task Force and the Committee chairs and especially to Steven Gagné, a graduate student in energy management and environmental policy, for his invaluable assistance in preparing this report.

— Larry Moneta, Associate Vice Provost for University Life

HIV/AIDS Task Force Report

Activities for the 1992-93 Academic Year

The following report serves as a compilation of the past year's work of the HIV/AIDS Task Force. The Task Force, formed by the Vice Provost for University Life and coordinated by the Associate Vice Provost was charged with the responsibility for reviewing policies, services and educational efforts associated with HIV and to prepare recommendations which would enhance the University's attention to these issues.

This report provides the individual charges to the Committees of the Task Force, their individual accomplishments for the year and specific recommendations which they generated. In addition, the plans for the 1993-94 Task Force are listed.

The recommendations which have been developed by each Committee will result in specific proposals to schools and departments which have the responsibility and opportunity to address them. Throughout the coming year, the Task Force intends to provide periodical reports on the responses to these recommendations. The University community is invited to comment on these recommendations and to volunteer to serve on one of the Committees of the Task Force.

The accomplishments and conclusions of the three Task Force Committees are outlined in the sections that follow.

Education Committee

The Education Committee was charged with reviewing and making recommendations "regarding all activities which seek to provide comprehensive and continuing educational programs regarding AIDS/HIV for all segments of campus life". The charge also called for the Committee to be concerned "with the dissemination of accurate AIDS/HIV related information".

The activities of the Committee have centered on reviewing educational activities at the University. Specific Committee activities have been focused on identifying a) processes to design and develop effective HIV/AIDS programming; b) ways to provide effective community outreach. Accomplishments and recommendations:

Accomplishments

- Collaborated with Services Committee exploring planning and implementation of an on-campus anonymous HIV testing site.
- Cooperated with Student Health Office of Health Education in planning and promoting a month long series of awareness activities related to HIV and safer sex.
- Broadened membership of Committee to include participation outside the division of VPUL in order to address HIV issues as a community. The membership includes representatives from:

Newman Center
Faculty/Staff Assistance Program
Childcare Resource Network
Athletics Department
Office of Affirmative Action
Medical School
Department of History and Sociology of Science

- Supported and networked with peer health educators.
- Initiated exploration of multi-media approaches to HIV education.
- Collaborated with the Office of Health Education - Student Health Service in the update of the HIV Resource Manual.

Recommendations

- Education should be aggressive and multifaceted with less emphasis on University-wide programs. This education should be ongoing and not confined to a particular time of year or semester.

- Continue to support efforts for an on-campus Anonymous Test Site (ATS).

- Merge the Education and Services Committees since much of the efforts overlap

- Explore implementation of multimedia opportunities for education. This should include but not be limited to:

- Voice Mail Hotline featuring: (1) HIV/AIDS calendar information (including a capacity to leave messages about upcoming events); (2) HIV referral information such as (a) numbers of ATS and why we recommend them, (b) resources students, faculty and staff may contact for information or assistance with a specific program related to HIV. It is the Committee's hope that this referral hotline may someday include staffing by a trained hotline educator.

- E-Mail Newsletters
- PennNet—Load HIV Policy and other HIV information.
- Encourage residence halls to install easily accessible information racks to house pamphlets on HIV/AIDS, safer sex and contraception.

- Support and advise efforts to develop the use of socio-drama as an innovative tool to explore issues of behavior and communication.

- Clever campus-wide social events to promote responsible sexual and social behavior.

- Establish video library and screening area and strategies for using the ResNet video system.

- Continue planning and implementation of a modular HIV/AIDS curriculum that will be available to the University community.

- Continue support of programs that use peers to promote healthy sexual behavior.

- Promote wider accessibility of condoms and dental dams.
- Support and collaborate on planning for HIV prevention/education conference slated for fall 1994.

- Continue the efforts by the Program Design and Development subcommittee's work in targeting groups to help identify their needs and provide programming/education.

