

Sample Participant Screener

Recruitment Criteria

Two focus groups will be conducted in [insert city and state].

- Recruit [insert number of participants] men and women [insert age] years old (12/group for an expected 8-10 to show).
 - No more than 2 under age 21 in each group
 - At least 4 over age 55 in each group
 - At least 4 men in each group
- Recruit people with high school education or less for one group in each city; recruit people with some college or higher to other group in each city
- Participants must not have participated in a focus group in the last 6 months
- Each group discussion is expected to require approximately 90 minutes
- Each participant will receive \$75.

Focus Group Schedule

Calverton

| | Date & Time | Education |
|-----------------------|------------------------|----------------------|
| <i>Group I</i> | | High school or less |
| Group II | | Some College or more |

Chicago

| | Date & Time | Education |
|-----------------------|------------------------|----------------------|
| <i>Group I</i> | | High school or less |
| Group II | | Some College or more |

Sample Screener

1. What is your date of birth?

- Under age 18 → eliminate [thank respondent politely]
- Over age 18 → continue

2. Have you participated in a focus group within the past 6 months?

[Interviewer: participation in telephone surveys is OK]

- Yes → eliminate [thank respondent politely]
- No → continue

3. Can you read English?

- Yes → continue
- No → eliminate [thank respondent politely]

4. Note gender:

- Male
- Female

[Interviewer: Recruit at least 4 males per group]

5. What level of education have you reached?

- Less than high school
- High school graduate
- Some college
- College graduate
- Advanced degree

[Interviewer: Recruit “high school graduate or less” for one group in each city and “some college or more” for the other group in each city]

6. What is your ethnic background?

- White, not Hispanic or Latino Origin
- Black or African American
- Hispanic or Latino
- American Indian or Alaska Native
- Asian
- Native Hawaiian or Pacific Islander
- Other [Specify] _____
- Refused

We would like to invite you to participate in a focus group to discuss issues relating to prescription drugs with 8 other people. The discussion will last approximately one and a half hours. Your participation and everything you say during the discussion will remain anonymous and confidential. Your name will not be used in any results from this research. You will receive \$75 for participating in this group. Additionally we will serve you [insert type of food served] before the group discussion begins. Are you interested in participating in a focus group?

- Yes → continue
- No → [thank respondent politely]

I'm glad that you will be able to join us! The focus group will take place on (Day), (Date), at (Time) at [site location].

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Will you be available to participate at this time?

- Yes
- No → [thank respondent politely]

I would like to send you a confirmation letter and directions to the focus group. In order to do so, could you please tell me your mailing address (or fax number) and a phone number where you can be reached:

Name: _____
Address: _____
City: _____ ***State:*** _____ ***Zip:*** _____
Phone: _____
Email: _____
Date of focus group: _____ ***Time:*** _____

We are only inviting a select group of people, so it is very important that you notify us as soon as possible if for some reason you are unable to attend. Please call [recruiter] at [telephone number] if this should happen. We look forward to seeing you on [date] at [time].

Sample Moderator's Guide

I. Introduction of Moderator

II. Ground Rules

III. Introduction of Topic

IV. Participant Introductions

V. Preliminary Questions

VI. Explanation of Focus Group Purpose

VII. Main Task

VIII. False Close

IX. Close