

**APPENDIX UUU:
SITE STAFF INTERVIEW GUIDE INTERIM AND FINAL**

ID: _____, date: __/__/__

OMB Control Number: 0584-XXXX
Expiration date: XX/XX/XXXX

WIC Nutrition Education Study

Phase II Pilot Study: Site Staff Interview Guide—Interim and Final Interviews

Site ID: _____ Date: _____

Staff interviewed (names/titles): _____

Interviewer name: _____

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Script

Hi. My name is _____. I work for Altarum Institute, and we are a part of the study team for the WIC Nutrition Education Study or NEST. Thank you for taking the time for this short interview. It is really important for us to hear about any changes in site schedule, staffing, or ways you provide nutrition education at your site since we talked with you 6 months ago. Our call today will last no more than 15 minutes.

Do you have any questions before we begin? If not, let's get started!

Note to reviewers: The interviewer will have a copy of the site's responses to the initial interview to refer to during the interview so that they can easily update any changes in site schedule, staffing, etc.

A. Background Information

1. Have there been any changes to the site schedule (days and times of operation)?

- No
 Yes

a) [If yes] Describe the changes: _____

2. Have there been any changes in the number of full-time and part-time staff who provide nutrition education at certification and other types of visits?

ID: _____, date: __/__/__

- No
- Yes

a) [If yes] Describe the changes: _____

Interviewer: If necessary, make changes in information provided in previous interview.

Job Classification/Type of Staff	Number of Full-Time Staff (work on WIC activities 32 or more hours per week)	Number of Part-Time Staff (work on WIC activities 21-31 hours per week)	Number of Part-Time Staff (work on WIC activities 20 or fewer hours per week)
WIC director/coordinator			
Site/clinic supervisor			
Registered dietitian (RD)			
Degreed nutritionist, not RD			
Trained nutrition paraprofessional (e.g., nutrition assistant, nutrition aid, competent paraprofessional authority, diet technician, social services technician)			
Nurse			
Nutrition education coordinator			
Administrative/clerical/support staff			
Lactation consultant/WIC-designated breastfeeding expert			
Breastfeeding coordinator			
Breastfeeding peer counselor			
Other: _____			
Total			

B. Nutrition Education Modes

3. Have there been any changes in the methods, for example, one-on-one, group, or technology based, that your site uses to provide nutrition education at certification and other types of visits?

- No
- Yes

a) [If yes] Describe the changes: _____

4. [Ask only if site provides group education] How many months of future group session topics do you have planned? _____

5. Which of the following topics do you plan to cover in group education for the upcoming months? **[INTERVIEWER: READ LIST AND SELECT ALL THAT APPLY.]**

- Breastfeeding
- Child feeding practices
- Cooking/meal preparation
- Dental health
- Fruit and vegetables
- Healthy snacks
- Healthy weight for child
- Healthy weight for mother
- Infant feeding practices
- Infant/child growth and development
- Introduction of solid foods
- Inappropriate/sometimes foods (e.g., high-fat foods, fast foods)
- Iron/anemia
- Milk (lower fat choices/consumption)
- Parenting
- Physical activity
- Picky eaters
- Portion sizes
- Prenatal nutrition/diet
- Shopping for and preparing healthy foods
- Sugar-sweetened beverages
- Water consumption
- Whole grains
- Weaning from the bottle
- Other (describe): _____

C. Staff Training

6. During the past 6 months, about how many hours of training on nutrition topics and/or nutrition education skills were provided to staff at your site who provide nutrition education? If there was one **4-hour** training course and one **2-hour** training course, then count 6 hours regardless of number of staff who attended.

7. I'm going to read a list of different types of nutrition education methods. For each one, tell me if staff at this site who provide nutrition education have received training on this method in the past 6 months. Include training that was provided by your own agency, State agency, and any outside training.
- 3-step counseling
 - Facilitated group discussion
 - Motivational interviewing
 - Communication skills
 - Goal setting
 - Emotion-based counseling
 - Value Enhanced Nutrition Assessment (VENA) skills/participant or learner-centered education skills
 - None of the above
8. Now I'm going to read a list of different types of nutrition and health topics. For each one, tell me if staff at this site who provide nutrition education have received training on this topic in the past 6 months. Include training that was provided by your own agency, State agency, and any outside training.
- Breastfeeding
 - Choosing lower fat milk
 - Fruit and vegetables
 - Physical activity
 - Whole grains
 - None of the above

D. Other Changes

9. Have any other changes related to staffing, schedules, or methods of nutrition education occurred over the past 6 months?
- No
 - Yes
- a) [If yes] Describe the changes: _____

That's all of the questions that I have today. Thank you for taking the time for this interview. (If interim interview: I will talk with you again in about 6 months.)