

# Memo

**To:** HIV/AIDS Service Providers  
**Through:** Jane Cheeks, J.D., and M.P.H. HIV/AIDS Prevention and Control Director  
**From:** Sharon Gunn, R.N., B.S. HIV/AIDS Direct Care Branch Director  
**Date:** Revised October 14, 2011  
**Re:** ADAP Non-compliance Guidance

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**\*\*\*NON-COMPLIANCE with Medication Adherence is defined as:**

- When an ADAP Client/Patient has missed picking up ADAP medications 3 consecutive months; and/or
- A Case Manager/Social Worker or Clinician requesting that the ADAP Central Pharmacy “Hold” or “Do Not Send” ADAP medications for a Client/Patient for three consecutive months.

**\*\*\* NON-COMPLIANCE with ADAP Enrollment Requirements is defined as:**

- When an ADAP Enrollee is non-compliant with the twice a year Client Eligibility Review (CER) (AKA recertification requirement).
  - An ADAP Enrollee identified as Non-compliant in both instances defined above will be placed on Terminated ADAP Enrollment status due to Non-compliance.
  - To be considered for enrollment to resume medication services the Client must complete the ADAP application process through a Social Worker/Case Manager or Clinician (See ADAP Application Check List 2011 for specific enrollment requirements).
  - Submit a new ADAP medication order form signed and dated by the Clinician.
- \*\* When there is an ADAP Waiting List, a Client re-enrolling after being terminated due to Non-Compliance with medications or with enrollment requirements will have their application placed at the end of the waiting list after meeting eligibility requirements. The applicant will be placed on active enrollment on a first come first serve basis.

**NOTE: Waiting list applicants must complete CER twice a year and be reassessed for ADAP eligibility before being placed on active ADAP to begin medication services.**