

November 24, 2014

<b>DIRECTIVE:</b>	<b>JOB CORPS PROGRAM INSTRUCTION NOTICE NO. 14-15</b>
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**TO:** ALL JOB CORPS NATIONAL OFFICE STAFF  
ALL JOB CORPS REGIONAL OFFICE STAFF  
ALL JOB CORPS CENTER DIRECTORS  
ALL JOB CORPS CENTER OPERATORS  
ALL NATIONAL TRAINING AND SUPPORT CONTRACTORS  
ALL OUTREACH, ADMISSIONS, AND CTS CONTRACTORS

**FROM:** LENITA JACOBS-SIMMONS  
National Director  
Office of Job Corps

**SUBJECT:** Reminder That the Use of Student Behavior Contracts Related to HIV Infection Are Not Permitted

1. Purpose. To remind Job Corps centers that the use of student behavior contracts related to HIV infection or any other health condition are not permitted, and that any center currently using such contracts must discontinue the practice immediately.
2. Background. All Job Corps students are screened for HIV infection within 48 hours of arrival on center. During Program Year 2013, 54,220 HIV tests were performed. Of the total tests performed, 0.31 percent (168 positive results) were positive for HIV infection. Males accounted for the majority of positive HIV tests.

In the past, some Job Corps centers have asked HIV-positive students to sign behavior contracts that specify they will not engage in high-risk behaviors. Often, the contracts state the student will be separated from the program if the contract is violated. These behavior contracts do not reflect Job Corps policy, and should be immediately discontinued if being used.

Following are some strategies for helping prevent the spread of HIV infection in Job Corps:

### **Student Education**

- Provide HIV/AIDS and Sexually Transmitted Infection (STI) education throughout a student's stay in Job Corps. A student health education curriculum, including a section entitled *Relationships, Sexuality, Reproduction and Birth Control*, is available on the Job Corps Health and Wellness Web site. <https://supportservices.jobcorps.gov/health/Pages/Health-Education-Curriculum.aspx>. This section includes an activity entitled, "Sex and the Law" in which students explore laws related to knowingly spreading HIV infection.

- Provide students with accurate, age-appropriate information about HIV/AIDS, including how to talk with health providers/parents/friends about HIV/AIDS, how to reduce risk factors, and how to use a condom correctly. Information should also include the concept that abstinence is the most effective way to avoid infection.
- Encourage condom use among sexually active students, and make condoms available to both male and female students in discreet and convenient locations.
- Actively discourage substance use, as behaviors associated with drug and alcohol use are among the main factors in the spread of HIV infection in the United States.

### **Staff Education**

- Job Corps offers annual training on reproductive health topics, including HIV/STI prevention. Upcoming trainings can be found on the Job Corps Community Web site's Event Registration page.
- Health staff should visit the Job Corps Health and Wellness Web site for student and staff resources. <https://supportservices.jobcorps.gov/health/Pages/HIVAIDS.aspx>
- Health staff should utilize the resources of state and local health departments to assist in informing, counseling, contact notification, and referral services.

3. Action. Addressees are to ensure this Program Instruction Notice is distributed to all appropriate staff.

Any center currently using behavior contracts for students who test positive for HIV infection must discontinue this practice immediately.

4. Expiration Date. Until superseded.

5. Inquiries. Inquiries should be directed to Carol Abnathy at (202) 693-3283 or [abnathy.carol@dol.gov](mailto:abnathy.carol@dol.gov); or Johnetta Davis at (202) 693-8010 or [davis.johnetta@dol.gov](mailto:davis.johnetta@dol.gov).