

## **Attachment B: Interview Guide for Grantees**

### **Section I. Introduction and Consent**

Hello, my name is [*interviewer name*] and I am from [IMPAQ or RAND]. Thank you again for agreeing to be interviewed today about your involvement in [x project] regarding the prevention of healthcare-associated infections. I'm joined today by [*names and affiliations of other team members, if applicable*] and [*note-taker name*] from IMPAQ who will be taking notes for the interview.

We're part of the IMPAQ/RAND team that the Agency for Healthcare Research and Quality, or "AHRQ," has contracted with to develop a synthesis of the results of AHRQ funded HAI projects.

#### **Project Background & Purpose of Interview:**

AHRQ has contracted with IMPAQ International and the RAND Corporation to conduct a synthesis of healthcare-associated infection projects funded by AHRQ between fiscal year 2007 and fiscal year 2010. The goals of the synthesis are to:

1. Document the main results from these projects
2. Disseminate key findings from the HAI projects
3. Identify gaps in the HAI knowledgebase and help outline potential future directions for HAI research

As one part of our data collection efforts, we are speaking with individuals who either lead, or have led, AHRQ-funded HAI projects to learn more about those projects. We've asked you for an interview because the AHRQ-funded HAI project you [*"are leading" or "have led"*] falls within the scope of our synthesis project.

#### **Consent**

You should have received an attachment to the email confirmation for the interview with information on background and informed consent for the project. Do you recall seeing that document?

#### **If respondent RECALLS seeing the BACKGROUND & CONSENT SHEET**

Do you have any questions about the background and informed consent information on that sheet?

[*If yes, answer any questions*]

Do you have any questions about the interview before we begin?

[*If no*]

We would like to record the interview. Only the project team will have access to the recording and it will be destroyed at the completion of our project.

May we record our conversation and begin the interview now?

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***[If yes, skip to Section II question 1.]***

**If respondent DOES NOT RECALL seeing the BACKGROUND & CONSENT SHEET**

I will just take a minute to review the informed consent materials and obtain your consent for this interview.

Review informed consent:

- We will use the information you share with us for research purposes only.
- All of your responses will be kept confidential.
- No one, except the IMPAQ/RAND research team and the AHRQ project officers for the synthesis project, will have access to the information you provide, and we will only produce summary information from our collective set of interviews.
  - We will not report information in any way that identifies you or the organization you are affiliated with to anyone outside the research team, except with your permission or as required by law.
  - We will destroy all information that identifies you after the end of the study.
- I would also like to emphasize that your participation is completely voluntary:
  - Your participation or nonparticipation will not be reported to anyone.
  - You can stop the interview at any time for any reason, and you should feel free to decline to discuss any topic that we raise.

We would like to record the interview. Only the project team will have access to the recording and it will be destroyed at the completion of our project.

May we record our conversation and begin the interview now?

If you have any questions about this research, feel free to contact the leaders of the IMPAQ/RAND evaluation team:

- Dr. David Baker ([dbaker@impaqint.com](mailto:dbaker@impaqint.com))
- Dr. Peter Mendel ([mendel@rand.org](mailto:mendel@rand.org))

If you have any questions about your rights as a research participant, you may contact RAND's Human Subjects Protection Committee at 310-393-0411, ext. 6369. Do you have any questions before we get started?

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## Section II. Project Description and Role of Participant

### Interviewer Note:

*The project team will have already emailed a document with the basic information such as project #, funding vehicle, project abstract, key outcomes and findings to date. This information will be extracted from documents we collect from AHRQ regarding each project.*

### **Refer Interviewee to Project Summary Sheet**

We would like to confirm that the information we have collected on your project thus far is correct and ask a few more background questions for clarity and allow you to elaborate on any of these issues.

1. Is all the information on the project summary sheet accurate?
2. Please tell me about your role on this project. What are your responsibilities and the activities you are most involved with?
3. What are the other key roles on the project, and who on the project team is responsible for those activities?
4. Please tell me about the specific HAI conditions your project addresses. [Note to interviewer: prompt for the six HAIs cited in the HAI-NAP: CLABSI (central-line associated bloodstream infection), CAUTI (catheter-associated urinary tract infection), VAP (ventilator-associated pneumonia), SSI (surgical site infection), MRSA (Methicillin-resistant *Staphylococcus aureus*), and C. Diff. (*Clostridium difficile* infection).] Does it focus on a specific healthcare setting? What patient populations does the project target?
5. Would you classify this effort as primarily focused on:
  - a. Research (i.e., developing new knowledge),
  - b. Tool or strategy development (i.e., developing new interventions or resources),
  - c. Knowledge transfer and dissemination (i.e., bringing an evidenced based practice to scale),
  - d. Some combination of these activities or something else?
6. Would you classify this project as *investigator initiated* (i.e., you and your research team developed the project and it was funded by AHRQ) or *AHRQ initiated* (i.e., AHRQ developed a specific statement of work for which they contracted with you organization to perform the project)?

