

Focus Group Information Sheet. Script for Last Program Session

Project Title: Study on Sexual and Reproductive Health of Young People

MIRB#:

Principal Investigator:

Secondary Investigator:

Study Sponsor: U.S. Department of Health and Human Services, Office of the Assistant Secretary of Health

Health Educator or Data Collection Coordinator: Please read the following aloud during the final session of your program implementation.

Now that we are finished with <<insert Program/Curriculum Name>>, you are invited to join a study. The study is about the sexual and reproductive health of people your age. You are invited to join this study because you participated in this program, <<insert Program/Curriculum Name>>.

Some of you have already participated in part of this study. That part includes surveys. The other part of the study includes a focus group. The focus group will be conducted on <<insert date>> at <<insert time>> and at <<insert location>>. The focus group will give you a chance to tell others about your experience in this <<insert Program/Curriculum Name>>. The focus group is not for testing or judging you.

If your parent/guardian said it was okay with them for you to join the focus group, then you will get a call or text in the next three days from one of the people leading the focus group, <<insert name of designated study team contact person>>. <<insert name of designated study team contact person>> and their teammates are separate from us, <<insert names of health educators and other program personnel familiar to the youth>>. They are members of a study team.

When <<insert name of designated study team contact person>> calls or texts you, you can ask any question you want about the focus group. They will also describe in detail how the focus group will go. After you feel you have all the information you want about the focus group, <<insert name of designated study team contact person>> will ask you if you want to sign-up for the focus group. You get to decide yes or no. You will not get in trouble if you decide you do not want to participate.

Does anybody have any questions about anything I just read?

Health Educator or Data Collection Coordinator: Please reiterate any portion of the script as needed to answer youth questions. If a question is asked that falls outside the scope of this script, please instruct the participant to ask <<insert name of designated study team contact person>> that question.

Focus Group Information Sheet. Script for Phone Call/Text Follow-up Message

Project Title: Study on Sexual and Reproductive Health of Young People

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Phrases broken into text-friendly lengths. If making a phone call, pause where indicated by embedded instructions.

Section 1

Hi! This is <<insert name of designated study team contact person>>.

I am contacting you about the focus group we are having about <<insert Program/Curriculum Name>>.

If you attended the last session of that program on <<insert last session date>>, you also heard a little bit about our focus group then.

Would now be a good time for me to tell you a little bit more about the focus group?

[PAUSE] If yes, proceed with the script below. If no, ask the youth when a good time would be for you to call/text about more details. Record that follow-up time here: _____ (or leave blank if not relevant).

Section 2

Great! As a reminder, the focus group will be conducted on <<insert date>> at <<insert time>> and at <<insert location>>.

The focus group will give you and the other program participants a chance to tell me and the other study team members about how the <<insert Program/Curriculum Name>> affected you.

We will talk about what you thought about the program activities, people, and space.

We will be discussing the focus group topics as a group, so everyone will hear everyone's answers.

We will use an audio recorder to help us remember what each person says.

Overall, the focus group will take about 90 minutes, but you can choose to stop participating at any time.

Do you have any questions so far about anything that I have said?

[PAUSE] If yes, answer the youth's questions as clearly and succinctly as possible before moving on to the next section of the script. If no, move on to the next section of the script.

Section 3

You will receive a <<insert specific \$ amount>> gift card for coming to the focus group.

You may also enjoy sharing your ideas in the focus group.

There is no other direct benefit to you.

Do you have any questions so far about the benefits of the focus group?

[PAUSE] If yes, answer the youth's questions as clearly and succinctly as possible before moving on to the next section of the script. If no, move on to the next section of the script.

Section 4

You may experience feelings you do not like if you take part in this focus group.

You might feel embarrassed or upset.

We will do what we can to reduce the chance that you will experience these feelings.

We can also help you think about an adult you could talk to about how you feel.

Do you have any questions so far about the risks of the focus group?

[PAUSE] If yes, answer the youth's questions as clearly and succinctly as possible before moving on to the next section of the script. If no, move on to the next section of the script.

Section 5

We will keep all information we learn about and from you private.

Only study team members will see this information.

We will not share this information with your parents or with people in the <<insert Program/Curriculum Name>>.

The only time this rule will change is if you tell us that you or someone else is in danger.

Then we have to tell someone whose job it is to keep you or others safe.

Do you have any questions so far about the privacy of this focus group?

[PAUSE] If yes, answer the youth's questions as clearly and succinctly as possible before moving on to the next section of the script. If no, move on to the next section of the script.

Section 6

We will use special numbers to identify you in all of the focus group data.

All the information we gather will be stored in safe place that only the study team can access.

If the study team needs to share your information with each other, we will take extra steps to protect it.

When the focus group is over, the study team will delete your name, birthdate, and address from our records.

The rest of your information is considered "de-identified." This means it cannot be linked to you.

We may use this de-identified information for our future studies.

We will also share the de-identified data with the U.S. Department of Health and Human Services.

Do you have any questions so far about what we do with the data from this focus group?

[PAUSE] If yes, answer the youth's questions as clearly and succinctly as possible before moving on to the next section of the script. If no, move on to the next section of the script.

Okay, so that is the end of the focus group details I wanted to share. What (other) questions do you have for me?

[PAUSE] Answer the youth's questions as clearly and succinctly as possible before moving on to the next section of the script. If the youth has no questions, move on to the next section of the script.

Would you like to participate in the focus group on <<insert date>> at <<insert time>>? Please circle: Y / N

If yes: Will you be able to get to <<insert location>> on time that day? Please circle: Y / N

If yes, move on to the "Last Piece" of the script below.

If no, please help the youth brainstorm transportation options.

If no: Okay, no problem. Thank you for chatting with me. If you change your mind and want to join the focus group, please call/text me at <<insert phone number>>.

Last Piece:

If there are any (other) questions you think of between now and the focus group, please call/text me at <<insert phone number>>.

Or, if you would like to talk with another member of my team, you can email them at <<site specific main email address>>.

Focus Group Information Sheet. Script for Final Text Reminder Message

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Hi! This is <<insert name of designated study team contact person>>.

Reminder, you are signed up to join us for a focus group tomorrow, <<insert date>> at <<insert time>> and at <<insert location>>.

Can we still plan on seeing you tomorrow? Please text Y or N.

If yes: Great! If you need help with transportation, please Y and we will call you to help.

If no: Okay, no problem. Thank you for letting me know. If you change your mind and want to join the focus group, please text me back at this number or contact the study team at <<site specific main email address>>.