

## Appendix B. Recruitment and Outreach Materials

### B1: Frequently asked questions about the study – for program staff

#### **FREQUENTLY ASKED QUESTIONS:**

#### **ASSESSING AND DESCRIBING PRACTICE TRANSITIONS AMONG EVIDENCE-BASED HOME VISITING PROGRAMS (ADAPT-HV)**

##### **What is the ADAPT-HV project and the Assessing Strategies to Promote Positive Caregiver-Child Interactions in Early Childhood Home Visiting Through Rapid Cycle Learning study?**

The ADAPT-HV project seeks to identify, develop, study, and disseminate evidence-informed resources and strategies that early childhood home visiting programs may use to strengthen home visiting services, and, ultimately, achieve better outcomes for children and families. This study is focused on learning about coaching strategies that home visiting programs are implementing to promote caregiver-child interactions and positive caregiving skills during in-person and virtual visits.

##### **What activities are involved in the study?**

The study uses rapid cycle learning to identify, refine, and test various coaching strategies. Data collection activities include a series of focus groups with program staff and families and feedback collected via online questionnaires. The study will be conducted by four home visiting programs.

##### **What will study participants do?**

A designated **site liaison** at each home visiting site will work with the ADAPT-HV study team to schedule and recruit program staff and families for focus group sessions. The liaison will be responsible for managing communication between the study team and staff at participating program sites.

**Program staff** (including, the program director, managers, supervisors, and home visitors) will participate in five, 60-minute virtual focus group sessions to discuss their perceptions of the utility of coaching strategies and identify areas for improvement. At the conclusion of each focus group, participants will be asked to complete a brief online survey.

**Families** will engage in two 60-minute virtual focus group sessions facilitated by the ADAPT-HV study team, to share their perceptions of the utility of coaching strategies and discuss suggestions for improvement. At the conclusion of each focus group, participants will be asked to complete a brief online survey. Participants will be offered a \$40 gift card for their participation in each focus group.

**Home visitors** who work directly with families will implement a selected coaching strategy and will complete a weekly questionnaire about their experiences implementing coaching strategies with families. Home visitors will also share a web-based form with families at the end of in-person or virtual home visits and ask families to complete and submit the form to the study

team. The form asks about families' impressions of the strategies home visitors use to promote positive caregiver-child interactions.

### **What programs are qualified to participate in the study?**

Early childhood home visiting programs that receive funding from the Maternal, Infant, and Early Childhood Home Visiting (MIECHV) Program, and that currently include or are willing to develop and try coaching strategies during **in-person** or **virtual visits** are eligible to participate. The study seeks to include programs with diverse characteristics, including service delivery modality (in-person, virtual, or hybrid), geographic location, program size, home visiting model, age ranges of participating children, and community-level race and ethnicity.

### **How will the study select programs for participation?**

The ADAPT-HV study team is looking for programs that are potentially interested in participating in the study. The team is also gathering recommendations from federal staff, state awardees, researchers, technical assistance providers, and others for programs that might be a good fit for the study. The project team will conduct outreach by email and telephone to potentially interested programs to provide further details about the study, assess eligibility for the study, and discuss programs' willingness and availability to participate.

### **When will this take place, and how long will programs participate?**

The length of time required for study participants and participating programs is approximately [#] months between [DATE] through [DATE] 2024.

### **How will responses to questionnaires and focus group discussions be protected?**

Information collected will be kept private to the extent permitted by law.

For questionnaires, privacy means that only the study team will have access to the responses and that their individual responses will not be shared with any home visiting program or local or state agencies or identified in any report. For questionnaires administered to families, the web survey will include a consent form explaining that home visitors will not have access to any families' responses.

At the beginning of each focus group session, the facilitator will explain and ensure all participants understand the purpose of the study, their privacy rights, and that their participation in the study is voluntary. The focus group facilitators will ask respondents not to share any information they hear from others during the group. Focus groups will be recorded, and recordings, notes, and transcriptions will be saved to a secure drive and only the study team will have access.

### **Who is conducting the ADAPT-HV study?**

The Policy & Research Group (PRG) is conducting this project in partnership with Mathematica, on behalf of the *Health Resources and Services Administration* (HRSA), and in collaboration with the *Office of Planning, Research, and Evaluation* (OPRE) in the *Administration for Children and Families* (ACF).

### **Interested in participating?**

Participation in the study is completely voluntary, and programs and individual participants can

withdraw at any time for any reason without penalty. If you are interested in participating, please contact Teresa Smith, project director at: (225)-281-3783 or [teresa@policyandresearch.com](mailto:teresa@policyandresearch.com).

**Where can I get more information about the study?**

If you would like more information about the ADAPT-HV study, please contact Teresa Smith, project director at: (225)-281-3783, or [teresa@policyandresearch.com](mailto:teresa@policyandresearch.com).

## **B2: Focus group recruitment flyer for families**

Content:

- “Parents & Caregivers, JOIN OUR FOCUS GROUP!”
- “TO REGISTER: Contact your home visitor”
- “Join us for a 1-hour discussion on your home visiting experience!”
- “Participants will receive a \$40 gift card as a token of appreciation!”
- “Date and time are to be determined.”