# ATTACHMENT E:

# MULTI-SITE IMPLEMENTATION EVALUATION OF TRIBAL HOME VISITING (MUSE) CAREGIVER INTERVIEWEE SELECTION GUIDE

An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. The OMB number for the described information collection is 0970-0521 and the expiration date is 12/31/2021.

# Selecting Caregivers for MUSE Interviews

## **Introduction**

The MUSE Team will be conducting in-person qualitative interviews with caregivers from your program who have already consented to the MUSE study. We need your help selecting which caregivers to recruit. This document is intended to help you gather the information that will help us identify caregivers to invite for interviews. Before scheduling interviews with your program, the MUSE Team will schedule a conference call to plan for the in-person or virtual interview visit. On this call, we will review this document and talk with you about how your program will identify caregivers who might be interested in participating in an interview.

### About the Interviews

Interviews will be conducted privately, either in your program's office space, over a private telephone or video conference line, or in another convenient and private location. The caregiver interview will last approximately 60 minutes. The MUSE Team will compensate each caregiver interviewee with \$40 for participating at the end of their interview. The purpose of the interviews is to learn about caregivers' experiences with home visiting.

### Criteria for Selecting Caregivers for Interviews

We hope to interview a primary caregiver from three different families who is currently receiving home visiting services through your program. We would like to include caregivers who meet the following criteria:

- The caregiver is participating in MUSE.
- The caregiver is the primary service recipient for [Program Name] home visiting services.
- The caregiver has been receiving home visits for at least 4 months.

If multiple family members are enrolled in your program (e.g. mother and father always attend together), only the caregiver who is enrolled in MUSE is eligible to be interviewed.

# Selecting Caregivers Who Represent the Diversity of Your Program

Because your program likely serves different types of caregivers in a wide range of parenting and living situations, we would like to interview a set of caregivers that best represents the diversity of your program. For example, if your program mostly serves first-time mothers, but also has a father's program, we might try to interview one young single mother, one father, and one mother who is parenting with her live-in partner.

Some types of caregivers include:

- First-time mothers
- Young mothers
- Fathers
- Grandparents or other primary caregivers other than biological parents
- Cohabiting caregivers
- Single parents

As you are making decisions about which caregivers to contact, we would also like you to consider the caregiver's tribal affiliation, living situation, age, the number of children he or she has, and the kind of parenting support he or she has.

#### Preparing for the Interview Visit Planning Call

We are asking you to take some time before the planning call to think about the different types of caregivers you serve and who you think we should interview to get the best sense of your program. We have provided a note section at the end of this document so that your team might jot down what types of caregivers you might want to make sure to recruit for an interview. During the call we can decide together what types of caregivers to prioritize. After the call, your team will identify specific caregivers that meet the criteria we establish together.

#### **Inviting Caregivers to Participate in Interviews**

Once caregivers have been identified, we ask that you request their permission to share their name and contact information with the MUSE team. We have a secure system for you to share this information with us. We also have a one-page flyer for you to share with these caregivers with written information about participating in a MUSE interview. We will then call the caregivers you have identified to talk to them about the interviews, address any questions or concerns they may have, and schedule the in-person or virtual interview. More extensive information is provided in the Qualitative Interview Visit Guide, and specific instructions will be provided by email.

If you have any questions related to the interviews, please contact your MUSE Liaison or [NAME], [Title], at [phone] or [email]. Thank you so much for your assistance with the qualitative component of MUSE! We truly could not do this without you, and we are excited about everything that will be learned from these interviews.

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