



canadian hiv/aids clearinghouse

helping you make a difference

ANNUAL REPORT 2000-2001



A program of the
Canadian Public Health Association

who we are

Established in 1989, the Canadian HIV/AIDS Clearinghouse is the largest information centre on HIV/AIDS in Canada. The Clearinghouse is a program of the Canadian Public Health Association (CPHA).



The Canadian HIV/AIDS Clearinghouse is funded by the Canadian Strategy on HIV/AIDS, Health Canada.

mandate

The mandate of the Clearinghouse is to provide information on HIV/AIDS prevention, care and support to health and education professionals, AIDS service organizations, community organizations, resource centres and others with HIV/AIDS information needs. At the Clearinghouse, we have a specific focus to support Canadian activities in the area of HIV prevention.

goals & objectives

The Clearinghouse is a national partner in the Canadian Strategy on HIV/AIDS (CSHA) and supports its goals including:

- preventing the spread of HIV infection in Canada;
- minimizing the adverse impact of HIV/AIDS on individuals and communities; and
- minimizing the impact of social and economic factors that increase individual and collective risk for HIV.

The Clearinghouse also endorses the policy directions of the Strategy including:

- enhanced sustainability and integration – supporting new approaches and mechanisms to consolidate and coordinate sustained national action;
- increased focus on those most at risk – through innovative strategies to target high-risk behaviours in hard-to-reach populations that are often socially and economically marginalized; and,
- increased public accountability – through evidence-based decision making and ongoing performance review and monitoring to ensure relevance and responsiveness to the changing realities of HIV/AIDS.

Funded under the Prevention, Care and Treatment Programs Unit of the HIV/AIDS Division at Health Canada, the Canadian HIV/AIDS Clearinghouse is committed to achieving key objectives including:

- strengthening community capacity to respond to HIV/AIDS issues;
- creating and developing issue-based coalitions and partnerships;
- contributing towards setting strategic directions, policies, plans and expected outcomes on issues related to both persons living with HIV/AIDS and vulnerable populations; and
- working towards strengthening communication and working relationships with memberships, networks, and other partners.

accountability

The Clearinghouse, although a unique program within a larger non-HIV/AIDS-specific national organization, is committed to the input, advice and participation of all people infected and affected by HIV/AIDS. This is achieved by active participation in round tables, workshops, surveys and evaluations and through the development of new national mechanisms for program planning, implementation and evaluation.

The Clearinghouse believes it must remain accountable for the programs and services it provides through ongoing reporting and evaluation mechanisms such as annual client and supplier satisfaction surveys, annual evaluations, quarterly newsletters, reporting to other key strategy stakeholders through sharing of work plans, and by publishing an annual report.

partnerships

- Canadian AIDS Society AIDS Awareness Campaign National Steering Committee
- NGO/Mega-Projects Annual Meeting
- Canadian Strategy on HIV/AIDS Priority Setting Meeting
- National Program Partners Committee for the Canadian HIV/AIDS Women's Conference
- Correctional Service Canada Aboriginal Round Table
- Safe Spaces National Project Advisory Committee
- National Program Committee for Planned Parenthood Federation of Canada's Sourcebook on Sexual and Reproductive Health Education
- National Advisory Committee for the National Harm Reduction Conference
- Canadian AIDS Society HIV Prevention Satellite Meeting Advisory Committee
- National Program Partners Committee for the 3rd Canadian HIV/AIDS Skills Building Symposium
- Microbicide Advisory Group Network

organizational development

The Clearinghouse completed an organizational development process which established new vehicles for ongoing communication and monitoring/evaluation of program and service development and implementation. A new policies and procedures manual was created as a priority

identified during the development process. A separate report was submitted to Health Canada in June 2000.

program staff

- Paul Kenney, Director
- Tracy Hamilton, Secretary

- Jocelyne Chaperon-Beck, Library Services Coordinator
- Sylvie Brazeau, Library Technician

- Elizabeth Holmes, Distribution Services Coordinator
- Heather McColm, Client Services Representative
- Mélanie Laroche, Client Services Representative
- June Wilkes, Client Services Representative
- Daniel Nué, Shipping/Receiving & Inventory Control Clerk

- Ian Culbert, HIV Prevention Program Coordinator
- Chantal Landry, HIV Prevention Program Officer

- Benjamin Murray, Canadian Health Network HIV/AIDS Affiliate Coordinator

evaluation survey

The Clearinghouse annual survey, entitled *Tell Us How We're Doing...* was completed and mailed in the fall promotional campaign in September 2000. This survey assisted in gauging overall client satisfaction with the Clearinghouse programs and services, identifying issues and resources for further development, and provided valuable data for greater outreach through the development of Clearinghouse databases. A final report was submitted to Health Canada in October 2000.

marketing

New service brochures, rave cards (promotional postcards) and kit folders were created to promote the Clearinghouse programs and services.

clearinghouse database

Having amalgamated over 24 unique databases, the Clearinghouse now has over 2,500 contacts working in the area of HIV/AIDS and/or related health fields. The Canadian HIV/AIDS Resource Centre Network (CANNET) membership database is also included and many of the databases are available on the new web site.

