LTBI Card

Card Front

Name: _____
DOB: __|__|__

TST ____ mm induration   Date Read: __|__|__

Chest X-Ray   Result: ☐ Normal ☐ Abnormal (Stable)
Date: __|__|__

Treatment Completed: ☐ Yes ☐ No (Contact Provider)

Name of Drug(s): _____ Stopped: __|__|__ # Mos: ____

Started: __|__|__

Provider Name: _____ Phone: (___) ____

Signature: _____

Card Back

YOUR SKIN TEST AND TREATMENT RECORD

- Keep this card in your wallet at all times
- Show this card to the doctor, so you don't get tested and/or treated again
- Call your doctor if you have any signs or symptoms of TB disease for 2 or more weeks:
  - Cough
  - Chest pain
  - Coughing up blood
  - Losing weight without trying
  - Feeling weak and tired
  - Fever and chills
  - Night sweats

NJMS National Tuberculosis Center – Lattimore Practice
973-972-6232 • 225 Warren Street, Newark, NJ 07101
Have you found this card useful? Call 1-800-482-3627

Patient's TB Testing & Treatment Record

NEW JERSEY MEDICAL SCHOOL
GLOBAL TUBERCULOSIS INSTITUTE

Acknowledgements

The New Jersey Medical School (NJMS) Global Tuberculosis Institute wishes to acknowledge the following individuals for their valuable contributions:

- John Duffy & Richard Grady at **Bergen County Jail**, Hackensack, NJ
- Rhonda Hagler & Susan Murray at **East Orange Substance Abuse Treatment Program**, East Orange, NJ
- Annette Dundas at **Hudson County Chest Clinic**, Jersey City, NJ
- Rowena Karaciewicz and Patty Woods at **Middlesex County TB Control Program**, Edison, NJ
- Beth Korn at **Newark Community Health Center**, East Orange, NJ
- Marsha McGowan & Anita Vaughn at **Newark Health Department**, Newark, NJ
- Veronica Anokute, Rajita Bhavaraju, Sharon Danquah, Jocelyn Denis, Paul Jensen, Alfred Lardizabal, Eileen Napolitano, Grant Owusu, Alfred Paspe, Lillian Pirog, Judy Thomas, Suzanne Tortoriello, Ramona Valentin, Dianne Washington at **NJMS Global Tuberculosis Institute**, Newark, NJ
- Marian Passannante at **New Jersey Medical School**, Newark, NJ
- Evelyn Lancaster at **Oregon TB Control Program**, Portland, OR
- Carol Pozsik at **South Carolina TB Control Division**, Columbia, SC

Revised July, 2007

Table of Contents

Click Here to download modifiable versions of appendices
*Internet connection required

Rationale for Developing LTBI Card

- Targeted TB testing and treatment of latent TB infection (LTBI) is an important strategy in advancing toward TB elimination in the United States.[1] Persons at high risk for TB and who have a positive tuberculin skin test (TST) or a positive Quanti-FERON blood test (QFT) are seen in a variety of settings (e.g., community health centers, substance abuse treatment facilities, correctional facilities, HIV care centers) where TB testing is routinely performed.

- In accordance with published guidelines, the person with a positive TST or QFT customarily receives a chest x-ray to rule out active TB, is placed on treatment for LTBI, and told not to have another TB test performed.[2]

- Although health care providers may give patients a letter-sized summary of their TB diagnostic and treatment results, patients often misplace or discard this document. When the person is seen in a different health care setting, the staff often does not have time to obtain written documentation of the prior TST or QFT, chest x-ray, or treatment results. Consequently, health care providers often repeat these tests and retreat unnecessarily.

- Other health care providers may accept the unconfirmed history of a positive TST or QFT, which becomes the basis for further diagnostic tests and treatment. This is inappropriate, since one landmark study found that of 1,428 persons who claimed to have had a previous positive TST results, only 606 (42%) had a positive reaction on retesting.[3] Efficient targeted TB testing and treatment of LTBI will be fostered by more ready access to previous TST or QFT and treatment records.

- Through an informal survey, we learned that at least twenty state TB programs have developed and implemented the use of cards containing documentation of TST and CXR status and/or treatment of LTBI for patients. However, aside from anecdotal feedback, none of the programs have conducted a systematic assessment on the practicality of the cards currently in use.

- The **goal of the LTBI card** is to reduce the amount of unnecessary re-testing and re-treatment among high-risk persons who might be seen in a variety of health care settings and geographic areas. The card provides persons with LTBI with a permanent record of their TST or QFT result, chest x-ray result, and treatment status—including provider and TB program contact information—that can be carried with them at all times and shown whenever they are seen by a new health care provider. Educational messages and instructions contained on the LTBI card prompts patients to seek medical attention should they experience symptoms associated with TB disease.

