

## RESEARCHER'S INTERVIEW GUIDE



## Interventions in Community Library Services for HIV/AIDS Awareness in the Bojanala Region

### SECTION A: RESEARCHER'S NOTES

Name of community library:

Job title of respondent answering this questionnaire:

### SECTION B:

LIST OF QUESTIONS TO DETERMINE WHAT INTERVENTIONS ARE CURRENTLY EMBARKED ON BY COMMUNITY LIBRARIES TO IMPROVE HIV/AIDS AWARENESS

#### USERS

1. Does your library support the idea that community libraries have a role to play in the dissemination of HIV/AIDS information? If your answer is "yes", what do you think this role should entail?  
\_\_\_\_\_
2. In what way does your community make use of the library to obtain HIV/AIDS Information? Please describe.  
\_\_\_\_\_
3. What is the estimated monthly number of enquiries received regarding HIV/AIDS issues?  
\_\_\_\_\_
4. Percentage wise, how many of your library users have HIV/AIDS queries?  
\_\_\_\_\_
5. Please indicate which user group makes most enquiries the most about HIV/AIDS issues:
 

	User group	Average Age	Sex (M / F)	Literate	Semi-literate	Illiterate
<input type="checkbox"/>	Children	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Teenagers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Adults	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Do you find that it is easy for users to ask for information, or are they shy / scared?  
\_\_\_\_\_

7. How do you determine what the needs of the library users are regarding HIV/AIDS information?

- User surveys
- Interviews
- Statistics
- Other \_\_\_\_\_

**POLICIES**

8. The North West Provincial Library Services does not have a formal policy regarding HIV/AIDS information resources and programming for libraries, although they do purchase books with this theme and support programmes pertaining to the HIV/AIDS theme. Does your library have a specific collection development policy regarding the purchasing of HIV/AIDS information sources?

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9. If so, what is this policy? What types of resources - related to HIV/AIDS - can you purchase and what does the policy exclude?

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10. Does your library have a service delivery policy regarding HIV/AIDS information dissemination?

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11. If so, what is this policy? What types of service are you allowed to deliver and what is excluded?

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**HIV/AIDS INFORMATION SOURCES**

12. What types of sources does your library incorporate into its collection regarding HIV/AIDS?

- Books
- Brochures
- Posters
- Bibliographies
- Videos
- DVDs
- Internet
- Other \_\_\_\_\_

13. Does your library distribute any of the following educational material on HIV/AIDS? How would you rate each of them? Are they **Inadequate (I)**, **Fair (F)** or **Excellent (E)**?

<b>Source</b>	<b>Rating</b>
<input type="checkbox"/> Books	_____
<input type="checkbox"/> Brochures	_____
<input type="checkbox"/> Posters	_____

- Bibliographies \_\_\_\_\_
- Videos \_\_\_\_\_
- DVDs \_\_\_\_\_
- Access to HIV/AIDS websites via the internet \_\_\_\_\_
- Other \_\_\_\_\_

14. Do you find that these resources only cater for a specific age group and exclude other users?

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15. What do you think can be done/changed to ensure that all the library users benefit from these resources - related to HIV/AIDS - which are available in your library collection?

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16. Has your library produced any of the following educational material on HIV/AIDS? Who was the target audience (children, teenagers, adults)? Please provide some examples, if possible.

<b>Source</b>	<b>Target group</b>
<input type="checkbox"/> Books	_____
<input type="checkbox"/> Brochures	_____
<input type="checkbox"/> Posters	_____
<input type="checkbox"/> Flyers with useful information	_____
<input type="checkbox"/> Bibliographies	_____
<input type="checkbox"/> Videos	_____
<input type="checkbox"/> DVDs	_____
<input type="checkbox"/> Newsletters	_____
<input type="checkbox"/> Other _____	_____

17. What is the estimated monthly number of resources used in the library regarding HIV/AIDS issues?

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18. What is the estimated monthly number of resources issued regarding HIV/AIDS issues?

