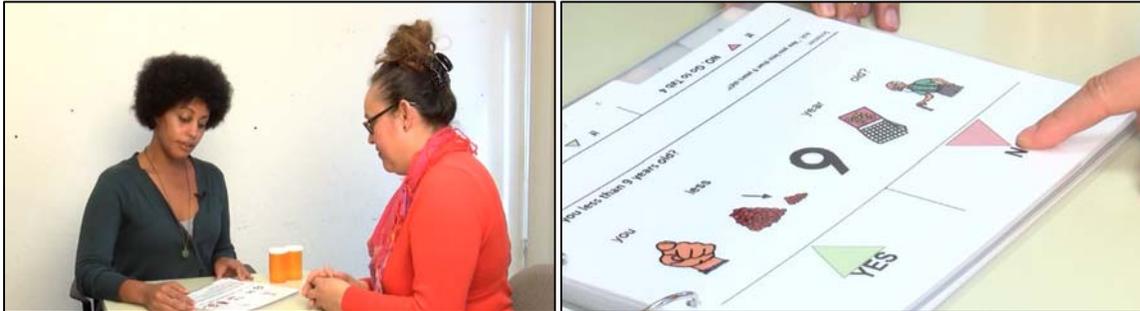


Appendix I: Face-to-Face Anthrax Prophylaxis Screening Tool User Guide (Just-in-Time Training - JITT)

This Tool is designed to be used for face-to-face screening to determine which medicine a person should receive in the event of anthrax exposure.



Instructions for Screener:

1. Position yourself sitting or standing directly across from the person you will be screening.
2. Position the Screening Tool with the numbered tabs toward you, with staples/binding on the left.
3. Open to Tab 1 and locate the **“Screener”** section located at the bottom of the page.
4. Read the question aloud following the prompt that says, **“Ask:”**.
 - The person being screened (the client), can read along as each lettered question (i.e., a, b, c, etc.,) is asked. Client questions are printed on the other side of the page, facing him/her.
 - Icons and simplified text are also included for the client which may be helpful for anyone with difficulty understanding spoken language.
5. Wait for the client to respond. All questions are to be answered with a “yes” or “no”.
 - Responses can be made verbally, by pointing to the “yes” or “no” icons on the page, or indicating in some other way such as nodding the head, thumbs up or down, eye gaze, etc.

Answers with the response “I don’t know” or “not sure” should be interpreted as a “No”.

6. Based on the “yes” or “no” response, follow the instructions on the bottom of each page.
7. Continue until you reach instructions that say, **“Stop and Give”** or **“Medical Consult”**.
 - Dispense the medication and fact sheets as indicated on the instructions on the bottom of the page.

Important:

- Familiarize yourself with all pages of the screening tool before beginning. Some pages include a Screener Tip, or further details to clarify the question. If you or the person being screened get stuck on a question, read the page carefully, including the Screener Tip and other details. Most questions will be answered with this information.
- Ask each question as written, and in full. Do not “ad lib” or ask a different question. Do not make any assumptions about the person being screened; allow them to answer the questions themselves.
- If picking up medicine for others (family member, etc.), start back at Step 1 for each person. Repeat as necessary.