

## HIV Health Literacy Framework project

### Advisory Steering Group – Terms of Reference – June 2019

#### Group Members

Dr John Rule – [NAPWHA](#) (Chair) / Saysana Sirimanotham (Minute Taker)

Daniel Alderman – [NTAHC](#)

Kate Bath – [ASHM](#)

Dr Graham Brown – [Australian Research Centre in Sex, Health and Society](#) (ARCSHS)

Craig Burnett – [Living Positive Victoria](#)

Alison Coelho (Pier Moro to substitute when Alison is unavailable) – [Centre for Culture, Ethnicity & Health](#)

Linda Forbes [TBA] – SAHMRI – [South Australian Health and Medical Research Institute](#)

Nic Holas – [The Institute of Many](#) (TIM)

Shih-Chi Kao – [Pozhets NSW](#)

Kath Leane – SA / [Femfatales](#)

Diane Lloyd – WA / [NAPWHA Board](#) / [Femfatales](#)

Kirsty Machon – [Positive Women Victoria](#)

Melissa Warner – [Queensland Positive People](#)

#### Project Overview

NAPWHA are overseeing a project to develop a new national HIV health literacy framework. The development phase will run for three years (2019-2021) and aims to benefit PLHIV across Australia by providing better targeted health literacy advice to empower people to make better decisions around their HIV treatment and care.

The project will enable NAPWHA to adapt to the changing epidemic by facilitating better communications with vulnerable populations that are not benefiting equally from Australia's HIV response; such as, women with HIV, heterosexual people with HIV, Aboriginal and Torres Strait Islanders and people from Culturally and Linguistically Diverse Backgrounds.

The project is funded by ViiV Healthcare whose responsibility is limited to providing financial support for the activities outlined in the project plan as listed on the project's [Evaluation Framework](#). NAPWHA reports back to ViiV on these activities on a quarterly basis.

#### Purpose

The Advisory Steering Group has been established by NAPWHA to provide oversight into the development, implementation and evaluation of the national HIV health literacy framework. The membership of this group is made up of individuals who have knowledge or access to PLHIV communities in Australia.

#### Role and key tasks

1. To attend approximately 3 Advisory Steering Group meetings (via teleconference) during the project establishment and development phase:
  - a. **July 2019** – Review of evaluation framework; agreement on special groups; recruitment of project champions
  - b. **August or September 2019** – Development of targeted focus groups
  - c. **December 2019 or January 2020** – Development of draft health literacy framework

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#### National Association of People with HIV Australia (NAPWHA)

2. To attend approximately 4 Advisory Steering Group meetings (via teleconference) during the project implementation phase in 2020.

#### **Establishment and Development phase (June-Dec 2019)**

3. Review and provide feedback to the **Evaluation Framework** document which informs the overall project with **Participatory Action Research** principles – with written input to be provided by 28 June 2019.
4. **Provide input to support the NAPWHA literature review and best-practice review** – NAPWHA has provided a **One Drive** – [http://bit.ly/NAPWHA\\_HLF19](http://bit.ly/NAPWHA_HLF19) – for any documents to be saved to. This includes literature or grey literature (e.g. service program evaluations) that relate to priority population groups and their health literacy, rates of HIV testing, transmission and treatment, continuum of care data. (Timeframe July-August 2019)
5. **To agree on prioritised groups that will become the focus of the project** – e.g. Women, Aboriginal and Torres Strait Islander, Culturally and Linguistically Diverse communities, people who inject drugs.
6. Assist with identifying **prioritised groups champions**; and provide comment on the training that would support their work.
7. Review and provide comment on the **draft health literacy framework** – in December 2019.

These terms of reference will be reviewed at the first meeting of 2020 considering findings from the draft health literacy framework at the end of the 4<sup>th</sup> quarter of 2019.

Please note that there is no sitting fee paid for attendance of the Group meetings.

All Group feedback is welcomed and received, however, NAPWHA will reserve the right to exercise final decision-making in the project. Project decisions will be fed back to the Group via meeting minutes with a decision review stating:

- the *decision* that was made
- *who* made the decision
- *on what basis* the decision was made

## **Organisational Details**

**Organisation Name:** National Association of People with HIV Australia (NAPWHA)  
**Address:** PO Box 917 Newtown NSW 2042

**Project Coordinator Details:** Saysana Sirimanotham  
**Phone number:** (02) 8568 0300 / 0424 898 698  
**Email:** [saysana@napwha.org.au](mailto:saysana@napwha.org.au)

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### **National Association of People with HIV Australia (NAPWHA)**