**STEP TRIAL: Brief Negotiation Interview Encounter Form**

Therapist: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_

Patient Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

STEP1: Raise the Subject

1. □ Introduce yourself and explain your role.
2. □ Ask permission to discuss alcohol use.

STEP2: Provide Feedback

1. □ Review STEP Trial Feedback Form with the patient and express concern for patient’s health.
2. □ Make connection between the patient’s drinking, their health and their HIV.
3. □ Compare their drinking to NIAAA normative data.

STEP3: Enhance Motivation

1. □ Ask the patient, how willing, on a scale of 1-10, where 1 is NOT WILLING AT ALL and 10 is TOTALLY WILLING, they are to change their drinking. Response: \_\_\_\_\_
2. □ Ask why not less.
3. □ Develop discrepancy.

STEP4: Negotiate and Advise

1. □ Negotiate a goal with the patient to decrease drinking:
	1. What is it?\_\_\_\_\_\_\_\_\_\_\_\_\_\_/week:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_/occasion.
	2. Complete two copies of the drinking agreement, one for study team and one for patient. The study team’s copy should be stored with the patient’s study chart by the research coordinator.
2. □ Summarize the BNI session information.
3. □ Refer patient to web-based resources. Which site(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
4. □ Ask if the patient has any questions.
5. □ Inform them that you will be speaking with them again in 2 weeks by telephone to review their alcohol consumption and be sure to confirm contact information and time.

Length of Session:\_\_\_\_\_\_\_\_\_\_\_\_\_minutes

Session Logged in TrialDB by research coordinator: Date: \_\_\_\_\_\_\_\_\_\_\_\_ RC initials:\_\_\_\_\_\_\_