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## Section III. Interview Questions for AHRQ Grantees

### **Interviewer Note:**

**Refer interviewee to Project Summary Sheet**

#### **A. Introduction and Background:**

Referring to the project summary sheet, you responded to *[Interviewer notes RFA Number]* when you applied for this grant. The purpose of this RFA was to *[Interviewer describes RFA purpose, which is listed on the project summary]*.

1. What are the primary aims of the project? Could you share some of the background about how and why your team chose these aims?
2. Have your aims changed at all since you started your project? If so, what are the changes, and why were they made?
3. What motivated your team to submit a proposal to this particular RFA? *[Prompt: the clinical content, the focus on HAI, the particular methods, a desire to develop or test an intervention, or something else?]* Is this part of an ongoing program of research that you have been pursuing? If so, can you tell me a little bit about your larger research agenda?
4. Are you working collaboratively with other organizations to conduct this project? If so, what organizations? Please identify key staff members and the roles they fill on the project.

#### **B. Study Design, Methods, and Analysis**

The purpose of this section is to examine the details of the study's design, methods, and analysis. We want to understand how the investigators designed the study and plan to analyze the resulting data.

1. If the study focuses on a specific intervention, please describe both the intervention and how it was developed. What was the existing evidence to support it? What study design did your team select for answering each of the study aims you mentioned earlier? Why did you choose this design(s)?
2. Has your team had to change the initial research strategies to better achieve the study's aims? If so, what prompted the changes? In what ways did the strategies change?
3. What kinds of data do you intend to collect/are you collecting?
4. Please identify the study's key outcome measures, and explain how your team quantifies progress on them. Can you describe how and why you selected these over other possible measures? What do you think the independent or predictor variables are?

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5. We are extremely interested in understanding what challenges your team has encountered, if any, in collecting this information and conducting this research? How has your team overcome these challenges?
6. What methods are you and your team using to analyze the data?

### C. Findings and Results

The purpose of these questions is to identify either the current or anticipated findings.

1. What are the key findings or outcomes from your research to date? Were these expected?  
**[NOTE: If no research findings have been produced to date ask what and when findings are anticipated.]**
2. How do your findings advance or confirm the existing evidence base related to your project?
3. Who are or will be the primary audience for your research findings?
4. What impact do you anticipate your findings might have on the delivery of care? How can they be translated to delivering care at the bedside? What additional work might be required to help with this translation?
5. Can you describe in what ways the project's findings are likely to be applicable to:
  - a. All or some HAI conditions, including those not explicitly addressed in this project? (Please identify which conditions.) *[Note to interviewer: prompt for the six HAIs cited in the HAI-NAP: CLABSI (central-line associated bloodstream infection), CAUTI (catheter-associated urinary tract infection), VAP (ventilator-associated pneumonia), SSI (surgical site infection), MRSA (Methicillin-resistant Staphylococcus aureus), and C. diff. (Clostridium difficile infection).]*
  - b. All or some healthcare settings? (Please identify which settings.)
  - c. All or some patient populations? (Please identify which patient populations.)
6. Can you comment on the limits of generalizing the project's findings? What information produced by the project do you think would be useful for other HAI researchers or future research?
7. What do you consider to be the key lessons learned from this project regarding HAI prevention or prevention practices?
  - a. What strategies do you see as essential for HAI prevention?
  - b. What tools do not currently exist that you think are necessary for HAI prevention?
8. What dissemination strategies do you think have been or will be most effective at sharing your findings?

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9. Which results, practices, tools or lessons learned are ready (or nearly ready) for dissemination?
  - a. What work, if any, must your team still complete before it can disseminate results, practices, or tools from the research?

#### D. Gaps/Next Steps

The purpose of these questions is to identify future research requirements and existing gaps in the evidence base.

1. What critical questions relating to this study remain unanswered? What questions, if any, have emerged as a result of your research? What types of research are needed to answer these questions?
2. Based on your findings/expected findings, what additional research do you believe should be conducted next? What research do you intend to conduct to build on the findings of this project?
3. What types of research could AHRQ fund to best address those areas and contribute to reducing HAI rates?
4. In your view, what are the most important existing knowledge gaps regarding HAI prevention that AHRQ should pursue through funding additional research?

#### E. Closing

1. What changes do you see on the horizon that might affect the progress made toward reducing HAIs? (*Prompt: policy or legislative changes, changes in the science of HAI prevention*)
2. As we compile and synthesize research across AHRQ's HAI-related projects, we would greatly appreciate any documents or publications you could share that describe the project's methods, results, and significance. In particular, are there any papers, reports, peer-reviewed articles or presentations on the research from this project that you could share? Can you share electronic files, citations, or links to such materials?
3. Is there anyone else on your project team with whom we should speak to better understand your work and accomplishments?
4. Before we end, is there anything else you would suggest for improving research on HAIs and prevention practices?

## Thank the Participant

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