

## How to Become a New York Knows Partner

The New York City Department of Health and Mental Hygiene (NYC DOHMH) is very excited that your agency is interested in joining the nation's largest HIV testing initiative—New York Knows. Please read these brief instructions to understand how your agency can become official New York Knows partners.

### READ + REVIEW

1. Read the *Community Partner Invitation* (pg. 2) cover letter authored by *Commissioner, Mary T. Bassett, MD, MPH & Assistant Commissioner, Demetre Daskalakis, MD, MPH*
2. Review the *Information Sheet* (pg. 3-4) to understand the goals, benefits and ways to participate in New York Knows.

### SIGN + RETURN

3. Review and complete the fillable PDF forms:
  - New York Knows Pledge (pg. 5)
  - Agency Contact Information form (pg. 6)
4. Save completed form on your computer (FILE → SAVE AS →)
5. Return the form as an attachment to [NewYorkKnows@health.nyc.gov](mailto:NewYorkKnows@health.nyc.gov)  
\*If you must return forms via fax, please notify the team via email and fax the completed forms to: 347-396-7791

### BEGIN ENGAGING IN THE INITIATIVE

The New York Knows team will email you the  
Promotional Materials Order Form & Welcome Packet

Dear Community Partner,

On December 1<sup>st</sup>, World AIDS Day, the New York City Department of Health and Mental Hygiene is launching *New York Knows*—the nation’s largest city-wide HIV testing initiative. *New York Knows* is a public health effort to increase HIV testing among all New Yorkers, identify people with HIV who were previously undiagnosed, and promptly link them to care and support services.

As you may know, HIV testing is the gateway to HIV prevention and treatment and is also a vital step in ending the epidemic. This initiative follows the success of both *The Bronx Knows* and *Brooklyn Knows*—HIV testing initiatives which together have conducted over 1.6 million tests since 2008.

We cordially invite you to be part of *New York Knows*. Your leadership and participation are **key** to the success of this initiative. We ask that you:

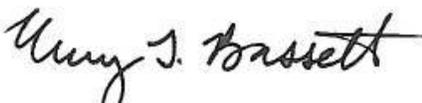
- 1) **Become** an official *New York Knows* partner and sign the partnership pledge.
- 2) **Designate** one person from your facility as the main contact on the partnership pledge.

Signing onto this initiative will grant your agency the opportunity to network within the vast community of *New York Knows* partners, receive social marketing materials and technical assistance from the Health Department regarding HIV testing and linkage to care, and updates to New York State’s HIV law.

If you have any questions regarding this HIV testing initiative, please contact the *New York Knows* team at [NewYorkKnows@health.nyc.gov](mailto:NewYorkKnows@health.nyc.gov) or call 347-396-7728.

We look forward to working with you.

Sincerely,



Mary T. Bassett, MD, MPH  
Commissioner  
NYC Department of Health & Mental Hygiene



Demetre C. Daskalakis, MD, MPH  
Assistant Commissioner  
Bureau of HIV/AIDS Prevention and Control

# NEW YORK KNOWS

## HIV TESTING INITIATIVE

**New York Knows is the largest HIV testing initiative in the nation. It aims to help all New York City residents learn their HIV status and take full advantage of the city's care and prevention services.**

**The New York City Department of Health and Mental Hygiene is partnering with community organizations, clinics, hospitals, colleges/universities, faith-based organizations and businesses to prevent new HIV infections.**

**HIV testing is the gateway to HIV treatment and prevention and is also a vital step in ending the epidemic.**

### **Initiative Goals:**

- Provide a voluntary HIV test for every New York City resident who has never been tested.
- Identify undiagnosed HIV-positive people in New York City and link them to care.
- Connect at-risk people who test negative for HIV to prevention services, including Pre-Exposure Prophylaxis (PrEP).
- Make HIV testing a routine part of health care in New York City.

### **What New York Knows Partners will receive:**

- Networking opportunities with the 200+ New York Knows partners.
- Technical assistance regarding testing, linkage to care and other support services.
- Assistance in planning, coordinating and promoting HIV testing events.
- Free promotional print materials to support community efforts.
- Assistance acquiring state permits required for HIV testing and understanding HIV/AIDS updates including New York State HIV testing laws and CDC testing recommendations.