---

[1] Institute of Medicine (Geiter, L, Editor) (2000). Advancing toward elimination. In Ending neglect: the elimination of tuberculosis in the United States. (pp. 86-121). Washington, D.C.: National Academy Press.
[2] Centers for Disease Control. (2000). Targeted tuberculin testing and treatment of latent tuberculosis infection. *MMWR*, 49(No. RR-6): [inclusive page numbers].
[3] Reichman, L.B., & O'Day, R. (1977). The influence of a history of a previous test on the prevalence and size of reactions to tuberculin. *American Review of Respiratory Disease*, 115: 737-741.

Development, Feedback, and Field Testing of LTBI Card

- Following a review of cards from more than 20 TB programs and discussions with staff about their experiences, a draft LTBI card was developed. Subsequently, individual interviews were conducted with LTBI patients and healthcare staff in a variety of settings to obtain feedback about the strengths, weaknesses, and the potential usefulness of the card. Interviews were conducted in HRSA-funded community health centers, substance abuse treatment facilities, HIV clinics, correctional facilities, and health department chest clinics.

- Based on interview feedback and field testing at 3 sites:
    - The LTBI Card was modified and translated into Spanish and Creole
    - Guidelines were developed to assist TB programs in planning for the distribution and use of the Card
    - Instructions were developed for completing and discussing the Card with the patient
    - An LTBI Card poster was developed

- The LTBI Card product was initially published in 2004

- The revised card allows QFT results to be recorded, in addition to TST results

Planning for Distribution and Use of the LTBI Card

Each TB Program for a defined geographic area should **assign a lead person** for planning and coordinating the distribution and use of the LTBI Card within the Program's jurisdiction. In addition to health department chest clinics, the Card can be used by **other health care facilities** (e.g., HIV clinics, drug treatment centers, community health centers, correctional facilities) which serve clients with a high prevalence of LTBI and who are at high risk of developing TB disease. These facilities are the ones most likely to routinely skin test their clients and which would, therefore, benefit most from having ready access to prior LTBI testing and treatment results.

Once a specific facility has been identified, the TB Program should **prepare a packet or binder of materials** for the facility:

- **Prepare** sets of **LTBI Cards** for the facility. In the Microsoft (MS) Word or PDF document, on each of the 9 Cards, enter:
  - The name and phone number of the facility (on the side of the card with the patient's name and test results)
  - The name, address, and phone number of the TB Program (on the side of the card with educational messages)
- *Note: A different set of Cards needs to be prepared for each language spoken by clients in the facility (English, Spanish, and/or Creole)*
- **Print and cut two sets of Cards** (one Gold and one White) for each language needed:
  - Gold Cards for patients started on and completing treatment for LTBI
  - White Cards for patients not started on treatment for LTBI
- Print LTBI Card **Instructions and Education sheets** for staff members in each language spoken by clients in the facility
- Print or compile copies of the **patient education material** for each language spoken by clients in the facility. Patient and provider educational materials that may assist are available on CDC's website: http://www.cdc.gov/tb/pubs/default.htm or the TB Education & Training Resources website at www.findtbresources.org)
- Print and distribute **LTBI Card Posters** for each language spoken by clients in the facility

The TB Program should **identify a lead person at the facility** with whom to coordinate staff orientation and implementation of the LTBI Card.

LTBI Cards – Instructions for Downloading, Modifying, Printing, Saving, and Laminating

Three sets of Cards are available, based on the language (English, Spanish, or Creole) of the educational messages on the card. Each MS Word or PDF version includes 9 cards on 2 8 ½" X 11" pages (for double-sided printing). By clicking one of the languages below, the user can download, modify, print, and save the Cards needed in the target facility.

>   **NOTE: Select *Word* if printing with black ink and want to save changes to document**
>   **Select *PDF* if you want to print the gold Card in color ink and do not want to save changes**

- **LTBI Card – English (Appendix 1 Word   PDF)**
- **LTBI Card – Spanish (Appendix 2 Word   PDF)**
- **LTBI Card – Creole (Appendix 3 Word   PDF)**

- **Modifying the Card Document (Inserting Provider and TB Program Contact Information)**

  Before the Cards are printed, the user should enter information in the following fields (highlighted in Gray in the electronic document):
  - **Provider Name:** Enter the name of the facility (not the name of the individual clinician)
  - **Phone Number:** Enter the area code and phone number of the provider
  - **Name of TB Program** (On the side of the card with educational messages): Enter the name of the TB Program for the jurisdiction in which the Card will be used
  - **Address and Phone of TB Program** (Below Name of TB Program): Enter the address and phone number of the TB Program

  After entering information in a given field, press the Tab key to go to the next field. Complete the same information for all 9 cards.

