

Appendix D:

Key Informant Interview Questions

Evaluation of the Rapid Risk Factor Surveillance System (RRFSS) Provincial Sample Pilot Project

Key Informant Interview Questions (Questions varied slightly depending on the type of key informant)

Consent Information (consent will be obtained verbally at the start of the interview)

- You are being asked to participate voluntarily in a research project entitled Evaluation of the Rapid Risk Factor Surveillance System (RRFSS) Provincial Sample Pilot Project that is being investigated by the RRFSS partnership. The evaluation is supported by Locally-Driven Collaborative Project funding through Public Health Ontario. The purpose of the evaluation is to evaluate the success of the Provincial Sample Pilot Project and guide future decisions about a provincial sample as part of RRFSS.
- If you agree to participate, you will be asked to participate in an interview lasting about 45 minutes, focusing on the benefits and limitations of the pilot project. The interview will be voice recorded. Your participation in this project is entirely voluntary and there will be no negative consequences for you if you do not wish to participate, withdraw at any time, or do not answer certain questions.
- Your anonymity will be maintained by using a code to label the interview transcripts, so that your name is not attached to the file. You will not be identified by name in the report. A list of all participating organizations will be provided in the report.
- Data will be presented grouped by theme. Any quotations will identify you only as a surveillance expert or a potential data user. In the event that clarity of a quotation requires more detailed identification in the report, or might risk identifying you, additional consent will be sought from you. You will be given the opportunity to review the transcript of your interview and to delete any sections or withdraw it from the evaluation entirely.
- Data you provide are confidential; recordings and transcripts will be stored in password protected and encrypted files, accessible only to the evaluator and the evaluation committee. At the conclusion of this study, the data collected will be destroyed.

- The benefits of participating in this research project include the opportunity to contribute to the decision making related to a provincial sample. The only possible risk of participating in this evaluation is that someone might be able to identify your participation based on a quotation in the report. In the unforeseeable event that you are harmed by participating in this evaluation, you do not give up any of your legal rights by agreeing to participate in this interview.
 - The results of this evaluation will be available on the RRFSS website and will be shared at conferences and in publications.
 - If you have any questions or concerns about the evaluation itself or the methods used, contact Michael King, Chair of the RRFSS Steering Group at 705 522-9200 ext 519 or at kingm@sdhu.com.
 - Do you agree to participate in this research project? Do you agree that I may voice record our interview?
1. How aware were you of the Provincial Sample Pilot Project (PSPP) before you received this interview request and the accompanying documents?
 2. In your understanding, what were some of the reasons that the PSPP was developed and implemented?
 3. I am interested in hearing your reflections on the PSPP. What do you consider to be two or three strong points of the PSPP? What do you consider to be two or three challenges of the PSPP?
 4. What comments do you have about the sampling approach that was used for the PSPP?
 5. What comments do you have about the Health Indicator reports that have been shared with you for review?
 6. Do you have any concerns about the validity of the provincial sample? What are those concerns?
 7. Do you have any other overall reflections on the pilot project?

Now I have some questions about the potential for a Provincial sample for the future.

8. What would you consider some of the strong points of having a provincial sample as part of RRFSS?
9. What would be some of the challenges or downsides of having a provincial sample as part of RRFSS?
10. Given the experience with the PSPP, and the potential strengths and challenges associated with having a provincial sample in future, are there other mechanisms that should be considered, other than having the provincial sample be part of RRFSS?
11. What are your comments on the estimates that have been generated to date? Do they provide something you did not otherwise have access to?
12. If the provincial sample continued in future, do you think you/your organization would use the estimates? How might you use them? What would be the potential utility of this kind of provincial sample?

13. Can you see a possibility that your organization would wish to participate in an ongoing provincial surveillance initiative like this one? What would be the value for you? How might you want to be involved
14. Have you been involved in RRFSS? Do you have knowledge of RRFSS? How would you describe the value of RRFSS? What about the limitations of RRFSS?
15. Does having a provincial sample as part of RRFSS change your perspective on the value of RRFSS at all? In what way?
16. Are there other considerations that we have not talked about that you think would be important to consider when decisions are being made about going forward with a provincial sample?