Services Committee

The charge to the Services Committee was stated as the "definition and coordination of the delivery and support of service for AIDS/HIV-related problems". In meeting that charge, the Committee felt that its tasks were:

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to enumerate the types of services related to prevention, diagnosis and treatment of HIV; to identify those services currently available to the University community; to evaluate those services with regard to ease of access and quality of service; and to recommend additional services and/or revised services.

The specific tasks and issues to which the Committee has directed its attention are: the establishment of an anonymous test site on or close to the University campus; a survey of the various resources for counseling about HIV-related concerns; a review of the resources available to HIV-positive individuals, including medical treatment, counseling and social services.

Accomplishments and Recommendations

Anonymous test site: Both graduate and undergraduate students were surveyed regarding interest in establishing an anonymous test site (ATS) and the location of such a site. There was overwhelming support for anonymous testing in both groups. There was no single location preferred by a majority of students.

A number of possible locations have been considered by the Committee as potential ATS sites. The main ones under consideration include the Student Health Service, another University location and St. Mary's Episcopal Church of Hamilton Village. As the process of selecting a site proceeded, various criteria have emerged as desirable characteristics of the ATS site, including:

- 1) Equal access to students, faculty and staff
- 2) Convenience of location to both on-campus and off-campus residents
- 3) Relatively private location *and* multiple use of facility, so that individuals do not worry about being seen going into the ATS
- 4) Ability to arrange for disposal of medical waste
- 5) Physical layout to include waiting area as well as consultation rooms with a sufficient degree of privacy and confidentiality
- 6) Ready access to running water

More recently, attention has shifted to the School of Dental Medicine as a potential location for the ATS. The advantages of the School include: location which is convenient to both on-campus and off-campus residents; multi-use purpose; availability to all members of the University community; private consultation rooms; arrangements for medical waste already in place.

Discussions have been held with the School's administration, including the Associate Dean (Dr. James Galbally) and the Program Director of the Clinical Research Center (Dr. Vernon Brightman). Both are receptive to developing a test site, most likely to be situated in the Clinical Research Center at 4019 Irvine Street.

Additional issues to resolve include arrangements for a testing agency to provide counselors and performance of the tests. Both the Women's Anonymous Test Site (WATS) and the Philadelphia Community Health Alternatives (PCHA) express interest in providing these services. There had been concern that WATS would not have continued funding for the 1994 fiscal year, but recent conversation with their staff disclosed that they have received funding and may be able to provide testing. PCHA is also interested, but would not be able to provide ongoing testing unless arrangements are made for remuneration; the specific support that the University would be asked to provide has not been established. The Committee will continue to explore arrangements with both WATS and PCHA, and will review other options for staffing of the ATS and performance of the laboratory testing. (*Note:* The test site opened on October 14, 1993. HIV testing and counseling, WATS, is now available to all University community members at the Dental School site on Thursdays from 9 a.m. to 12:00 noon.)

Availability of resources: The Committee has reviewed the availability of resources for HIV-related concerns, using the Campus Assessment Inventory issued by the Inter-Association Task Force on HIV Infection and AIDS. The Committee feels that appropriate resources for counseling, treatment, and other HIV-related issues (such as specialty referral) are available to students, faculty and staff, and that a number of options are available to most individuals. It does recommend, however, that efforts continue in disseminating information about these resources to all members of the University community, especially to those persons who might be asked by others for such information (e.g., Resident Advisors, Human Resources counselors, etc.). As the first step in disseminating this information, the Committee will be preparing a leaflet which will contain basic information about where to obtain counseling, testing, treatment and more information.

The Committee also recommends that specific training be given to any individual who may be required in the course of his or her job to provide information and/or counseling about HIV, HIV testing, risk assessment for HIV, etc.

Policy Committee

The charge of the Policy Committee of the AIDS/HIV Task Force is to "identify general areas calling for institutional policies regarding HIV/AIDS as it affects students, faculty and staff individually, and in relation to each other and with the institution; review existing policies regarding these areas; and suggest changes in existing policies and major points to be included in policies which need to be developed".