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### COLLECTION DEVELOPMENT

19. How many of the following resources do you have in the library?

<b>Type</b>	<b>Quantity</b>
Non-fiction Books	_____
Fiction Books	_____
Pamphlet collection	_____
Videos/films/DVD	_____
Other	_____

20. How did you obtain these resources?

- Bought
- Received from Provincial Library
- Donations/gifts
- Other

21. Who is responsible for the funding of the HIV/AIDS resources that you purchase?  
\_\_\_\_\_
22. Who decides what must be purchased with regards to HIV/AIDS resources?  
\_\_\_\_\_
23. Is provision made in the collection development budget for the purchasing of HIV/AIDS resources or do you use another budget for this purpose? Please explain.  
\_\_\_\_\_  
\_\_\_\_\_

### PARTNERSHIPS

24. When you are unable to answer a query regarding HIV/AIDS, what is the usual path of referral?  
\_\_\_\_\_
25. Please name any another institution, agency or organisation in your immediate geographic area that provides and/or distributes information on HIV/AIDS?  
\_\_\_\_\_
26. Does the library receive support regarding HIV/AIDS information and programmes from these institutions?  
\_\_\_\_\_
27. If "yes", to what extent (structured or unstructured)? Please describe the process.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### HIV/AIDS AWARENESS PROGRAMMRES

28. Does your library present/host seminars/in-counselling sessions on HIV/AIDS?  
 Yes  
 No
29. If 'yes', what made you decide to present such programmes?  
\_\_\_\_\_
30. If "no", is there no need for such a programme?  
\_\_\_\_\_
31. Does your library make use of professional HIV/AIDS councillors when presenting seminars/in-counselling sessions?  
 Yes

No

32. If “no”, who presented the HIV/AIDS sessions?

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**INTERVENTIONS**

33. Does your library engage in the following HIV/AIDS interventions?

- Intervention**
- Arts initiatives (poetry, drama, murals, etc.)
  - Book displays
  - Collection development
  - Community information programmes (Information dissemination)
  - Marketing initiatives (radio talks, newspaper articles)
  - Outreach programmes (workshops, children’s programmes, public health campaigns)
  - Counselling sessions
  - Consumer health information (in conjunction with HIV/AIDS partners)
  - Films/video/DVD screenings
  - Delivering books to homebound patrons
  - Visiting schools
  - Access to the Internet
  - Other \_\_\_\_\_

34. Who is your target audience (children, teenagers, adults) at each of these interventions? Please motivate why.

<b>Intervention</b>	<b>Target audience</b>	<b>Why the focus?</b>
<input type="checkbox"/> Arts initiatives (poetry, drama, murals, etc.)	_____	_____
<input type="checkbox"/> Book displays	_____	_____
<input type="checkbox"/> Collection development	_____	_____
<input type="checkbox"/> Community information programmes (Information dissemination)	_____	_____
<input type="checkbox"/> Marketing initiatives (radio talks, newspaper articles)	_____	_____
<input type="checkbox"/> Outreach programmes (workshops, children’s programmes, public health campaigns)	_____	_____
<input type="checkbox"/> Counselling sessions	_____	_____
<input type="checkbox"/> Consumer health information (in conjunction with HIV/AIDS partners)	_____	_____
<input type="checkbox"/> Films/video/DVD screenings	_____	_____
<input type="checkbox"/> Delivering books to homebound patrons	_____	_____
<input type="checkbox"/> Visiting schools	_____	_____
<input type="checkbox"/> Access to the Internet	_____	_____
<input type="checkbox"/> Other _____	_____	_____

35. Describe any problems/pitfalls that you have encountered while engaging in these interventions:

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36. Do you have any suggestions as to what you think might still be done to enhance and improve HIV/AIDS interventions?

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**PROMOTION**

37. How do you promote your HIV/AIDS awareness library programmes and services?

- Distribution of posters and flyers
- Newspapers
- Radio
- Word-of-mouth
- Other \_\_\_\_\_

38. Please describe the promotional process:

\_\_\_\_\_

39. Why do you think it is important to promote the HIV/AIDS awareness interventions?

\_\_\_\_\_

40. Does the promotion of HIV/AIDS resources and products make a difference in the use of the library resources and facilities?

\_\_\_\_\_

41. How much money do you spend on the promotion of the HIV/AIDS awareness interventions?

\_\_\_\_\_

42. Can the promotion of HIV/AIDS interventions by your library be extended and should it be? Explain your answer.

\_\_\_\_\_

**STAFF TRAINING**

43. Does your library have staff members who are specially trained to offer HIV/AIDS information?

\_\_\_\_\_

44. If the answer is "yes", what form of training did they receive?

\_\_\_\_\_

45. How many staff members participated in this training?

\_\_\_\_\_

46. Will those who have not received training be trained in future?

\_\_\_\_\_

47. If no, please give reasons?

\_\_\_\_\_

48. What does the training involve? Please supply topics/issues that have been discussed during the training.

49. Where did the training take place?

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50. Who conducted the training?

