

Attachment E. Case Study In-Depth Interview Guide

Welcome and thank you all for agreeing to participate in today's discussion. My name is [NAME].

The purpose of our conversation today is to help us learn about your experiences related to the Model Aquatic Health Code (MAHC) and accompanying Annex. We will use the information you share with us to help inform revision of the MAHC and to make the MAHC a more user-friendly product.

The terms use and implementation will be referenced in our discussion about the MAHC, and we would like to define those terms clearly before we get started:

When we say *“use”* or *“using the MAHC”* we mean incorporating the MAHC language into your jurisdictions' public aquatic venue code OR referencing the MAHC or Annex to address a need that may not be directly addressed in your jurisdiction.

When we say *“implement”* or *“implementing the MAHC”* we mean operationalizing the Code or information in the Annex (for example, training inspectors and pool operators, updating inspection forms, and educating health officials and operators on new expectations).

We will put these terms and definitions in the chat in case you want to reference them again during our discussion.

Researcher paste “use” and “implementation” definitions above into chat

We would like to hear your honest opinions about the topics we discuss. There are no right or wrong answers to any of the questions, and your thoughts and opinions are greatly valued and appreciated. We encourage you to speak openly and honestly about your opinions and experiences. You can choose not to respond to a question at any time. Your participation in this study is voluntary, and you can leave at any time.

We will be audio recording this conversation and taking notes. The recordings and notes will help us summarize today's discussion. The comments you make during today's discussion will not be linked with your name or jurisdiction in any way, and all information from this discussion will be summarized anonymously.

Today's conversation should take about 60-minutes.

Do you agree to the recording of today's discussion?

Researcher start recording

Before we start, do you have any questions?

Public reporting burden of this collection of information is estimated to average 60 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering, and maintaining the data needed, and completing and reviewing the collection of information. 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. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to CDC/ATSDR Reports Clearance Officer, 1600 Clifton Road NE, MSH21-8, Atlanta, Georgia 30333; ATTN: 0920-0879

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Let's begin.

Question 1: Is the MAHC or Annex used in your jurisdiction? If yes, we have some follow up questions.

- a. Do you directly incorporate chapters/sections of the MAHC into your code? Why or why not?
- b. Do you reference certain sections of the MAHC to address a need that may not be directly addressed in your jurisdictions' code? Why or why not?
- c. Do you reference the Annex for rationale or explanation? Why or why not?
- d. When did your jurisdiction begin using the MAHC as a resource? Do you know which version you first began using, and which version is currently used?
- e. How has your use of the MAHC or Annex changed over time (if at all)?

Question 2: What factors/facilitators have helped your jurisdiction use MAHC language or information in the Annex to revise aquatic facilities regulations?

- a. Why do you think these factors contributed to the successful incorporation of the MAHC?
- b. Could these facilitators be adopted by other states? Why or why not?

Question 3: What factors/barriers have prevented your jurisdiction from using MAHC language or information in the Annex to revise aquatic facilities regulations?

- a. How were barriers addressed?
- b. Where these efforts successful? Why or why not?

Question 4: Has your jurisdiction ever consulted the MAHC looking for guidance and found it was not there?

- a. If yes, what topics, codes, or standards would be helpful to you when utilizing the MAHC that are not currently included?

Question 5: Does your jurisdiction (or any other groups you work with) use or reference any aquatic codes or standards other than the MAHC? Some examples include the International Swimming Pool and Spa Code (ISPSA), the International Code Council (ICC), the Uniform Mechanical Code (UMC), the Uniform Plumbing Code (UPC), the Pool and Hot Tub Alliance (PHTA), and the Uniform Swimming Pool, Spa, Hot Tub Code (USPSHTC).

- a. If your jurisdiction uses any other codes or standards, why do you use these codes rather than the MAHC?

Question 6: The MAHC is currently revised and released every 3 years.

- a. Do you see a benefit in CDC continuing to update the MAHC? Why or why not?
- b. Do you feel the update is too frequent/infrequent?
- c. How does this frequency impact your jurisdiction? For example, does the revision impact personnel, training/education, or budgetary matters?

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- d. How would a different frequency of revision affect your jurisdiction? For example, what would a five- or seven-year revision and release period look like for you?
- e. Do you feel a different frequency of release might increase your use or implementation of the MAHC? Why or why not?

Question 7: If CDC ever stopped updating the MAHC, would that be a problem for your jurisdiction? Why or why not?

Question 8: Who do you work with when updating your pool regulations?

- a. If you work with others, how do you work with them? Essentially, what is the approach you take to working together to update pool regulations?
- b. Have you encountered any problems working with others to accomplish this?
- c. Are there partners you are not working with but might be helpful to interact with to accomplish this?

The next few questions will be about the MAHC and Annex documents.

Question 9: What aspects of the MAHC or Annex do you find useful? *Prompt: For example, this could be aspects of the Code, the Annex or accompanying tools, such as fact sheets or infographics, or the overall content.*

- a. Why do you find these aspects useful?
- b. How could they be improved to make them even more useful?

Question 10: What aspects of the MAHC or Annex do you not find useful? *Prompt: For example, this could be aspects of the Code, the Annex or accompanying tools, such as fact sheets or infographics, or the overall content.*

- a. Why do you not find these aspects useful?
- b. How could they be improved to make the MAHC more useful?

Question 11: Do you think the MAHC and Annex documents are easy to understand? *Prompt: For example, do you think the organization and structure of the documents and the code language aspect of the MAHC are easy to understand?*

- a. What aspects make them easy to understand?
- b. Other aspects that make them easy to understand?

Question 12: Do you think the MAHC and Annex documents are difficult to understand? *Prompt: For example, do you think the organization and structure of the documents and the code language aspect of the MAHC are difficult to understand?*

- a. What aspects make them difficult to understand?
- b. Other aspects that make them difficult to understand?

At this point in our conversation, we wanted to take a moment to remind you of the definitions for MAHC use and implementation that we discussed at the start of our time together. So, we first began talking about use of the MAHC, which means incorporating the MAHC language into your jurisdictions' public

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aquatic venue code OR referencing the MAHC or Annex to address a need. The next couple questions will be about implementing the MAHC, which means operationalizing the Code or information in the Annex and putting this guidance into practice.

Question 13: Do you think the MAHC and information in the Annex are easy to implement or put into practice? For example, informing training of inspectors and pool operators, updating inspection forms, or educating health officials.

- a. What makes it easy to implement the information into practice?
- b. Are there any lessons learned you might share with other jurisdictions on implementing the MAHC?

Question 14: Do you think the MAHC and information in the Annex are difficult to implement/put into practice?

- a. What makes it difficult to implement the information into practice?
- b. How could the MAHC be improved to make it easier to implement?
- c. What resources does your jurisdiction have to implement the MAHC?
- d. What tools or resources could CDC provide to make the MAHC easier to implement?
- e. What do you think could be done at a state level?
- f. What do you think could be done at the local level?
- g. What else would increase your ability to put the MAHC into practice?

Question 15: Is there anything else you would like to tell us about utilizing the MAHC Code or Annex at either the state, territorial, tribal, county or city level?

Question 16: If your jurisdiction has referenced the MAHC Annex for explanation or used the MAHC Code to revise aquatic facilities regulations, would you consider participating in a case study to help CDC better understand your work, and share it with others?