- **Printing the Card**

  For each language in each facility, print two sets of Cards:
  - Gold Cards for patients completing treatment for LTBI
  - White Cards for LTBI patients who are not started on treatment

  If printing with black ink, complete the document in MS Word. Then print:
  - Gold Cards on gold card stock paper
  - White Cards on white card stock paper

  If using a color printer, you can complete a gold version of the Card in PDF, and then print on white card stock paper. *(NOTE: The information entered in the PDF version (i.e., provider name and phone and TB control program name, address and phone) cannot be saved. Therefore, each time you want to print additional cards, you will need to re-enter this information*

All Cards should be printed on 8 ½" X 11" card stock paper

Double Sided Printing
The LTBI Card document is two pages in length and double-sided printing can be achieved in one of three ways:
- If the printer has the capacity for double-sided printing, set the printer to print on both sides. *(Note: Since each type of printer has unique settings, exact alignment may be difficult using this approach)*
- A more reliable way is to first print on one side, reinsert the paper in the paper tray, and print on the back side.
- A third option is to print the Cards on two separate pages and then make double-sided copies on a photocopy machine.

- **Saving the Card Documents Prepared in MS Word**

  Once modifications have been made in MS Word, click on the "Save" icon and assign a unique name for each language within a specific facility/provider, for example:
  - Card – English – Lattimore Practice
  - Card – Spanish – Lattimore Practice
  - Card – Creole – Lattimore Practice
  This allows users to access and print additional cards without having to re-enter facility or TB program information.

- **Cutting the Cards**

  The LTBI Cards come 9 to a page with dotted lines demarking the edge of each card to facilitate the cutting process.

- **Organizing the Cards**

  Since up to 6 different Cards may be used in each facility (Gold and White Cards in each of the 3 languages), it will be important to keep cards separated.

- **Laminating the Cards**

  In order to increase durability and prevent tampering, we recommend that the LTBI Cards be laminated. Based on feedback at the Lattimore Practice TB Clinic in Newark, NJ, patients overwhelmingly prefer and value the laminated cards. Laminating machines for items such as the LTBI Card can generally be obtained for less than $100 at most office supply stores.

LTBI Card Instructions and Education

Two sets of 3 LTBI Card Instructions and Education sheets (one for each language) have been prepared to guide staff when completing and discussing the Card with the patient.
- The Gold Card Instructions are for patients who are started on and subsequently complete treatment for LTBI
- The White Card Instructions are for patients not started on treatment

Since there are patient educational messages on each sheet, each set includes an English version, a Spanish version, and a Creole version. Each of these sheets can be downloaded as a Microsoft Word document for modification and printing. To access Instructions, click on the desired documents below:

Gold Card Instructions – Treatment Started/Completed
English (Appendix 4)
Spanish (Appendix 5)
Creole (Appendix 6)

White Card Instructions – Treatment Not Started
English (Appendix 7)
Spanish (Appendix 8)
Creole (Appendix 9)

Gold Card Posters

Posters have been prepared in each of the three languages that can be displayed in examination or waiting rooms to help educate and encourage patients to complete treatment for LTBI in order to receive their "Gold Card." Posters are 8 ½" X 14" and can be accessed, and printed in the MS Word.

- Click on the poster below for the language desired.

  Gold Card Poster – English (Appendix 10)
  Gold Card Poster – Spanish (Appendix 11)
  Gold Card Poster – Creole (Appendix 12)

- Print posters using color ink, if possible. The posters are generic, i.e., without names of specific facilities or TB programs. Therefore, they can be printed in bulk at a central location and distributed to all the facilities using the Card in a given jurisdiction. Consider laminating the posters for durability.

Patient and Provider Educational Materials

LTBI-related educational materials for patients and providers are available from the Centers for Disease Control and Prevention (CDC) in the form of publications, fact sheets, pamphlets, videos, etc. These can be accessed or ordered from CDC's website at http://www.cdc.gov/tb/pubs/default.htm or the TB Education and Training Resources website at www.findtbresources.org.

LTBI Card Appendices

NOTE: It is recommended that you save these files to your PC to facilitate access and use.

Appendix 1: LTBI Card – English **Word*** **PDF**
Appendix 2: LTBI Card – Spanish **Word*** **PDF**
Appendix 3: LTBI Card – Creole **Word*** **PDF**

  NOTE: Select *Word* if printing with black ink and want to save changes to document
    Select *PDF* if you want to print the gold Card in color ink and do not want to
    save changes

Gold Card Instructions – Treatment Started/Completed
  Appendix 4 English **Word***
  Appendix 5 Spanish **Word***
  Appendix 6 Creole **Word***

White Card Instructions – Treatment Not Started
  Appendix 7 English **Word***
  Appendix 8 Spanish **Word***
  Appendix 9 Creole **Word***

Appendix 10: Gold Card Poster – English **Word***
Appendix 11: Gold Card Poster – Spanish **Word***
Appendix 12: Gold Card Poster –Creole **Word***

*When saved to your PC, these files may be modified to meet local needs

To save these files on your hard drive:

For Internet Explorer:

- **Right-click on the link, then select "Save Target As .."**

For Netscape Users:

- **Right-click on the link, then select "Save Link Target As .."**

LTBI Card Web Product 6