

**Interview guide and phone script – Community-Based Organizations**

Hello, this is \_\_\_\_\_ with the Battelle Center for Analytics and Public Health.

*Battelle has been retained by the Department of Health and Human Services (HHS) to conduct an assessment of local community-level implementation of the Action Plan for the Prevention, Care and Treatment of Viral Hepatitis (Action Plan). The Action Plan provides a comprehensive strategy for addressing viral hepatitis A and B. The assessment is intended to help better understand local community-level implementation of the Action Plan and any barriers that might be occurring. If you agree to participate in the interview, we will ask you a series of questions related to the viral hepatitis activities that you might be involved with. This interview will take about 30 minutes of your time.*

*Your participation is completely voluntary. You can decide whether or not to participate. If you do agree to participate, you may stop at any time. You may also chose to not answer any questions. Should you choose to participate, your answers will be maintained in a secure manner and you will not be identified by name or description in any reports.*

*Do you have any questions for me?*

*Would you be willing to participate in the interview?*

*We would also like to audio tape the interview for transcribing purposes only. Once the interviews have been transcribed, the tapes will be erased.*

*Would you be willing to have the interview audio taped?*

**Interview Questions**

1. Are you familiar with the Action Plan for the Prevention, Care and Treatment of Viral Hepatitis (Action Plan)
  - If so, what do you know about the Action Plan?
  - What do you think about the Action Plan?

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0990-xxxx . The time required to complete this information collection is estimated to average 37minutes per response, including the time to review instructions, search existing data resources, gather the data needed, and complete and review the information collection. If you have comments concerning the accuracy of the time estimate(s) or suggestions for improving this form, please write to: U.S. Department of Health & Human Services, OS/OCIO/PRA, 200 Independence Ave., S.W., Suite 336-E, Washington D.C. 20201, Attention: PRA Reports Clearance Officer

2. Can you talk about the viral hepatitis activities and services that your organization provides?
  - Does your organization provide hepatitis B and/or C screening and testing services? If so, can you describe these services?
  - What other services are provided? A and/or B vaccination programs?
  - Where do you get financial support and/or resources for these activities?
  - Where/how have you found training resources for staff?
  - What populations do you target? Are any services geared to injection drug users (IDUs)? Other priority populations (e.g. pregnant women, youth, others?)
3. If viral hepatitis services are not provided, why not?
4. Can you describe any viral hepatitis activities that you would like to implement but that you are unable to?
  - What might be preventing you from implementing these activities?
  - What could help facilitate these activities?
  - Do you have plans to implement any of these activities in the future?
5. Is your organization represented on any viral hepatitis committees or planning groups? If so, can you please describe this?
6. What are the biggest challenges that your organization faces in regards to viral hepatitis prevention, care and treatment?
7. What are some things that you think that can be done to address these challenges?
8. Do you think that viral hepatitis should be integrated with HIV services? If so, can you please talk about this?
9. Can you discuss any viral hepatitis awareness campaigns that you are familiar with?
  - Have you had access to any of the materials?
  - If so: Can you describe how you used them?
  - Who do you think produced these campaigns?
  - Do you think they were successful in raising awareness of viral hepatitis?
  - Has your agency organized any awareness activities?