



AMIGAS

(Ayudando a las Mujeres con Información, Guía, y Amor para su Salud)

Promotora Instruction Guide



Promotora Instruction Guide

Welcome!

If you reach out to women in your community to help them make positive changes for their health, this Guide is for you. Your title may be promotora de salud, outreach worker, caseworker, or community health worker. The title you have is not important for the AMIGAS program. What matters is that you are going to talk to women about cervical cancer and how Pap tests can help women stay healthy.

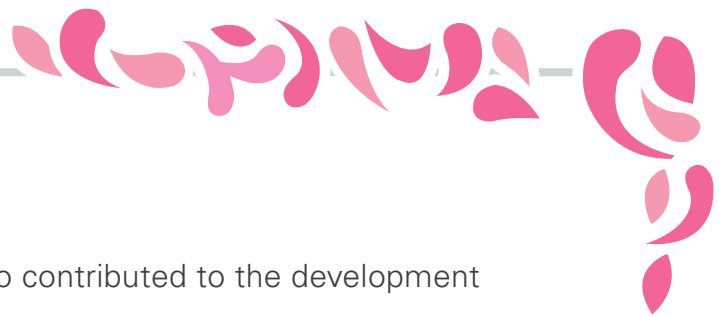
This guide contains an overview of the AMIGAS program. “AMIGAS” stands for *Ayudando a las Mujeres con Información, Guía, y Amor para su Salud*. In English, this means Helping Women with Information, Guidance, and Love for their Health.

The AMIGAS program was made especially for Latinas who are between 21 and 65 years of age. The AMIGAS program is for you to use to encourage women in your community to get tested for cervical cancer using the Pap test. We have also provided information about the HPV test and the current cervical cancer screening guidelines.

This Guide will show you how to build your AMIGAS program tool box, and how to use it when you talk with women in your community. We hope you will use it to help your friends and neighbors learn more about cervical cancer and Pap testing. You can help save women’s lives!

Thank You!





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1.0 AMIGAS Program Overview

1.1 What is the AMIGAS program?

AMIGAS is...

- A program to encourage Pap testing for Latinas who are between 21 and 65 years of age.
- Made for use by promotoras or other lay health educators.

AMIGAS can be...

- Used with one woman or with a group of women.
- Used in a woman's home or in a community setting.

This Guide will help you plan and carry out individual visits and group sessions that encourage Latinas to get a Pap test to check for cervical cancer. You may decide to talk only about the Pap test or to combine the important points about getting a Pap test with another health topic you already discuss.

Either way, you can be an important part of the **AMIGAS** program to help women in your community!

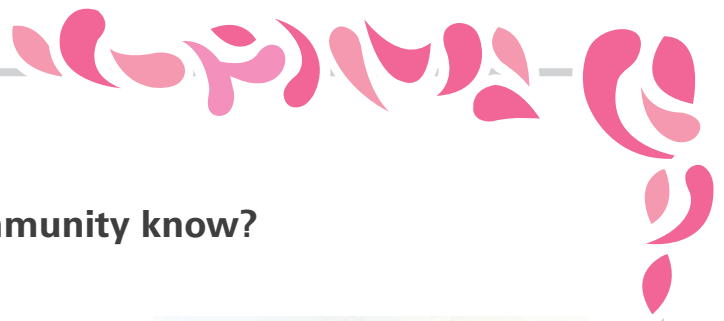
1.2 What are the important points?

After you have received training, you will be ready to share what you know about cervical cancer and the Pap test with other women. You will prepare an **AMIGAS** program tool box (Section 5) and use the **AMIGAS** tools to talk with women.

Remember these important points to tell women and the actions you want them to take:

- Getting a Pap test can help women stay healthy.
- Cervical cancer is easier to cure if it is found in time.
- It is important for all women to get a Pap test.
- Women can get a Pap test in this community.
- Make a promise to yourself and your family to make and keep a Pap test appointment.





1.3 What should women in our community know?

We want women in our community to:

- Know that a Pap test finds changes that can occur in the cervix.
- Understand that a Pap test can find changes in the cervix before they turn to cancer.
- Understand that a Pap test can find cancer early, when it can still be treated.
- Know about the latest cervical cancer screening guidelines.
- Know where and how to get a Pap test.
- Commit to an action plan.



1.4 How is this Guide organized?

This Guide tells you:

- How to get started with the **AMIGAS** program and safety tips (Section 2).
- How to do the **AMIGAS** program (Section 3).
- What to do after your visit (Section 4).
- How to build and use your tool box (Section 5).
- Information about cervical cancer and Pap testing, and a glossary (Section 6).
- Handouts to be copied (Section 7).

There is also a place at the end of the Guide for your notes. If you are already comfortable with making visits, go directly to the lesson plans and start to use them. If you would like to have more direction, you may want to read Section 2.0: Getting Started with the **AMIGAS** Program.





2.0 Getting Started with the AMIGAS Program

2.1 What AMIGAS Program choices do I have?

There is more than one way to do the AMIGAS program. The information in this section will help you make a plan. If your promotora organization has already made decisions about how to organize the AMIGAS program, you should follow those instructions. There are two AMIGAS lesson plans. One plan is for talking with one woman. The other plan is for talking with a small group (between 6 and 15 women). As you get ready to use the AMIGAS program, there are a few things to think about:

- **Individual or groups – will I meet with women individually in their homes or invite them to group sessions at a public location?**

Individual visits are better for discussing each woman's own experiences and concerns. And women may like having someone come to their home. But many women also enjoy the company of their friends or family. If the women in your community enjoy doing group activities, you may want to plan this.

- **If the woman has a mother, friend, or daughter in the house who wants to participate, is that OK?**

Although AMIGAS is designed for use with one woman or a small group (between 6 and 15 women), you can change it a little for other sized groups. For example, you can easily use the individual lesson plan with a small group of 2 or 3 family members or friends if you make small changes in some of the activities.

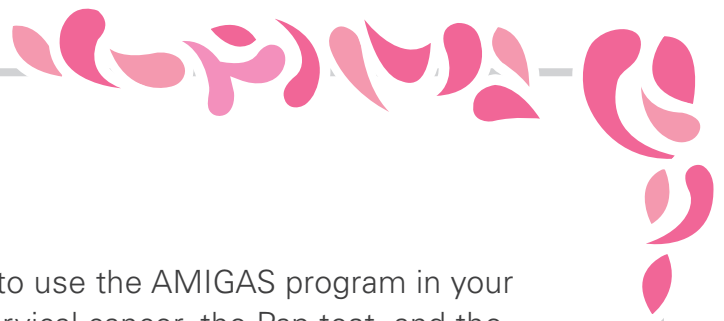
- **Time – how much time can I spend with each woman?**

If you meet alone with a woman, you will want to schedule an hour if possible. In a group, you should allow 1 ½ to 2 hours. This will allow time to understand the reasons a woman has not had a Pap test recently (or ever), discuss her concerns, and make an action plan. If you cannot schedule this much time, the lesson plans tell you how you can make the best use of the time you have.

- **Location – if I want to use a public location, how do I go about finding one?**

- When is it available?
- How much will it cost?
- Does the clinic where you work have space available for such meetings?






2.2 How do I get ready?

- Attend a training session to learn how to use the AMIGAS program in your community and find out more about cervical cancer, the Pap test, and the HPV test.
- Read through the entire Promotora Instruction Guide.
- Prepare your tool box. In Section 5 you will find detailed information about the tool box, including:
 - What it is for?
 - How to get it ready to use?
 - How to use it?
- Review the lesson plans and tool box to make sure you are as comfortable as possible when it is time to speak with women in your community about cervical cancer and the Pap test. Here are suggestions to make you more comfortable:
 - Read through the flipchart 2 or 3 times. Practice asking the questions and saying the statements and messages in the flipchart out loud. These are the most important things you will be telling the woman (or women) so it is a good idea to practice them. Practice with your friends and family.
 - Pay extra attention to areas that you think may be difficult for some women to understand.
 - Update the resource sheet for your community, as necessary. Be sure that it includes your correct contact information.

2.3 How do I prepare for a visit with one woman?

Schedule the visit:

- Talk with the woman to select a date and time that works for her.
- Choose a location that is comfortable and easy to get to. This can be her home or a public place. You both need to be able to sit down, focus, and be comfortable.
- Determine how long you will be able to meet with her.
 - If you have an hour, you will be able to follow the complete lesson plan.
 - If you have less time, you will need to do a shorter AMIGAS program. Make sure you cover items on the lesson plan that have the star  next to them. That is the most important information.





1-2 days in advance

- Review the Lesson Plan for the Individual Visit.
- Practice saying the important points in the flipchart. The important points are shaded.
- Make extra copies of the resource sheet to take with you.
- Call the woman to confirm. Reschedule if she says that she cannot be there. Get or give directions to the meeting place, if necessary.
- Get your tool box ready to take with you!


2.4 How do I prepare to lead a group session?

Follow these steps to plan and schedule the group session:

- Start planning early, about two weeks or so before you want to have the session.
- Find a place to hold the session in the community. Keep these things in mind:
 - Find a place that is easy to get to.
 - Choose a place that will be comfortable for a small group (between 6 and 15 women) so that they can all sit down. Also make sure there is enough space for the women to stand up and move around. Some examples of places where you might meet are:
 - » community center
 - » school or university
 - » church
 - » public library
 - » union hall
 - » grange hall
 - » migrant hall
 - » conference room at a hotel
 - » conference room at a clinic
- Reserve a room for a time that you think will work for many women in your community. It could be morning, afternoon, or evening. Choose the time you think is best. (You can call and change the date and time later if you find out that most women cannot come at that time. Be flexible!)
- If you are planning to use regalitos, decide what you would like to use. Think about how many you will need and how you will get them.





- Develop a recruitment plan for inviting women. Your promotora program may already have established procedures that you can use for inviting women to health education programs. These may include using **AMIGAS** program flyers at community sites such as clinics, grocery stores and churches. You may decide to identify women through friends, family or other associates, or to invite women you are working with on another program. You may decide to put an advertisement in the newspaper or on the radio.
- Whatever method you use to recruit, **ALWAYS MAKE A PERSONAL CALL** to invite the women and confirm plans with them a day or two before the session. They will appreciate the personal touch. Also, give directions as needed.
- When you invite the women, please tell them:
 - This AMIGAS program is **ONLY** for Latinas in this community who are between the ages of 21 and 65.
 - The activity is about how women can stay healthy.
 - Participants will learn and share things about the Pap test and cervical cancer.
 - Participants will talk about things that may help other women they care about.
 - The activity will last about two hours.
 - It will be a chance to socialize and meet other women in the community.
 - We think that the women will have a good time!
- Please note: If your group will be shorter than 2 hours, you will not have time to do all the planned activities in the session. Make sure you cover the items on the lesson plan that have the star  next to them. That is the most important information.

1 to 2 days in advance

- Review the Lesson Plan for the Group Session.
- Practice saying the important points in the flipchart. The important points are shaded.
- Practice using the games.
- Call the women to confirm.
- Visit the meeting place to make sure the room and equipment will be ready.
- Make copies of the resource sheet to take with you.
- If you like, and there are program funds, get some water or tea and healthy snacks for the session.
- Make sure you have enough regalitos.
- Get your tool box ready to take with you!





2.5 What should I take?

Promotora Instruction Guide

- Whether you are going to do an individual visit or a group session, remember to take this Guide with you! You may also want a separate copy of some things in the Guide, like:
 - The lesson plan.
 - The answer sheets for the games.

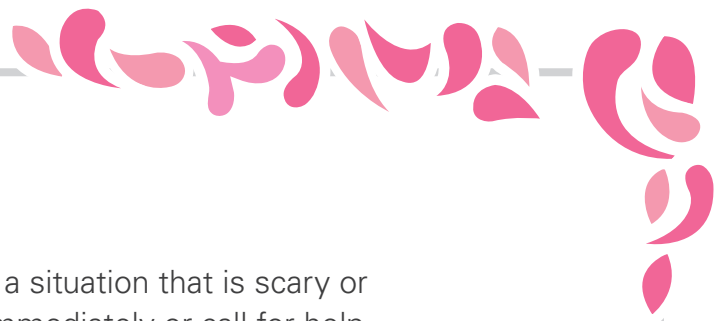
AMIGAS Program Tool Box

- By now, you and your Program Administrator will already have assembled all the tools you need for the AMIGAS Program using the instructions provided in the Administrator Guide. Before you go to an individual visit or a group session, you will want to make sure your tool box is complete. Your tool box should include:
 - Flipchart
 - Body diagrams
 - Contact sheet
 - Message cards
 - Resource sheets
 - Appointment cards
 - Promise sheets
 - Speculum and cyto brush (optional)
 - Brochures
 - AMIGAS handouts
 - Evaluation forms

If you are doing a group session, your tool box should ALSO include:

- Group games, including profile posters and personality cards
- Name tags
- Paper and pens or pencils
- Regalitos (if you are using them)





2.6 Safety tips

Your safety is important! If you find yourself in a situation that is scary or uncomfortable, trust your instincts and leave immediately or call for help.

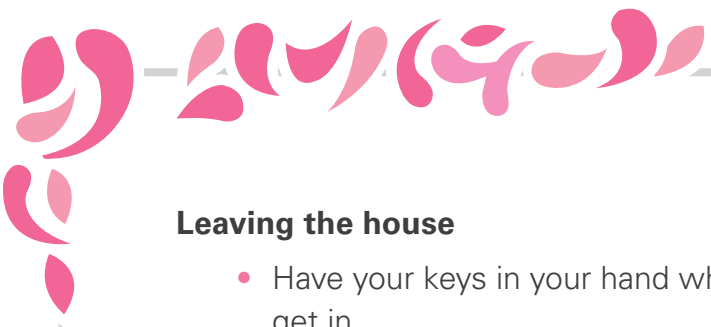
General safety tips

- Make an appointment before going to anyone's home.
- Try to visit during the day while it is light.
- Call ahead if possible so they will be expecting you.
- Make sure you know the directions.
- Know where to get emergency help if you need it: police, fire, gas station, etc.
- Place your valuables out of sight and bring only what you need.
- Wear comfortable shoes.
- Do not wear expensive jewelry.
- Carry only small amounts of money.
- Ask the resident to leash the dogs or other animals if you are uncomfortable.
- Carry an extra car key in a safe place.
- Keep gasoline in the car.
- Always use your seat belt.
- Lock your car.
- Park your car in a well lit area where it is easy to exit.
- Be careful on small streets and dead-ends.
- If you have a cell phone, be sure to have it with you and charged up.

Approaching the house

- Show confidence in your manner and carriage.
- If possible, walk in the middle of the sidewalk.
- Be professional. Do not respond to verbal attacks.
- Stop and listen before knocking at the door. If you hear fights or arguments, leave at once.
- Knock at the door, identify yourself, and state the name of the person you have an appointment with.
- If you suspect an unsafe situation, do not enter.
- Ask permission before you go into another part of the house.





Leaving the house

- Have your keys in your hand when you leave. Check inside the car before you get in.
- If anyone tries to get in or bothers you, scream for help. Use your cell phone or go back to the house and call for help.
- Be careful of children playing in the street before you drive away.







3.0 AMIGAS Program Lesson Plans

There are two AMIGAS program lesson plans for you to use. One plan is for talking with one woman. The other plan is for talking with a small group, between 6 and 15 women. Whichever plan you use, remember that you want women to learn and to take action! We want women in our community to:

- Know that a Pap test finds changes that can occur in the cervix.
- Understand that a Pap test can find changes in the cervix before they turn to cancer.
- Understand that a Pap test can find cancer early when it can still be treated.
- Know about the HPV test and the current cervical cancer screening guidelines.
- Know where and how to get a Pap test.
- Commit to an action plan.

3.1 What do I do?

- Choose the lesson plan you want to use that day.
- Make sure your tool box is ready and take it with you!
- Get there on time.
- Follow the steps on the lesson plan.
- Have fun and good luck!

If you are doing a group session:

- Go early.
- Set up the room with enough chairs and a greeting area.

3.2 Tips for making women feel comfortable

- Be friendly.
- Introduce yourself and chit chat before you start.
- Encourage women to ask questions and share their stories.
- Talk slowly and make eye contact with the women when you are reading the flipchart or the lesson plan.





Extra tips for a group session:

- Try to get every woman to talk at least once.
- Make sure everyone can see the flipchart.
- Make the games fun! No one should be embarrassed not to know an answer.

3.3 Remember the important points

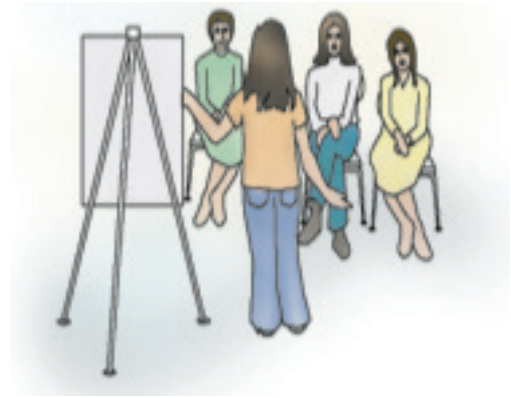
- Getting a Pap test can help women stay healthy.
- Cervical cancer is easier to cure if it is found in time.
- It is important for all women to get a Pap test.
- Women can get a Pap test in this community.
- Make a promise to yourself and your family to make and keep a Pap test appointment.



Lesson Plan – Individual Visit

What do I take?

- Promotora Instruction Guide
- Tool Box for Individual Visit – see Section 5 of this Guide



What are my goals?

- Explain what a Pap test is.
- Discuss the importance of Pap testing.
- Find out the woman's current Pap testing knowledge and practice.
- Discuss concerns the woman has about the Pap test.
- Develop an action plan with the woman.
- Provide information about where and how to get a Pap test.

What are the important points?

- Getting a Pap test can help women stay healthy.
- Cervical cancer is easier to cure if it is found in time.
- It is important for all women to get a Pap test.
- Women can get a Pap test in this community.
- Make a promise to yourself and your family to get a Pap test.



