

Appendix H

Youth Recruitment Script and Screener

OMB# 0910-0796
Exp. 6/30/2018

American Indian/Alaska Native Campaign: Focus Group Study of Reactions to Strategic Concepts Designed To Prevent Youth Tobacco Use

SCREENER TO RECRUIT FOR FOCUS GROUPS (Youth)

Script for youth

Hi!

We need your help to learn about kids and smoking. Based on what we learn from you, we will make up positive messages and images to help kids not smoke. Then we will make changes based on the advice and ideas you share with us.

In this research study, you will be talking in a group with other kids. It's called a focus group. In this group two people will ask you questions. We want to learn what you think and feel about smoking. We hope you will discuss your ideas with the other youth. The focus group will last two hours. Your advice will help us learn more about kids and smoking where you live.

We also want to learn about what kind of media are popular with kids where you live. (For example, do kids like searching the web or going on Facebook? Do kids you know use other social media?) We will also show you some images. We want your reactions to them. We also want your suggestions for the messages youth think we should use. The focus group will be tape recorded. We will also be taking notes.

If you join you will get a gift card good for \$50 as a thank you for sharing your ideas with us. Anyone, like your parent, who drives you and/or others to the focus group, will be given a \$25 gift card as a thank you.

Do you have any questions for me? [Answer questions].

- 1) Are you interested in joining this focus group?
[] Yes (*Continue script, then to question 2*)
[] No (*STOP and reply "Thank you. If you have any questions, you can call me at [phone number]."*)

Thank you. Before I can sign you up, I have a few questions. I will also need to talk to your parent or caregiver to make sure he or she knows about the focus groups.

- 2) Do you consider yourself American Indian or Alaska Native?
[] Yes (*Continue to question 3*)
[] No (*STOP and reply "I'm sorry, in order to be part of the focus group, you have to consider yourself American Indian or Alaska Native because this work involves American Indian and Alaska Native youth. Thank you. If you have any questions you can call me at [phone number]."*)

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3) How old are you?
_____ Years*

**If between 10–16, sort into focus groups:*

age 10–12 []

age 13–16 []

If between 10–16 years, continue to question 4.

If NOT between 10–16 years, STOP and reply “I’m sorry. In order to join you must be 10–16 years old. If you have any questions, you can call me at [phone number].”

4) Is your parent or caregiver available now?

[] Yes (*Reply “In order to be in the group, we will need to get your parent or caregiver’s permission. Can I speak to your parent or caregiver to talk about the project?” [Continue to Script to approach parents]*)

[] No (*Reply “In order to join the focus group, we will need to get your parent or caregiver’s permission. Here is a paper about the focus group that you can give them to read. They will have to sign it. I will also need to get your parent or caregiver’s phone number so we can talk to your parent or caregiver about the focus group.”*)

4a) Can I get your name, your parent or caregiver’s name and phone number?

Write down youth and parent’s names and phone number:

Thank you. If you have any questions later, you can call me at [phone number].

Within the next two days, follow up using the follow up script on page 4.

Script to approach parents:

Hello, I’d like to talk to you about having your child participate in an upcoming focus group about Native youth smoking. We don’t need to know whether or not your child smokes; we are interested in their thoughts and opinions about youth smoking. This is part of a project with the National Indian Child Welfare Association and Better World Advertising to learn more about your child’s opinions about youth smoking and use of media.

The purpose of these focus group discussions is to create a campaign to prevent smoking in American Indian and Alaska Native youth. We will use information we learn from the discussions to inform our campaign, which will be help develop positive campaign messages and images. Your child’s participation and responses will be kept confidential.

The research will be at [INSERT LOCATION] during the week of [INSERT DATE] and will take approximately two hours. The discussion will be audiotaped and there will be two research staff members taking notes during the focus group.

This particular focus group discussion concerns smoking among Native youth. We will not share your child’s responses regarding cigarette smoking with you. We want to hear a range of thoughts and opinions and just because your child may be eligible to participate doesn’t mean he or she is a smoker.

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Any personal information collected will be used for research purposes only and kept private to the extent allowable by law. All personal information, including information collected during screening, will be kept until the completion of the project and stored on a password-protected computer or in a locked cabinet, and accessible only by limited research study personnel. Audio recordings will be transcribed (typed up), and will not include names or other identifying information. Audio recordings and transcripts will be destroyed at the end of the study, or will be given to [the community] leadership depending on the specific data ownership agreement with [the community].

Your child's opinions are very important to us. Your child will receive a \$50 [MasterCard or Visa] gift card for participating in the focus group. To compensate you for providing transportation for your child to and from the focus group, you will be given a [MasterCard or Visa] gift card in the amount of \$25, whether or not you are participating in a focus group yourself. There is a limit of one transportation incentive per person regardless of the number of participants you transport.

Before we go on, do you have any questions for me? [If any, answer questions]

- 5) If your child is interested, do you consent to him/her taking part in a focus group?
[] Yes (*Continue to question 6*)
[] No (*Reply "Thank you for your time. If you have any questions later, you can contact me at [contact info]."*)
- 6a) Do you prefer to be contacted by phone, email, or both?
[] Phone
[] Email
[] Both
- 6b) May we have your name, phone number, and/or email address so we can contact you about the focus group?

Record name, phone number, and email address:

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Thank you, we will contact you later about the focus group details. Thank you again for your interest in this study. If you have any questions later, you can contact me at [contact info].

