

## Developer Interview Guide

### Interview Introduction

*Thank you for taking time today for our interview and discussion. We are interested in learning more about what kind of supports are necessary to implement, continuously improve, and sustain your program in local contexts in [insert implementing site]. In addition to this interview, we are also reviewing materials available in the public domain and interviewing practitioners who have delivered the program as well as families who have participated in services. We will share key observations and findings from today’s interview with you to make sure we have captured the types of supports provided accurately.*

*Do you have any questions before we get started?*

Interview Questions	Prompts (use only if necessary)
<p><i>We are going to start by asking about staffing. Our understanding is that your program has identified the following requirements for staffing [insert program staffing requirements noted in documents reviewed].</i></p> <ol style="list-style-type: none"> <li>1. Can you provide any additional information about staffing requirements?</li> <li>2. Considering these roles, what challenges have sites experienced around recruiting, selecting, and/or retaining the right staff?</li> </ol>	<p><i>What other roles are necessary to support implementation?</i></p> <p><i>What skills and competencies are most challenging to train or coach?</i></p> <p><i>How should sites select the right people for these roles?</i></p> <p><i>What support does the program provide to sites to select the right people?</i></p> <p><i>What requirements or expectations exist for cultural congruency or competency for staff?</i></p> <p><i>What additional support is needed?</i></p>
<ol style="list-style-type: none"> <li>3. What support do staff using the program need to be competent and successful in their roles?</li> </ol>	<p><i>What training is needed? What training is currently available?</i></p>

Interview Questions	Prompts (use only if necessary)
	<p><i>What coaching is needed? What coaching is currently available?</i></p> <p><i>What support does the program provide to sites to build staff competency?</i></p> <p><i>What additional support is needed?</i></p>
<p>4. How do you know if a site is successful in implementing the program as intended?</p>	<p><i>What is currently measured or tracked in order to understand whether the program is being used effectively?</i></p> <p><i>What else needs to be measured or tracked in order to understand implementation? Are there any potential data sources that can be used for this?</i></p> <p><i>What support does the program provide to sites to measure success?</i></p> <p><i>What additional support is needed?</i></p>
<p>5. How do sites use data for improvement of the program or practice?</p>	<p><i>What is currently measured or tracked for quality improvement?</i></p> <p><i>What support does the program provide to sites to use data for improvement?</i></p> <p><i>What support does the program provide to disaggregate data by race/ethnicity and interpret results?</i></p> <p><i>What additional support is needed?</i></p>

Interview Questions	Prompts (use only if necessary)
<p>6. What internal administrative practices or operations do sites need to change to use the program effectively?</p>	<p><i>How will sites need to change processes, procedures and policies?</i></p> <p><i>What kind of communication internally (within the delivering site) and with the program developers/consultants is necessary?</i></p> <p><i>What support does the program provide to sites to do this?</i></p> <p><i>When sites change internal operations during implementation, what support is offered to assess the racial equity impact of these changes?</i></p> <p><i>What additional support is needed?</i></p>
<p>7. What external partnerships do sites need to form or strengthen to use the program effectively?</p>	<p><i>What policies, regulations, or funding requirements could impact the work of sites? Are any of these barriers?</i></p> <p><i>How does the program support sites in building connections with community- and resident-based organizations or networks?</i></p> <p><i>What support does the program provide to sites to do this?</i></p> <p><i>What additional support is needed?</i></p>