= Topics and steps that are most important to cover when you do not have much time







= Things for you to say







What steps do I follow?




- 1. Welcome.
- 2. Introduce the *flipchart* and read pages 1-34 out loud.
 Pages 3-4, 7-10, 15-20
- 3. Use the *message cards* to discuss the woman’s thoughts about Pap testing.
-  4. Make a plan together.
-  5. Give the woman the *promise sheet* and help her commit to an action plan.
-  6. Give the woman the *resource sheet* and if she is ready to make an appointment, give her an *appointment card*.
- 7. Give the woman the *contact sheet* and have her complete the first section.
- 8. Give the woman the *brochures* and the *AMIGAS handout*.
- 9. Closing words.

STEP 1. Welcome the woman you are meeting with. Greet each other and chit chat. You might ask her how her family is doing.

 **Thank you for agreeing to talk with me. I am _____ and I want to talk to you about women’s health and getting a Pap test.**

STEP 2. Introduce the *flipchart* and read pages 1-34 out loud.

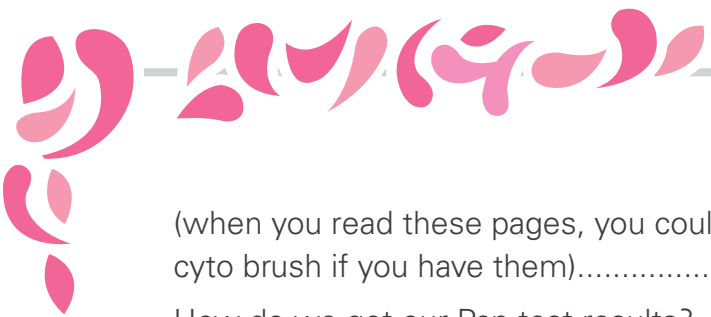
 **The main things I’d like to talk with you about today are described here in our *flipchart*. Some of this information you may already know, but we can skip those sections and jump ahead. We can go as fast or as slow as you like. Let’s look at this together.**

	Pages
Introduction.....	xx-xx
 What is cervical cancer?	xx-xx
Who can get cervical cancer?	xx-xx
 What is a Pap test and why is it important to get one?	xx-xx
Who should get screened and how often?	xx-xx
 The female reproductive system and what happens when we get a Pap test	

 = Topics and steps that are most important to cover when you do not have much time

 = Things for you to say





(when you read these pages, you could show the woman the speculum and cyto brush if you have them).....xx-xx

How do we get our Pap test results?xx-xx

Why don't some of us get a Pap test?.....xx-xx

Testimonials and final words.....xx-xx

STEP 3. Use the *message cards* to discuss the woman's thoughts about Pap testing. Lay out all of the cards with the orange or purple side up.



Now I would like to show you this set of cards. These cards include things that women have told us about Pap testing. I would like you to look at these cards and choose the ones that ring a bell for you. Please choose just one of the purple cards and as many of the orange cards as you like. Let's talk about the cards you picked.

If the woman has trouble reading the cards, help her understand them. Be sure she is comfortable with what the cards say before she makes her selection.

Take the *message cards* the woman has selected and go through each one, starting with the purple card first. The purple card she chooses will tell you her overall feelings about her Pap testing practice, and help you to understand her general situation. Acknowledge her current thoughts about Pap testing and tell her you'd like to help her make progress.

Then discuss the orange cards the woman selected. The orange cards show some of the feelings, beliefs, facilitators, and barriers she associates with getting a Pap test. Use the words on the back of the *message cards* to help you discuss the issue and think about solutions. For example:

- If the woman chooses the *message card* that says "It is embarrassing" on the front, use the words on the back of the card to help her understand that her feelings are normal and can be overcome.



Many of us feel embarrassed about getting a Pap test. The test does not take very long. The clinic staff are professionals and they see women's bodies every day.

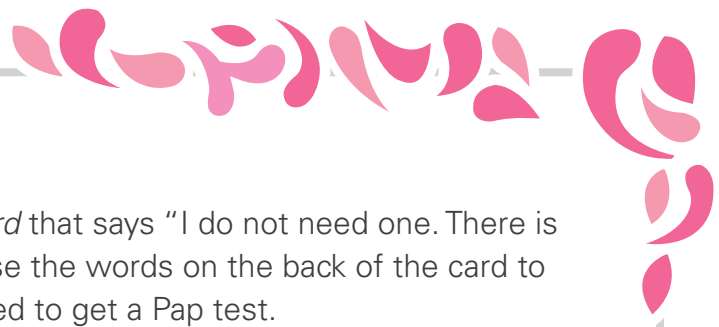


= Topics and steps that are most important to cover when you do not have much time




= Things for you to say







- If the woman chooses the *message card* that says “I do not need one. There is no cancer in my family.” on the front, use the words on the back of the card to help her understand that all women need to get a Pap test.

 **Some of us think that we do not need a Pap test if cancer does not run in our family. All women need a Pap test, even if no one in their family has had cancer.**



 **STEP 4.** Make a plan together. Use the purple card the woman selected to talk about what next steps she could take to get a Pap test.

 **Now that we’ve discussed your thoughts about Pap testing, let’s make a plan together for you to move closer to getting a Pap test.**

Use the purple card the woman chose to help you decide which statement below fits the woman:


1. she has not thought about getting a Pap test;
2. she is thinking about getting a Pap test, but not yet planning or taking steps;
3. she is planning to get a Pap test and taking steps.

After you have selected the statement that best fits, ask her the corresponding question below. Talk with her about what next steps she could take. Use the information you have learned about her to help make a personalized plan.

1. If the woman has not thought about getting a Pap test:

 **How can I help you start thinking about getting a Pap test?**


2. If the woman is thinking about getting a Pap test, but is not yet planning or taking steps toward getting a Pap test:

 **How can I help you make a plan to get a Pap test?**

3. If the woman is planning to get a Pap test, and taking steps toward getting a Pap test:

 **How can I help you make and keep an appointment for a Pap test?**

 = Topics and steps that are most important to cover when you do not have much time

 = Things for you to say





STEP 5. Give the woman the *promise sheet* and help her commit to an action plan. With your knowledge of what she needs to move forward, help her commit to specific steps she will take. Use the *promise sheet* instructions in Section 5.



So we have just talked about the difficulties you have in getting a Pap test. And we also talked about how you can move beyond those difficulties.

Now I would like you to make a promise to take action. Think for a minute about what specific steps you will take toward getting a Pap test. Know that you are making a commitment. When you are ready, mark those steps on this page and take this page with you. It will help you remember what you have promised. Think carefully about what you promise to do so that you can keep that promise.



STEP 6. Give the woman the *resource sheet*, and point out your contact information. If she is ready to make an appointment, give her an *appointment card*. Use what you know about her to decide where she is in her decision-making process:

1. she is not ready to make a Pap test appointment;
2. she is ready to make a Pap test appointment.

If you are unsure if the woman is ready to make an appointment or not, ask her how she feels.



Do you want to talk now about making a Pap test appointment?

1. If the woman is **not ready to make an appointment yet**, make sure to talk with her about what she will do next.



I understand that you are not yet ready to make a Pap test appointment. But it's good that you have committed to doing some other things. What's important is that you do something that helps you move closer to getting a Pap test.

Here is a list of the clinics in your community where you can get a Pap test. You can use it when you are ready to make an appointment. This page tells where the clinics are, what hours they are open, and what number to call to make an appointment. It also tells you if you can take a bus there, and other useful information,

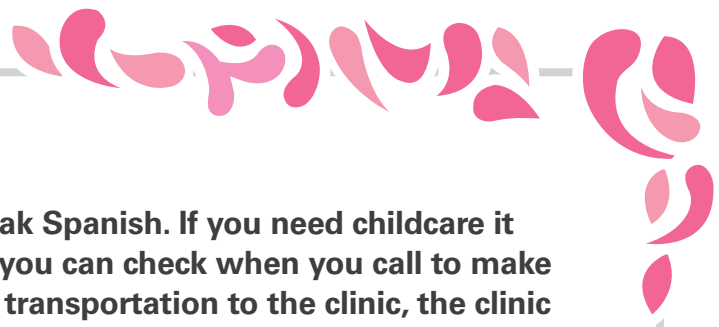


= Topics and steps that are most important to cover when you do not have much time



= Things for you to say





like whether the clinic staff speak Spanish. If you need childcare it may be available at the clinic – you can check when you call to make your appointment. If you need transportation to the clinic, the clinic may have a transport service – you can ask them when you call.

Here is my *contact information*: _____

Would you like to talk with me again another time? When would be a good time for me to talk with you again? Remember that you can call me if you have questions or concerns, or if you want help getting an appointment in the future.

- 2. If the woman is **ready to make an appointment**, help her to plan that clinic visit.




Do you have a clinic that you usually go to? Do you know which clinic you would prefer to go to for a Pap test? Let’s talk about what questions you might want to ask when you call. When would be a good time for an appointment?

It is important for all of us to make time to get a Pap test. We can all get a Pap test in this community. You will have to call the clinic and ask for an appointment at a time that works for you. I can help you. Here is a list of the clinics in your community where you can get a Pap test. This page tells where the clinics are, what hours they are open, and what number to call to make an appointment. It also tells you if you can take a bus there, and other useful information, like whether the clinic staff speak Spanish. If you need childcare it may be available at the clinic – you can check when you call to make your appointment. If you need transportation to the clinic, the clinic may have a transport service – you can ask them when you call.

Here is my *contact information*. You can call me if you have any questions or concerns. Do you have any questions right now?

When you make an appointment, you can use this card to write down the day and time you should go. We talked before about how to be ready for the test. Here on the back of the card is a reminder of some things you can ask the clinic about when you call.

 = Topics and steps that are most important to cover when you do not have much time

 = Things for you to say





STEP 7. Give the woman the *contact sheet* and ask her to complete the first section with her personal information. (See the *contact sheet* instructions in Section 5).



We have talked about how you feel about getting a Pap test and I would like to have a record of our discussion today. This *contact sheet* includes some basic information about your current Pap testing status and what promises you have made to yourself. I will keep this and use it to remind me of your specific situation text the next time we speak.

STEP 8. Give the woman the *brochures* and the *AMIGAS* handout.



Here is some information that might help you. The *brochures* contain information about the Pap test and cervical cancer. The handout gives an overview of the important points in the *AMIGAS* program. This information is similar to what we talked about today. Do you have any questions?

If the woman has questions, answer them for her if you can. If she has questions you can't answer, offer to find out for her. If the woman wants extra *AMIGAS* handouts to share with friends or family members, give her those also.

STEP 9. Closing words and completion of *evaluation form*.



Thank you for taking the time to talk to me about this important health issue today. How confident do you feel that you will make and keep an appointment for a Pap test? How did you enjoy our visit today? Do you have any questions about what you need to do next? I'll check in with you in the next couple of weeks, if that's OK with you.

When I talk with women about Pap testing and cervical cancer, I want to know how the conversation went. I would be grateful if you would share with me how you feel about the program and today's session. Would you please complete this *evaluation form* for me? It is important that you be honest with your comments so we can improve the program. I will not be offended by anything you say, but instead will be grateful for the feedback. Thank you.

Do you know other women in this community who might like to talk with me about women's health and Pap tests?

If you have *regalitos* for the woman, this is a good time to share them.



= Topics and steps that are most important to cover when you do not have much time



= Things for you to say





Lesson Plan – Group Session

What do I take?

- Promotora Instruction Guide
- Tool Box for Group Session – see section 5 of this Guide



What are my goals?

- Explain what a Pap test is.
- Discuss the importance of Pap testing.
- Find out current Pap testing knowledge and practice of the women.
- Discuss concerns women have about the Pap test.
- Develop an action plan with the women.
- Provide information about where and how to get a Pap test.

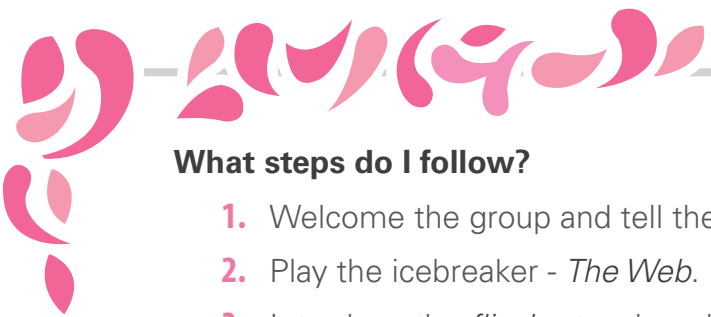
What are the important points?

- Getting a Pap test can help women stay healthy.
- Cervical cancer is easier to cure if it is found in time.
- It is important for all women to get a Pap test.
- Women can get a Pap test in this community.
- Make a promise to yourself and your family to get a Pap test.



 = Topics and steps that are most important to cover when you do not have much time

 = Things for you to say





What steps do I follow?

1. Welcome the group and tell them about the session.
2. Play the icebreaker - *The Web*.
3. Introduce the *flipchart* and read *flipchart* pages 1-14 out loud.
 -  Pages 3-4 and 7-10
4. Play a game for knowledge reinforcement - *The Cabbage*.
5. Read *flipchart* pages 15-22 out loud.
 -  Pages 15-20
6. Play a game for knowledge reinforcement - *Free Your Friend*.
7. Read *flipchart* pages 23-32 out loud.
8. Play a game - *Three Friends* - to facilitate discussion about Pap testing and help women develop an action plan.
9. Give the women the *promise sheets* and help them commit to an action plan.
10. Give the women the *resource sheets*.
11. Give the women the *contact sheet* and have them complete the first section.
12. Give the women the *brochures, AMIGAS handouts, and appointment cards*.
13. Closing words.

.....

STEP 1. Welcome the group and tell them about the session. (5 minutes)

Introduce yourself to each woman as she comes in. Check to be sure that she has come for the group session to talk about cervical cancer and Pap tests. Ask her name and make a nametag for each woman when she arrives.



Welcome everyone! My name is _____ . I am a _____ [say your title] and I am from _____ [say your organization name].

I am very happy that you have all decided to come to this group session and talk about our health as women! Today we are going to talk about a kind of cancer that women can get called cervical cancer. There is a test – called the Pap test – that can look for this kind of cancer in women. You may already know about this. We will share our information and stories and learn together.

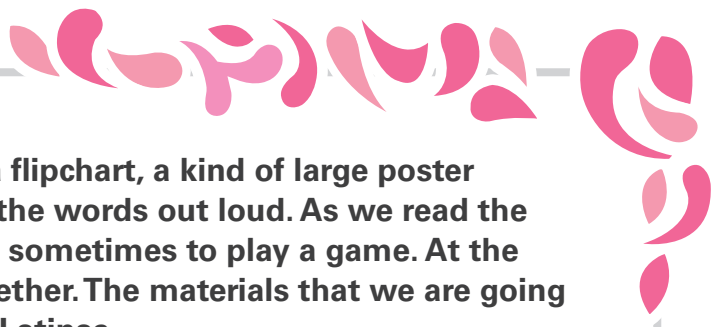


= Topics and steps that are most important to cover when you do not have much time



= Things for you to say





First, we will look together at a flipchart, a kind of large poster with several pages. I will read the words out loud. As we read the flipchart together, we will stop sometimes to play a game. At the end, we will do an activity together. The materials that we are going to use today are especially for Latinas.

Let's be comfortable and friendly together. Ask questions any time you want to. Does anyone have any questions now before we begin?



★STEP 2. Play the icebreaker – *The Web*. (10 minutes)

Use the instructions in Group Games, Section 5 of this Guide to help you play *The Web*. You could also play another icebreaker that you think would be good for this topic and that lasts no more than 10 minutes.



Let's begin by playing an icebreaker game to get to know each other better. This game will help us see how much we have in common with each other.

When the game is over, remind the women that the game shows that we all have something in common with each other, and we are all somehow connected.



★STEP 3. Introduce the *flipchart* and read *flipchart* pages 1-14 out loud. (10 minutes)

Pages 3-4 and pages 7-10.

Place the flipchart at the front of the room and have everyone gather in a circle.



Now, let's look together at this flipchart. It is about how women can stay healthy. It explains about cervical cancer, cervical cancer screening, and the Pap test. It has some stories from real women. Some of this information you may already know, but we can skip those sections and jump ahead. We can go as fast or as slow as you like. I will read out loud as we go through the flipchart together. You can say something or ask a question whenever you want to. Let's begin with the first section.

★ = Topics and steps that are most important to cover when you do not have much time

👄 = Things for you to say





STEP 4. Play a game: *The Cabbage*. (15 minutes)

The Cabbage will be played to review the flipchart topics covered in pages 1-14. Use *The Cabbage* instructions in Group Games, Section 5 of this Guide to play this game.



We have learned together that getting a Pap test can help women stay healthy. Cervical cancer is easier to cure if it is found in time. Now let's play a game called *The Cabbage*. This game will help us review the information we have just learned.

★STEP 5. Read *flipchart* pages 15-22 out loud. (10 minutes)

Pages 15-20. (When you read these pages, you could show the women the speculum and cyto brush if you have them.)



Now let's look at the flipchart again and talk about the female reproductive system and what happens during a Pap test.

STEP 6. Play a game: *Free Your Friend*. (15 minutes)

Free Your Friend will be played to review the flipchart topics covered in pages 15-22. Use the *Free Your Friend* instructions in Group Games, Section 5 of this Guide to play this game.



We have learned together about our reproductive systems. We have also talked about what happens during a Pap test. Now let's play another game. This game will allow us to review the information we have just learned. It is called *Free Your Friend*! You will see why!

STEP 7. Read *flipchart* pages 23-32 out loud. (5 minutes)



Now let's look at the flipchart again and talk about why some of us do not get a Pap test. We will also read about some real women's stories and see why they think getting a Pap test is important. It is important for all women to get a Pap test.