Through a participative and interactive process, described below, the members of the Policy Committee have conducted a review of the state of University HIV/AIDS policies. The University's policies were assessed using a multi-pronged approach; University administrators were surveyed; a series of public forums were held to hear the perspective of community members; and many student, faculty, and staff organizations were contacted for their perspectives. The results of this interactive process were compared, by the Committee, to several national guidelines regarding policies related to HIV/AIDS on college campuses. Following are the Committee's recommendations, based on the results of this process.

Recommendations

The Policy Committee of the HIV/AIDS Task Force makes the following recommendations, clustered in several areas. Recommendations are taken directly from the several sources of data and based on the perspectives and experiences of Committee members. Most recommendations are written in language which could be adopted as policy; some raise matters which require further exploration and specific policy development which limited time precluded the Committee from doing itself.

Protection/Rights

- Knowledge concerning a person's either testing positive for HIV or having AIDS is confidential information and is, therefore, subject to all applicable University policies on confidentiality of medical, personnel, academic, or other types of records.

- As is the case with any other person who is differently abled, a person who is HIV positive or has AIDS has the right to either identify himself or herself or not to do so to people of authority in the University community. Once such a self-identification is made, that information remains confidential and may not be further divulged without the informed consent of the person making the initial self-identification.

- Wherever possible a *student* who self-identifies as a person who is HIV positive or who has AIDS should be encouraged to so advise the appropriate office in his or her graduate/professional or undergraduate school [all relevant policies and procedures should list these offices specifically], or the Office of Affirmative Action if they prefer, who must then coordinate the most humane response. Thereafter, requests for necessary accommodations will be arranged centrally in order best to preserve the confidentiality of the information divulged. Each such school office is highly encouraged to maintain an atmosphere of sufficient mutual trust so that accommodations may be made by faculty and other University people without the necessity of having to disclose the details of the individual's medical history. These offices shall also advise the student of her or his rights and responsibilities and provide information about services which can further assist the student and about the range of accommodations which may be requested. One example brought to the attention of the Committee that might not be immediately apparent was parking that is nearby and available at low or no cost.

- Whenever possible an *employee* who self-identifies as a person who is HIV positive or who has AIDS, should be encouraged to advise the designated person within the University's Office of Affirmative Action who must then coordinate the most humane response. Thereafter, requests for necessary accommodations can be arranged centrally in order best to preserve the confidentiality of the information divulged. The Office of Affirmative Action is encouraged to maintain an atmosphere of sufficient mutual trust so that accommodations may be made by Deans, other directors, supervisors and any other University people without the necessity of having to disclose the details of the individual's medical history. The Office shall also advise the employee as to his or her rights and responsibilities and provide information about services which can further assist the employee and about the range of accommodations which may be requested.

- In some circumstances, disclosure of the antibody status of an employee or student to a colleague or fellow student may be necessary after possible exposure of that colleague or fellow student. Such disclosure should be undertaken only following consultation with appropriate University officials (e.g., Staff Relations) and with the permission of the HIV positive employee or student whenever possible. (This recommendation

advocates for change in Section H of HR Policy 712.)

- No one who is HIV positive or who has AIDS, whether she or he has self-identified or not, shall be subjected to discrimination except in the rare instances where such discrimination is on the requirement of public health authorities or by the operation of law.

- The Office of Affirmative Action must provide active support and advocacy for employees with and expressing concerns regarding HIV/AIDS. The Office of the Vice Provost for University Life must provide active support and advocacy for students with and expressing concerns regarding HIV/AIDS.

Administrative Issues

The University has administrative guidelines regarding employees with HIV/AIDS (HR Policy 712). One recommended change (to Section H) is noted above. Additionally, some acknowledgment needs to be made in the Policy of the adjustments in assignments and workloads which co-workers need to take on in order to accommodate the employee with HIV/AIDS.

