

ADDITIONAL FILE 2: *STIMULATED RECALL SHEETS*

1. **PROJECT-RELATED CHANGE/HOW & WHAT:** Intro by facilitator: *You have talked about the process you or others used to create an individual change to EBP in the \_\_\_\_\_ project. To jog your memory and make certain that we understand all of the implementation strategies used to try to enable the success of this project, could you please review this checklist and check off every approach you understand was used in this project (THERE IS NO RIGHT ANSWER). NOTE: The interviewer checks off and notes to the interviewee/s those heard during the prior part of the interview and then has the interviewee validate those. (May require interviewer to clarify meanings.)*

<i>STRATEGIES USED TO ENHANCE THE ADOPTION OF AN IDENTIFIED, EVIDENCE-BASED PRACTICE per a formal PROJECT</i>	<i>Please check "Yes" for all that apply to this particular project and then indicate whether you think they were useful or not</i>
Use of a dedicated project leader?	____ Yes: ____ useful ____ not useful
Use of a standard organizational approach to change for the project?	____ Yes: ____ useful ____ not useful
Use of a project facilitator/helper/guider? (If yes, was the person from the QI department?)	____ Yes: ____ useful ____ not useful
Focused on an E-B innovation that was not complex; was easy to try out; had a perceived advantage for the users, was compatible with user culture; and its effects were observable.	____ Yes: ____ useful ____ not useful
Use of E-B change strategies, e.g. Audit/feedback	____ Yes: ____ useful ____ not useful
An opinion leader or clinical champions	____ Yes: ____ useful ____ not useful
QI team	____ Yes: ____ useful ____ not useful
Clinical written/electronic reminder	____ Yes: ____ useful ____ not useful
A written project plan	____ Yes: ____ useful ____ not useful
An incentive (either reward or sanction)	____ Yes: ____ useful ____ not useful
Educational sessions	____ Yes: ____ useful ____ not useful
Educational/academic outreach/mentoring/precepting	____ Yes: ____ useful ____ not useful
Marketing/educational materials: flyers; announcements; pamphlets; posters	____ Yes: ____ useful ____ not useful
Expert consultants	____ Yes: ____ useful ____ not useful
Patient activation	____ Yes: ____ useful ____ not useful
Formal change in policy, procedure, etc.	____ Yes: ____ useful ____ not useful
Change in official products or equipment or allowable meds	____ Yes: ____ useful ____ not useful
Another system change =	____ Yes: ____ useful ____ not useful
Role models	____ Yes: ____ useful ____ not useful
Evaluation of implementation (process and progress)=	____ Yes: ____ useful ____ not useful
Use of a demonstration unit	____ Yes: ____ useful ____ not useful

2. **PROJECT-RELATED CHANGE/FACILITATORS/HINDRANCES:** Intro by facilitator: *You have talked about various forces that (either) helped, encouraged or enabled you or others to successfully make and sustain a targeted EBP change (and/or) restraining/hindering forces that inhibited an ability to implement EBP or sustain it once an initial change was made. Before we move on to the next topic, I have a checklist of such potential factors ... some you have mentioned, others not. THERE IS NO RIGHT ANSWER but I just want to jog your memory and see if this list helps you recall any other factors. So could you just check all those which are true and their influence in your perception for this project. (Follow-up prn)*

Potential factors related to the Facilitation or Hindrance of your implementation efforts.	Please check all factors that <b>were PRESENT</b> and <b>HELPED</b> to implement and/or <b>sustain</b> the evidence-based change you were trying to make(check 1 or both):	Please check all factors that <i>were ABSENT</i> or <i>GOT IN THE WAY</i> of your ability to implement and/or sustain you targeted evidence-based change (check 1 or both):
Change strategies on the other sheet	___ <b>Implement</b> ___ <b>Sustain</b> <b>(HELPED)</b>	___ <i>Implement</i> ___ <i>Sustain</i> <i>(HINDERED)</i>
People leading the change: ___ staff? ___ manager? ___ other leadership?	___ <b>Implement</b> ___ <b>Sustain</b>	___ <i>Implement</i> ___ <i>Sustain</i>
People supporting the change: ___ colleagues? ___ managers? ___ other leadership? ___ patients	___ <b>Implement</b> ___ <b>Sustain</b>	___ <i>Implement</i> ___ <i>Sustain</i>
Managerial-clinician relations	___ <b>Implement</b> ___ <b>Sustain</b>	___ <i>Implement</i> ___ <i>Sustain</i>
Staff in key positions; role models; peer opinion leaders	___ <b>Implement</b> ___ <b>Sustain</b>	___ <i>Implement</i> ___ <i>Sustain</i>
Degree of experimentation/risk-taking in the culture	___ <b>Implement</b> ___ <b>Sustain</b>	___ <i>Implement</i> ___ <i>Sustain</i>
Other aspects of your culture	___ <b>Implement</b> ___ <b>Sustain</b> <b>(HELPED)</b>	___ <i>Implement</i> ___ <i>Sustain</i> <i>(HINDERED)</i>
External regulatory mandate or pressures	___ <b>Implement</b> ___ <b>Sustain</b>	___ <i>Implement</i> ___ <i>Sustain</i>
Knowledge/attitude/incentive of those targeted for change	___ <b>Implement</b> ___ <b>Sustain</b>	___ <i>Implement</i> ___ <i>Sustain</i>
Your monitoring/feedback/data system	___ <b>Implement</b> ___ <b>Sustain</b>	___ <i>Implement</i> ___ <i>Sustain</i>
Level of teamwork/collaboration on the task force/committee	___ <b>Implement</b> ___ <b>Sustain</b>	___ <i>Implement</i> ___ <i>Sustain</i>
Level of teamwork/collaboration with those outside the task force/committee	___ <b>Implement</b> ___ <b>Sustain</b>	___ <i>Implement</i> ___ <i>Sustain</i>
Coordination across departments	___ <b>Implement</b> ___ <b>Sustain</b> <b>(HELPED)</b>	___ <i>Implement</i> ___ <i>Sustain</i> <i>(HINDERED)</i>
Participation/involvement of staff	___ <b>Implement</b> ___ <b>Sustain</b>	___ <i>Implement</i> ___ <i>Sustain</i>
Time to do the work (where?)	___ <b>Implement</b> ___ <b>Sustain</b>	___ <i>Implement</i> ___ <i>Sustain</i>
Other resources	___ <b>Implement</b> ___ <b>Sustain</b>	___ <i>Implement</i> ___ <i>Sustain</i>
Availability of experts	___ <b>Implement</b> ___ <b>Sustain</b>	___ <i>Implement</i> ___ <i>Sustain</i>
Availability of the evidence	___ <b>Implement</b> ___ <b>Sustain</b>	___ <i>Implement</i> ___ <i>Sustain</i>
Strength of the available evidence	___ <b>Implement</b> ___ <b>Sustain</b>	___ <i>Implement</i> ___ <i>Sustain</i>
<i>OTHER=</i>	___ <b>Implement</b> ___ <b>Sustain</b>	___ <i>Implement</i> ___ <i>Sustain</i>