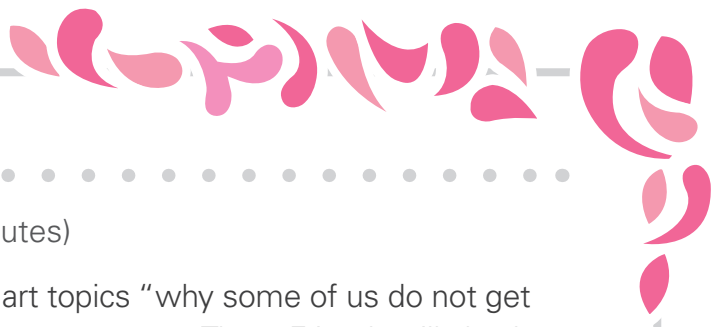


= Topics and steps that are most important to cover when you do not have much time



= Things for you to say





★ STEP 8. Play a game – *Three Friends*. (15 minutes)

Three Friends will be played to review the flipchart topics “why some of us do not get a Pap test,” and to talk about the positive reasons to get one. *Three Friends* will also be played so the group can think about possible solutions for why some women do not get a Pap test. Try to help them think about making their own action plans. Use the *Three Friends* instructions in Group Games, Section 5 of this Guide to play this game.



Now let’s play a game called *Three Friends*. To start this game, I want to introduce you to these three women – Ana, Raquel, and Carolina. We will learn some things about them and talk about what might help them to get a regular Pap test. This game will help us see that there are solutions to the difficulties we have in getting a Pap test. It can also help you with the specific things that make getting a Pap test hard for you. Think about how you can move beyond those difficulties.

★ STEP 9. Give the women the *promise sheets* and help them commit to personalized action plans. Assist them in completing the *promise sheet* using instructions in Section 5. (10 minutes)

Before completing the *promise sheet*, finish going through the *flipchart* by reading pages 33 and 34 to the group.



In the *Three Friends* game, we talked about difficulties Ana, Raquel, and Carolina have in getting a Pap test. And we also talked about how they can move beyond those difficulties.

Now, I’d like you to think about the difficulties *you* have in getting a Pap test. Many of these we have already talked about today. Think of the ones that apply most to you.

I’d like you to also think about how you can overcome those difficulties. What steps are you willing to take? When you have decided what steps you will take, I would like you to make a promise to do those things. Mark them on this page, “My Promise,” and take this page with you. It will help you remember what you have promised. Think carefully about what you promise to do so that you can keep that promise.



= Topics and steps that are most important to cover when you do not have much time



= Things for you to say





★STEP 10. Give the women the *resource sheet* and point out your contact information. (2 minutes)



It is important for all of us to make time to get a Pap test. We can all get a Pap test in this community. You will have to call the clinic and ask for an appointment at a time that works for you. I can help you do that. Here is a list of the clinics in your community where you can get a Pap test. This page tells where the clinics are, what hours they are open, and what number to call to make an appointment. It also tells you if you can take a bus there, and other useful information, like whether the clinic staff speak Spanish. If you need child care it may be available at the clinic – you can ask them when you call to make your appointment. If you need transportation to the clinic, the clinic may have a transport service – you can ask when you call.

Here is my *contact information*. You can call me if you have any questions or concerns. Do you have any questions right now?

★STEP 11. Give the women the *contact sheet* and ask them to complete the first section with their personal information. (See instructions in Section 5). (5 minutes)



We have talked about how you feel about getting a Pap test and I would like to have a record of our discussion today. This contact sheet includes some basic information about your current Pap testing status and what promises you have made to yourself. I will keep this and use it to remind me of your specific situation the next time we speak.

STEP 12. Give the women the *brochures, AMIGAS handouts, and appointment cards*. (1 minute)



Now here is some information for you to look at later. These brochures and the AMIGAS handout can help you to learn and think some more about getting a Pap test. This is very good information.

You could also use these materials to talk to your friends or your family about getting a Pap test. There are some extras if you want to take more than one.

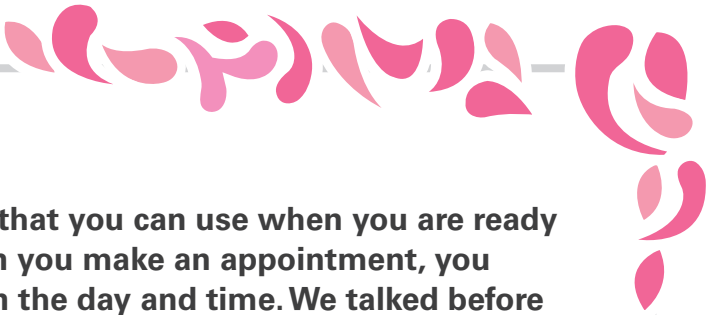


= Topics and steps that are most important to cover when you do not have much time



= Things for you to say





I also have appointment cards that you can use when you are ready to make an appointment. When you make an appointment, you can use this card to write down the day and time. We talked before about how to be ready for the test. On the back of the card are some things you can ask the clinic about when you call.

.....

STEP 13. Closing words and completion of *evaluation form*. (5 minutes)



We should all be happy that we made the time to talk about our health today. How confident do you feel that you will make and keep an appointment for a Pap test? How did you enjoy the group session? Does anyone have any questions?

Congratulations to all of you for attending this session! I will check in with each of you in the next couple of weeks to talk about what we learned here today, if that is okay with you.

When I talk with women about Pap testing and cervical cancer, I want to know how the conversation went. I am passing out an evaluation form and I would be grateful if you would share with me how you feel about the program and today’s session. It is important that you be honest with your comments so we can improve the program. I will not be offended by anything you say, but instead will be grateful for the feedback. Thank you.

Do you know other women in this community who might like to talk with me about women’s health and Pap tests?

If you have *regalitos* for the women, this is a good time to share them.



= Topics and steps that are most important to cover when you do not have much time



= Things for you to say





4.0 After the AMIGAS Program Lesson

It will be helpful to keep track of what happened in your AMIGAS visits and group sessions. Use the AMIGAS program contact sheet to keep track of the main things the women said. Make sure you know what to do next to help each woman.

4.1 Why is keeping track important?

It is important for you as a promotora because:

- You can use this information to think about ways to make your visits and sessions with women better.
- You can use the information to remember what women said if you see them more than once.
- Keeping track of your activities gives your promotora program administrators evidence of the important work you have done.

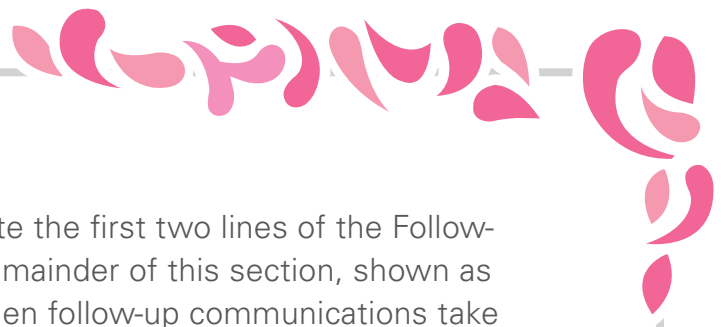
It is important for your promotora program because:

- Keeping track of your activities helps administrators make the program better.
- Your promotora program can use this information to help get better health services for women.
- Your promotora program can use this information to raise money for the program.

4.2 What should I do right after a visit or a session?

- Gather all the AMIGAS program *contact sheets* and make sure that the top portion (Personal Information Summary) has been completed correctly by each participant in your visit or session. The *contact sheet* and instructions for how to complete it are in Section 5 of this Guide. During a visit or session, the first part of the *contact sheet* is completed to document a woman's current thinking with regard to getting a Pap test.





- If you haven't done so already, complete the first two lines of the Follow-Up portion of the *contact sheet*. The remainder of this section, shown as "Notes" on the form, is completed when follow-up communications take place (see Section 4.3 below).

Follow-Up (for Program Use Only)	
Date: _____	Location: _____
Number of Participants: _____	Promotora: _____

- Keep these *contact sheets* in a safe place so that you know where to find them for adding follow-up notes later.
- In addition to keeping this form for yourself for follow-up with each woman later, your supervisor may also wish to have a copy. Check with your Program Administrator.

4.3 What should I do later?

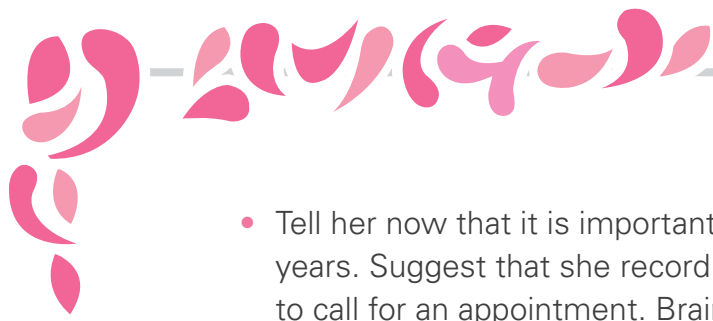
1-2 days later

- Contact each woman and thank her for talking with you!
- Congratulate her for being concerned about her health.
- Ask her if she needs any more information or would like to talk more.
- Ask her if she would like help making an appointment for a Pap test.
- Make notes of your conversations with each woman on the *contact sheet*. Include the date and the main details of your conversation.

A week or two later

- If the woman is planning to get a Pap test, call and ask if she did make an appointment.
- If the woman has an appointment for a Pap test, congratulate her! Remind her how to prepare. This is in Section 6 of this Guide.
- After her appointment date, call her to see if she had her Pap test. Ask her how it went if she had her Pap test or Pap test and HPV test.
- Call her again to be sure she gets her results and that she understands them.





- Tell her now that it is important for her to plan to get another Pap test in 3 years. Suggest that she record it in her calendar or phone. This will remind her to call for an appointment. Brainstorm other ways to help her remember to get her regular Pap test since the revised cervical cancer screening guidelines require a longer interval between Pap tests.
- Answer her questions as best as you can. If you need more information to help her, talk with your supervisor.
- If the woman is NOT planning to get a Pap test, ask if she would be interested in talking with you again.
- Make notes of your conversations with each woman on the *contact sheet*. Include the date and the main details of your conversation.





5.0 The AMIGAS Program Tool Box

The AMIGAS program is made to be used with a **tool box** that you can use on your individual visits or in your group sessions. This section gives you the information you need to understand and use each tool in your AMIGAS tool box. You will need to talk with your Program Administrator about who will be responsible for making the tool box. Your Administrator has detailed information about how to prepare each tool.

5.1 What is in my tool box?

Here is a list of the tools for AMIGAS. All of the tools are described in this section. Page numbers are provided for easy reference. The examples provided in this section are marked DO NOT COPY because they are available either in a format ready for printing in Section 7.0, from your Program Administrator, or the CDC website (www.cdc.gov/cancer/cervical/what_cdc_is_doing/amigas.htm).

Tool		Page Number
1.	Flipchart	18
2.	Body diagrams	19–21
3.	Contact sheets	22–23
4.	Message cards	24–32
5.	Resource sheet	33–35
6.	Appointment cards	36–38
7.	Medical instruments	39
8.	Regalitos	40
9.	Group Games	41–61
10.	Promise sheet	62–64
11.	Brochures	65
12.	AMIGAS handout	66–67
13.	Evaluation form	68–69





5.2 How do I prepare my tool box?

To make your tool box, talk with your Program Administrator about:

1. The container that will be used to store and transport your AMIGAS tools.
2. Preparing the tools described in the Guide.
3. Finding a speculum and a cyto brush.
4. Finding brochures that can be given to women during your sessions.
5. Providing regalitos for the women, if your program chooses.



Flipchart

What is the flipchart?

The flipchart is an important tool in the AMIGAS program. It has the same words in both English and Spanish. The information in the flipchart is about cervical cancer and the Pap test. For example, the flipchart says what cervical cancer is and who can get it. It also says what a Pap test is and why it is important for women to get Pap tests.



How do I use the flipchart?

You can use the flipchart alone or with other AMIGAS program tools. You can use it for an individual visit with one woman or with a small group of women. Both of the AMIGAS program lesson plans have specific instructions for how to use the flipchart. You will always read the words on the back pages of the flipchart out loud to a woman (or women) and give her (or them) time to ask questions or make comments. While you read the words on the back of the flipchart out loud, the woman (or women) should be able to see the front of the page you are reading.

How do I get ready to use the flipchart?

You should read the whole flipchart many times and practice reading it out loud to someone else so that you are familiar with the information and comfortable saying the words. Talk with your Program Administrator about preparing the flipchart.

Things to remember:

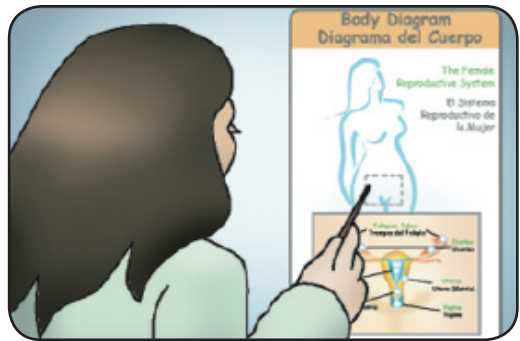
- Once you become comfortable with the information in the flipchart, you will be able to use it in many other ways. Be creative!
- When you read the flipchart out loud, you may also want to add information from your own experiences with Pap testing.
- ★ You may not always have time to read the whole flipchart. The lesson plans have a next to the flipchart pages that are the most important to cover.



Body Diagrams

What are the body diagrams?

There are two *body diagrams* in the AMIGAS program. One shows the female reproductive system. The other one shows what happens during a Pap test. The body diagrams have labels in both English and Spanish. The labels are technical words for parts of the body and the medical instruments used during a Pap test. You can find definitions of the words in the Glossary in Section 6 of this Guide. On the back of each diagram is a simple explanation of what is on the front.



How do I use the body diagrams?

You can use the *body diagrams* to help women understand the different parts of the reproductive system and what happens during a Pap test. You can use them in both the individual visit and the group session. You can use them in different ways—it is up to you. For example, you could hang them up on the wall during a group session. They will be helpful in answering questions women might have.

How do I get ready to use the body diagrams?

You should look over the diagrams and look up the definitions in the glossary. Talk with your Program Administrator about preparing the *body diagrams*. You might want different sizes for individual and group sessions.

Things to remember:

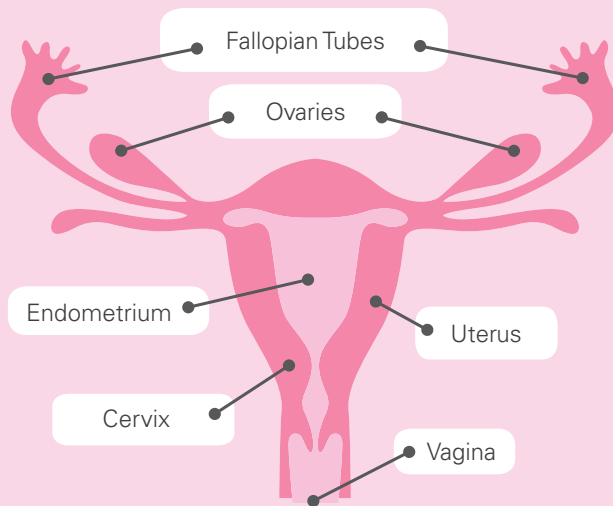
- Diagrams just like these are in the flipchart on pages 16 (body diagram) and 20 (Pap test diagram).
- Use the diagrams at any point in the lesson plan that you want to show the woman or women a picture to help make something clear.



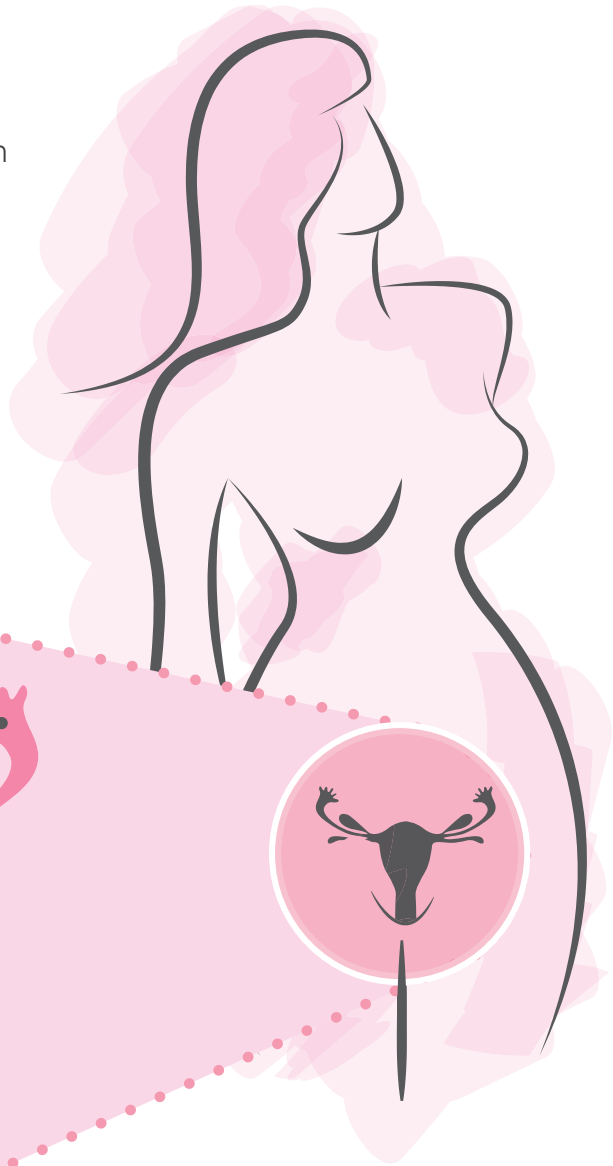
Body Diagram

The Female Reproductive System

- The **uterus** or womb is located below your stomach.
- The **cervix** is located in the lower portion of the womb.
- The cervix opens into the **vagina**, which leads to the outside of the body.