### **Contact Information:**

For questions or to join the New York Knows initiative:

Call: (347) 396-7728 or Email: [NewYorkKnows@health.nyc.gov](mailto:NewYorkKnows@health.nyc.gov)

# NEW YORK KNOWS

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## HIV TESTING INITIATIVE

### HOW TO GET INVOLVED:

Become a part of the New York Knows network of partners to receive updates on events and on the initiative's progress.

#### **If you are an elected official:**

- Designate a point person from your office to interact with the initiative.
- Place materials about the initiative in your office.
- Talk about the initiative publically and during press opportunities.
- Include a link to the New York Knows homepage on your website.

#### **If you are a health care facility:**

- Designate a point person at your facility to interact with the initiative.
- Develop an institutional policy to increase HIV testing and referral for prevention and care.
- Collaborate with our community partners by referring patients for needed social services.
- Include a link to the New York Knows homepage on your website.

#### **If you are a community-based organization:**

- Designate a point person at your institution to be a liaison of the initiative.
- Collaborate with our medical partners by referring patients for needed health services.
- Help us reach vulnerable populations who might not be routinely tested in medical settings.
- Collaborate with other community organizations to coordinate testing services and link people to care.
- Host community testing events.
- Include a link to the New York Knows homepage on your website.

#### **If you are a faith-based organization:**

- Designate a main contact to be a liaison for the initiative.
- Host community testing events.
- Talk about the HIV/AIDS to your congregation members.
- Include a link to the New York Knows homepage on your website.

#### **If you are in the business community:**

- Designate a main contact at your company to be a liaison for the initiative.
- Talk publicly about the initiative.
- Host community testing events.
- Include a link to the New York Knows homepage on your website.

# New York Knows HIV Testing Initiative • Partnership Pledge



\_\_\_\_\_ commits to support the mission of the New York Knows HIV Testing Initiative. We pledge to participate in the Initiative's efforts to increase HIV testing so that every New York resident learns his or her HIV status and is connected to quality medical care and prevention services, including pre-and-post exposure prophylaxis.

## As a partner, we will:

- Designate a point person at our facility to lead the initiative
- Collaborate with community partners
- Refer clients for HIV testing and social services
- Display and promote New York Knows and other HIV educational materials
- Talk to our communities about New York Knows
- Include links to New York Knows on our organization's home page

Print Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Title: \_\_\_\_\_ Email: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## AGENCY CONTACT INFORMATION

**Agency Name:** \_\_\_\_\_

**Office Phone:** \_\_\_\_\_ **Office Fax:** \_\_\_\_\_

**Site Name:** \_\_\_\_\_

**Street:** \_\_\_\_\_

**Unit/Floor:** \_\_\_\_\_

**Borough:** \_\_\_\_\_ **Zip code:** \_\_\_\_\_

Our organization has more than one site/office location in New York City – *other sites to be listed below*

**Agency Designee(s)**

**\*Name:** \_\_\_\_\_ **Title:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

\*Main contact person between the DOHMH and your agency— please list any other key contacts below.

Name	Title	Email	Phone

**Agency Checklist**—Check all that apply

We will not be providing HIV testing, but would like to participate in New York Knows in other ways.

Our organization does not conduct HIV testing, but would like to occasionally provide testing at our sites/events through partnerships with fellow New York Knows agencies.

Our organization currently provides care to HIV/AIDS patients.

Our organization currently conducts HIV testing.

**Agency Classification:**

Hospital / Community Health Clinic     Community Based Organization (CBO)     Faith-Based Institution

Business     Government Agency/ Elected Official     Union     College/University

**ADDITIONAL SITE/SERVICE LOCATIONS**

Agency Name: \_\_\_\_\_

**Site Name:** \_\_\_\_\_

**Street:** \_\_\_\_\_

**Unit/Floor:** \_\_\_\_\_

**Borough:** \_\_\_\_\_ **Zip code:** \_\_\_\_\_

Headquarter Office/Location

**Site Name:** \_\_\_\_\_

**Street:** \_\_\_\_\_

**Unit/Floor:** \_\_\_\_\_

**Borough:** \_\_\_\_\_ **Zip code:** \_\_\_\_\_

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