3. **EBP AS NORM/MOTIVATION:** Intro by facilitator: *You have talked about various forces that (either) helped, encouraged or enabled you to have the motivation to want to/implement EBP over the years (and/or) restraining/hindering forces or factors that inhibited your desire to/motivation to implement EBP or sustain work on EBP over the years. Before we move on to the next topic, I have a checklist of such potential factors ... some you have mentioned, others not. THERE IS NO RIGHT ANSWER but I just want to jog your memory and see if this list helps you recall any other factors. So could you just check all those which are true in your perception for this project (Follow-up prn)*

Potential factors related to the MOTIVATION to implement EBP or not.	Please check/comment on all factors that <b>encouraged or were part of your department's motivation</b> or wish to implement EBP:	Please check/comment on all factors <i>that inhibited or got in the way of your department's motivation</i> or wish to implement EBP:
History of this organization		
Leadership (which level?)		
Strategic vision		
Managerial-clinical relations		
Staff in key positions		
Degree of experimentation/risk-taking in the culture		
Other cultural aspect/s =		
The monitoring/feedback system		
External regulatory mandate		
External opportunity		
External relationships/partnerships		
Organizational capacity to change		
Politics		
Strategic planning process (e.g., with a situational or environmental assessment)		
Other =		
Other =		
Other =		
Other =		

4. EBP AS NORM/HOW (with typical intro by facilitator per strategies used to try to enable the routine use of evidence and discussion of their timing)

Potential STRATEGIES related to the PROCESS OF CREATING EBP AS THE NORM (For those with multiple components, if only some apply, circle the item/s which do apply)	Please check "Yes" for all that apply to your effort to make EBP the routine in your department and then indicate whether you think they were useful or not
<p><i>Strategic planning:</i></p> <ol style="list-style-type: none"> <li>1. <i>Environmental/situational assessment</i></li> <li>2. <i>Visioning</i></li> <li>3. <i>Identification of new, clearly articulated and supported values/beliefs</i></li> <li>4. <i>Identification of a new sense of purpose</i></li> <li>5. <i>Identification of simple, clear and shared goals</i></li> </ol>	<ol style="list-style-type: none"> <li>1. ____ Yes: ____ useful ____ not useful</li> <li>2. ____            ____            ____</li> <li>3. ____            ____            ____</li> <li>4. ____            ____            ____</li> <li>5. ____            ____            ____</li> </ol>
<i>Use of new language</i>	____ Yes: ____ useful ____ not useful
<i>Revision of priorities</i>	____ Yes: ____ useful ____ not useful
<i>Creation of new capabilities</i>	____ Yes: ____ useful ____ not useful
<i>Use of a research utilization/EBP model or conceptual framework</i>	____ Yes: ____ useful ____ not useful
<i>Leadership expectations for change</i>	____ Yes: ____ useful ____ not useful
<i>Special communication methods/media for marketing, broad education, or kick-off conferences</i>	____ Yes: ____ useful ____ not useful
<i>Use of champions and opinion leaders</i>	____ Yes: ____ useful ____ not useful
<i>Mandated changes</i>	____ Yes: ____ useful ____ not useful
<i>External networking</i>	____ Yes: ____ useful ____ not useful
<ul style="list-style-type: none"> <li>• <i>Engagement of staff for broad based EBP action</i></li> <li>• <i>Engagement of resistant individuals</i></li> </ul>	____ Yes: ____ useful ____ not useful ____            ____            ____
<i>Leverage of external expectations</i>	____ Yes: ____ useful ____ not useful
<i>Role modeling</i>	____ Yes: ____ useful ____ not useful
<i>Use of consultant/s</i>	____ Yes: ____ useful ____ not useful
<i>Demonstration projects or generating short –term wins</i>	____ Yes: ____ useful ____ not useful
<i>Protection of the EBP goal despite other pressures</i>	____ Yes: ____ useful ____ not useful
<i>Provision of resources/budgetary needs</i>	____ Yes: ____ useful ____ not useful
<i>Consolidating gains</i>	____ Yes: ____ useful ____ not useful
<i>Celebrating wins and progress</i>	____ Yes: ____ useful ____ not useful
<i>Other =</i>	____ Yes: ____ useful ____ not useful