The following are recommended guidelines regarding students, some of them parallel to the provisions in HR Policy 712:

- Students with HIV/AIDS, whether symptomatic or not, will be allowed unrestricted opportunities to participate in their academic programs as long as they are mentally and physically able to do so.

- When action is necessary, their school or department will provide reasonable accommodation for such students and will consult with the Offices of the Provost, the Vice Provost for University Life, and the Office of Affirmative Action. Every attempt will be made to render a well-informed judgment grounded in a careful and open-minded weighing of all available alternatives, paying particular attention to retaining access to Student Health insurance and services, and University resources.

- The University does not require testing of any student for the HIV antibody.

- Students with HIV infection will not be restricted from access to instructional, recreational, dining, or other common areas, facilities, or equipment.

- The presence of HIV infection will not alter the admissions decision for anyone applying to programs at the University or for consideration of financial aid.

- Policy needs to be developed regarding international students' status and concerns when they test HIV positive or develop AIDS while at the University; similar concerns exist regarding University students studying abroad. An additional concern is that some students' courses of study or research may require work abroad in countries which either require HIV antibody testing (which they may prefer to avoid) or ban individuals who are HIV positive or have AIDS.

- The University encourages regular medical follow-up for HIV infected students. Any student may obtain medical evaluation, counseling, and testing at Student Health Service.

- University faculty, administrators, supervisors, and other employees shall conduct themselves with compassion and understanding in making academic and work-related decisions regarding a student with HIV infection.

- No student who actually has or is suspected of having HIV infection shall be subjected to emotional, verbal, or physical abuse by any member of the University community. Any such action is condemned as a matter of policy, will not be tolerated, and is grounds for discipline.

- If a *student employee* develops HIV infection, the University will permit the individual to continue to work as long as the student is able to perform his or her job, except for those jobs for which available medical evidence indicates a health risk to the public. Each case will be considered on an individual basis. Appropriate sick leave and benefits will be made available.

- The presence of an individual who has HIV infection in a department or work area, shall not per se be the basis for the reassignment of any other employee or any other student.

Employees/Students with Clinical Responsibilities

- A standard University-wide policy regarding counseling and other actions/steps to be taken in cases of exposure to HIV at the University must be established. This policy must be distributed to all who might be affected, including issuance of a card indicating what to do and whom to contact in case of exposure.

- A policy regarding participation in clinical duties of HIV positive staff and students must be developed. If these persons are excluded from clinical duties or have their duties restricted, other options must be provided for completion of training or meeting the requirements of employment.

- A policy needs to be created and enforced regarding student and staff clinical responsibilities involving HIV positive patients. This must include: whether an individual is allowed to decline performing invasive procedures with which they are not yet comfortable due to lack of experience; ways to protect students, house staff, and staff from retribution if they decline to conduct a procedure within the bounds of the policy; ways of addressing faculty members who pressure students or staff into not following universal precautions, surgical procedures, etc.

Economic/Financial Considerations

- It is essential that a common set of principles guide the University when dealing with the financial and economic costs that HIV/AIDS inflicts upon members of its community infected or affected by this disease. These include: continued commitment to and aggressive enforcement of non-discrimination policies as they relate to employment and to academic and financial aid status; flexibility in meeting the particular needs of infected members of the community; and recognition that primary caregivers—many coming from non-traditional families—also require flexibility in work and academic schedules.

- *Staff and faculty* with more than three years of employment are not vulnerable to loss of benefits under existing University policies such as maintenance of health insurance, eligibility for unpaid leave, and full access to long-term disability benefits. Their interests are further protected by the provisions of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, and the Family Leave Act of 1993. Less protection is afforded to University employees with fewer than three years of service. The University must employ creative efforts to accommodate the needs of these employees such as granting them unpaid leave, so that they may be eligible for long-term disability benefits.

- University *students* with HIV/AIDS are not adequately protected from the economic and financial hardships that typically accompany the disease. For undergraduates, financial assistance over and above the customary financial aid may be required to offset expenses associated with managing HIV/AIDS, e.g., expensive prescription drugs and unreimbursed psychotherapy. Every effort must be employed to maintain eligibility and full-funding status for fellowships, teaching and research assistantships, and grants-in-aid programs for graduate/professional students with HIV/AIDS who must reduce their workloads to manage their illness. Flexibility should prevail in the determination of academic schedules, teaching, research and other in-service obligations.

