**Instructions:** Complete staff initials next to procedures completed. If a procedure listed on the checklist is not performed, enter “ND” for “not done” or “NA” for “not applicable” beside the item and record the reason why (if not self-explanatory); initial and date this entry. If any procedures are not conducted on the date recorded above, ensure the date procedure conducted is included in the comments section. Use a new Screening Visit Checklist if a second screening attempt is needed.

| **Procedure** | | | **Staff Initials** | | **Comments:** | |
| --- | --- | --- | --- | --- | --- | --- |
|  | Confirm identity and age per site SOPs.   * Will be 18-40 years of age at time of enrollment 🡪CONTINUE. * Will potentially turn 18 years old by time of enrollment (i.e., birthday within S&E window) 🡪 CONTINUE. Assess eligibility to continue * Will be <18 or >40 years of age at time of enrollment🡪 STOP. NOT ELIGIBLE. | |  | |  | |
|  | Check for co-enrollment   * NOT currently or recently enrolled in another study 🡪 CONTINUE. * Currently or recently enrolled in another study 🡪 STOP. Assess eligibility to continue. | |  | |  | |
|  | Explain, conduct, and document the mother informed consent process for potential participant. Complete **Informed Consent Coversheet** and **Mother IC****comprehension Assessment**, per site SOP.  Complete/review MTN-042/MTN-043 Study Enrollment Decision Tool with mother before she signs the ICF.   * Willing and able to provide written informed consent 🡪 CONTINUE. * NOT willing and able to provide written informed consent 🡪 STOP. NOT ELIGIBLE. | |  | |  | |
|  | [Sites to include if Infant IC will be administered at Mother’s screening visit:] Explain, conduct, and document the infant informed consent process. Complete **Informed Consent Coversheet** and **Infant IC****comprehension Assessment**, per site SOP.   * Willing and able to provide written informed consent for infant 🡪CONTINUE. * NOT willing and able to provide written informed consent for infant 🡪 STOP. NOT ELIGIBLE.   *NOTE: Wait until the PPO Visit when the infant PTID is generated to complete the* ***Infant Informed Consent CRF*** *(located in Visit 201 folder in the infant casebook).* | |  | |  | |
|  | [Sites to include if Infant IC is not completed until after birth]: Confirm that the participant intends and is willing to enroll her infant after delivery:   * Yes, the participant intends to and is willing to provide IC for their infant’s after birth 🡪CONTINUE. * No, the participant does not intend to or is not willing to provide IC for their infant after birth 🡪 STOP. NOT ELIGIBLE. | |  | |  | |
|  | Completing **Participant Identifier CRF and Participant Type CRF** and **Informed Consent CRF.**  Complete new entry on **Screening and Enrollment Log** and **PTID Name Linkage Log for Mother**. | |  | |  | |
|  | Determine screening attempt (Verify if MTN-042 PTID has previously been assigned)   * First attempt 🡪 Document recruitment source per site SOPs, CONTINUE. * Re-screen attempt (note: only 1 rescreen is allowed) 🡪 CONTINUE.   Complete **Screening Date of Visit CRF.**  *Note: visit date is the first day of a split visit, if applicable.* | |  | |  | |
|  | Explain procedures to be performed at today’s visit. | |  | |  | |
|  | Obtain locator information and determine adequacy:   * Adequate locator information 🡪 CONTINUE. * Inadequate locator information 🡪PAUSE and re-assess:   + Adequate information likely to be available prior to enrollment 🡪 CONTINUE.   + Adequate information NOT likely to be available 🡪 STOP. NOT ELIGIBLE. | |  | |  | |
|  | Administer **Demographics CRF**. | |  | |  | |
|  | Assess behavioral eligibility by administering the **Screening Behavioral Eligibility Worksheet**   * ELIGIBLE thus far 🡪 CONTINUE. * NOT ELIGIBLE 🡪 STOP. | |  | |  | |
|  | Obtain written authorization for site to contact participant’s antenatal and postpartum care provider(s) and to obtain copies of antenatal and postpartum care records, per site SOP. | |  | |  | |
