

MIECHV Lead Interview Guide¹

The purpose of this study is to explore how family voice and leadership activities are implemented in the Maternal, Infant, and Early Childhood Home Visiting Program. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. The OMB control number for this information collection is 0906-XXXX and it is valid until XX/XX/202X. This information collection is voluntary. Data will be kept private to the extent allowable by the law. Public reporting burden for this collection of information is estimated to average X hours per response, including the time for reviewing instructions, searching existing data sources, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to HRSA Information Collection Clearance Officer, 5600 Fishers Lane, Room 14N39, Rockville, Maryland, 20857 or paperwork@hrsa.gov. Please see <https://www.hrsa.gov/about/508-resources> for the HRSA digital accessibility statement.

Introduction

Hello, thank you for taking the time to speak with us today. My name is [NAME] and I work at Child Trends, a research organization focused on improving the lives of children and families. We are working on a project funded by the Health Resources and Services Administration, or HRSA, to learn about different aspects of home visiting implementation quality, including family voice and leadership. By family voice and leadership, we mean opportunities for families to be included in decision making about their home visiting program beyond their own personal visits, for example on things like policies, evaluations, or implementation efforts. Specifically, we are hoping to learn about the types of family voice and leadership opportunities available, families' experiences participating in these opportunities, and what impact family leaders may be having on home visiting. As part of our project, we will be hearing from family leaders, program staff, and state, territory, and Tribal MIECHV leaders like you through surveys, focus groups, and interviews. We will analyze what we learn to identify key themes and develop recommendations for the home visiting field on how to better engage in family voice and leadership activities.

As we go, it is up to you to share as you feel comfortable. You do not have to answer any questions you don't want to or that you don't remember the answer to, and you can also leave at any time. There are no right or wrong answers, we are just interested in hearing about your experiences and perspective.

Your decision on whether to participate in this discussion today will not have any effect on your employment or current or future grant status.

We will take every precaution to keep what you share here today confidential. We will not share your name, the name of your [state/jurisdiction/Tribe], or any other information that could identify you with anyone outside the study team, including HRSA.

¹ Note that this protocol is intended to serve as a guide rather than a script. Interviewers will tailor questions and probes as needed to further explore experiences shared by interview respondents.

We will take notes and record our interview today. We will use the recording to fill in our written notes, and it will not be shared with anyone outside our team. At the end of our project, the recording will be destroyed.

Are you still willing to participate in our interview today and be recorded?

Do you have any questions for us before we begin?

Family Voice and Leadership Opportunities: State/Jurisdiction/Tribal Level

- In what ways are family voice and leadership incorporated in MIECHV at the [state/jurisdiction/program] level, if at all? By family voice and leadership, we mean opportunities for families to be included in decision making about their home visiting program beyond their own personal visits, for example on things like policies, evaluations, or implementation efforts.
 - *Example probes:*
 - *What opportunities are there for family leaders to become involved in family voice and leadership activities within MIECHV? (E.g., state level councils, Tribal council/leadership, etc.)*
 - *Which of these opportunities do you participate in in your role as [MIECHV administrator/program director], if any?*
 - *In what areas do family leaders provide input?*
 - *[For state/jurisdiction MIECHV administrators] (E.g., review Requests for Responses [RFRs], provide input on RFRs, provide input on CQI projects, etc.)*
 - *[For Tribal MIECHV program directors] (E.g., provide input on curriculum, service delivery, etc.)*
 - *Are there any other topics you would want to prioritize for family input?*
 - *Are there any topics you would be hesitant to work with family leaders on? Why?*
- How are families recruited for, engaged, and supported in these activities?
 - *Example probes:*
 - *How do you recruit families for these opportunities? To what extent has recruitment been easy or difficult?*
 - *What supports do you offer to family leaders participating in these activities? What has facilitated their participation?*
 - *What are the barriers you have faced to engaging family leaders in family voice and leadership activities?*
- What requirements do you have related to family voice and leadership for [home visiting programs in your state/jurisdiction/home visiting program] if any?
 - *Example probes:*
 - *In what ways are programs held accountable for engaging family leaders?*
 - *In what ways do programs report on this work to you?*
- What supports do you provide to your home visiting program(s) to facilitate their family voice and leadership work, if any?
 - *Example probes:*
 - *Probe for: Training for staff and/or family leaders, mentorship for state and/or family leaders, communities of practice for staff and/or family leaders, etc.*

Family Voice and Leadership Opportunities: Program Level

- To the best of your knowledge, how are [home visiting programs in your [state/jurisdiction/your home visiting program] incorporating family voice and leadership?
 - *Example probes:*
 - *What opportunities are there for family leaders to become involved in family voice and leadership activities? (E.g., program level councils)*
 - *In what areas do family leaders provide input (e.g., programming, policies)?*
 - *Have any programs been particularly successful in this work? What has contributed to their success?*
 - *Have there been any programs that have had a harder time engaging family leaders? What are those circumstances?*
- How are families recruited for, engaged, and supported in these activities?
 - *Example probes:*
 - *How are families recruited for these opportunities? To what extent has recruitment been easy or difficult?*
 - *What supports do programs offer family leaders participating in these activities? What has facilitated their participation?*
 - *What are the barriers programs have faced to engaging family leaders in family voice and leadership activities?*

Impact of Family Voice and Leadership

- In general, how do you think your [state/jurisdiction/home visiting program] is doing in providing opportunities for family voice and leadership in home visiting?
 - *Example probes:*
 - *What are examples of key successes?*
 - *What are examples of areas for improvement, or areas in which you would like to grow your work?*
- What are the benefits and drawbacks of engaging families in family voice and leadership opportunities?
 - *Example probes:*
 - *What have been key benefits or advantages?*
 - *What have been key drawbacks or disadvantages?*
- What changes have you seen in program operations, quality, etc. as a result of family voice and leadership activities, if any?
 - *Example probes:*
 - *Are there other aspects of implementation quality that you think family voice and leadership should or could influence?*
 - *How do you measure the impact of your work in this space, if at all?*
- Have you observed any changes in family outcomes that you attribute to the family voice and leadership activities you've engaged in? Can you explain what those are and why you think they are connected to the family voice and leadership activities?
 - *Example probes:*

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- *Are there other outcomes for families that you think family voice and leadership should or could influence?*
- *How do you measure the impact of your work in this space, if at all?*

Closing

- Is there anything else you'd like to add?

Thank you for your time today! In appreciation of your time, we will send you a \$50 e-gift card to Amazon or Walmart.