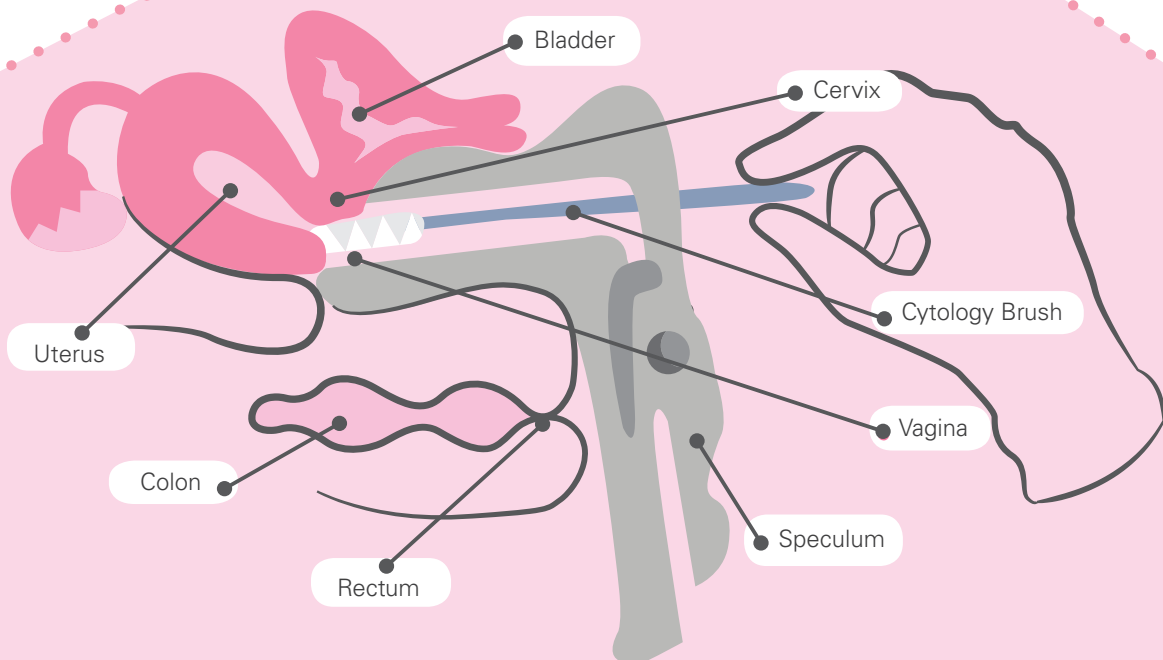
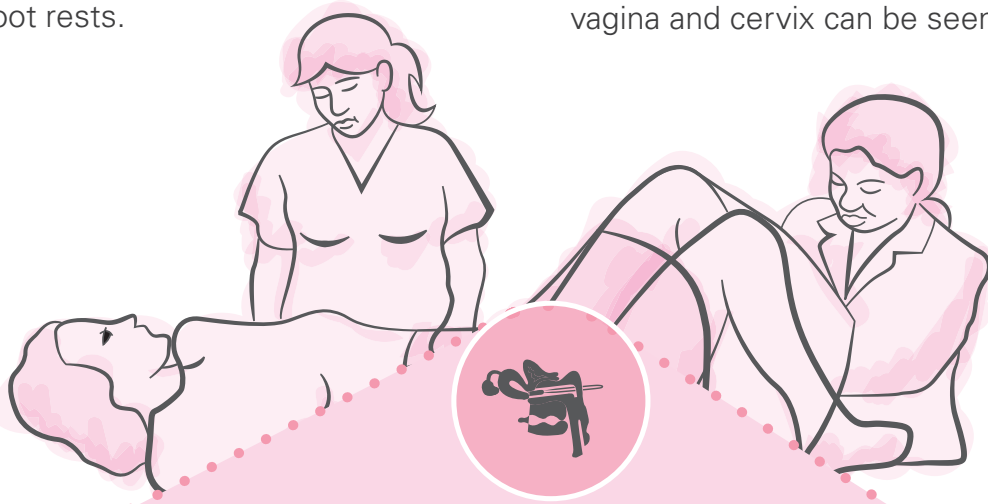
* Enlarged Diagram



Getting a Pap Test

Having a Pap Test

- A Pap test is done as part of a pelvic exam at your doctor's office.
- You lie on your back on an exam table with your knees up and your feet placed in foot rests.
- To do the Pap test your doctor uses a special instrument called a speculum.
- The speculum is put into your vagina and opened up so that the walls of your vagina and cervix can be seen clearly.



* Enlarged Diagram





Contact Sheet

What is the contact sheet?

The *contact sheet* is a form for you to use to keep track of every woman you speak with about Pap testing. This is for both the individual visits and group sessions. The personal information at the top of this form lets you know where a woman was in her decision to get a Pap test when you first spoke with her. You can use this information and any notes you write about subsequent conversations to help each woman move closer toward getting regular Pap tests.



How do I use the contact sheet?

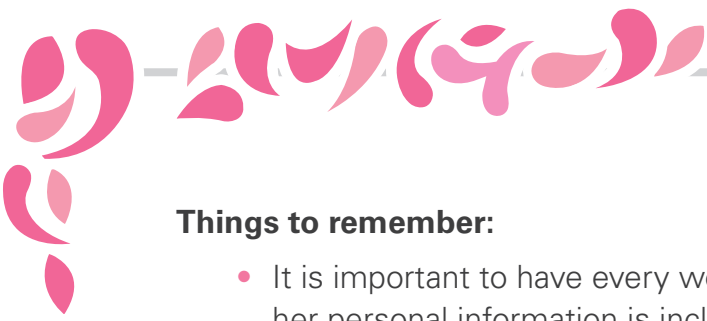
To complete the *contact sheet*:

1. When you are doing Step 6 of the Individual Lesson Plan and Step 11 of the Group Lesson Plan, have each woman complete the Personal Information Summary on the *contact sheet*.
2. The second half of the page is for you to complete. The first two lines of the Follow-up section can be completed before, during, or immediately after the visit. The remainder is for later conversations.
3. When you follow up with each woman after the visit, use the section “notes” to record your telephone conversation with the woman. Include the date and details of the conversation you had, e.g., whether or not the woman is ready to get a Pap test and why, what she has done since you last saw her to help herself get a Pap test, and whether or not she has made a Pap test appointment. If she has made an appointment, include the date of the appointment so that you can follow up with her again after that date to find out how the test went. If she has had the test, record how the test went for her and if she has received the results. Make a note of any problems the woman might be having in getting her Pap test so that you know how you can best help her.

How do I get ready to use the contact sheet?

Review the *contact sheet* so you are familiar with all of the information you will need to provide. To make it easier, you can complete the first line of the Follow-Up section before the visit begins. Make sure you have enough copies for every woman you will be talking with. You will find versions ready for copying in Section 7.0 of this Guide.





Things to remember:

- It is important to have every woman complete a *contact sheet*. Be sure all of her personal information is included.
- Use the *contact sheet* again a week or so after the session to record your follow-up conversations with the women you visited with. Include the date of your conversations and details of what was said.
- The *contact sheet* should serve as a useful tool for you to understand each woman's particular situation and how best you can help her to get a regular Pap test.
- The *contact sheet* is for you and your program to use. It is not for women to take home.

CONTACT SHEET	
Personal Information Summary	
A. Name: _____ Phone Number: _____	
B. Have you had a Pap test in the last 3 years? <input type="checkbox"/> Yes <input type="checkbox"/> No	
C. After this meeting, what is your plan for getting a Pap test? (Mark one only.)	
<input type="checkbox"/> Continue getting a Pap test regularly.	
<input type="checkbox"/> Not ready to get a Pap test yet.	
<input type="checkbox"/> Think about getting a Pap test.	
<input type="checkbox"/> Call for an appointment to get a Pap test.	
D. Promises to myself include the following:	
1. _____	
2. _____	
3. _____	
Follow-Up (for Program Use Only)	
Date: _____ Location: _____	
Number of Participants: _____ Promotora: _____	
Notes: _____	





Message Cards

What are the message cards?

The AMIGAS program *message cards* were made with information that we learned from some Latinas about their feelings, ideas, and experiences with Pap tests. On the front of each card there is something that a woman might say about the Pap test. On the back of the card is an example of what you could say in response.



How do I use the message cards?

The lesson plan for an individual visit gives specific instructions for how to use the *message cards* (Step 3). The instructions tell you to ask the woman to choose the cards that ring a bell for her. You will talk with her about each of the cards she has chosen using the information on the back of the card as a guide. The purple cards show general feelings about getting a Pap test and indicate where a woman is in her Pap testing practice. The orange cards show some of the feelings, beliefs, facilitators, and barriers associated with getting a Pap test. The goal is to identify the areas in which a woman has difficulty with Pap testing, and to help her find solutions to those difficulties. You should be able to help her find solutions that work for her. Once you become more familiar with the cards, you will find other ways that they can be helpful in your conversations.

The lesson plan for a group session does not use the *message cards*. Instead, the group session has something similar to the *message cards*, as part of the game called *Three Friends*. If you do not have time to play *Three Friends*, you could use the *message cards* with a group. Be creative!

How do I get ready to use the message cards?

You should look at the front and back of all the cards many times so that you are familiar with them. Talk with your Program Administrator about preparing the *message cards*.

Things to remember:

- You can use these cards in whatever way works for you. Be creative!
- There may be other concerns and comments that women bring up that are not on these cards. If these issues keep coming up over and over, you could make a new card for it. Work with your Program Administrator and medical consultants to create an appropriate response for the message card. Then it will also be available for use by other women.
- If women have trouble reading the cards, you can help them by telling them what the messages are.





.....

It is embarrassing.

“Many of us feel embarrassed about getting a Pap test. The test does not take very long. The clinic staff are professionals and they see women’s bodies every day.”

.....

I feel ugly or awful.

“Getting a Pap test may make us feel ugly. It will just be for a short time. It is worth it for the sake of our health.”

.....

I feel nervous or afraid.

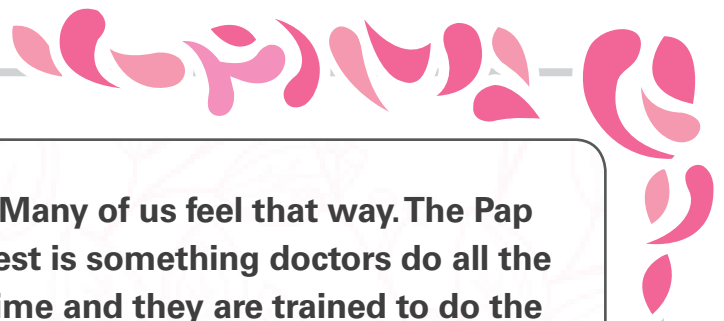
“Many of us feel nervous or afraid to get a Pap test. The clinic staff can answer any questions we have. It can help us to know what is going to happen.”

.....

It may be painful.

“Sometimes a Pap test can be a little painful. The test will only take a few minutes and the pain is usually very little. It is worth it for our health.”





.....

I do not trust doctors and the results.

“Many of us feel that way. The Pap test is something doctors do all the time and they are trained to do the Pap test and they do it frequently. We can trust the results we are given. It is OK to ask questions. They will explain the results to you.”

.....

I will die faster if I know.

“Some women think they will die faster if they know about cervical cancer. In fact, we may die faster if we do not get a Pap test. The Pap test can find cervical cancer early so it can be treated.”

.....

I do not have time.

“Sometimes it can be hard to make time for a Pap test when we are very busy. It is important to make time to take care of ourselves. Our health depends on it!”

.....

I do not need one. I am healthy.

“It can be hard to understand why a Pap test is important when we don’t feel sick. Until we have had a test, we won’t know for sure if we are healthy.”





.....

**I do not need one.
I believe in God.**

"God wants us to look after ourselves so we can stay healthy."

.....

I do not need one. There is no cancer in my family.

"Some of us think that we do not need a Pap test if cancer does not run in our family. All women need a Pap test, even if no one in their family has had cancer."

.....

**I do not need one.
I am too old.**

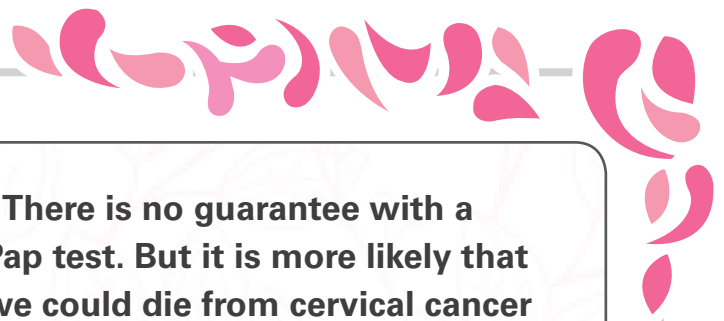
"Some women think that it is only young and sexually active women who need a Pap test. This is not true. All women need to get Pap tests. This includes older women."

.....

**I do not need one.
I am not having sex.**

"Some women think that it is only young and sexually active women who need a Pap test. This is not true. All women need to get Pap tests. This includes women who are no longer having sex."





.....

I could still die from cervical cancer.

“There is no guarantee with a Pap test. But it is more likely that we could die from cervical cancer if we do not get a Pap test. That is because having a Pap test can show cervical cancer early enough to treat it.”

.....

I already had one.

“Getting one Pap test is not enough. Women have to get a Pap test every three years. So having a Pap test should be a regular part of a woman’s life so she stays healthy!”

.....

My partner does not want me to.

“Many of us do not feel like our partner wants us to get a Pap test. What is important is that we take care of our health, even if we do not have encouragement or help. We will stay healthy for our families.”

.....

A free or low cost test would help me.

“There are clinics that give low cost or free Pap tests. Other clinics can set up a payment plan. I can give you information about those clinics.”





.....
**Going with someone
would help me.**

“Some of us like to take a friend or family member with us to the clinic. It is OK to take someone with you if that will help you.”

.....
**More information
would help me.**

Clinic staff can give us health information if we ask them. It is OK to ask questions. I will also give you some information about cervical cancer and Pap testing today.”

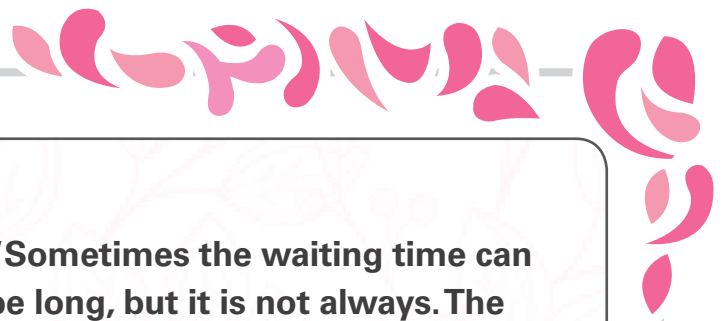
.....
A reminder would help me.

“Clinics do not usually send reminders for Pap tests. An easy way to remember that it is time for a test is to choose a date we will remember, like a time around our birthday or wedding anniversary. Make sure to get a Pap test every 3 years.”

.....
I do not have insurance.

“This is a problem for many of us. So you are not alone. There are clinics that give Pap tests even if you do not have insurance. There are also clinics where you can get a low cost test and set up a payment plan. I will give you information about those clinics.”





.....
The test takes too long.

“Sometimes the waiting time can be long, but it is not always. The Pap test does not take very long. It is important to make time for ourselves and our health.”

.....
Clinic hours are not convenient.

“Many of us find it difficult to go to the clinic because it is not open when we can go. Some clinics have weekend or evening hours. I will give you information about those clinics. Also, some employers allow us to take time off to see a doctor. So do not be afraid to ask.”

.....
I will not understand the results.

“It can be hard to know what the test results mean. If we do not understand the test results, we can ask the clinic staff to explain them.”

.....
I prefer a female doctor.

“Some of us prefer to have a female doctor when we get a Pap test. Many clinics have female doctors. We can ask for one when we make our Pap test appointment.”





.....
I prefer a male doctor.

“Some of us prefer to have a male doctor when we get a Pap test. Many clinics have male doctors. We can ask for one when we make our Pap test appointment.”

.....
Clinic staff do not speak Spanish.

“Many of us want to go to a clinic where they speak Spanish. Many clinics have doctors and staff who speak Spanish. We can ask for someone who speaks Spanish when we make our Pap test appointment.”

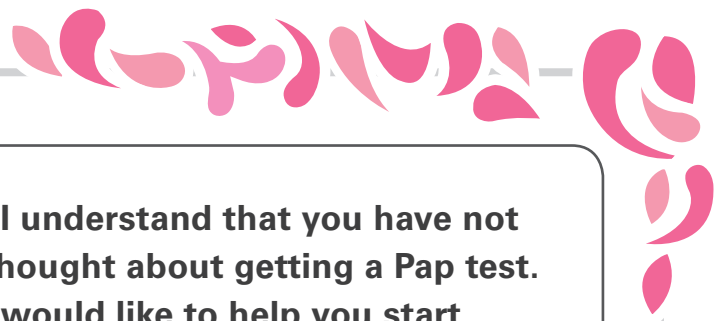
.....
I do not have transportation.

“Many of us do not have a way to get to the clinic. It is important for us to find a way to get to the clinic so we can have a Pap test. Some clinics are easy to get to by bus. I can give you information about which bus to catch. You could also ask a friend or relative to give you a ride.”

.....
I do not have childcare.

“Many of us have trouble getting a Pap test when we have children to take care of. Some clinics have childcare. I will give you a list of those clinics. We could also ask a family member or friend to care for our children while we go to the clinic.”





.....

I have not thought about getting a Pap test.

“I understand that you have not thought about getting a Pap test. I would like to help you start thinking about it.”

Not Thinking About >> Thinking About >> Planning >> Taking Action

.....

I am thinking about getting a Pap test.

