Included examples:

- Topic group recruitment flyer
- Topic group meeting schedule example
- Topic group example meeting agendas and materials, including:
 - \circ Kickoff presentation example
 - Facilitation questions for discussing focus group and key informant interview findings



Engaging the Richmond Community



ATTENTION SENIORS AND CAREGIVERS

We're Interested in Learning More About Diabetes and High blood pressure

Your expertise is important!

VCU's Center on Society and Health is inviting senior community residents and their caregivers to participate in a project to create **research questions** regarding diabetes and high blood pressure that are important **to patients and their caregivers**.

You may be able to participate if you are (or **provide care to**) someone with high blood pressure or diabetes, and:

♥ a senior age 60+

Participants must be available to attend a total of 7 local meetings that will be held between May and August 2015. This is not a medical study — we are sharing ideas and working creatively to address topics of interest.

You will be compensated for your participation in this project.

For more information please contact: [NAME], VCU Center on Society and Health (PHONE NUMBER)

Topic Group #1: Meeting Schedule and Agenda

Meeting Date	Meeting Time	Meeting Location	Agenda
Friday May 29	10-11:30 AM	Community Center	Introductory meeting: Purpose, goals, methods, schedule of activities
Friday June 12	10-11:30 AM	Community Center	Review health/demographic information, Resources document; discuss focus group/interview planning
Friday June 26	10-11:30 AM	Community Center	Review and discuss interview/focus group findings (Research Team presents)
Friday July 10	10-11:30 AM	Community Center	Review and discuss interview/focus group findings (Research Team presents); Path diagram training
Friday July 17	10 AM - 1:30 PM	Community Center	Facilitated exercise #1: Conceptual modeling
Friday July 31	10 AM - 1:30 PM	Community Center	Facilitated exercise #2: Generating research questions
Friday Aug. 14	10 AM - 1:30 PM	Community Center	Facilitated exercise #3: Prioritizing research questions

Total Time Commitment: 16.5 hours

Other optional activities:

- Focus groups: June 8, 2015 June 22, 2015
- Presentations/Other dissemination activities: September November 2015







Stakeholder Meeting #1

AGENDA

Friday May 29 2:00 p.m. –3:30 p.m. Location: Community Center

2:00-2:10	Engaging Richmond Introductions and logistics
	 Sign-in, name tag, snacks, restrooms
2:10-2:30	Informed Consent
	 Go through and sign consent form
2:30-2:45	Group Introductions and Icebreaker
	 When you think of diabetes or high blood pressure, what one thing comes to mind?
2:45-3:15	Kickoff Presentation
2.45-5.15	Rickon i resentation
3:15-3:25	Project Logistics
	 Schedule of activities and upcoming meetings
	Contact information
	Food for meetings
	Open discussion (if time permits)
3:25-3:30	SEED ID/Personal Information Questionnaire

Next Meeting: Friday June 12th, 2-3:30PM (Community Center)



Center on Society and Health

Kickoff Meeting

The SEED Method for Stakeholder Engagement in Question Development





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Today's goals

- Learn about the purpose of this project
- Learn about the goals of this project
- Learn about project activities and the group's role



When you think of **research**, what do you think of?

Who do you think decides what to research?

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Stakeholder input

Stakeholders (like patients and health care workers) are **unlikely to have much say in what gets funded and researched.**



What is a stakeholder?

Stakeholders have **an interest** in what happens in any project, initiative, policy, organization, etc.

• That is, what happens, how it happens, and the results *matter* to them.

Who do you think has an interest in health research?



What interests do stakeholders have in health research?

- Causes and risk factors of the disease
- Screening, detection and diagnosis
- Prevention
- Treatments and health care delivery
- Services
- Barriers to diagnosis, services, treatment
- Access to information and education
- Decision making and advocacy
- Technology
- Improve population outcomes
- Eliminating disparities
- Financing and regulation
- Ethics

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What is Patient-Centered Outcomes Research (PCOR)?

PCOR helps people and their caregivers to communicate and make informed health decisions, **allowing their voices to be heard**. It focusing on health topics that people notice and care about.

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Project Goals

Develop a set of recommended **research questions** from patients, caregivers, health care providers and other stakeholders in Richmond, VA **on diet compliance for hypertension and diabetes**

Project Goals

- Conduct a **demonstration** of the SEED method to test the value and feasibility of the process
- **Disseminate** the final research agenda



Why are we here?

We are interested in your **lived experience**, **expertise**, **and knowledge** on the challenges of following a specific diet for diabetes or high blood pressure!

We have a total of 3 groups of people with experience with either diabetes or high blood pressure.

Who is involved?

Research Team

- Emily Zimmerman (Principal Investigator)
- Sarah Cook (Project Coordinator)
- Engaging Richmond Members

Stakeholders

- 3 groups of people with experience with diabetes or hypertension
- Engaging Richmond Facilitators
 - Wed. Evening:
 - Fri. Morning:
 - Fri. Afternoon:



Group Activities: What we will be doing

- 1. Learn more about the experiences of others with diabetes/hypertension and following their recommended diet.
- 2. Talk about your own experience with the recommended diet.
- 3. Participate in a series of meetings to talk about what might make following the recommended diet hard or easy.
- 4. Develop questions based on what the group has learned from each others' experiences and knowledge.

Questions?