- Province
  - Municipality
  - Other
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51. Were there any costs involved and who funded the training?

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NOTES:

# Understanding the world of a friend living with HIV

**AIDS HELPLINE**

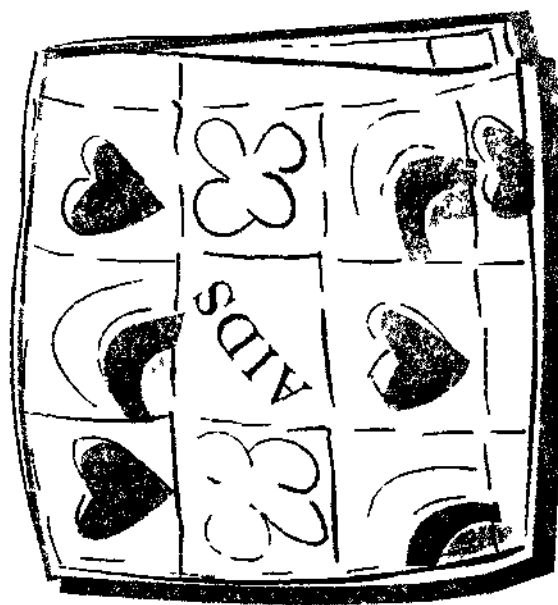
**0800 012 322**

**CIRCLES OF SUPPORT  
HOTLINE**

**0860 222 777**

**THLABANE LIBRARY  
THLABANE SHOPPING COMPLEX  
014 5652487**

Supporting a friend who is  
HIV-positive





## THE BEST OF FRIENDS

### UNDERSTANDING THEIR WORLD

The only way to get HIV from an infected person is to share an infected needle or razor blade, or have unprotected sex with them. Other than this, you are at no risk of being infected with HIV. So there is no reason to abandon your friend. They need love and care.

Help and encourage your friend to continue working or studying as long as possible. This increases their senses of self-worth and achievement.

Seek help from support groups, help lines, health clinics and faith-based organisations that offer support for people living with HIV/AIDS.

### THE MEANING OF TRUE FRIENDSHIP

We all value the fun and sharing of friendship, and we all have a list of people we call "friends". We enjoy sharing the good times with them, but will we still be friends during the bad times? Yes, it is during these bad times that true friends are most needed!



### TAKING CARE OF THEIR HEALTH

Help your friend to reduce stress by encouraging them to exercise, get enough sleep, and seek solutions to their problems.

Help the person to eat healthy, nutritious food.

Encourage your friend to avoid smoking and drinking, as these habits weaken the body and make it harder to fight against the virus.

Do not share personal items like razor blades or toothbrushes. This will protect both of you from the dangers of spreading the virus.

Help your friend to go to the clinic or hospital for regular check-ups and medical advice. You may have to accompany your friend.

Stay calm and clean up carefully if your friend is injured or bleeds. Use rubber gloves or plastic to protect yourself.