|  | Verify the delivery facility/hospital that the participant plans to deliver at and document on [site-specific form]. | |  | |  | |
|  | Collect baseline medical, obstetric, medications (including medicated vaginal products) history using the Baseline Medical and Obstetric History Question Guide and review any available antenatal care records and complete:   * **Baseline Medical History Y/N and Log CRFs** * **Concomitant Medications Y/N and Log CRFs, if applicable** * **Relevant source documents** | |  | |  | |
|  | Complete **Pregnancy History CRF.** | |  | |  | |
|  | Complete **Vaginal Practices CRF.** Provide counseling on healthy vaginal practices/hygiene per standard of care, as needed  *Note: all medicated vaginal products (including prescription medications, over-the-counter preparations, vitamins and nutritional supplements, and herbal preparations which are intended to function as medication) should be recorded on the* ***Concomitant Medications Log.*** | |  | |  | |
|  | Confirm if participant has available, valid ultrasound results   * YES 🡪 obtain/review results and complete **Ultrasound Results CRF** (Note: CRF is in Visit 2 - Enrollment Visit folder) * NO 🡪 schedule (or perform) ultrasound   *NOTE: Ultrasound results from ≤36 weeks gestation must be available to be eligible for enrollment* | |  | |  | |
|  | Calculate gestational age using all available information (e.g. LMP, and ultrasound results, if available). Use following online tool to calculate gestational age based on LMP: <http://perinatology.com/calculators/Due-Date.htm>  Confirm potential eligibility within screening window:   * Will likely be within cohort gestational range at time of enrollment 🡪 CONTINUE. * Will be less than 36 weeks in the next 35 days 🡪STOP. Not eligible to enroll during this screening attempt 🡪 If willing, schedule for rescreening. * Past cohort gestational range 🡪 STOP INELIGIBLE   *NOTE: Gestational age range for Cohort 1 enrollment is 36 0/7 weeks – 37 6/7 weeks.* | |  | |  | |
|  | Collect urine (15-60 mL) and perform tests:   * Dipstick urinalysis * Culture per site SOP   Document on **Urine Test Results CRF.** | |  | |  | |
|  | Provide self-collected swab instructions and have participant collect 1 swab for NAAT for GC/CT/Trich. | |  | |  | |
|  | Provide and document HIV pre-testing counseling using the **HIV Pre/Post Test and Risk Reduction Counseling Worksheet**. | |  | |  | |
|  | Collect the following amounts of blood and send to lab for testing:   * HIV-1   + [X] mL [color] top [additive] tube * Complete blood count (CBC) with platelets   + [X] mL [color] top [additive] tube * AST/ALT   + [X] mL [color] top [additive/no additive] tube * Blood creatinine (and calculated creatinine clearance)   + [X] mL [color] top [additive/no additive] tube * Syphilis serology   + [X] mL [color] top [additive/no additive] tube * Hepatitis B surface antigen (HBsAG)   + [X] mL [color] top [additive/no additive] tube | |  | |  | |
|  | Perform and document two rapid HIV test (s) per site SOPs and complete HIV test results and post-testing actions (including referrals if needed/requested per site SOPs):   * If both tests negative = UNINFECTED 🡪 CONTINUE. * If both tests positive = INFECTED🡪 STOP. NOT ELIGIBLE * If one test positive and one test negative = DISCORDANT 🡪 STOP. NOT ELIGIBLE. * Submit HIV Query form to inform LC. Per standard of care and if participant allows, collect blood and perform an HIV confirmation and refer participant to local treatment of care. | |  | |  | |
|  | * Provide and document HIV post-test and HIV/STI risk reduction counseling using the **HIV Pre/Post Test and HIV/STI Risk Reduction Counseling Worksheet** * Offer condoms | |  | |  | |
|  | Perform full physical exam and complete **Vital Signs CRF** and **Physical Examination CRF** | |  | |  | |
|  | Perform obstetric abdominal exam and complete **Obstetric abdominal Exam CRF***.* | |  | |  | |
