Form Approved
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Evaluating Systems Level Practice Change for Fetal Alcohol Spectrum Disorders

High Impact Study: Discipline Specific Workgroup (DSW) Discussion Guide for Project Staff

DSW	
Date of Discussion	
Respondents (3-5/HIS):	
Position/Role of Respondents:	
Discussion facilitated by:	
Mode of discussion	Telephone: In-person:
Time Estimate: 60 minutes	

Thank you so much for your time and willingness to help by sharing your opinions. The discussion should take approximately an hour. With your permission, I'd like to record our conversation so we can be sure to accurately capture everything you say. Is that alright?

Before we get started, do you have any questions?

We want to talk to you about the [*name of high impact intervention*]. This intervention has been identified as a potentially high impact project. A high impact project is one which facilitates practice change in real-world settings. The intent of this part of the cross-site evaluation is to identify strategies that can be scaled up and adopted in different environments. We would like to talk to you about how this project was developed and implemented and what you hope it will do.

1. Tell us a little about how this project came to be identified? Who brought it to your attention?
   Probe:
   a. From National Partners, other partners, members of the DSW, people outside the project? What input came to project implementation from outside of the DSW?

2. What were the roles and responsibilities of the members of the PIC and the national partner in bringing the project to implementation?
   Probe:
   a. Who were the key players involved? Tell us about their activities?

    b. From whom did you need to get buy-in?
3. How did you initiate the discussion with the [health] system? Who were the key players involved?
    a. How did you make it compelling for the [health] system to participate? What did you present as the selling points of the project?
    b. Did you identify and work with champions? If yes, tell us more about them and what they did in facilitating the implementation of the project.

4. Tell us about the [health] system.
   Probe:
    a. Where is it located?
    b. How many providers work there?
    c. What is the population it serves?
    d. How many patients are provided services in a month?

5. What was the intervention [practice or policy] that you introduced at the [health] system?
    a. What type of infrastructure/resources did the [health] system have prior to the start of the intervention? (E.g., EHR, specified policy/procedures)
    b. How did you plan or envision the implementation of the intervention? For example, who did you target or who were the providers selected to implement the intervention? How were they trained/ informed about it?
    c. How did the providers react to implementing the intervention?
    d. What were the attitudes of the providers regarding patient alcohol use and talking about it with their patients?
        i. Did you collect any baseline and follow-up measures?

6. Tell us about the project implementation? Is it ongoing?

   Probe:
    a. In how many places has it been implemented? Did it meet a demonstrated need?
    b. Tell us about the different providers who have been involved in the project?
    c. Have the providers been routinely implementing the intervention?
    d. Have you been able to collect data that showed providers were implementing the intervention?
    e. What challenges did you encounter? How did you address these challenges?
    f. What were the facilitators to implementation?

7. What is the outcome of this intervention intended to be? What outcomes have begun to appear?

   Probe:

    a. Are there any observable effects on provider practice or systems level approaches to FASD prevention and control? What is the evidence for this outcome? What outcomes do you expect that hasn't yet appeared?
    b. Have any changes in [health] systems policy or procedures been made?

8. What challenges would another health organization encounter if they tried to replicate this intervention? Are there factors that would facilitate such an implementation?

9. Is there anything you would like to add?

Thank you for your time. Your responses have been very helpful.