“I’m happy that you’re thinking about getting a Pap test. I would like to help you make a plan to get one.”

Not Thinking About >> Thinking About >> Planning >> Taking Action

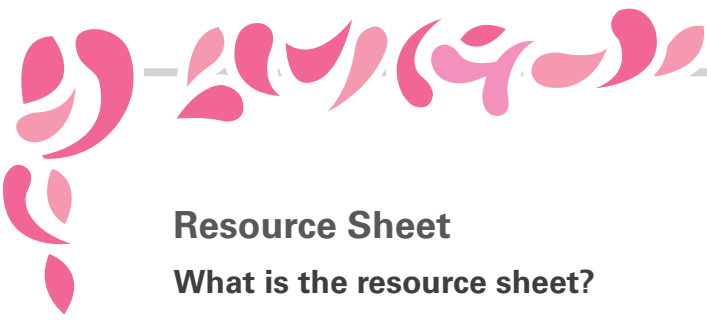
.....

I am planning to get a Pap test. I have already taken some steps to do this.

“It’s great that you’re planning to get a Pap test! What steps have you taken? I would like to help you make and keep an appointment.”

Not Thinking About >> Thinking About >> Planning >> Taking Action






Resource Sheet

What is the resource sheet?

Each promotora program makes its own *resource sheet* to use in the AMIGAS program so the information is specific.

How do I use the resource sheet?

The *resource sheet* is something that you should go over carefully with all of the women you talk with. The lesson plans for an individual visit and for a group session both have a step with specific instructions for how to use the *resource sheet*.



Resource Sheet	
Location, Phone Number and Website	Hours
1806 Lincoln Ave Yakima, WA 98902 (509) 452-4520 http://www.cwrjm.org/ 900 Wallace V.	8:30 am to 5:00 pm, Monday, Tuesday, Thursday, Friday, 7:30 pm, Mi ex the un pr fe Me or

How do I get ready to use the resource sheet?

Administrators for your program will need to make a resource sheet that has information for your community. They can use the example *resource sheet* in this Guide to help them. They will need to find the information for your community and decide what is important to include. Talk to your Program Administrator and the other promotoras who work with you to make sure the information on this resource sheet is accurate and useful for your community. Your program can include whatever information you think would be helpful.

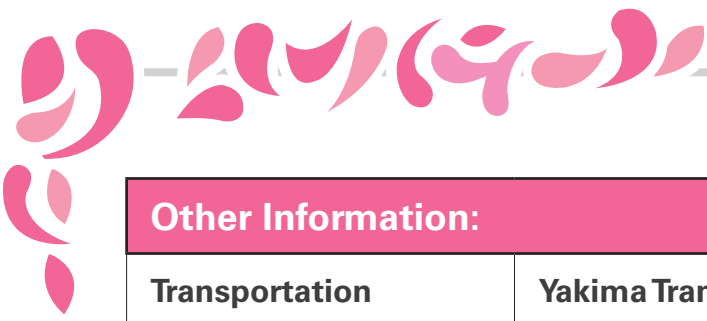
Things to remember:

- Make sure that **your** current contact information is included on the *resource sheet*.
- Update the *resource sheet* regularly so that the information it contains is current.



Resource Sheet (Yakima Example)

Clinic	Location, Phone Number, and Website	Hours	Price of Pap Test	Spanish-speaking staff?	Child Care?	Bus Route #
Community Health of Central Washington	1806 Lincoln Ave Yakima, WA 98902 (509) 452-4520 http://chcw.org	Monday through Friday 8:00 am to 7:30 pm. Outside these hours, call (509) 452-4520	Please check your local clinic for the current cost.	Yes	No	1, 8
Grandview Medical/Dental Clinic (YVFWC)	1000 Wallace Way Grandview, WA 98930 (509) 882-3444 www.yvfwc.com/locations/grandview-medical-dental-clinic	7:30 am to 8:00 pm, Monday through Friday.	Dependent on income - if the individual doesn't qualify under special programs	Yes	No	Call PFP (see number below) or Community Health Services.
Mountain View Women's Health Center (YVFWC)	240 Division St. Grandview, WA 98930 (509) 882-4700 www.yvfwc.com/locations/mountainview-womens-health-center	8:00 am to 5:00 pm, Monday through Friday.	Dependent on income - if the individual doesn't qualify under special programs. Free Pap testing is available for those who qualify under the BCHP Plan.	Yes	No	Not on Yakima Transit Bus route. Call Maria Barrahas at clinic office for pick up.
Toppenish Medical/Dental Clinic (YVFWC)	518 W 1st Ave Toppenish, WA 98948 (509) 865-5600 www.yvfwc.com/locations/toppenish-medical-dental-clinic	7:30 am to 8:00 pm Monday through Friday and 9:00 am to 4:00 pm Saturday.	Sliding fee scale available, based on income and family size. Medicaid, Medicare and Healthy Options are also accepted.	Yes	No	Call PFP (see number below) or Community Health Services.
Yakima Neighborhood Health Services (YNHS)	12 S. 8th St. Yakima, WA 98907 (509) 454-4143 http://ynhs.org/	7:45 am to 6:30 pm, Monday through Friday; 8:30 am to 6:00 pm, Saturday.	Sliding fee scale available; many different programs available for eligible individuals including BCHP Plan, WIC, Take Charge, and Non-Citizens Family Planning.	Yes	No	Call PFP (see number below) or Community Health Services at clinic.



Other Information:

Transportation	<p>Yakima Transit: (509) 575-6175 or https://yakimatransit.org/</p> <p>People for People (PFP) Transportation or Interpreter Services: (509) 248-6793 or toll free 1 (800) 233-1624</p> <p>Email: adminreception@pfp.org</p>
Health Insurance	<p>Call Yakima Neighborhood Health Services (YNHS) at (509) 454-4143 for help with Washington’s Children’s Health Insurance Program or their Covering Kids and Families programs.</p>
Health Information	<p>Yakima Health District, Breast, Cervical and Colon Health Program includes program overview and eligibility information www.yakimacounty.us/294/Breast-Cervical-Colon-Health</p> <p>Washington State Department of Health www.doh.wa.gov/YouandYourFamily/IllnessandDisease/Cancer/BreastCervicalandColonHealth</p>

Some advice to help you prepare for the Pap test:

- You should have the test when you are not on your period.
- If you use any vaginal douches, foams, creams, gels, or medicine for the vagina, except if it is prescribed by your doctor, you should stop using them 2 days before the test. These products may hide abnormal cells.
- You should not have sex 1-2 days before the test.

Promotora’s Name: _____

Phone: _____

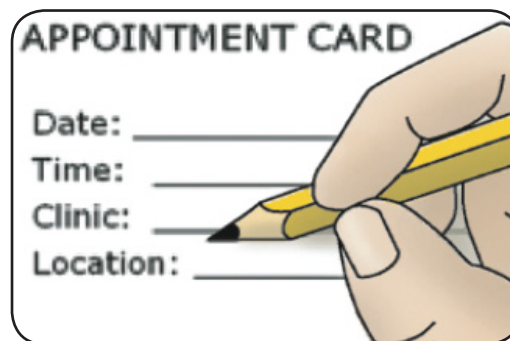
Other Info: _____



Appointment Card

What is the appointment card?

The AMIGAS program *appointment card* can be a nice reminder for a woman of the date, time, and location of her Pap test. The card also includes some things on the back that may be helpful for a woman to remember when she calls for the appointment.



How do I use the appointment card?

You can give this card to a woman to use when she is ready to make a Pap test appointment. The woman can write the date, time, and location of her appointment on the card as a reminder to herself.

How do I get ready to use the appointment card?

Talk with your Program Administrator about preparing the *appointment card*.

Things to remember:

- A woman may need help in making a Pap test appointment. When you give her the *appointment card*, you could check to see if she wants help calling the clinic.
- You could suggest that the woman use a magnet to put the *appointment card* on her refrigerator.
- Give the woman more than one *appointment card*. You want women to go for Pap tests regularly.





Appointment Card

Date: _____ Time: _____

Clinic: _____

Location: _____

Things you might want to ask about when making your appointment:

- Transportation to the clinic
- Directions to the clinic
- Spanish-speaking doctor
- Childcare services

And remember:

- You should have the test when you are not on your period



Appointment Card

Date: _____ Time: _____

Clinic: _____

Location: _____

Things you might want to ask about when making your appointment:

- Transportation to the clinic
- Directions to the clinic
- Spanish-speaking doctor
- Childcare services

And remember:

- You should have the test when you are not on your period



Appointment Card

Date: _____ Time: _____

Clinic: _____

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Things you might want to ask about when making your appointment:

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And remember:

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Appointment Card

Date: _____ Time: _____

Clinic: _____

Location: _____

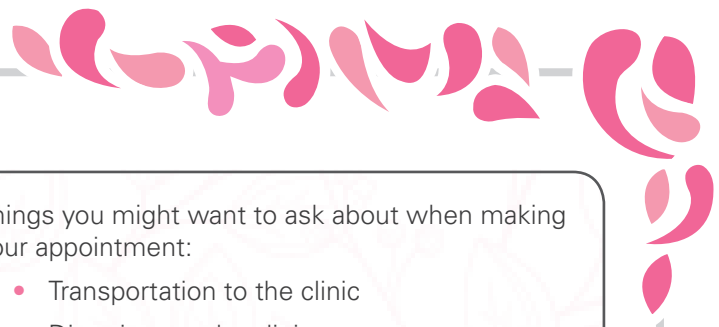
Things you might want to ask about when making your appointment:

- Transportation to the clinic
- Directions to the clinic
- Spanish-speaking doctor
- Childcare services

And remember:

- You should have the test when you are not on your period





Appointment Card

Date: _____ Time: _____

Clinic: _____

Location: _____

Things you might want to ask about when making your appointment:

- Transportation to the clinic
- Directions to the clinic
- Spanish-speaking doctor
- Childcare services

And remember:

- You should have the test when you are not on your period



Appointment Card

Date: _____ Time: _____

Clinic: _____

Location: _____

Things you might want to ask about when making your appointment:

- Transportation to the clinic
- Directions to the clinic
- Spanish-speaking doctor
- Childcare services

And remember:

- You should have the test when you are not on your period



Appointment Card

Date: _____ Time: _____

Clinic: _____

Location: _____

Things you might want to ask about when making your appointment:

- Transportation to the clinic
- Directions to the clinic
- Spanish-speaking doctor
- Childcare services

And remember:

- You should have the test when you are not on your period



Appointment Card

Date: _____ Time: _____

Clinic: _____

Location: _____

Things you might want to ask about when making your appointment:

- Transportation to the clinic
- Directions to the clinic
- Spanish-speaking doctor
- Childcare services

And remember:

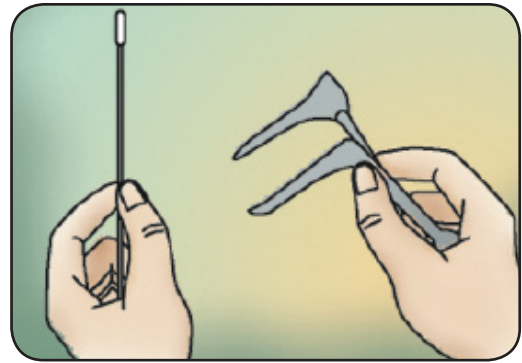
- You should have the test when you are not on your period



Medical Instruments

What are the medical instruments?

These two items, the speculum and the cyto brush, are used during a Pap test. A doctor may also use a small tube instead of a cyto brush. They are included here as examples only. You will want to check with your local clinic to see if they can provide or recommend what you should carry with you to show women what *medical instruments* are used during a Pap test.



How do I use the medical instruments?

You can use these items to show women what they look like and how they work. The speculum is the instrument that is put into the vagina and opened up so that the walls of the vagina and cervix can be clearly seen. The cyto brush is used to take some cells from the cervix. A small tube could be used instead of a cyto brush to take some cervical cells. The lesson plans for an individual visit and for a group session suggest that you might use these when you are reading and talking about pages 15-20 of the flipchart. You could use them at other points in your visit or sessions, too. Use them whenever you think it may help the woman to understand.

How do I get ready to use the medical instruments?

Talk with your Program Administrator about finding a speculum and cyto brush. The body diagram posters in this Guide show what they look like. You may be able to get them from a local clinic.

Things to remember:

- The clinic staff who use these medical instruments are trained professionals who do Pap tests often and know how to use them.
- If you think a woman may be uncomfortable seeing these, you do not have to use them. Use them only if you think they will be helpful for a particular woman or group to see.





Regalitos

What are the regalitos?

You may wish to give small gifts to the women you talk with to thank them for taking the time to meet with you. Examples of gifts are things like:

- Small travel-size bottles of shampoo
- Small individual-size soaps
- Small notebooks
- Pens
- Recipes off the internet
- Small, inexpensive kitchen tools
- Coffee or tea mugs



How do I use the regalitos?

Gifts are best used at the end of a visit or group session to thank women for taking the time to meet with you. For the group session, here is an idea:

- When you invite women, let them know that if they arrive on time they can take part in a prize raffle. But if they are late, they cannot be in the raffle!
- When they arrive, ask each woman to write her name on a small piece of paper, fold it in half, and put it in a jar or a basket.
- At the end of the group session, draw a woman's name from the jar or basket. This name could be the prize winner, or the second name drawn could be the winner for more suspense. The winner should get the special raffle prize.

How do I get ready to use the regalitos?

Decide what gifts you want to use. Get enough for the women you expect to see.

Things to remember:

- You do not have to use *regalitos* if you do not want to.

You can use *regalitos* if there are funds in your promotora program for this, or if your program can get some free *regalitos*. Do not purchase *regalitos* yourself.



Group Games

What are the group games?

The games are for the group sessions. The Icebreaker (*The Web*) is a way to get to know a little about the other women in the group and make them feel comfortable. The other games use the knowledge learned during the session in ways that are fun and engaging. They help women remember the information that is included in your discussion with them. One of the games (*Three Friends*) is a way for women to talk about their feelings about the Pap test. .



How do I use the group games?

Each game has its own set of rules and instructions. The following pages include information about how to play each game and how to get ready to play each game.

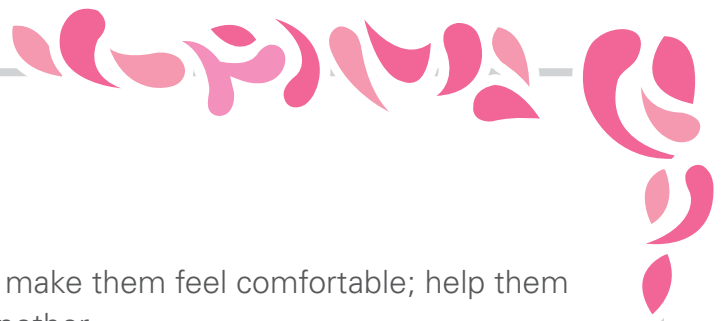
How do I get ready to play the group games?

Read the instructions carefully a few times. Review the answer sheets for *The Cabbage* and *Free Your Friend*. Look closely at the Personality Cards to be used for *Three Friends*. Make sure you are comfortable with how the games are going to be played. Follow the steps for each game that tell you how to prepare. Some of these steps should be done at least a day before the group session.

Things to remember:

- The games work best when there are at least six women to play them.
- You do not have to play all three games.
- Remember that each game is supposed to be played to review the information from the flipchart (*The Cabbage* and *Free Your Friend*) or to help the group talk more about how they feel about the Pap test (*Three Friends*).
- You may want to have a separate copy of the rules and the question and answer sheets for the games, instead of just having them in the Guide.





Games: Icebreaker (The Web)

Purpose: Introduce women to one another and make them feel comfortable; help them understand that we are all connected to one another.

Materials: a ball of yarn

Number of Players: 4 or more

How do I get ready?

- Read the instructions below carefully.
- Find a ball of yarn for the game that is big enough for the group you expect.

How do we play?

1. Ask the women to stand in a circle.
2. Hold the ball of yarn. Explain that you will begin by saying your name and something about yourself. Say that you will continue to share things about yourself until someone in the group says that she has something in common with you. Examples of things you could say are:
 - I like the color _____.
 - I have ___ (number of) children.
 - The person I most admire is _____.
 - My favorite food is _____.
 - My favorite movie is _____.
3. Explain that when a woman in the group has something in common with you, she should shout "That's me!" and say her name.
4. When someone says this, you will hold on to the loose end of the yarn ball and toss the yarn ball to that woman.
5. Then this woman will share something about herself until someone else in the group says "That's me!" and then she will hold on to the yarn and toss the yarn ball to that woman.
6. Play the game until everyone is connected.
7. **Tell the group that everyone is connected to one another somehow and that we all share something in common with each other.**

Things to remember:

- This icebreaker is supposed to make women feel comfortable. If someone is having trouble thinking of something to share about herself, make suggestions to help her.
- The icebreaker should last 10 minutes.





Games: The Cabbage

Purpose: Review knowledge of information on pages 3-14 of the flipchart:

- What is cervical cancer?
- Who can get cervical cancer?
- What is a Pap test and why is it important to get one?
- Who should get a Pap test and how often?

Materials: 10 sheets of blank green paper (8½ x 11) for the cabbage, and *The Cabbage* question and answer sheet

Number of Players: 3 or more

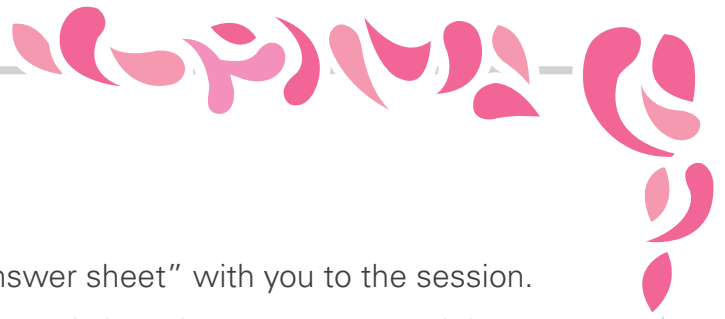
How do I get ready?

