

# North Carolina's Triple P Implementation Network Discussion Tool



## Triple P Implementation Support Network - Focus Group Semi-structured Consent and Guide

### Welcome, introductions (10 minutes)

Moderator welcomes the participant as they join Zoom, introduces self as needed, asks participants to introduce themselves in chat: name, role, and organization they work with.

*(Note: can do this while everyone is waiting for the group to begin.)*

Moderator reviews the following points:

Thanks for joining us. We're talking with you today because you are part of the Triple P implementation network in North or South Carolina, or both. We're interested in knowing how the network currently supports you and how it could serve you ideally. We'll use this information to identify ways to strengthen connections and build relationships within our network. We're also interested in using this information as research data to further describe how professional networks help support effective implementation practices.

I'm going to share information that's important to know before we begin today:

- To protect your identity as a research participant, your names will only be known to immediate members of the study team (Impact Center). Any names mentioned in the conversation will be treated as data and NOT be identified in any descriptive thematic analyses, summary reports, presentations, or publications for external use (outside of our network). Names will be replaced with "participant 1."
- All data will be securely stored according to UNC guidelines to minimize the risk of unintentional access to data. Data security is important to us.
- Participation is voluntary, you may choose not to answer any question, and you may leave the meeting at any time.
- We value your honest opinions, and your answers will in no way negatively affect your relationship with the Impact Center
- There are no right or wrong responses.
- Please answer openly and honestly.
- Please share your thoughts and allow others to share theirs.
- The discussion will take no more than 50 minutes.



- This study has been reviewed by the UNC IRB. You may contact Sandy Diehl at [diehl@email.unc.edu](mailto:diehl@email.unc.edu) or the UNC-CH Institutional Review Board at 919-966-3113 or [IRB-subjects@UNC.edu](mailto:IRB-subjects@UNC.edu) at any time. We'll give you this information again in an email following our talk today.
- We will share a summary report with members of the Triple P network, including you, by email. (date, year)
- We'd like to record our discussion today so that our team at the Impact Center can easily summarize key points and quotes from our conversation. We'll record on Zoom and store the recordings in a secure folder at the Impact Center. We'll start the recording after introductions.
- "Is it ok for me to record you today?"
  - If yes –"Please know that you can leave the discussion at any time but we cannot destroy or remove your participation because you are part of a group."  
*(Note: we can turn off video if participants feel more comfortable that way.)*
  - If no (entire group) –"No problem. Since we're not recording, we'll just take notes."  
*(Note: if anyone objects or has concerns, that person would need to leave the group. Notes will be anonymous.)*

Do you have any questions?

If yes, the moderator answers them.

We're going to be using a combination of conversation, jamboard, and chat features to share thoughts in breakout groups and then rejoin in one large group. I'm going to put the jamboard link into chat. I can show you how to use jamboard before we start if it's helpful. All comments in jamboard are anonymous. *(Note: make sure your jamboard link is in edit mode.)*

Ok to start recording now?

Now we're going to move into a breakout discussion where we have three questions for you about our Triple P network. Each of us [*meaning Impact Center moderators*] will join a breakout group to help facilitate. You'll have about 15-20 minutes to talk, and 15-20 minutes for us to discuss your thoughts as a full group.

### Jamboard screens

Let's start by defining what we mean by network. We see our Triple P network as including community and system partners, policymakers, organizational leaders and teams, implementation support providers and funders. These stakeholders work together as a system to implement Triple P in North and South Carolina.



## Network support – benefits and barriers

- First off, does that list seem about right? Did we miss any important stakeholder groups?
- How does the network currently support you or your team in your efforts to implement Triple P? How does it help you or the work you do?
- Do you see any gaps or areas where the network could function better?
- Who are some of the key people in the network that guide Triple P implementation efforts? (people whose advice, information or expertise is valued; your ‘go-to’ people when you have questions) (probe: Are we missing anyone? Any organizations?)

Does anyone want to explain their thoughts? Does this resonate? Seem accurate? Anything missing?

## Ideas for better support and creating stronger connections

- In an ideal world, how could the individuals and organizations in the Triple P network work together to support Triple P implementation statewide? What would it do? How could/would it help? How could that happen (are there any barriers) [*Note: specific ideas on operationalizing any ideas*].

Does anyone want to explain their thoughts? Does this resonate? Seem accurate? Anything missing?

## Tools to create stronger connections

- In an ideal world, how would the statewide Triple P network connect? (*probe if needed: social platforms, conferences, learning collaboratives etc.*) to enhance collaboration and connect people who seek information, advice, and expertise from other network members?
- We’d like to generate content that is useful to you (for our Twitter and LinkedIn, our newsletter, our tools). What kind of implementation content would be most helpful for you? Topics? Formats?
- Time permitting: If you could describe the network in 1 -2 or a few words what would you say?

Does anyone want to explain their thoughts? Does this resonate? Seem accurate? Anything missing? (*for first two questions only*)



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Wrap-up (5 minutes)

That's it for us. Would any of you care to share anything else that may be helpful for us to know?  
Do you have any questions or final comments before we finish up?

Thank you for your time today! We will email gift cards to you 1-14 days from now. You may also opt out of receiving a gift card.