- The University should establish a separate fund in the office of the Vice Provost for University Life to meet on a case-by-case basis the extraordinary and contingent needs of both undergraduate and graduate/professional students with HIV/AIDS.

- The University's bereavement leave policy should be broadened to allow employees time off following the death of individuals for whom they have been a primary caretaker when the individuals do not fall into one of the categories indicated in the current policy. Examples include a domestic partner, of the same or other gender, and a close friend.

- Employees who are HIV positive or who have AIDS should be encouraged by their health care practitioners and Human Resources personnel to make plans according to benefits changes which they can anticipate and also to investigate living wills, powers of attorney, and other such devices.

- All future insurance policies negotiated or brokered by the University for students and employees should include adequate coverage to allow persons to maintain medical care throughout a chronic condition (e.g., adequate prescription coverage, no condition-specific limits, extension of insurance following termination of student or employee status).

Implementation

- Recommendations regarding HIV/AIDS policy should be conveyed by the Vice Provost and Associate Vice Provost for University Life to appropriate University administrators in a timely manner.

- Following conveyance of recommendations to the appropriate University administrators, the Office of the Vice Provost for University Life should set up an appropriate mechanism to assist other offices with follow through and monitor implementation of the recommendations.

- Each policy must include information about how such policies may be changed or challenged.

Promulgation

- The recommendations of the Committee should be reported in *Almanac*, *The Daily Pennsylvanian*, and other appropriate campus publications.

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- All University policies regarding HIV/AIDS—both those already in place and those created or altered following this report—should be made widely known and regularly publicized on campus through print and electronic media as well as appropriate human resources and other procedural manuals. These policies must be available at relevant University offices and at the Van Pelt Library. These policies should be published not only individually (according to their specific focus and department of origin) but also collectively in some sort of manual of the University's HIV/AIDS-related policies. A synopsis of University policies regarding HIV/AIDS should also be created and made available, including to prospective students and employees. Such a publication should delineate the rights and responsibilities of people with HIV/AIDS and advocate for the caring and sensitivity required in dealing with students and employees affected by HIV/AIDS.

- All managers and supervisors, faculty and teaching assistants should learn about HIV/AIDS and be trained to deal sensitively with employees and students who are HIV positive or have AIDS and should familiarize themselves with relevant policies and resources.

- Any educational programs conducted for faculty, staff, or students which address HIV/AIDS issues must contain comprehensive information with respect to confidentiality and the rights, protections, and responsibilities of people who are HIV positive or who have AIDS.

The full membership of the 1992-93

Task Force and committees:

Education and Information Committee:

Zoila Airall	Residential Living
Albert Angelo	Grad. School of Education
Bette Begleiter	F/SAP
Brigitte Blanco	Residential Living
Tracy Breen	C '93
Jodi Bromberg	C '94 FLASH
Bob Cardie	Newman Center
Andrea Casarow	Penn Women's Center
Barbara Cassel	VPUL
Mimi Collins	Student Health Service
Kelly Culbert	Grad. School of Education
Phyllis Dennis	Greenfield Intercultural Ctr.
Michelle Finkelstein	C '93, FLASH
Gloria Gay	Penn Women's Center
Ernie Green	Grad. School of Education
Ken Grimm	Medical Student
Cheryl Groce	Residential Living
Joann Mitchell	Affirmative Action
Albert Moore	Student Life Activities & Facilities
Tom Mottola	Residential Living
Karen Pollack	Alcohol & Drug Education
Joanne Rafferty	Recreation
Ann Robling-Hayes	Medical School
Leslie Trimble	Childcare Resource Network
Jennifer Trupkin	C '93, FLASH
Al Vernacchio	Grad. School of Education
Daren Wade	School of Social Work
Kate Webster*	Student Health Education