- Use the “How to make a paper cabbage” instructions to make a “cabbage”:
- Make a copy of *The Cabbage* question and answer sheet. Review it so you are familiar with it.

How do we play?

1. Ask the women to stand in a circle.
2. All the players clap while everyone chants “The cabbage is hot, the cabbage is hot, it BURNS!”
3. Players pass the “cabbage” to the person on the right.
4. After the players say “It BURNS!” the clapping stops. The woman who is holding the cabbage when the chanting stops has to peel off a leaf (sheet of paper) and read the question or true-false statement out loud to the group. She then tries to answer the question. If she cannot answer it, she can say “I pass” and then pass the “cabbage” and her question to the next woman in the circle. Then that woman has to try to answer – she can also pass if she wants to.
5. When the question has been correctly answered, the “cabbage” is passed again to the right and the chanting continues.
6. Use the answer sheet provided to ensure that the questions are correctly answered. If any answer is incorrect or not very clear, you can step in and help the women with the answers as necessary.
7. Keep playing until all the sheets are gone.





Things to remember:

- You will take the “cabbage” and the “answer sheet” with you to the session.
- Make sure no one feels bad or embarrassed about her answers or opinions. You could tell the women something like “You should not worry if we do not know the answer to any of these questions. We are all here to learn and share together.”
- When you stop the music, try to give everyone a chance to remove a “cabbage leaf” and answer a question.
- *The Cabbage* should not take more than 15 minutes to play.





How to make a paper cabbage

The following steps describe how to make a paper cabbage to play the game called *The Cabbage*.

1. Print each question from *The Cabbage* question and answer template on one sheet of 8 ½ x 11 green paper.
2. Start with the sheet with the highest number question (i.e., #10).
3. Make a circle by joining your thumb and index finger and place the center of the sheet over the circle. Push down gently as shown in **Figure 1**.
4. Pinch the middle of the sheet and form a stem by tightening your fist as shown in **Figure 2**.
5. Repeat steps 2-4 with the each of the remaining sheets.
6. Place the sheet with the highest number in the middle, adding the next number to the outside as shown in **Figure 3**. Then add the remaining sheets, one at a time, until you get to #1. As you add each sheet to the outside, pinch them together. Note that each additional leaf is added to the outside of the cabbage, so question #10 should be on the inside leaf and question #1 should be on the outside leaf.
7. Once you have all ten leaves, your cabbage should look like the picture in **Figure 4**. Now you're ready to play the game called *The Cabbage*!!

Figure 1



Figure 2



Figure 3



Figure 4

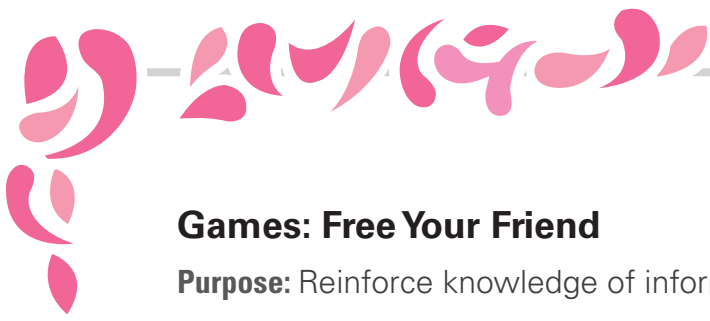




The Cabbage

Question	Answer
1. Can a woman have abnormal cells that might become cervical cancer, but not know it?	Yes. Women can have abnormal cells and not have ANY symptoms.
2. Yes or No. Cervical cancer can be cured if it is found early.	Yes
3. Who can get cervical cancer?	ANY woman can get cervical cancer.
4. Carolina started having sex when she was about 15 years of age. Now she is 50. Is she more likely to get cervical cancer?	Yes. Women who start having sex at an early age are more likely to get cervical cancer.
5. Bea is 45 and smokes cigarettes. She thinks she does not have to worry about getting cervical cancer. Is she correct?	No. A woman who smokes cigarettes has a higher chance of getting cervical cancer.
6. What is a Pap test?	A test used to find abnormal cells in the cervix
7. Stella is only 21 years of age and is not having sex with anyone. Does she need to get a Pap test?	Yes! Every women should get a Pap test starting at age 21, even if she is not having sex. Stella should have a Pap test every 3 years.
8. If I am not having my period anymore, then do I need to get a Pap test?	Yes!
9. What are two reasons it is important to get a Pap test?	<ul style="list-style-type: none"> • Getting a Pap test can help us stay healthy! • If abnormal cells are found and treated early, cancer can usually be prevented. • Women with abnormal cells feel no symptoms, but a Pap test can find them. • Cervical cancer can usually be cured if found in time. • Cervical cancer may be prevented if Pap tests are done regularly.
10. How can a Pap test save women's lives?	A Pap test can find cancer early so that it can be treated. Cervical cancer can be cured if it is found early! A Pap test can sometimes even prevent cervical cancer because it finds abnormal cells early before they become cancer.





Games: Free Your Friend

Purpose: Reinforce knowledge of information on pages 15-22 of the flipchart:

- The female reproductive system and what happens when we get a Pap test
- How do we get our Pap test results?

Materials: a ball of yarn (you can use the same one used for the icebreaker, The Web) a chair, and the *Free Your Friend* question and answer sheet

Number of Players: 4 or more

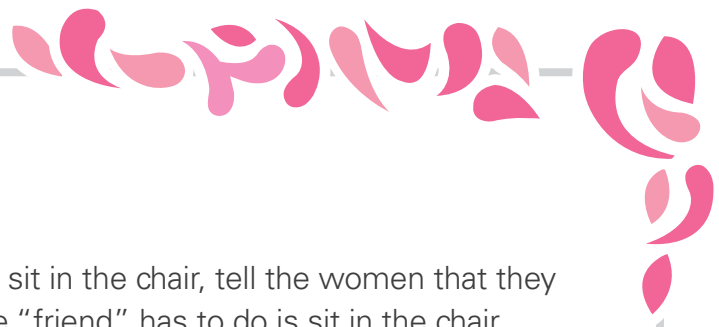
How do I get ready?

- Find a ball of yarn and a chair.
- Review the *Free Your Friend* question and answer sheet so you are familiar with it.

How do we play?

1. Choose a volunteer to be the friend and have her sit in the chair at the front of the room.
2. Take the ball of yarn and “tie up” your friend by wrapping the yarn around her and the chair (about chest height). Wrap the yarn around her five times.
3. Explain to the group that the idea is to free your friend by answering the questions correctly. Each time a question is answered correctly, one circle of the yarn is removed.
4. Begin by asking the women one of the questions from the answer sheet.
5. Whoever answers the question correctly takes the yarn and unwinds it once. As the woman unwinds the yarn, she winds it back onto the ball.
6. Ask another question and have the woman who answers it correctly remove another circle of yarn.
7. Do this until all the yarn is unwrapped, the woman is free, and the yarn is wrapped back onto the ball.
8. If the answer is incorrect or not very clear, you should step in and say the correct answer or make the correct answer clear. After the correct answer is understood, have the woman untie another circle of yarn from the friend.
9. When all the yarn has been removed from your friend in the chair, everyone claps. She is now free to go and get her Pap test!





Things to remember:

- If you have trouble finding a volunteer to sit in the chair, tell the women that they need not feel embarrassed or shy. All the “friend” has to do is sit in the chair.
- When you are playing this game, some women may have questions or comments. It is okay for this to happen. Keep playing the game, but always answer any questions as you play.
- Remember not to make anyone feel bad or embarrassed about their answers or their opinions. You could tell the women something like “We should not worry if we do not know the answer to any of these questions. We are all here to learn and share together.”
- Try to allow answers from many different women. If they are having trouble with the answers, give them some help in coming up with the correct answer.
- This game should not take more than 10 or 15 minutes.

Free Your Friend

Question	Answer
1. What does the doctor do during a Pap test?	The doctor uses a speculum to keep the wall of the vagina separated in order to see the cervix. Then s/ he uses a small brush to collect some of the cervical cells. These cells are put on a glass slide and sent to the laboratory for analysis.
2. Yes or No. It only takes a few minutes to get an appointment for a Pap test.	Yes.
3. How should you prepare for the Pap test?	<ul style="list-style-type: none"> • Not on your period the day of the test • No sex for 2 days before the test • No douches, foams, creams, gels, or medicine for the vagina that are not prescribed by a doctor for 2 days before the test
4. Does it hurt to get a Pap test?	There may be a little pinch when the doctor uses the speculum to separate the walls of the vagina or the brush to get some cervical cells.
5. What should you do if you don't hear from the clinic within two weeks?	If more than two weeks have passed and you have not heard about your results, you should call the clinic to ask for them.
6. Does it always mean you have cancer if you get abnormal results from the Pap test?	No. Your doctor will ask you to come for another test or appointment if you have abnormal results. It is important to make and keep your follow-up appointment.








Games: Three Friends

Purpose:

1. Discuss women's feelings, opinions, and experiences with the Pap test;
2. help women find ways to overcome the difficulties they experience in getting a Pap test regularly;
3. help women create an action plan.

Materials: *Three Friends* personality posters, *Three Friends* personality cards, and the *Three Friends* question and answer sheet.

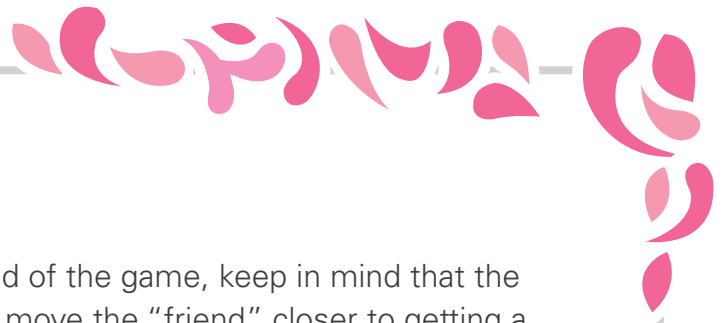
How do I get ready?

- Read the *personality posters* and cards in detail so that you are familiar with them.
- Separate the *personality cards* marked with  for Carolina,  for Ana, or  for Raquel, so you have three separate bunches.
- Make a copy of the *Three Friends* question and answer sheet. Read it so you are familiar with the answers.

How do we play?

1. Hold up each of the three *personality posters* and read the statement which describes how the woman feels about getting a Pap test. Ask the women to choose which friend they identify with.
2. Work in teams based on the friend that each woman has identified with. Give each team the matching stack of *personality cards* – the ones that are for Ana to the “Ana Team,” the ones that are for Raquel to the “Raquel Team,” and the ones that are for Carolina to the “Carolina Team”.
3. Ask for a volunteer in each team to read the statement on the front of one of their *personality cards*. Have the team talk about the statement and what they would say to help Raquel, Ana, or Carolina with these concerns. Do this for each one of the cards. If no one in the team can read, you should help them by reading the cards out loud.
4. After the teams have discussed their cards for 5-7 minutes, bring the group back together. Ask each team to share one of their proposed responses with the whole group. There is not enough time to talk about all the cards.
5. Get feedback from the group about whether the responses provided would help Raquel, Ana, or Carolina get a Pap test.
6. Use your answer sheet when needed to help the group understand how best to help Raquel, Ana, or Carolina get a Pap test.





Things to remember:

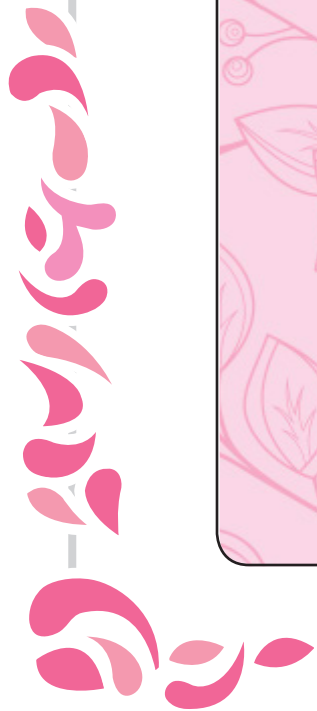
- When you lead the discussion at the end of the game, keep in mind that the goal for the group is to think of ways to move the “friend” closer to getting a Pap test.
- If you wish, you could ask all the participants in your session to choose just one “friend” to talk about as one big group, instead of forming teams.



Raquel



**I have not thought about
getting a Pap test.**



Ana



**I am thinking about
getting a Pap test.**

Carolina



I am planning to get a Pap test. I have already taken some steps to do this.





It is not possible for me to go to the doctor. I have to look after my grandchildren.

How can we help Raquel to think about getting a Pap test?



My daughter wants me to get a Pap test, but I am afraid. I have never been to the doctor in this country.

How can we help Raquel to think about getting a Pap test?



I do not think that I will understand or be able to trust the results of a Pap test.

How can we help Raquel to think about getting a Pap test?





I do not have a regular income, legal immigration status, or health insurance. I cannot afford to go to the doctor.

How can we help Raquel to think about getting a Pap test?



I don't understand why I need a Pap test now that I am a widow and not sexually active.

How can we help Raquel to think about getting a Pap test?



I do not speak English very well. I am worried that I will not be able to communicate with the doctor.

How can we help Ana make plans to get a Pap test?





I think I had a Pap test years ago.
I remember that it was painful.

How can we help Ana make plans to get a Pap test?



I don't understand why I need another test if the results were normal last time.

How can we help Ana make plans to get a Pap test?



My husband doesn't like the idea of me having a Pap test but we both know that it can help prevent cervical cancer.

How can we help Ana make plans to get a Pap test?





I am not sure why I need a Pap test when I am not feeling sick.

How can we help Ana make plans to get a Pap test?



I had Pap tests many years ago but haven't had one for a long time.

How can we help Carolina make a Pap test appointment?



I am very busy, but I know that taking care of my health is important.

How can we help Carolina make a Pap test appointment?





Getting a Pap test is embarrassing.

How can we help Carolina make a Pap test appointment?



I do not drive and I do not have transportation to the clinic.

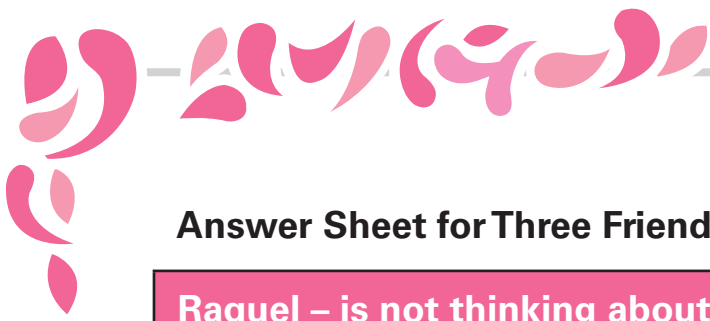
How can we help Carolina make a Pap test appointment?



Having a Pap test is not fun, and I really don't want to go alone.

How can we help Carolina make a Pap test appointment?





Answer Sheet for Three Friends Game

Raquel – is not thinking about getting a Pap test

Friend's Thoughts on Pap Testing	Possible Response
<p>It is not possible for me to go to the doctor. I have to look after my grandchildren.</p>	<p>Many women find that getting a Pap test is difficult when they have children to take care of. Some clinics have childcare available. Some of us have a friend or neighbor look after the children while we go to the doctor.</p>
<p>My daughter wants me to get a Pap test, but I am afraid. I have never been to the doctor in this country.</p>	<p>Many women feel afraid to get a Pap test, especially when they are going for the first time. It can help when you know what is going to happen. I can give you some information that explains the process. The clinic staff can also answer any questions you have. Perhaps your daughter might be willing to go with you. It helps when we take a friend or family member with us.</p>
<p>I do not think that I will understand or be able to trust the results of a Pap test.</p>	<p>Many women worry about the results. The Pap test is something doctors do all the time and they are trained. We can trust the results we are given. It is OK to ask questions. They will explain the results to you. Perhaps your daughter will help you, too.</p>
<p>I do not have a regular income, legal immigration status, or health insurance. I cannot afford to go to the doctor.</p>	<p>The cost of the test is a problem for many of us. Some clinics give Pap tests even if you do not have insurance or papers. Some clinics have free tests. Some clinics have low cost tests and payment plans. I will give you some information about those clinics.</p>
<p>I don't understand why I need a Pap test now that I am a widow and not sexually active.</p>	<p>It is not only young and sexually active women who need Pap tests. All women need them. Even when we are older or no longer having sex, we still need to get Pap tests.</p>





Ana – is thinking about getting a Pap test

Friend's Thoughts on Pap Testing	Possible Response
I do not speak English very well. I am worried that I will not be able to communicate with the doctor.	Many of our clinics have Spanish-speakers on their staff. When you make your appointment, you can tell them you need to see someone who speaks Spanish.
I think I had a Pap test years ago. I remember that it was painful.	Sometimes a Pap test can be a little painful. It is not usually very bad, and is over quickly.
I don't understand why I need another test if the results were normal last time.	Getting one Pap test is not enough. We must get them regularly. This helps to make sure that we stay healthy.
My husband doesn't like the idea of me having a Pap test but we both know that it can help prevent cervical cancer.	It's good that you both understand the importance of getting a Pap test. Many husbands do not really like the idea of their wives getting Pap tests. It is important that we do it anyway, for our own health. Perhaps your husband would feel better if he knows more about it. I can give you some information to share with him.
I'm not sure why I need a Pap test when I am not feeling sick.	It can be hard to understand why we need a Pap test when we are well. Cervical cancer often has no symptoms. Having a test makes sure that we stay healthy.





