**Template: Statistical report**

(based on 2015 Evaluation HIV-Risikoanalyse & Schnelltest.pdf by the Hannöversche AIDS-HIlfe, Hanover, Germany)

*The headings in this report are a selection based on available data. You may structure your own report according to the data you collect and the trends you are trying to follow. Please also consider the COBATEST Indicators as a basis for your internal statistical reporting.*

**Statistical Report**

Date of report:

Total number of tests completed:

Average client age:

Gender distribution

|  |  |  |
| --- | --- | --- |
| Gender | Number | % |
| Male |  |  |
| Female |  |  |
| Transgender male |  |  |
| Transgender female |  |  |
| Intersex |  |  |
| Other |  |  |

(Insert pie chart of gender distribution)

Place of residence

|  |  |  |
| --- | --- | --- |
| Location | Number | % |
| Inner city districts |  |  |
| Outer city districts/suburbs |  |  |
| Other postcodes |  |  |
| No data |  |  |

Reason for today’s test

|  |  |  |
| --- | --- | --- |
| Reason | Number | % |
| Check-up without concrete risk |  |  |
| Unprotected vaginal intercourse |  |  |
| Unprotected vaginal and anal intercourse |  |  |
| Unprotected anal intercourse |  |  |
| Sharing injecting equipment |  |  |
| Injury with transmission risk |  |  |
| Contact with blood products |  |  |
| Any risk abroad |  |  |
| HIV positive partner |  |  |
| Partner with HIV illness |  |  |
| No data |  |  |

(Insert bar chart on Reason for testing)

Last antibody test

|  |  |  |
| --- | --- | --- |
| Time of last test | Number | % |
| First ever test |  |  |
| Same year |  |  |
| Last year |  |  |
| Year before last |  |  |
| 3-5 years ago |  |  |
| 6-10 years ago |  |  |
| More than 10 years ago |  |  |
| No data |  |  |

(Insert bar chart on ‘Last antibody test’)

Test result

|  |  |  |
| --- | --- | --- |
| Result | Number | % |
| Non-reactive |  |  |
| Reactive |  |  |
| Invalid |  |  |

Sexual contact

|  |  |  |
| --- | --- | --- |
| Type of sexual contact | Number | % |
| Heterosexual contact |  |  |
| Homosexual contact |  |  |
| Homo- and heterosexual contact |  |  |
| Heterosexual contact and contact to trans\* people |  |  |
| Homosexual contact and contact to trans\* people |  |  |

(Insert pie chart on sexual contact)

Age distribution

|  |  |  |
| --- | --- | --- |
| Age group | Number | % |
| 0-19 |  |  |
| 20-29 |  |  |
| 30-39 |  |  |
| 40-49 |  |  |
| 50-59 |  |  |
| 60-69 |  |  |
| 0ver 70 |  |  |

(Insert bar chart on age distribution)

Trends, comments and recommendations

(Write a few short paragraphs about the trends the statistics indicate in relation to previous reports, what external events may have influenced them and what this may mean for future monitoring, research and opertions.)

**Client feedback**

Number of evaluation forms returned:

How did you find out about our service?

|  |  |  |
| --- | --- | --- |
| Source | Number | % |
| Flyer/poster |  |  |
| Newspaper |  |  |
| Internet search: CBVCT homepage |  |  |
| Internet search: other homepage |  |  |
| Facebook |  |  |
| Dating app |  |  |
| Friends/partners |  |  |
| Other |  |  |

(Insert bar chart on ‘Information source’)

How would you rate the counselling and testing process?

Average score counselling:

Average score testing:

What did you like?

(Report the topics clients wrote down and how often each is mentioned.)

|  |  |  |
| --- | --- | --- |
| Topic | Number | % |
| Overall positive experience |  |  |
| Friendly reception |  |  |
| Friendliness and competence of the entire team |  |  |
| Friendliness/quality of counselling |  |  |
| Friendliness/quality of testing |  |  |
| Speed/ease of process |  |  |
| Time between appointment request and appointment date |  |  |
| Pleasant atmosphere |  |  |
| Anonymity/confidentiality |  |  |
| Allaying fears/reducing stress |  |  |
| Professionalism |  |  |
| … |  |  |
| … |  |  |
| … |  |  |
| No data |  |  |

What can we improve on?

(Report the topics clients wrote down and how often each is mentioned.)

|  |  |  |
| --- | --- | --- |
| Topic | Number | % |
| Optimise process/waiting time |  |  |
| Promote the service more |  |  |
| Expand service to additional tests (STI) |  |  |
| Expand opening times |  |  |
| Anonymity in the waiting area |  |  |
| … |  |  |
| … |  |  |
| … |  |  |
| No data |  |  |

Trends, comments and recommendations

(Write a few short paragraphs about how the feedback received relates to previous reports, any external factors that might have influenced it and what this may means for future monitoring, research and operations.)