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Project Logistics

- Total of 7 meetings
- Meetings 1-4 (1.5 hours long)

Refreshments provided

- Meetings 5-7 (3.5 hours long)
 Meals provided
- Stipend: \$250 (Paid in \$50 installments after Meeting #2, 3, 5, 6, 7)

Other Discussion Questions (Friday)

- Do your eating habits differ from the recommended diet?
- Is it difficult to buy or prepare the right foods?
- Do you believe the recommended diet will help improve the health of someone with diabetes or hypertension?

Other Discussion Questions (Wednesday)

- How do patients' eating habits differ from the recommended diet?
- What are the barriers to patients buying (or preparing) the right foods?
- How well do patients understand the consequences of not following the recommended diet?

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Stakeholder Meeting #2

AGENDA

Friday June 12 2:00 p.m. – 3:30 p.m. Location: Community Center

2:00-2:10 Welcome, Icebreaker, and Recap

- Sign-in
- Weather report
- Recap from last week

2:10-2:30 Diabetes/Hypertension Document

- Review document and discuss
- 2:30-3:10 Who has Diabetes/Hypertension?
 - Review Demographics document and discuss

3:10-3:25 Community Resources - Brainstorm

3:25-3:30 Logistics: Payment

Next Meeting: Friday June 26th, 2-3:30PM (Community Center)



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Stakeholder Meeting #3

AGENDA

Friday June 26th 2:00 p.m. – 3:30 p.m. Location: Community Center

2:00-2:10 Welcome, Icebreaker, and Recap

- Sign-in
- Weather report
- Recap from last week
- 2:10-3:25 Focus Group/Interview Findings
- 3:25-3:30 Logistics: Payment

Next Meeting: Friday July 10th, 2-3:30PM (Community Center)





Facilitation Questions for Discussing Interview and Focus Group Findings

What are some unexpected themes that came up?

In what areas did respondents express differing opinions or experiences?

What do you think are some of the causes of those differences? (Probe: different contexts, different values or ways of interpreting things?)

Were there themes with a lot of consensus among participants?

If yes, why do you think that is?

Do certain themes seem to vary be *condition* (diabetes v. hypertension), or *age*?

What aspects of the socio-ecological model get touched on most?

What aspects weren't discussed much but might be important to dietary compliance?









Stakeholder Meeting #4

AGENDA

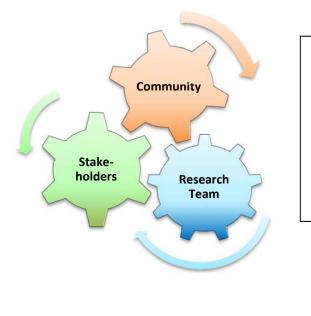
Friday July 10th 2:00 p.m. – 3:30 p.m. Location: Community Center

2:00-2:10	Welcome, Icebreaker, and Recap
	• Sign-in
	Weather report
	Recap from last week
2:10-3:15	Conceptual Model Training/Practice Creating Model
3:15-3:25	Group Readiness Questionnaire
	 Pass out SEED ID Number document
	Complete Group Readiness Assessment
3:25-3:30	Project Logistics and Meal Preferences
	Next three meetings: Longer!
	 Meal preferences for next three meetings
	• Next Payment: Next meeting (#5)

Upcoming Meetings:

- Friday July 17th 2PM-5:30PM (Community Center)
- Friday July 31st 2PM-5:30PM (Community Center)
- Friday August 14th 2PM-5:30PM (Community Center)





2.00 2.10

Stakeholder Meeting #5

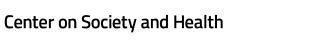
AGENDA

Friday July 17th 2:00 p.m. – 5:30 p.m. Location: Community Center

2:00-2:10	Welcome, Icebreaker, and Recap
	• Sign-in
	 Introduce Emily and Engaging Richmond members
	Weather report
	Recap from last week – Path diagram training
2:10-3:30	Part I: Identifying factors affecting the health outcome (80 min)
	Brainstorm factors, use domain list, highlight, fill-in
	Create final list of factors (stickies)
3:30-3:45	Break/Lunch
3:45-5:25	Part II: Modeling the health outcome (100 min)
	Use final list of factors (stickies) to create diagram
5:25-5:30	Project Logistics and Payment
	 Next meeting: Friday July 31st (2PM-5:30PM)
	• Payment
:	*AFTER ACTION REVIEW****

Upcoming Meetings:

- Friday July 31st 2PM-5:30PM (Community Center)
- Friday August 14th 2PM-5:30PM (Community Center)







Stakeholder Meeting #6

AGENDA

Friday August 31st 2:00 p.m. - 5:30 p.m. Location: Community Center

2:00-2:10	 Welcome, Icebreaker, and Recap Sign-in Weather report Recap from last week - Developing Conceptual models
2:10-3:05	Part I: Review of Models (55 minutes)
3:05-3:35	Part II: Training on Research Questions (30 minutes)
3:35-3:50	Break/Lunch (15 minutes)
3:50-4:20	Part III: Question Development (30 minutes)
4:20-5:10	Part IV: Listing Questions (50 minutes)
5:10-5:20	Facilitated Activity Satisfaction Questionnaire
5:20-5:30	 Project Logistics and Payment Next meeting: Friday August 14th (2PM-5:30PM) Payment

Upcoming Meetings:

• Friday August 14th 2PM-5:30PM (Community Center)





