Directly Observed Therapy (DOT) Aide
Job Description

I. Overview:

Under the direct supervision of the local Public Health Nurse (PHN), acts a representative of the Alaska TB Program in the community to provide directly observed therapy (DOT) for patients with tuberculosis or latent tuberculosis infection (LTBI). The DOT Aide reinforces the importance of following medical advice, taking TB medications according to the prescribed schedule and regimen, and completing treatment to the patient. DOT Aides also monitor patient treatment and adverse reactions and report regularly to the local Public Health Nurse.

II. Duties and Responsibilities:

A. Helps provide patient care.

1. Obtains TB medications from the PHN and ensures that they are stored safely and out of the reach of children at all times. Dose packs are NOT child proof and must be stored securely. PHNs can assist with safe storage options as needed.
2. Delivers directly observed therapy (DOT) following medical and nursing direction to ensure that the patient takes their TB medications according to the prescribed schedule. **DOT means that the Aide watches while the TB patient swallows their medication. Doses that are NOT observed are not counted.**
3. Reviews possible medication side effects with patient and family.
4. Asks about and observes patient for signs/symptoms of medication side effects **before** each DOT dose.
5. **STOPS TB drugs and reports any signs/symptoms of TB medication side effects as soon as possible to the PHN. These include: nausea; vomiting; stomach pain; decreased appetite; jaundice (yellow eyes or skin); fever; dark urine; rash or itching; fatigue; tingling or burning in hands or feet; or visual changes.**
6. Locates patient when patient misses appointment with the DOT Aide. Encourages patient cooperation with therapy.
7. Reports 2 or more missed DOT doses to the PHN Case Manager.
8. Keeps PHN informed of patient's progress, whereabouts, and any patient travel plans.

B. **Documents patient care activities and fills out required forms**.

1. Documents all medications and dosages given on the DOT Calendar.
2. Records each dose on the DOT Calendar on the day it is provided to the patient. **The Alaska TB program will only reimburse DOT Aides for up to 5 doses per patient per week unless approved by the Program before the doses are given.**
3. Submits completed DOT Calendar and Monthly Invoice for Payment to the PHN Case Manager at the end of each month.

C. **Organizes workload.**

1. Provides TB medications according to the plan agreed upon by the DOT Aide, PHN Case Manager, and the patient.
2. Makes a plan with the PHN Case Manager, in case DOT Aide needs time off.

III. Supervision Received:

The DOT Aide will be recruited, trained, and supervised by the local or itinerant PHN.

IV. Qualifications and Requirements:

A. Must read and review the Alaska DOT Manual and clarify any questions or concerns with the PHN Case Manager before giving the patient DOT. Will also complete the *Post Test* and send to the PHN along with the signed *Memorandum of Agreement*. The Alaska DOT Manual should be used as a guide to best practices for DOT Aides.

B. Must be able to deal tactfully and communicate effectively with patient(s). Must feel comfortable meeting patient(s) in unconventional settings such as work sites, homes, schools, and other places.

C. Will be expected to maintain regular contact with the PHN Case Manager either in person or by phone to report on the patient's status and DOT regimen.

D. Prior training in health care, health education, social work, or public health is desirable, but not required. Must be mature and dependable and have the ability to complete written forms.

E. It is very important for DOT Aides to maintain the privacy of patients and their families. The patient's diagnosis, treatment, and related issues are confidential and should only be discussed with the PHN Case Manager and the patient's health care provider.