Instructions: Syringe Service Providers are encouraged to use and adapt the following template for their agency. Sections highlighted and underlined should include agency specific information. Please download this document prior to making changes. Please submit a draft to syringeexchange@utah.gov for review.

(Utah AIDS Foundation)

Syringe Service Program (SSP)
Participant Rights and Responsibilities

1. **Program Model**
    a. Utah AIDS Foundation SSP participants have the right to be informed regarding hours of operation, exchange model, offered services and accessibility, and policy regarding program participation.
    b. SSP will be offered weekly on Monday and Thursday between 5-7PM in conjunction with Test Site. Located at Utah AIDS Foundation (150 S 1000 E, SLC UT 84102 on the second floor).
    c. Clients must receive Test Site services to be eligible for Syringe Exchange. They can call 801-487-2323, visit utahaids.org, or follow us on social media (@utahAIDSFoundation) for details. Clients can request harm reduction supplies when completing the online intake questionnaire, required for appointments and walk-ins.
    d. Holiday closures or hour variations will be given to USEN to post on the SSP monthly schedule as soon as Utah AIDS Foundation is aware of the change. SSP services **will not** be provided outside program hours of operation, unless hours have been changed due to a closure
    e. SSP services are provided through Utah AIDS Foundation, delivery services and or mobile exchange is not offered through our program
    f. Syringe exchange is an **integrated exchange model**
        i. Syringe exchange is available through UAF's Test Site, or through UAF's Home HIV Testing Program
        ii. Participant must receive HIV or STI test to be eligible for SSP
        iii. SSP is not available outside of Test Site hours
    g. Naloxone rescue kits and overdose prevention/education are offered to every participant at every encounter
    h. Extra supplies offered during exchange is dependent on availability
    i. All services are no-cost and confidential.
        i. Services include:
            1. 1:1 syringe exchange
            2. Other supplies include med kit, cooker kit, filters, sterilized water, education, referral to Martindale clinic, and sharps disposal container
            3. Free HIV testing
            4. Low cost STI testing
            5. Personalized prevention and risk reduction counseling
        ii. Services are offered during exchange hours, if staffing and time permit for the completion of the services(s) requested
        iii. Utah AIDS Foundation has a policy which allows for dismissal from program participation if any of the standards outlined in this document are not followed
        iv. If a conflict of interest arises, as a participant, you have the right to request to interact with another staff /volunteer and speak to a supervisor, without fear of retaliation. Participants can reach out to syringeexchange@utah.gov if they are not comfortable reaching out to the agency.

2. Participant Rights

a. As a Utah AIDS Foundation participant, you have the right to receive quality services in a respectful, nonjudgmental manner, free from ***all*** forms of harassment, intimidation and/or abuse (physical, mental, emotional)

b. SSP participants shall:

i. All services are provided at no cost.
ii. The availability of services may change due to funding availability, participants will be notified prior to receiving services
iii. Be able access to SSP services during normal operating hours per posted schedule. Schedule changes will be made available as soon as possible.
iv. Receive enough harm reduction supplies based on availability
v. Receive additional supplies upon request and availability
vi. One of each supply per participant
vii. Be offered/provided sharps containers to ensure safe disposal and exchange
viii. Receive educational materials and referrals

3. Participant Responsibilities

a. Utah AIDS Foundation SSP participants are expected to conduct themselves respectfully during interactions with staff, volunteers, and fellow participants; free from ***all*** forms of harassment, intimidation and/or abuse.

i. Return used syringes in a sharps container when exchanging

1. Participant will not give uncapped or lose syringes to staff/volunteers or other participants
2. If syringes are no longer is your possession, report to agency staff/volunteer where they are located (confiscated, disposed in kiosk, etc.) and approximate amount

b. SSP participants may NOT:

- Lend or borrow money from staff/volunteers
- Sell, purchase, or use substances within 100 feet of an outreach site.
- Steal belonging/items anywhere on outreach site or from other participants
- Offer substances, money, sex or other items as tokens of appreciation from staff/volunteers
- Violate the confidentiality of other program participants. This includes, but is not limited to, disclosing the identity of users, their HIV or HCV status, or whether they use or sell drugs
- Threaten violence or take part in a violent action against staff/volunteers, program participants

By signing, the SSP participant agrees that they have read and understood this document and will ensure compliance. The participant understands that if they are found to be in violation of any part of this agreement, then their participation in Utah AIDS Foundation SSP may be suspended or terminated.

_____ _____

SSP Participant Signature Date

SSP Code:_____

_____ _____

Utah AIDS FOundation Representative Date

Do you want a copy of this completed document? No

Questions/Concerns: N/A