Policy Committee:

Michael Bazinet	Anthropology
Gary Clinton	Law School
Mimi Collins	Student Health Service
Nick Constan	President's Office
Jerry Dames	College of General Studies
Kristin Davidson	Nursing School
Phyllis Dennis	Greenfield Intercultural Ctr.
Ellie DiLapi	Penn Women's Center
Louise Dunn	Penn Women's Center
Michele Grimm	GSAC Chair
Tomas Leal	Residential Living
Joann Mitchell	Affirmative Action
Gulbun O'Connor	Ombudsman
Jack Reece	History Department
Brenda Ridley	Residential Living
Bob Schoenberg*	Student Life Programs
Annette Thomas- Weintraub	Dental School
Wanda Whitted	Staff Relations
Jo-Ann Zoll	Alcohol & Drug Education

* Committee Chair

Note: FLASH stands for Facilitating Learning About Sexual Health

Services Committee:

Brigitte Blanco	Residential Living
Keisha Dennard	C '93
Cheryl Groce	Residential Living
Violet Kron	Student Health Psychiatry
Lorna Lynn	HUP
Rob Roy MacGregor	HUP, HIV Services
Allen Orsi	GAPSA Chair
Michael Polgar	GSAC Past Chair
Marilyn Silberberg	Student Health Service
Perri Stella	Student Health Service
Susan Villari	Student Health Education
Kate Webster	Student Health Education
Evelyn Wiener*	Student Health Service

The 1993-94 HIV/AIDS Task Force

The HIV/AIDS Task Force will continue its work into and, undoubtedly, beyond the 1993-94 academic year. The activities of the Task Force will continue to be coordinated by Dr. Larry Moneta, Associate Vice Provost for University Life. The steering committee of the Task Force, comprised of the chairs of the three committees and chair of the Task Force, has developed proposed focal areas, identified below, for the continued work of the Task Force.

Education and Services Committee

Charge: This Committee will follow up with the work of the Services and Education Committees of the 1992-93 Task Force and continue to develop long range strategies for providing up-to-date information and services to the Penn community. The Committee will consider appropriate uses of pending new communication technologies and will offer proposals which will guide the programming efforts of those units which provide HIV/AIDS education.

Specific responsibilities include:

- Implementation and assessment of anonymous testing;
- Exploration of the use of the new technologies (video, voice and data communications) as vehicles for the delivery of HIV/AIDS information;
- Further development of long-range educational objectives and strategies for reaching the Penn population.

Conference Committee

Charge: This Committee will focus exclusively on the development of a campus conference on HIV/AIDS, similar to the one offered on The Americans With Disabilities Act, in February of 1993. The conference is intended to remind members of the Penn community of the many issues involved with HIV/AIDS and to generally raise awareness of the education, policy and service obligations and opportunities to us.

Specific responsibilities include:

- Development of a fall 1994, Penn community-wide conference on HIV/AIDS similar to the ADA conference sponsored in February 1993.

Policy Implementation and Monitoring Committee

Charge: This Committee will be responsible for promoting the policy changes recommended by the Policy Committee of the 1992-93 Task Force and for monitoring implementation of those recommendations. Members of the Committee will work with various governance units of the University and assist with the development of appropriate policy language, determine the degree of acceptance of policy recommendations and develop written reports on the status of policy recommendations and changes.

Specific responsibilities include:

- Review responses to policy development and alteration proposals;
- Provide incremental status reports to the Penn community regarding responses to policy recommendations;
- Serve as an educational and consultation team while advocating for expedient implementation of the policy recommendations.

Invitation to Participate

All University community members are invited to participate in the Task Force's activities. If you are interested, or know of someone who is interested, in joining, one or more of the committees, please contact Steven Gagné at: 898-6081, or HIV/AIDS Task Force, c/o the Office of the Vice Provost for University Life, 200 Houston Hall/6306, or at HIVBOX@al.relay.upenn.edu for e-mail contact.