participation in cpha activities

- CPHA Learned Committee for Hepatitis C Special Supplement
- CPHA National Environmental Scan on HIV Prevention Policy

xiii international aids conference

The Clearinghouse provided logistical services for the Canada Booth in Durban, South Africa under contract with Health Canada. The success of a Canadian presence at the conference spurred an additional mailing of over 1,200 pieces of information. Canadian materials on HIV/AIDS have become a standard, reliable and valued resource internationally. International requests have doubled since the conference.

canadian resources on cd

Under contract with the International Affairs Directorate, Health Canada, the Clearinghouse produced a new resource: Canadian HIV/AIDS Resources on CD-ROM for international distribution. The product has been so popular that an additional 500 copies were produced for domestic distribution.

distribution services

bringing Canada's HIV/AIDS resources to you

The Clearinghouse is Canada's largest distributor of HIV/AIDS materials. In 2000/2001 over 33,000 orders were processed, resulting in Clearinghouse staff distributing over 557,000 pamphlets, posters, brochures, videos and manuals.

The Clearinghouse distribution collection currently includes 601 items – materials produced in-house and by other suppliers like the Canadian AIDS Society, the Canadian AIDS Treatment Information Exchange and the Canadian HIV/AIDS Legal Network, local AIDS organizations and Health Canada. Single copies of up to 5 different items in the distribution centre are shipped free of charge within Canada. Shipping charges apply when ordering multiple copies.

The Clearinghouse is the national distributor for AIDS Awareness Week in partnership with the Canadian AIDS Society and Health Canada.

The Canadian HIV/AIDS Clearinghouse offers bulk mailing services to clients who wish to promote their new publications. Mailing lists can be created and tailored for specific needs and the Clearinghouse can provide updated lists of AIDS Service Organizations and Public Health Units.

The Clearinghouse Booth was displayed at the following Conferences:

- Canadian Association of Nurses in AIDS Care (CANAC) Conference – Toronto, April 27-29, 2000
- National Conference on Women and HIV/AIDS – Toronto, May 25-28, 2000
- Canadian AIDS Society Annual General Meeting – Hull, July 20-22, 2000
- Canadian AIDS Society HIV Prevention Satellite Meeting – Hull, July 20-22, 2000
- Canadian Public Health Association Annual General Meeting – Ottawa, October 22-25, 2000
- British Columbia Aboriginal HIV/AIDS Conference – Prince Rupert, BC, March 24-28, 2001

The Clearinghouse-in-a-suitcase was loaned to:

- “Opening Doors”, John McTavish – Kingston, April 14, 2000
- AIDS Committee Thunder Bay – Thunder Bay, October 2000
- St-Boniface General Hospital, Anne Russell – November 2000
- Gilles Hotte, École Internationale de Montréal – February 2001

Systems implementation was completed for the information management software. These systems will enable better service, statistical reporting and supplier support. Systems implementation included Backorder Reporting; Client Reports (including Client Type and Geographic Location); and Inventory Control.

Distribution Services offer targeted mail outs. This past year included special mailings for:

- Canadian AIDS Society AIDS Awareness Spring Campaign

- 120 Requests from the XIII International Conference in Durban, South Africa
- Canadian AIDS Society AIDS Awareness Fall Campaign, including a special mailing of the order forms to over 3,929 organizations
- Clearinghouse Mega-Mail Out – 2,500 contacts
- Ministerial Council on HIV/AIDS Booklet – 681 contacts
- Mayoral Mail Out – to every Mayor in Canada, requesting that December 1st be proclaimed AIDS Awareness Day
- BC PWA Foundation “Easy to Read HIV Info Sheets” Promotional Flyer
- Correctional Service Canada Poster Campaign – 61 institutions
- Ministerial Council on HIV/AIDS Nominations Mail Out
- Dec. 1st Health Canada Newsletter Mail Out
- Canadian Resources on CD-ROM – International Mail Out
- AIDS in Canada 2000: Report from the National HIV/AIDS Organizations

library services

*your gateway to a
wealth of information*

The Clearinghouse library contains 18,689 titles in 102 different languages, including the latest videos, books and how-to manuals – all of which are available on loan. Subjects include workplace issues, safer sex, and universal precautions, and cover a variety of topic areas including Aboriginal peoples, youth, health professionals and women.

Assistance is provided in answering questions on HIV/AIDS or helping with a subject search as well as producing a specific bibliography of items found in the Clearinghouse collection or elsewhere on external databases. Referrals to other HIV/AIDS organizations are also provided.

Library personnel support HIV/AIDS resource centres by providing materials on how to manage local collections.

The Clearinghouse is also the archival service for all resources produced with funding from the Canadian Strategy on HIV/AIDS.

hiv prevention program

your partner in HIV prevention

In order to keep up with the ever-changing challenges of HIV/AIDS, the Clearinghouse works closely with front-line partners to share information and develop resources supporting innovative HIV prevention initiatives. *HIV Prevention Plus* – the newsletter of the Canadian HIV/AIDS Clearinghouse – provides the latest in HIV prevention news, resources and information.