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Follow up Script – phone only (if there has not been contact with parent/caregiver yet)

READ:

Hello, my name is [name] and I am calling from _____. May I speak with [child's parent/caregiver name]?

ONCE THE PARENT/CAREGIVER IS ON THE PHONE, READ:

Hello, I am calling from _____. I'd like to talk to you about having your child participate in an upcoming focus group about Native youth smoking. We don't need to know whether or not your child smokes; we are interested in their thoughts and opinions about youth smoking. This is part of a project done with the National Indian Child Welfare Association and Better World Advertising to learn more about your child's opinions about youth smoking and use of media. We have already spoken to your child about this project and he/she has expressed interest in participating.

The purpose of these focus group discussions is to create a campaign to prevent smoking in American Indian and Alaska Native youth. We will use information we learn from the discussions to inform our campaign, which will help develop positive campaign messages and images. Your child's participation and responses will be kept confidential.

The research will be at [INSERT LOCATION] during the week of [INSERT DATE] and will take approximately two hours. The discussion will be audiotaped and there will be two research staff members taking notes during the focus group.

Do you have any questions for me? [If yes, answer questions, and then continue]

This particular focus group discussion concerns smoking among Native youth. We will not share your child's responses regarding cigarette smoking with you. We want to hear a range of thoughts and opinions and just because your child may be eligible to participate doesn't mean he or she is a smoker.

Any personal information collected will be used for research purposes only and kept private to the extent allowable by law. All personal information, including information collected during screening, will be kept until the completion of the project and stored on a password-protected computer or in a locked cabinet, and accessible only by limited research study personnel. Audio recordings will be transcribed (typed up), and will not include names or other identifying information. Audio recordings and transcripts will be destroyed at the end of the study, or will be given to [the community] leadership depending on the specific data ownership agreement with [the community].

Your child's opinions are very important to us. To compensate you for providing transportation for your child to and from the focus group, you will be given a [MasterCard or Visa] gift card in the amount of \$25. Your child will receive a \$50 [MasterCard or Visa] gift card for participating in the focus group.

Before we go on, do you have any questions for me? [If any, answer questions]

- 1) If your child is interested, do you consent to him/her taking part in a focus group?
[] Yes (*Continue to question 2*)
[] No (*Reply "Thank you for your time. If you have any questions later, you can contact me at [contact info]."*)
- 2a) Do you prefer to be contacted by phone, email, or both?

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- Phone
- Email
- Both

If email or both, ask for email address: _____

Thank you, we will contact you later about the focus group details. Thank you again for your interest in this study. If you have any questions later, you can contact me at [contact info].

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SCHEDULING THE FOCUS GROUP (WITH PARENT)

A research staff member will call the prospective participant's parent/caregiver before the focus group session to confirm focus group participation and details.

READ:

Hello, my name is [name] and I am calling from_____. May I speak with [child's parent/caregiver name]?

ONCE THE PARENT/CAREGIVER IS ON THE PHONE, READ:

I am calling to give you more information about the focus group on Native youth smoking that we discussed previously and to confirm your child's participation. The focus group will take place at [LOCATION] at [date/time], and we will be asking your child about Native youth smoking and use of media.

I am going to give you the address and contact information for the facility. Please write down this information. Do you have a pen and paper?

[WHEN PARENT/CAREGIVER IS READY, GIVE FACILITY ADDRESS & CONTACT INFORMATION]

Please try to be there 15 minutes before the scheduled start time. Please also be sure there are no scheduling conflicts and that you will be able to arrive at the focus group on time. If you find you are unable to participate for any reason or if you have any questions, please contact me at [contact info].

Thank you for allowing your child to participate in this focus group. Your child's opinions are very important to us. As discussed, you will be compensated for providing transportation to and from the focus group for your child with a \$25 [MasterCard or Visa] gift card. Your child will receive a \$50 [MasterCard or Visa] gift card for participating in the focus group.

Before we end the call, do you have any questions for me?

[ANSWER QUESTIONS, IF ANY. THANK AND END.]

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SCHEDULING THE FOCUS GROUP (Email contact template)

Subject: Focus group information

Dear [parent/caregiver name],

My name is [name] and I am from _____. I am contacting you to give more information about the focus group on Native youth smoking that we discussed previously and to confirm your child's participation. Please read the following details regarding the focus group discussion.

Location: [Location name and address]

Date: [Date]

Time: [Time]

Contact information: [Contact info]

We will be asking your child about Native youth smoking and use of media. Please try to be there 15 minutes before the scheduled start time. Please also be sure there are no scheduling conflicts and that you will be able to arrive at the focus group on time.

Please let me know whether or not your child will still be participating in this focus group. You can reply to this email with the response “Yes” or “No” or call me at [phone number]. If you find your child is unable to participate for any reason or have any questions, please let me know.

Thank you for allowing your child to participate in this focus group. Your child's opinions are very important to us. Your child will receive a \$50 [MasterCard or Visa] gift card for participating in the focus group. You will receive a \$25 [MasterCard or Visa] gift card to compensate for travel if you provide transportation to the focus group. We look forward to your child's participation.

[Native language thanks/sign off],

Name

Paperwork Reduction Act Statement: The public reporting burden for this information collection has been estimated to average 5 minutes per response to complete the Youth Recruitment Screener (the time estimated to read and complete). Send comments regarding this burden estimate or any other aspects of this information collection, including suggestions for reducing burden, to PRASaff@fda.hhs.gov