|  | Determine whether participant has current RTI/STI/UTI/cervicitis symptoms:   * No symptoms 🡪 CONTINUE. * Symptom(s) present 🡪 evaluate per site SOPs. If treatment is required 🡪 STOP. May be INELIGIBLE. Provide any clinically indicated treatment and/or referrals. | |  | |  | |
|  | *If indicated,* perform and document a pelvic exam per the *Pelvic Exam Checklist*.   * N/A | |  | |  | |
|  | Evaluate findings identified during obstetric, physical, pelvic (*if indicated*) examinations, medical and pregnancy history, and antenatal care record review. Document in chart notes and update **Concomitant Medications Log** **CRF**, if applicable. Document ongoing conditions on the **Baseline** **Medical History Log** **CRF**.  Provide and explain all available findings and results. Refer for other findings as indicated. | |  | |  | |
|  | Assess participant’s current eligibility status:   * ELIGIBLE thus far 🡪 CONTINUE. * NOT ELIGIBLE but likely to meet eligibility criteria within this screening attempt 🡪 PAUSE. Perform and document relevant outcomes of all clinically indicated procedures. Schedule Enrollment Visit when participant is likely to be eligible. * NOT ELIGIBLE and NOT likely to meet eligibility criteria within this screening attempt 🡪 STOP. Provide clinical management and referrals as needed. | |  | |  | |
|  | Perform QC1 review while participant is still present, review the following for completion and clear documentation:   * **Screening Behavioral Eligibility Worksheet** * **Demographics CRF** * **Obstetric abdominal Exam CRF, Vital Signs CRF,** and **Physical Examination CRF** * **Baseline Medical History Log, Pregnancy History, Vaginal Practices,** and **Concomitant Medications Log** **CRF**s to ensure all conditions and medications are captured consistently. * **Chart notes**. Refer to QC Schedule Reference Tool as needed. | |  | |  | |
|  | Provide study informational material (e.g., factsheets), site contact information, and instructions to contact the site for additional information and/or counseling if needed before the next visit: *[add site-specific list if desired]* | |  | |  | |
|  | Determine last possible enrollment date for this screening attempt using the **Visit Calendar Tool, Last Day to Enroll.\*** Print and filecompleted tool in participant binder. Schedule next visit and advise her of potential length of next visit. | |  | |  | |
|  | Provide Reimbursement | |  | |  | |
|  | If participant will proceed to the Enrollment Visit, leave the Eligibility Checklist blank and complete at Enrollment Visit along with the Inclusion/Exclusion Criteria CRF.  If participant will not proceed to the Enrollment Visit, complete and submit the **Inclusion/Exclusion Criteria CRF.** Other CRFs that were completed during the failed screening attempt may remain in the study database, and will not undergo QC review. | |  | |  | |
|  | Perform QC2 review. Review participant chart contents and EDC data:  Required CRFs   * Screening Date of Visit * Informed Consent * Inclusion/Exclusion Criteria (complete at Screening if participant is ineligible) * Demographics * Hematology\* * Chemistry Panel\* * Pregnancy History * Obstetric abdominal Exam * Vaginal Practices * Physical Examination * Screening Date of Visit * Vital Signs * STI Test Results\* * Urine Test Results   *As needed*   * Pelvic Exam * Ultrasound Results *(located in Enrollment Visit folder)* * Concomitant Medications YN/Log (if medications are reported) * Baseline Medical History YN/Log (if pre-existing conditions are reported)   Paper Forms/Tools:   * Informed Consent Coversheet (for each the mother and infant) * Mother Informed Consent Comprehension Assessment * Infant Informed Consent Comprehension Assessment * MTN-042/MTN-043 Study Enrollment Decision Tool * Mother PTID Name Linkage Log * Screening and Enrollment Log * Screening Behavioral Eligibility Worksheet * HIV Pre/Post-Test and HIV/STI Risk Reduction Counseling Worksheet * Pelvic Exam Diagrams, *as applicable* * Creatinine Clearance Calculator\* * Visit Calendar Tool, Last Day to Enroll   *\*CRFs/Tools to be completed when lab results are available* | |  | |  | |