



COUNTY OF LOS ANGELES

Public Health

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**SUBSTANCE ABUSE PREVENTION AND CONTROL**

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**SAPC BULLETIN NO. 16-05**

April 27, 2016

TO: Executive Directors

FROM: Wayne K. Sugita, Interim Director   
Substance Abuse Prevention and Control

SUBJECT: **HEPATITIS B AND C VIRUS PROGRAM**

Substance Abuse Prevention and Control (SAPC) is supporting the Department of Public Health’s (DPH) commitment to reduce viral hepatitis (HBV/HCV) transmission, morbidity, and mortality in Los Angeles County. In an effort to further the Department’s mission, SAPC will be expanding current contract language to provide guidance and strengthen coordination of activities for prevention, control, and care of viral hepatitis within DPH and its partners.

Though these requirements will not be immediately incorporated into contracts, providers are encouraged to take the following actions now to ensure future compliance:

- Develop policies and procedures, which are adopted by the Board of Directors that addresses priority admissions, confidentiality, charting, and all other issues necessary to ensure the protection of the rights of all HBV/HCV positive patients. This should include the appointment of a resource person who shall oversee the organization’s HBV/HCV related activities and ensure compliance to contract requirements.
- All new staff members should receive at minimum, basic HBV/HCV education, HBV/HCV prevention information and resources for prevention, testing, treatment, and supportive services within thirty (30) days of starting employment. In addition, all direct service and support staff must attend a minimum of two (2) hours of training each year. A commitment to ongoing training related to HBV/HCV will be signed and maintained in the employee’s personnel file.

- Maintain program facility(ies) and services in a manner which will reduce the risk of HBV/HCV virus transmission. Provide staff and patients with current, up-to-date brochures and other educational material which are reflective of the population served by the agency, in culturally appropriate format and languages. Printed materials must provide information on risk-reduction and testing in addition to whatever information is deemed appropriate for the population(s) served at the agency. Materials must be replenished, be visible, and easily available to patients.
- Make available to all participants and employees the location of HBV/HCV counseling and confidential testing sites and treatment centers within the County of Los Angeles.
- Develop resource information and linkages to support the special medical, social, psychological, case management, etc., needs of HBV/HCV positive patients, and make referrals when appropriate, while patients are in the program and for discharge planning.

If you have any questions or require additional information, please contact SAPC's Contract Services Division at (626) 299-4532.

WKS:dd

c: Tonia Smith  
Dr. Gary Tsai  
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