



RECRUITMENT AND SCHEDULING FORM

ID NUMBER:

FORM CODE:

DATE: 10/23/2017
Version 1.0

ADMINISTRATIVE INFORMATION

0a. Completion Date: / /
Month Day Year

0b. Staff ID:

Instructions: This form is completed by the interviewers in conjunction with the Recruiters (if separate staff) to track the screening and baseline appointments of eligible participants. **It is completed for ALL participants who are eligible as shown on the Telephone Screening Form (TSF).** A screening appointment date is recorded. If the participant is eligible for additional screening, this form will be updated to collect additional testing dates. Only one occurrence of the form per participant is allowed.

A. Screening Date and Time

"The answers you gave during the telephone interview indicate that you may be eligible to have further testing to determine if you are eligible to participate in the ACHIEVE study. Would you be interested in this?"

1. Participant agreed to further screening?

Y Yes → **GO TO ITEM 2**
 N No

1a. If no, why not? _____ → **END OF FORM**

2. Screening Appointment Date: / /
Month Day Year

3. Screening Appointment Time: :
HH MM

4. [echo the value in TSF12 here]

Y Yes
 N No **GO TO ITEM 6**

5. Record the PARTNER ID here:

B. Baseline Visit Date and Time

"The screening test results indicate you are eligible to be further tested to participate in the ACHIEVE study. If these test results match the inclusion criteria for enrolling, you will be invited to enroll in the study. [If the participant has an eligible partner pair, say:] You and your partner must come to the baseline appointment together."

6. Is the participant eligible for a baseline visit?

Y Yes

N No → **END OF FORM**

7. Baseline Appointment Date: //
Month Day Year

8. Baseline Appointment Time: :
HH MM