Reducing urinary catheter use: a randomised controlled study on the efficacy of an electronic reminder system

Focus group – Program outline and questions

General

Information provided in this document serves as guideline for the person leading the focus group, appointed by the research team (hence referred to as the facilitator), it will not be distributed among participants.

Participants access and communication needs should be ascertained and considered when organising the focus group. Questions should be presented as non-directive as possible, with the facilitator only ensuring that all pre-determined topics are covered. Examples of questions that might be used to prompt discussion on pre-determined topics are given below (see section 'discussion'). Prompts for questions should be presented verbally and visually (e.g. on a flipchart, individual sheets of paper, whiteboard, power point) to participants as an additional aid. The order, the questions are presented in, and the timeframe given for individual questions can and should be adjusted by the facilitator if appropriate.

Timeframe

The total timeframe for the focus group is 1 hour to 1.5 hours. Approximate timeframes for individual sections are given in brackets but can and should be adjusted by the facilitator if appropriate. A 10-minute break will be included after 30 – 45 minutes (depending on participants).

Location

The location for the focus group should include natural light, comfortable room temperature, sufficient seats for 6 to 8 participants + 1 facilitator, and seating arrangements to encourage informality and facilitate discussion (e.g. chairs, grouped in a circle; room size appropriate to group size). Further, the location should be located within or close to the hospital the participants work at, to avoid additional travel time and costs for participants. Participants should make the research team aware of any communication and or access requirements.

Introduction (10 minutes)

- Greet participants and thank them for their participation. Introduce yourself and briefly let participants introduce themselves. Mention rough timeframes for introduction, discussion and finish.

- Quickly summarize the **research project**:
  - Over the past XX months we have been running a research project at your hospital. The aim of this project was to evaluate the CATH TAG, an electronic device that is attached to a catheter bag. We want to know if it was a useful reminder for you, in your role as nurse, to reassess the need for a catheter.
- State the **purpose of the focus group**:
  - This focus group is an opportunity for you to give feedback on the CATH TAG. There are no right or wrong answers. It is all about your perceptions / what you think about the CATH TAG. We want to discuss anything you think is relevant. I will ask you a number of questions as well to prompt discussion.
- Explain **Chatham House Rule[1]**:
  - You are free to talk about this focus group (e.g. with friends and colleagues) and report information given in this focus group. However, it is important that the source of the information will not be explicitly or implicitly identified. In short, maintain the confidentiality of other group members.
- Briefly explain **data collection methods** and **confidentiality**. Refer to 'information for participants' form for more detail.
  - With your permission this focus group will be audio taped and transcribed. All personal details (e.g. your names) will be removed.
  - It will not be possible to link information given in this focus group to any of you, the participants.
  - Data will be stored in a secure location for 5 years and then destroyed.
- Hand out information and consent forms, allow time to read and ask questions. Ask participants to sign if they agree and want to participate in focus group. Collect signed consent forms. Participants who do not agree to sign the consent form cannot participate in the focus group

Discussion (55 minutes)
- Give participants opportunity to express their general opinion on the CATH TAG
- Explore the following pre-determined topics (to be adjusted and/or extended based on responses to the survey and according to demand of participants in focus group):
  - perceived ease of use of the CATH TAG (5 minutes)
    - How easy or how difficult was it for you to use the CATH TAG?
  - perceived impact on patient care (effectiveness) of the CATH TAG (5 minutes)
    - How did the CATH TAG influence your work load?
  - Perceived patients' responses to the CATH TAG (10 minutes)

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[1] Internationally used rule to aid free discussion

- Did the use of the CATH TAG influence your interactions with your patients? How?
- Did your patients show interest in the CATH TAG? Describe.
- What was the general reaction of your patients to the CATH TAG? Was there a reaction at all?
  - perceived barriers to using the CATH TAG (10 minutes)
    - Where there any problems with the CATH TAG in certain patient groups?
    - Is there anything that prevented you from using the CATH TAG / anything that prevented you from using the CATH TAG in certain patient groups?
    - Did the CATH TAG work better on some wards than on others?
- Explore with participants the potential of the CATH TAG to involve patients more in their own health care (15 minutes)
    - Do you think the CATH TAG could be used to increase interest of patients in their own healthcare / to involve patients more in processes regarding their own health care?
    - What do you think about educating patients about the CATH TAG, e.g. the need to revise the need for a catheter when the light starts flashing red? Would this increase your workload?
- Give participants opportunity to talk about any problems they experienced with the CATH TAG not covered by the previous discussion (10 minutes)

Finish (5 minutes)

Thank participants for their time and input. Explain where results of the study can be found (e.g. Twitter, Facebook). Give participants the opportunity to ask questions about the study. Hand out gift cards.