### HOW CAN I SHOW SUPPORT?

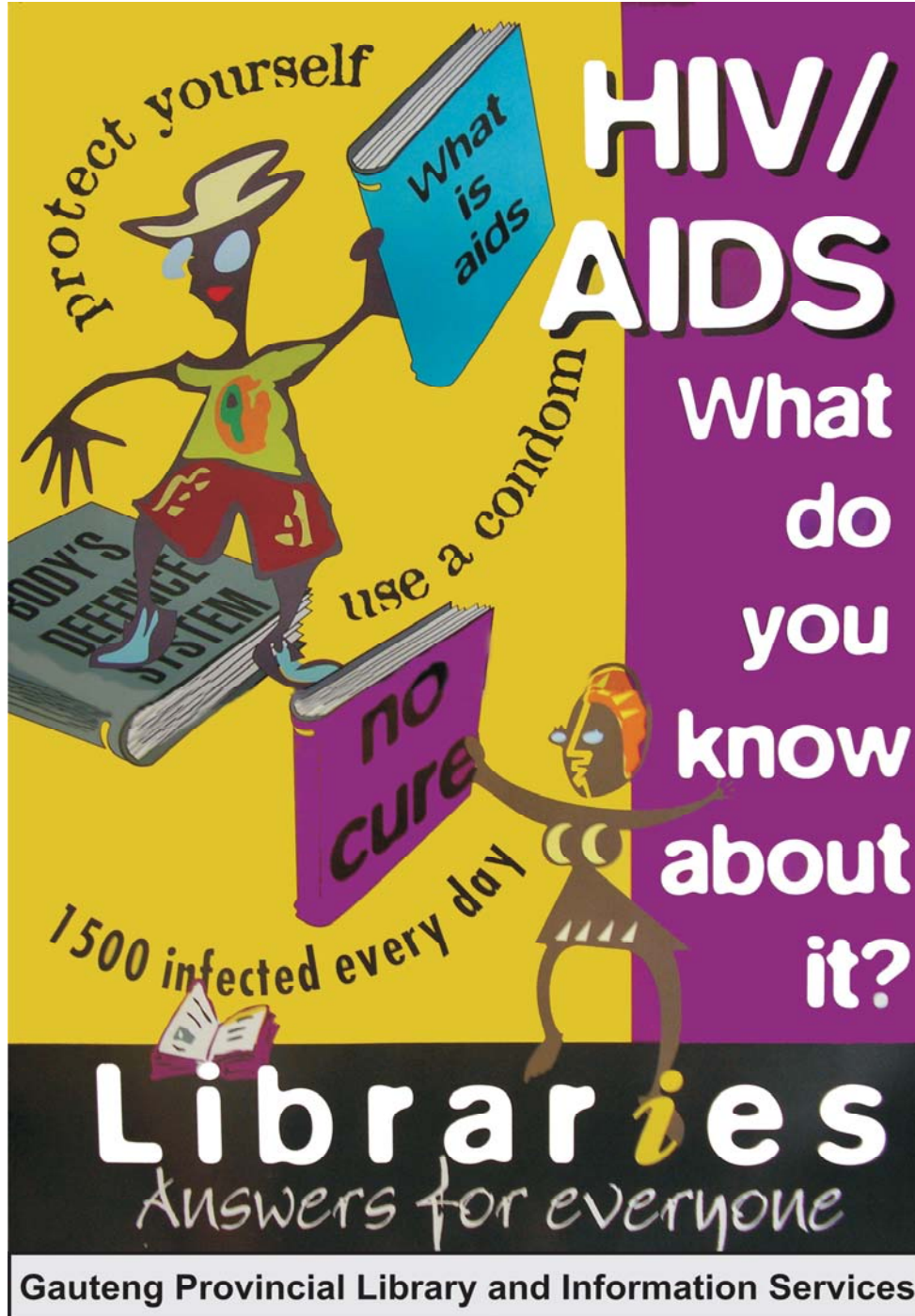
Think what your friend needs, and offer it. Offer to help with housework, cooking, fetching and carrying or doing shopping errands. Listen to their problems, ask them how you can help, and say things like "I know that you are going through a difficult time". A small act or a few words of encouragement can make a big difference.

**HIV/AIDS DISPLAY AT PHOKENG LIBRARY**

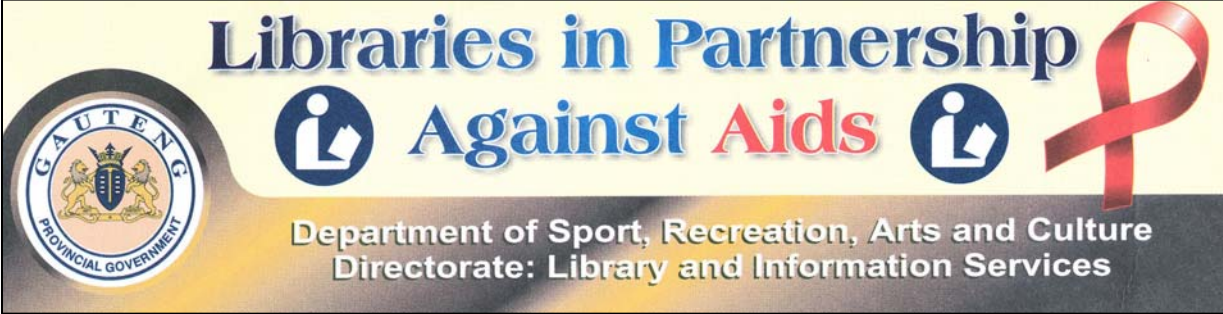


**HIV/AIDS POSTERS: GAUTENG PROVINCIAL LIBRARY SERVICES**





**HIV/AIDS BOOKMARK: GAUTENG PROVINCIAL LIBRARY SERVICES**



**NEWSPAPER CLIPPING: HIV/AIDS DISPLAY**

