

## Group Discussion Guide for Network Members

### INTRODUCTIONS (use informed consent form as guides for step 1 through 3)

1. *Describe objectives of the research; remind participants that there are no right or wrong answers; encourage them to provide their opinion even if different from the others.*
2. *Explain note-taking and recording of the session.*
3. *Provide copies of informed consent and non-disclosure forms (if appropriate) for signature.*
4. *As an introduction, ask participants to state their name, network, organization, role, and length of time involved in the network's activities.*
5. *Walk through ground rules: one person speaking at a time; be respectful of opinions of others; may need to cut a particular line of discussion short in order to get to all questions; may call on individuals from time to time in order to hear from everyone in group.*

### GROUP DISCUSSION QUESTIONS

In this conversation, we will be using the word “network” to refer to the collaborative organization of which you are a member.

#### **1. We would like to hear about the benefits of your collaborative effort and your assessment of the effectiveness of your network.**

What is your role in the network, and for how long have you participated in the network?

What are the network's benefits?

How does collaboration help to reduce, address, or prevent financial exploitation?

How do financially exploited elders benefit from your collaboration?

How do key agencies benefit?

How would you assess progress toward meeting the network's goals?

What would make the network more effective in meeting its goals?

#### **2. We would like to learn about the critical ingredients required for the formation, ongoing operation, and effectiveness of your network.**

What were the critical ingredients for the start-up of the network?

Could you discuss and indicate the importance for the start-up of your network of leadership, funding, and/or other factors?

What have been the critical ingredients for sustaining the network's operations?

Could you discuss and indicate the importance for the continuation of your network of leadership, resources (staff time, volunteers, budget, equipment, and office space), key partners, organization/administration, expertise, funding, and/or other factors?

What are the critical ingredients for your network's effectiveness (or for the effectiveness of any network)?

Is your network missing any critical ingredients?

What do you see as your network's biggest challenge going forward?

**3. We are interested to learn in what ways the network has had an impact on clients, agencies, the community, and the field of elder financial exploitation.**

Please discuss the major impact that you believe the network has had on clients, agencies, the community, and/or the field of elder financial exploitation.

**CLOSING CONVERSATION**

In closing, we would like to ask whether there is anything about your network that we have not asked but that you would like to share with us.

Out of everything we have discussed today, is there any characteristic or aspect of your network that you would like to highlight or re-emphasize?

Great. Well, that is the last of our questions for you. Do you have any questions for us?

Now for a few administrative matters:

As mentioned previously, the audio recordings of our conversation will be transcribed, and you will have the opportunity to review the transcript. If interested, you will have about 5 business days to review the transcript, delete any information that makes you uncomfortable, and send the transcript back to us. You may also take that opportunity to add clarifications or additional information.

As a reminder, while we will not use your name in the report or publish the audio recordings, we plan to generically attribute ideas to a particular professional or organization within the network, for example APS in Johnson County, Colorado . Therefore, people may be able to attribute ideas or directly to you by name or inference. Would you like us to send you the transcript for review once we receive it? (Re-visit consent and obtain/confirm contact information.)

Also, may we contact you by email and/or phone for clarifications as we review our notes?

*Thank everyone for their time. End the interview.*