The HIV Prevention Program Officer can support specific HIV prevention activities with the latest information and research, as well as link educators and front-line workers doing similar work.

The Clearinghouse, in partnership with a national steering committee, developed the national HIV prevention database prototype. The database will contain program information on HIV prevention activities from across Canada. When launched, the database will help to facilitate communication and shared learning, and will ultimately help highlight accomplishments and identify prevention priorities to strengthen HIV prevention programming in Canada.

This project was constructed with the technical expertise of Media-x Systems Inc., specialists in database design. A proposal for implementation of the database was submitted to Health Canada in June 2000.

The Clearinghouse has a new web address: www.clearinghouse.cpha.ca and a new web site was launched in April 2001.

With the help of the first-ever Virtual Advisory Committee (VAC), the Clearinghouse launched Canada's first HIV Prevention Listserv in April 2001. You can subscribe by sending an email to: majordomo@cpha.ca with the message "subscribe prevention".

The goal of this listserv is to support front-line workers in their HIV prevention programming activities by providing the latest information as well as linking them with colleagues doing similar work across the country. The listserv can be a valuable tool for frontline HIV prevention workers to find out what their colleagues are doing across Canada and to connect with others with relevant information and resources.

chn

The Clearinghouse is a partner in the Canadian Health Network (CHN), which provides Canadians with general health information via the internet. We have formed a consortium with the Canadian AIDS Society (CAS) and the Canadian AIDS Treatment Information Exchange (CATIE) to be the CHN's HIV/AIDS affiliate.

The HIV/AIDS Affiliate is responsible for ensuring that the information available through the Health Centre (www.canadian-health-network.ca/1AIDS_HIV.html) is:

- accurate
- current
- comprehensive
- timely
- credible
- relevant
- well-organized
- reliable.

finding what you need

Looking for new resources? Check out the web site for monthly postings of new resources available through distribution or by loan from the library. You can also search the Clearinghouse's entire collection via our web-published database.

If you are looking for an AIDS service organization or HIV/AIDS resource centre near you, check out our web site for referral lists.

Can't find what you're looking for? Call our toll free number and we'll be happy to help you locate the resources or services you need.

resource production

The following materials were produced and/or reprinted:

- 1999/2000 Clearinghouse Annual Report
- 2000/2001 Distribution Catalogue
- 2000/2001 Video Loans Catalogue
- 4 Issues of *HIV Prevention Plus*
- 3 Discussion Papers in HIV Prevention
 - Heterosexual Men
 - Safe Sex Fatigue
 - HIV, Hepatitis and STD Co-infection
- 3 Annotated Bibliographies
 - Men
 - HIV, Hepatitis and STDs
 - Youth
- New Web Booth Display
- New Service Brochure
- New 'Rave' Cards
- New Kit Folders
- New Clearinghouse in a Suitcase
- Display Towers (2 for conferences)
- Revised Plain Language *Basic Facts on HIV/AIDS* in 5 languages

- New Plain Language *Basic Facts on Safer Injection Drug Use* in 5 languages
- Revised and Reprinted *Safe Spaces*
- Reprint of *Learning About AIDS*, Teachers Guide
- Reprint of *Learning About AIDS*, Student Booklet
- Reprint of *AIDS in the Workplace*
- Reprint of *Important News for Pregnant Women* (Swampy Cree)
- Reprint of *Expanding Access to Post-Exposure Prophylaxis* – English & French
- Reprint of *Economics of Non-Occupational Post-Exposure Prophylaxis for HIV* – English & French
- Reprint of *HIV/AIDS and Child Care: Factbook*
- Reprint of *HIV/AIDS and Child Care: Facilitator's Guide*
- Reprint of *Young, Safer & Sexy! a safer sex pamphlet for young women who have sex with women*

stats at a glance

Library services

Items in collection: 18,689

Reference Questions: 358

Loans: 469

New Items Added: 854

Distribution services

Total Documents Available: 657

Total Requests: 33,784

Total Items Shipped: 557,796

AIDS Awareness Week Material Shipped:
132,797

General Reference/Referrals: 1,008

HIV prevention program

Reference/Referrals: 261

Support Requests: 68

Web Site

Total # of Visits: 124,000

Total # of Pages Downloaded: 57,649

Average Daily Visits: 337

tell us what you think

We value your opinion and input in assisting us to improve our programs and services. Drop us a line, an email or a fax and let us know what we're doing right, and what we can do to better serve you.

Your tax-deductible donation assists us in producing valuable HIV/AIDS resources.



here's how to reach us....

Canadian HIV/AIDS Clearinghouse
Canadian Public Health Association
400 – 1565 Carling Avenue
Ottawa, Ontario, Canada
K1Z 8R1

Toll Free in Canada: 1-877-999-7740
Telephone (613) 725-3434
Fax (613) 725-1205
E-mail aidssida@cpha.ca
Web site www.clearinghouse.cpha.ca



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