Carolina – is planning to get a Pap test

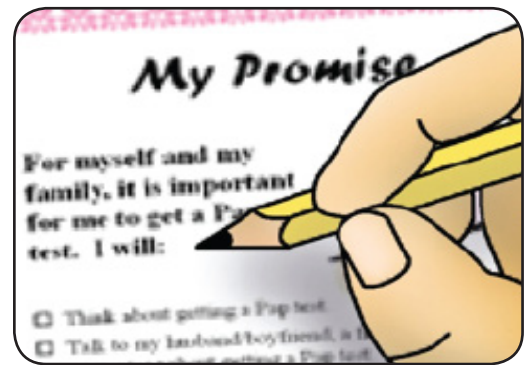
Friend's Thoughts on Pap Testing	Possible Response
I had a Pap test many years ago, but haven't had one for a long time.	It's good that you had a Pap test some years ago. But it is also important that we have a test regularly to make sure that we are still healthy. Having just one Pap test is not enough. It is an ongoing process and we should get tested regularly.
I am very busy, but I know that taking care of my health is important.	Many of us find it hard to make time for a Pap test. But we must! It's good that you know how important it is to take care of your health. That should include making time for a Pap test.
Getting a Pap test is embarrassing.	Yes, many women are embarrassed about getting a Pap test. It does not take long. The clinic staff are used to seeing women's bodies every day. It is worth being embarrassed for a few minutes to know you are healthy.
I do not drive and I do not have transportation to the clinic.	Getting to the clinic is often difficult. Some clinics are easy to get to by bus. Some clinics offer transportation services. I can give you this information for the clinics in your area. In addition, you might be able to get a ride with a friend or relative.
Having a Pap test is not fun, and I really don't want to go alone.	You are right that having a Pap test is not fun. But it's a good feeling to know we are healthy. Perhaps you could take a friend with you to the clinic. Many women do this as it makes them feel better than going for their Pap test alone.



Promise Sheet

What is the *promise sheet*?

The *promise sheet* is a take-home page that shows the specific actions a woman has committed to towards getting a Pap test. It presents the next steps in each woman's personalized action plan and includes a date by which she has agreed to do the actions shown. This handout can be displayed prominently in a woman's home to remind her of the promise she has made.



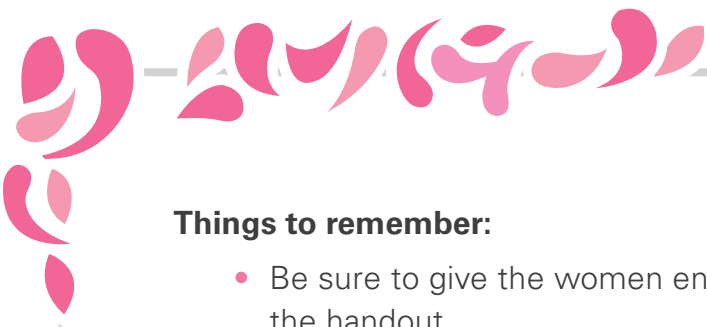
How do I use the *promise sheet*?

1. The *promise sheet* is completed in Step 5 of the Individual Lesson Plan and Step 10 of the Group Lesson Plan. In both these sessions, you will talk with women about the difficulties they have in getting a Pap test regularly. Ask them to try and think of ways they can overcome those difficulties. Use the message cards in the individual sessions, and the *Three Friends* game in the group sessions, to give them ideas, and to help each woman develop her own action plan. Help them to come up with solutions that will work for them, and to focus on what specific actions they can take.
2. Give each woman her own form and when she has decided what her next steps will be, have her commit to those actions by completing the promise sheet. Ask her to make a promise to herself regarding what she will do to overcome any of the difficulties she is having. What will she commit to? Using the *promise sheet*, ask each woman to mark the boxes for the step or steps she will take toward getting a Pap test. If there are other steps she wants to take that are not listed, they can be added in the space provided.
3. Tell each woman that this is a promise she is making to herself and to her family to stay healthy. She should only mark what she is really going to do.
4. Tell each woman she can take this *promise sheet* home with her as a reminder of what she has committed to doing towards getting regular Pap tests.

How do I get ready to use the *promise sheet*?

You will need to have enough copies of the *promise sheet* for all the women in your session. Review it so you are familiar with all of the information on it. Be prepared to suggest additional items if the action a woman is ready to take is not on the list. You will find versions ready for copying in Section 7.0 of this Guide.





Things to remember:

- Be sure to give the women enough time to think when they are completing the handout.
- Tell the women that they should use this to remind themselves about getting a Pap test once they are at home.
- Emphasize that they can choose to check as many of the boxes as they want.
- Emphasize that they can write in their own difficulties or promises if they are different from what is shown.
- Be sure to end on a positive note. Even though they are thinking of problems they may face in getting a Pap test, they are also thinking of solutions, just like they did for Ana, Raquel, and Carolina.



My Promise

For me and my family, it is important that I get a Pap test. I will:



- Think about getting a Pap test.
- Talk to my husband/boyfriend, a friend, a relative, or the *promotora* about getting a Pap test.
- Use the *resource sheet* to help me get a Pap test.
- Make an appointment to get a Pap test.
- Find someone to watch my children (grandchildren).
- Find a way to get to my appointment.
- Go for a Pap test.
- _____

I promise, to myself and to my family to take these steps by _____.
date

Signed by: _____
signature

**I will make a promise to myself and to my family!
Getting a Pap test can help me stay healthy!**

Brochures

What are the brochures?

Brochures provide information about cervical cancer and the Pap test. They are handy references which contain all of the important information women should know.

How do I use the brochures?

You can give women copies of the *brochures* at the end of each individual visit or group session.

Having them will help women remember the information you shared with them. They will also be useful tools for women to use in talking with their friends and family about Pap testing and cervical cancer.

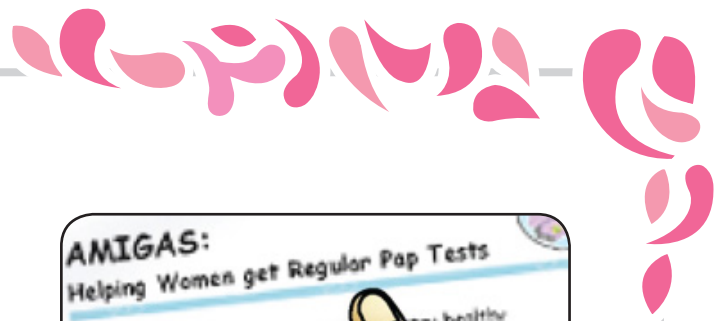
How do I get ready to use the brochures?

Talk with your Program Administrator about selecting *brochures* to provide to women. Several *brochures* are readily available from organizations either on their web sites or by calling a toll free number. See Section 6, AMIGAS Program Resources, of this Guide for ideas about where to get *brochures*. You may also have local programs that can provide you with *brochures*.

Things to remember:

Your Program Administrator can order free copies of many *brochures* in both English and Spanish from national organizations, or download them from the internet. [See Section 6, the AMIGAS Program Resources section.]





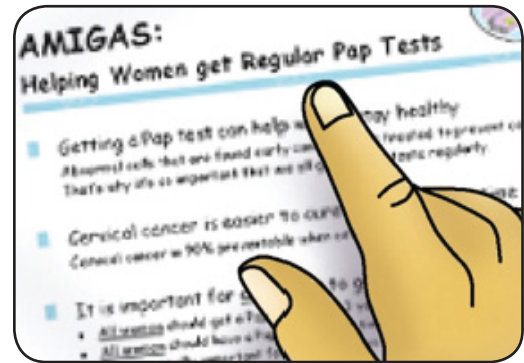
AMIGAS Handout

What is the AMIGAS handout?

It is a one page take-home information sheet with English on one side and Spanish on the other side. It explains the basic messages in the AMIGAS program.

How do I use the AMIGAS handout?

You can give women copies of the handout at the end of an individual visit or a group session. The handout will help women remember the information you shared with them. It will also be useful for women to use to share with their friends and family about the Pap test and cervical cancer.



How do I get ready to give out the AMIGAS handout?

Review the handout. It summarizes the key messages from the AMIGAS lesson plans. You will find the handout ready to copy in Section 7.0 of this Guide. Be sure that you take enough copies with you to your visits.

Things to remember:

- Be sure to copy both sides of the handout.
- You might want to make extra copies for women to share with their friends and family.





AMIGAS:

Helping Women Take Care of Their Health

- **Getting a Pap test can help women stay healthy**

Abnormal cells that are found early can usually be treated to prevent cancer. That's why it's so important that we all get our Pap tests regularly.

- **Cervical cancer is easier to cure if it is found in time**

If detected and treated early, cervical cancer is highly curable.

- **It is important for all women to get regular cervical cancer screenings – either through a Pap test alone or with Pap and HPV tests**

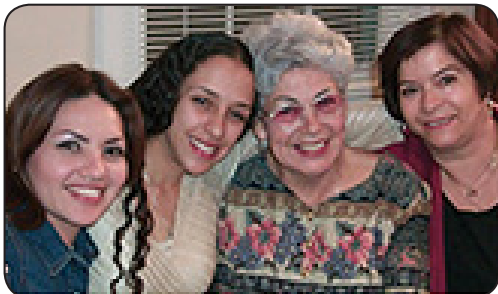
- If a woman is age 21-29, she should get a Pap test every 3 years
- After age 30, a woman has 2 choices: a Pap test every 3 years or a Pap test and HPV test every 5 years
- It is especially important for Latina women to get a Pap test. They are at higher risk of cervical cancer because they get Pap tests less often.

- **Women can get a Pap test in this community**

Talk with your promotora about the clinics in your community where you can get a Pap test. She will help you find a place that is right for you.

- **Make a promise to yourself and your family to get a Pap test**

Call your promotora or medical clinic TODAY to schedule your Pap test.



Promotora's Name: _____

Agency: _____

Phone: _____

Other Info: _____

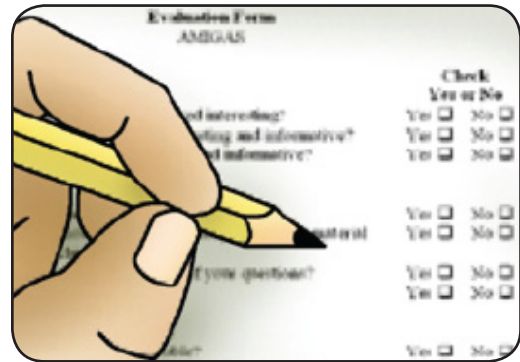




Evaluation Form

What is the evaluation form?

This is a short form that allows you, the promotora, to gather feedback from the women in your community about the education sessions in which they participated. The information collected will help you improve your sessions and make them clear, understandable, and enjoyable for the participants.



How do I use the survey?

The survey is given out at the end of the session (both individual and group) as described in the lesson plans. You can help the women complete the form and answer any questions they might have.

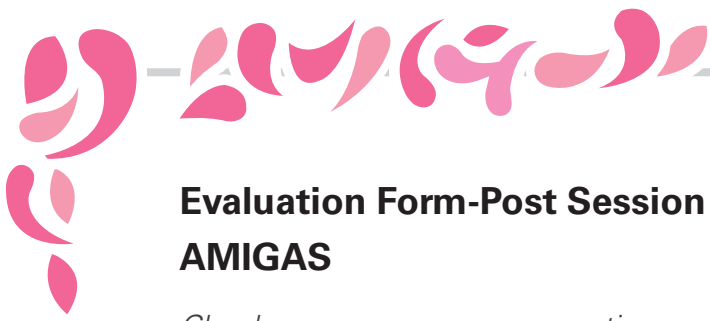
How do I get ready to use the survey?

It is important that you know the questions that are on the form so that you can address any concerns a woman might have. Make sure that you bring enough copies for every woman to have one. You will find a version ready for copying in Section 7.0 of this Guide.

Things to remember:

- The information collected from the *evaluation form* will be useful to you in conducting future education sessions. The information collected from the evaluation form will be useful to you in conducting future education sessions, so it is important that women answer the questions correctly.
- Read the *evaluation forms* through after the session is over and the women have left, so that you can use the feedback provided to improve your education sessions for the women in your community.





Evaluation Form-Post Session AMIGAS

Check one response per question

Materials

1. Were the materials you received interesting? Yes No
2. Did the brochures help your learning? Yes No N/A

Promotoras

3. Was your promotora a good teacher? Yes No
4. Did the promotora appear to know the material she was teaching? Yes No
5. Did the promotora answer all of your questions? Yes No N/A
6. Did the promotora listen to your opinions? Yes No N/A

Classroom or training facilities

7. Were you comfortable in the room? Yes No
8. Were you at ease in the group? Yes No N/A

General

9. Would you recommend this program to your friends? Yes No
10. What did you like most about the program?

11. What did you like least about the program?

Additional Comments: _____

Name (optional) _____

Phone Number (optional) _____





6.0 AMIGAS Program Resources

In this section you will find many resources that you can use as you need them. This includes:

- background information on cervical cancer and Pap testing;
- a glossary of words you might see or hear; and
- national cervical cancer resources you might find useful.

6.1 Cervical Cancer and Pap Testing

What is cervical cancer?

- Cervical cancer and cervix cancer are two names for the same thing.
- Cervical cancer begins to develop when the cells of the neck of the uterus or cervix grow rapidly without order.
- These **cell changes** in the cervix are called high or low grade intraepithelial lesions. These changes are possibly not yet cancer, but it is important to treat them.
- Hispanic women who live in the United States are more likely to be diagnosed with and die from cervical cancer.

US Cancer Statistics Working Group. United States Cancer Statistics: 1999-2013 Incidence and Mortality Web-based Report. Atlanta, GA: US Department of Health and Human Services, Centers for Disease Control and Prevention, and National Cancer Institute; 2016. Available at: www.cdc.gov/uscs/.

New Cases of Cervical Cancer (Incidence) (2013)

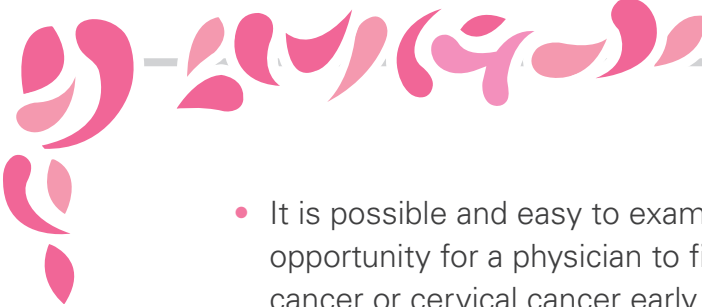
Hispanic* Women	Non-Hispanic White Women
9.2 per 100,000 women	7.0 per 100,000 women

Deaths Due to Cervical Cancer (Mortality) (2013)

Hispanic* Women	Non-Hispanic White Women
2.5 per 100,000 women	2.2 per 100,000 women

*Hispanic origin is not mutually exclusive from race categories (white, black, Asian/Pacific Islander, American Indian/Alaska Native).



- 
- It is possible and easy to examine the cervix. This means there is an opportunity for a physician to find the **cell changes** that may result in pre-cancer or cervical cancer early so that women can be treated.

What are the risk factors for cervical cancer?

Factors that can increase the chance that a woman might get cervical cancer include:

- No history of screening or insufficient screening history, including Pap test and/or HPV test
- Infection with the virus called HPV (a common, sexually transmitted infection that usually clears but persists for some women)
- Sexual relations at an early age
- Having more than one sexual partner, or a partner who has multiple partners
- History of Chlamydia, a sexually transmitted disease
- Infection with the virus called HIV, which causes AIDS
- Using birth control pills for a long time (more than 5 years)
- Having had many babies
- Cigarette smoking
- Advanced age
- Diethylstilbestrol (DES) exposure (in utero)

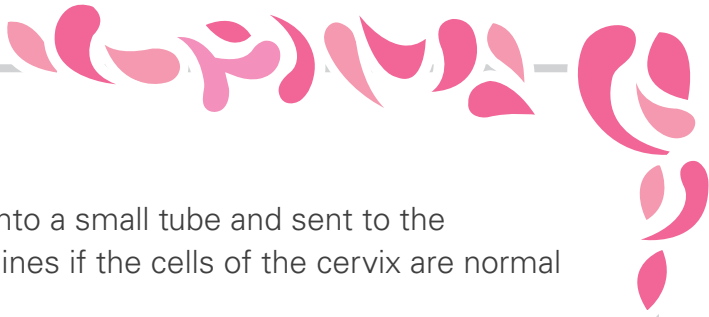
What is a Pap test?

- A Pap test is used to find **cell changes** in the cervix.
- A Pap test is done in a clinic or in a doctor's office, and is part of a pelvic exam.

What happens during a Pap test?

- The woman is taken into an exam room and given a medical gown. After the doctor or nurse leaves, she removes her clothing and puts on the medical gown. She lies face up on an exam table, with her knees bent and her feet supported in foot rests.
- To do the exam, the doctor or nurse uses a special instrument made of plastic or metal called a speculum; other names include "pato" or "espejo." The speculum holds the walls of the vagina open so the doctor or nurse can see the neck of the uterus or cervix.
- The doctor or nurse uses a small brush or wooden spatula to get a sample of cells from the cervix. When the doctor or nurse takes the sample, the woman may feel a quick pinch.



- 
- The cells are placed on a glass slide or into a small tube and sent to the laboratory for analysis. This test determines if the cells of the cervix are normal or abnormal.
 - The exam takes about 10 to 15 minutes.

How should women prepare for a Pap test?

- A woman should not have a Pap test during her menstrual period.
- A woman should not douche or have sex for 48 hours before the Pap test.
- A woman should not use tampons, birth control foams, jellies, or other vaginal creams or medicines for 48 hours before the Pap test.

Who should get a Pap test and when?

- Several organizations have recommendations for cervical cancer screening. In 2012, the United States Preventive Services Task Force (USPSTF) released the following guidelines for average risk women*:
 - Women age 21-29 should receive Pap tests every 3 years.
 - Women age 30-65 can receive a Pap test every 3 years or a Pap test and a HPV test every 5 years.
 - No screening with HPV test in women under the age of 30 alone or in combination with the Pap test.
 - No screening by any method in women under the age of 21.
 - Women over the age of 65 should not be screened for cervical cancer only if a history of adequate screening can be documented and they are not otherwise at high risk. Adequate prior screening is defined as 3 consecutive negative Pap test results or 2 consecutive negative Pap and HPV results (co-testing) within 10 years, with the most recent test occurring within the past 5 years.
 - No screening of women who have had a hysterectomy with removal of the cervix and who do not have a history of a high-grade precancerous lesion or cervical cancer.

