Attachment 4m

Evaluating the Impact of Training and Technical Assistance (TTA) Programs on NCCCP Efforts - Focus Group Consent Statement

Purpose of the Discussion

The Centers for Disease Control and Prevention (CDC) and ICF, a public health research and evaluation firm, are collaborating to conduct focus groups as part of the evaluation of the Provision of Training and Technical Assistance to Enhance Comprehensive Cancer Control Outcomes cooperative agreement (DP23-0017). The purpose of this focus group is to learn about your program's experiences with the TTA delivered, how the TTA received has helped to build the capacity of your organization to achieve NCCCP outcomes, and your additional TTA needs.

Description of Participation

You have been asked to participate in these focus groups because you participated in a TTA activity with one or both TTA providers, American Cancer Society and George Washington Cancer Center. Your opinions and thoughts are valuable to this evaluation, and there are no right or wrong answers. This focus group is not meant to evaluate you; rather, it is meant to gain insights from you about how you and your organization has leveraged the TTA to enhance reach and achieve outcomes related to your comprehensive cancer control program (Cooperative Agreement DP22-2202, Comprehensive Cancer Prevention and Control Programs for State, Territorial, and Tribal Organizations). Your responses will be essential for identifying overall recommendations for CDC for improving YBCS programs. Our discussion will take approximately 90 minutes of your time. We will start with a brief overview of this informed consent statement, and then we'll move onto the focus group questions.

Risks and Benefits

There are no known risks to those who participate. The benefit of participating in this study is that your organization's experiences will help inform CDC's future efforts to build capacity among their funded programs.

Privacy

Information obtained through this focus group will be treated in a secure manner and will not be disclosed. In addition, only the ICF project team will have access to data that can link your answers to you. We will NOT link your name or your role/title to specific responses in any reports developed from this study, and your identity and your answers to any questions that are asked during the focus group will be kept private. We will be taking notes during the discussion about what is

said, but your name and answers will be kept private to the extent permitted by law. To help with our notes and analysis, we also will audio record the discussion. The transcribed notes will be redacted, meaning your name and any names mentioned will be removed.

We will use information we learn from this focus group to supplement aggregate findings across the focus groups. Information collected from all focus groups will be synthesized and shared with project team members (ICF and CDC staff) in a final report. This information will be reported in aggregate so that any information you share cannot be linked to you or your organization.

Rights Regarding Decision to Participate

Your participation is completely voluntary. You may choose to not answer some of the questions, or decline to participate, without penalty. You can choose to discontinue the focus group at any time, for any reason. If you choose to stop participating, you will be asked whether you wish to withdraw all of your responses or allow the responses you have already provided to be used. If you choose to withdraw all of your responses, your responses will be immediately discarded. In addition, all ICF project team members have signed a non-disclosure agreement ensuring that they will not discuss any data collected outside of the project team.

Contact Information

If you have questions about this project, please contact the ICF Project Manager, Amee Bhalakia at (404) 592-2182 or amee.bhalakia@icf.com for questions regarding your rights related to this evaluation, you can contact ICF's Institutional Review Board (IRB) representative, Steve Ziemba at steve.ziemba@icf.com or (608) 316-9267.