* These recommendations do not apply to women who have received a diagnosis of a high-grade precancerous cervical lesion or cervical cancer, women with in utero exposure to diethylstilbestrol, or women who are immunocompromised (such as those who are HIV positive).





For more information:

Clinical Summary: Cervical Cancer: Screening. U.S. Preventive Services Task Force. October 2014. www.uspreventiveservicestaskforce.org/Page/Document/ClinicalSummaryFinal/cervical-cancer-screening

Recommendation Summary: U.S. Preventive Services Task Force. September 2014. www.uspreventiveservicestaskforce.org/Page/Document/UpdateSummaryFinal/cervical-cancer-screening

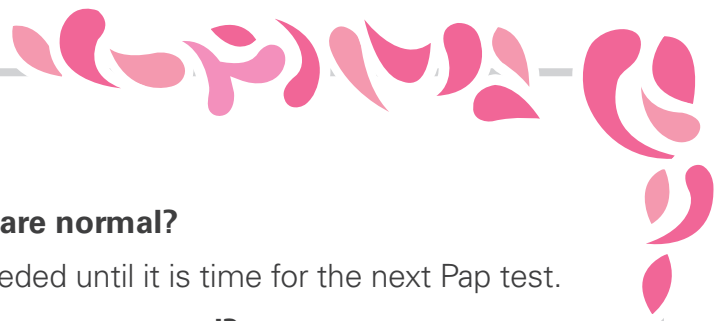
How are abnormal cells in the Pap test classified?

- After a Pap test, a woman should receive results by phone or letter, usually within two weeks of the exam. If she has questions about the results, this information should help you explain to her what the test results show.
- This table shows how results are classified and what they mean.

Pap Test Results

Bethesda System	Other Medical Terms	Common Terms
Negative	Normal	Normal
Inadequate specimen	No endocervical cells present	Inadequate
ASC-US	Atypical	Mild, nonspecific abnormality
ASC-H	Possible mild dysplasia	Atypical cells, possible pre-cancerous change
LSIL	HPV effect; atypia with HPV; mild dysplasia	Signs of HPV; possible precancerous change
HSIL	Moderate or severe dysplasia; carcinoma-in-situ	Precancerous change or early cancer
Invasive Cancer	Cancer	Cancer
AGC or AIS	Glandular cell abnormalities	Glandular cell abnormalities





What should happen if the Pap test results are normal?

If the results are normal, no further action is needed until it is time for the next Pap test.

What should happen if the Pap test results are not normal?

If the results are not normal, further tests may be needed. Tests include:

- Colposcopy
- Biopsy
- Endocervical curettage
- Conization or cone biopsy
- Dilatation and curettage
- HPV test

What if the Pap test finds cervical cancer or pre-cancerous cell changes?

If a precancerous or cancerous condition is found, treatment will be recommended.

Treatment methods include:

- Laser vaporization
- Excision
- Cryosurgery
- Conization with a “cold knife”
- Loop electrosurgical excision (LEEP)
- Hysterectomy
- Chemotherapy
- Radiation
- Hormone therapy

Women who need treatment will continue to be at higher risk for developing cervical cancer for 8 to 10 years. They should therefore have a Pap test more frequently following treatment.





How often is cervical cancer survived?

- Cervical cancer can be survived. The earlier it is detected, the more likely a woman is to survive.
- The process of finding out how far a cancer has spread is called staging. When cancer is diagnosed, it is identified by a **stage**. The stages of cervical cancer are “local,” “regional,” or “distant.”
 - Stage 0 means the cancer is only on the surface of the cervix.
 - Stage 1 means the cancer has invaded the cervix but has not spread anywhere else.
 - Stage 2 means the cancer has spread from the cervix to nearby areas in the pelvic area.
 - Stage 3 means the cancer has spread to the lower part of the vagina or the pelvic wall.
 - Stage 4 means the cancer has spread to nearby organs or other parts of the body.
- A Pap test can find cervical cancer in its most **curable stage**, Stage 0. If cervical cancer is found at this stage, a woman has a 95% or better chance of surviving for at least 5 years. But if cervical cancer is found at Stage 3, this chance reduces to 50% or less, and at the most distant stage (Stage 4), this chance reduces to 30% or less.





6.2 Glossary

Here are some terms you might read or hear related to female health and cervical cancer. If you know the definitions, you can share your knowledge with the women you work with.

The Female Body

Abdomen: The part of the body that contains the stomach, intestines, liver, reproductive organs, and other organs.

Bladder: The hollow organ that stores urine.

Cervix: The lower, narrow end of the uterus that forms a canal between the uterus and the vagina.

Fallopian tubes: Tubes on each side of the uterus through which an egg moves from the ovaries to the uterus.

Menopause: The time in a woman's life when menstrual periods permanently stop. Also called "change of life"

Ovaries: The pair of female reproductive glands in which the ova, or eggs, are formed. The ovaries are located in the lower abdomen, one on each side of the uterus.

Pelvis: The lower part of the abdomen between the hip bones. Organs in a female's pelvis include the uterus, vagina, ovaries, fallopian tubes, bladder, and rectum.

Rectum: The last 6 to 8 inches of the large intestine. The rectum stores solid waste until it leaves the body through the anus.

Reproductive system: In women, the organs that are directly involved in producing eggs and in conceiving and carrying babies.

Uterus: The small, hollow, pear-shaped organ in a woman's pelvis. This is the organ in which an unborn child develops. Also called the womb.

Vagina: The muscular canal between the uterus and the outside of the body.

Viruses: Small living particles that can infect cells and change how the cells function. Infection with a virus can cause a person to develop symptoms. The disease and symptoms that are caused depend on the type of virus and the type of cells that are infected.





Cancer and Abnormal Cells

Benign: Not cancerous; does not invade nearby tissue or spread to other parts of the body.

Cancer: A term for diseases in which abnormal cells divide without control. Cancer cells can invade nearby tissues and can spread through the bloodstream and lymphatic system to other parts of the body.

Carcinoma: Cancer that begins in the lining or covering of an organ.

Cervical intraepithelial neoplasia: A general term for the growth of abnormal cells on the surface of the cervix. Numbers from 1 to 3 may be used to describe how much of the cervix contains abnormal cells. Also called CIN.

Dysplasia: Abnormal cells that are not cancer.

Gynecologic oncologists: Doctors who specialize in treating cancers of the female reproductive organs.

Human papillomaviruses (HPV): Viruses that generally cause warts. Some papillomaviruses are sexually transmitted. Some of these sexually transmitted viruses cause wart-like growths on the genitals, and some are thought to cause abnormal changes in cells of the cervix.

Hysterectomy: An operation in which the uterus and cervix are removed.

Invasive cervical cancer: Cancer that has spread from the surface of the cervix to tissue deeper in the cervix or to other parts of the body.

Lesion: An area of abnormal tissue change.

Lymph nodes: Small, bean-shaped organs located along the channels of the lymphatic system. Bacteria or cancer cells that enter the lymphatic system may be found in the nodes. Also called lymph glands.

Malignant: Cancerous; can spread to other parts of the body.

Metastasis: The spread of cancer from one part of the body to another. Cells that have metastasized are like those in the original (primary) tumor.

Neoplasia: Abnormal new growth of cells.

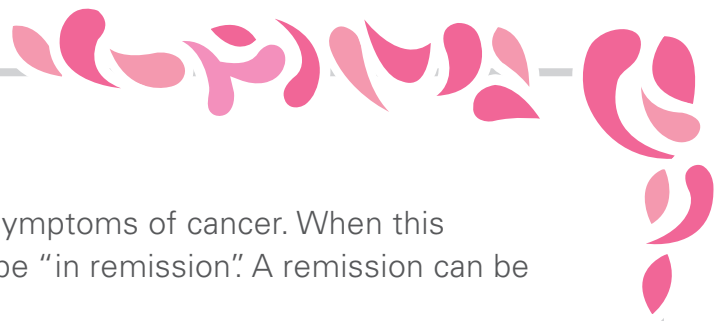
Oncologist: A doctor who specializes in treating cancer.

Precancerous: Not cancerous, but may become cancerous with time.

Prognosis: The probable outcome or course of a disease; the chance of recovery.

Radiation oncologist: A doctor who specializes in using radiation to treat cancer.





Remission: Disappearance of the signs and symptoms of cancer. When this happens, the disease is said to be “in remission”. A remission can be temporary or permanent.

Risk factor: Something that increases the chance of developing a disease.

Side effects: Problems that occur when treatment affects healthy cells. Common side effects of cancer treatment are fatigue, nausea, vomiting, decreased blood cell counts, hair loss, and mouth sores.

Staging: Doing exams and tests to learn the extent of the cancer, especially whether it has spread from its original site to other parts of the body.

Squamous cell carcinoma: Cancer that begins in squamous cells, which are thin, flat cells resembling fish scales. Squamous cells are found in the tissue that forms the surface of the skin, the lining of the hollow organs of the body, and the passages of the respiratory and digestive tracts.

Squamous intraepithelial lesion: A general term for the abnormal growth of squamous cells on the surface of the cervix. The changes in the cells are described as low grade or high grade, depending on how much of the cervix is affected and how abnormal the cells are. Also called SIL.



Testing for Cervical Cancer

Colposcopy: A procedure in which a lighted magnifying instrument (called a colposcope) is used to examine the vagina and cervix.

Douching: Using water or a medicated solution to clean the vagina and cervix. Women should not douche for 48 hours before the Pap test.

Endocervical curettage: The removal of tissue from the inside of the cervix using a spoon-shaped instrument called a curette.

Pap test: Examination of a sample of cells collected from the cervix and the vagina to test for cervical cancer. Also called Pap smear.

Schiller test: A test in which iodine is applied to the cervix. The iodine colors healthy cells brown; abnormal cells remain unstained, usually appearing white or yellow.

Speculum: An instrument used to spread the vagina open so that the cervix can be seen.





Treating Abnormal Cells and Cancer

Chemotherapy: Treatment with anticancer drugs.

Cryosurgery: Treatment performed with an instrument that freezes and destroys abnormal tissue.

Diathermy: The use of heat to destroy abnormal cells. Also called cauterization or electrodiathermy.

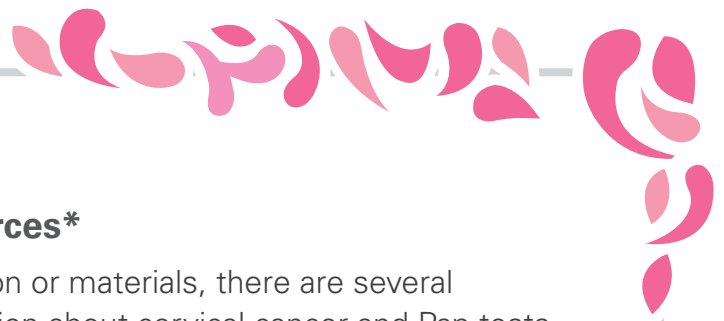
Laser: A powerful beam of light used in some types of surgery to cut or destroy tissue.

Local therapy: Treatment that affects cells in a tumor and the area close to it.

Radiation therapy: Treatment with high-energy rays to kill cancer cells. External radiation is the use of a machine to aim high-energy rays at the cancer. Internal radiation therapy is the placement of radioactive material inside the body as close as possible to the cancer.

X-rays: High-energy radiation used in low doses to diagnose and in high doses to treat cancer.





6.3 National Cervical Cancer Resources*

If you are interested in finding other information or materials, there are several national organizations that have good information about cervical cancer and Pap tests.

- **Centers for Disease Control and Prevention (CDC).** The Centers for Disease Control and Prevention is the United States' public health agency and is part of the U.S. Department of Health and Human Services. CDC has a website with a lot of information about a variety of health topics: www.cdc.gov
 - CDC has a website with a lot of information about cancer: www.cdc.gov/cancer/
 - CDC has a website with information about cervical cancer and other gynecological cancers: www.cdc.gov/cancer/gynecologic/
 - More information about AMIGAS is available at: www.cdc.gov/cancer/gynecologic/what_cdc_is_doing/amigas.htm
 - Contact CDC by phone: 1-800-CDC-INFO (800-232-4636)
- **American Cancer Society (ACS).** The American Cancer Society is a nationwide, community-based voluntary health organization headquartered in Atlanta, Georgia. There are local chapters around the country. The ACS has a website where you can find a lot of information about cancer: www.cancer.gov/
- **National Cancer Institute (NCI).** The National Cancer Institute is part of the National Institutes of Health, which is also part of the U.S. Department of Health and Human Services. NCI has a website where you can find a lot of information: www.cancer.gov/ (1-800-4-CANCER)
- **National Center for Farmworker Health (NCFH).** The National Center for Farmworker Health, Inc. is a not-for-profit corporation located in Buda, Texas whose mission is to improve the health status of farmworker families. NCFH has a website with information about a variety of health topics: www.ncfh.org. They have a local telephone number if you are near Buda, Texas: (512) 312-2700. They also have a toll-free number you can call from anywhere: (800) 531-5120.

*Updated March 2017





7.0 AMIGAS Materials to be Copied

In this section you will find copies of materials you will need during your individual visits and group sessions. These materials are needed in addition to the toolbox items that your promotora program provides for you. These items are handouts that you will give to each woman you speak with. You can made copies directly from these pages. Materials include the following:

- Resource Sheet
- Promise Sheet
- Contact Sheet
- AMIGAS Handout
- Evaluation Form



Resource Sheet

Clinic	Location, Phone Number, and Website	Hours	Price of Pap Test	Spanish-speaking staff?	Child Care?	Bus Route #

Other Information:

Transportation:

Health Insurance:

Health Information:

Some advice to help you prepare for the Pap test:

- You should have the test when you are not on your period.
- If you use any vaginal douches, foams, creams, gels, or medicine for the vagina, except if it is prescribed by your doctor, you should stop using them 2 days before the test. These products may hide abnormal cells.
- You should not have sex 1-2 days before the test.

Promotora's Name: _____

Phone: _____

Other Info: _____

My Promise

For me and my family, it is important that I get a Pap test. I will:



- Think about getting a Pap test.
- Talk to my husband/boyfriend, a friend, a relative, or the *promotora* about getting a Pap test.
- Use the *resource sheet* to help me get a Pap test.
- Make an appointment to get a Pap test.
- Find someone to watch my children (grandchildren).
- Find a way to get to my appointment.
- Go for a Pap test.
- _____

I promise, to myself and to my family to take these steps by _____.
date

Signed by: _____
signature

**I will make a promise to myself and to my family!
Getting a Pap test can help me stay healthy!**

CONTACT SHEET

Personal Information Summary

A. Name: _____ Phone Number: _____

B. Have you had a Pap test in the last 3 years? Yes No

C. After this meeting, what is your plan for getting a Pap test? (Mark one only.)

- Continue getting a Pap test regularly.
- Not ready to get a Pap test yet.
- Think about getting a Pap test.
- Call for an appointment to get a Pap test.

D. Promises to myself include the following:

1. _____
2. _____
3. _____

Follow-Up (for Program Use Only)

Date: _____ Location: _____

Number of Participants: _____ Promotora: _____

Notes: _____



AMIGAS:

Helping Women Take Care of Their Health

- **Getting a Pap test can help women stay healthy**

Abnormal cells that are found early can usually be treated to prevent cancer. That's why it's so important that we all get our Pap tests regularly.

- **Cervical cancer is easier to cure if it is found in time**

If detected and treated early, cervical cancer is highly curable.

- **It is important for all women to get regular cervical cancer screenings – either through a Pap test alone or with Pap and HPV tests**

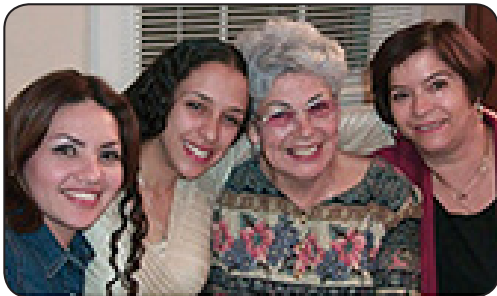
- If a woman is age 21-29, she should get a Pap test every 3 years
- After age 30, a woman has 2 choices: a Pap test every 3 years or a Pap test and HPV test every 5 years
- It is especially important for Latina women to get a Pap test. They are at higher risk of cervical cancer because they get Pap tests less often.

- **Women can get a Pap test in this community**

Talk with your promotora about the clinics in your community where you can get a Pap test. She will help you find a place that is right for you.

- **Make a promise to yourself and your family to get a Pap test**

Call your promotora or medical clinic TODAY to schedule your Pap test.



Promotora's Name: _____

Agency: _____

Phone: _____

Other Info: _____





Evaluation Form-Post Session AMIGAS

Check one response per question

Materials

1. Were the materials you received interesting? Yes No
2. Did the brochures help your learning? Yes No N/A

Promotoras

3. Was your promotora a good teacher? Yes No
4. Did the promotora appear to know the material she was teaching? Yes No
5. Did the promotora answer all of your questions? Yes No N/A
6. Did the promotora listen to your opinions? Yes No N/A

Classroom or training facilities

7. Were you comfortable in the room? Yes No
8. Were you at ease in the group? Yes No N/A

General

9. Would you recommend this program to your friends? Yes No

10. What did you like most about the program?

11. What did you like least about the program?

Additional Comments: _____

Name (optional) _____

Phone Number (optional) _____





U.S. Department of Health and Human Services
Centers for Disease Control and Prevention
National Center for Chronic Disease Prevention and Health Promotion
Division of Cancer Prevention and Control