

Supplemental Material: Facilitated Discussion Guides

Debriefing Instructors following First Two Regional Trainings(September 2018)

Welcome everyone.

Thank you for joining the call today.

On the call, we have [instructors].

We also have [introduction of national evaluators]. We serve as the evaluation team for the I-Corps@NCATS supplement.

Just to help situate our conversation today, I wanted to touch briefly on the main components of the I-Corps@NCATS evaluation.

- The first involves surveying teams – specifically, **a post-training evaluation** and **6-month follow-up survey**.
- The second proposed method was **Participant observation of regional trainings** (specifically, the kick-off days).
- **Another major component involved focus groups with regional and national trainers** to learn your perspectives about similarities and differences across sites, what seems to be working well and any thoughts about how to scale up for national dissemination. So those will be some of the topics we will touch on in the next hour.

Another way you could think about this is as a formal debrief following the UAB and Miami trainings.

While national trainers were not available for the call today, we do plan to follow up with them to explore their perspectives regarding same topics we will discuss today.

I'll go ahead and get us started with the first few questions, and Julie and Stacey will also jump in as our conversation unfolds.

Do you all have any questions before we begin?

INSTRUCTORS' OVERALL IMPRESSIONS/COMPARABILITY OF SITES

1. Our first question is simply: How do you think the first two trainings went? We just want to get some of your impressions ...

[Now that two regional trainings (UAB, Miami) have been completed, how do you think it went?]

2. For those who attended both the UAB and Miami trainings, what were the most striking differences between these two regional trainings?
 - a. How did these differences affect the delivery of content?
 - b. Your experience as an instructor?
3. Was there anything unexpected or that did not go according to plan?
4. What would you have done differently?

TEAMS: QUALITY/COMPARABILITY OF SITES

5. What were your overall impressions of the teams that participated?
6. Overall, what were your impressions of the UAB and Miami teams?
 - a. Did you feel they were a good fit with the I-Corps model (e.g., more senior and junior person on each team, focus of the project, etc.)?
 - b. How did you feel about the readiness of the teams (to get the most out of the training)?
 - c. How did you feel about the level of engagement of teams, from beginning to end?
 - d. And, the responsiveness to coaching/ feedback provided?
7. What were some of the common challenges or barriers that emerged for teams?
 - a. How did the challenges/barriers differ between UAB and Miami teams?

SUGGESTIONS FOR REGIONAL -> NATIONAL MODEL

8. How would you characterize the role and level of participation of **the national trainer** at the regional short courses? **Was their level of participation as expected?**
9. Do you think the regional short courses could be implemented with the national trainer in a different or reduced role in the future of I-Corps@NCATS?
10. What suggestions do you have for moving the regional short-course model into a national I-Corps@ NCATS program? **What specific features of regional trainings would need to be modified for a national model? What resources are needed?**

Facilitated Discussion Guide for Debriefing with Instructors and Site PIs (December 2018)

INSTRUCTORS' OVERALL IMPRESSIONS/COMPARABILITY OF SITES

1. For those of you involved in more than one of the regional trainings, what were some of the **unique features or aspects of each training that stand out for you?**
 - a. For those of you who are the **site PIs or may represent one of the sites mentioned**, is there anything you would like to add to the observations about a particular training or site?
2. Obviously, a lot of work goes into organizing an I-Corps training. What aspects of organizing a regional training are most labor intensive?
 - a. What does it take to get all the teams there?
 - Probe about: tasks, time, people resources
- At both the University of Colorado and UMass, all participating teams completed the training. For those instructors involved at those sites, to what do you attribute that success?

[Listen for and reflect back any key strategies and probe, as appropriate]

- One aspect of the I-Corps model is the expectation that teams are comprised of at least two individuals: a senior faculty member and a more junior member, who might even be fellow or graduate student. The more junior member of the team is expected to take the lead.
 - To what extent did you see this happening?
 - Why is the leadership of the more junior member of the team important to the I-Corps model?
- What are some of the typical reasons that you might see a team struggle or have trouble during the short course?
 - a. What are some of the roles of a coach in those instances?
 - b. How can a coach support a team who may be struggling in that/those way(s)?
- For those who served as coaches, how did you work with teams behind the scenes?
 - Does anyone have a story of a highlight moment as a coach that you would be willing to share?

- How typical is it that you might stay in touch with teams following a training?
- What are critical supports that you find teams need after the training?
- I want to share a list of outcomes that we felt might be most realistic to expect of teams within the first 6 months of completing an I-Corps training. Please take a moment to scan this list.
 - Continuing customer discovery process and refining business model
 - Continuing to consult with instructors/coaches
 - Continuing to meet regularly as a team
 - Reconfiguring team in some way
 - Applying for a local CTSA pilot
 - Applying for national I-Corps program
 - Applying for other funding (SBIR)
 - Meeting with tech transfer to pursue licensing, patents
 - What 3-6 month outcomes do you feel are missing from this list? [Will these be viewable to participants? And, can someone type in additional ideas to add to this list in real time for the group to reflect on?]
 - Which of these outcomes do you feel are most important?

What suggestions do you have for moving the regional short-course model into a national I-Corps@NCATS program? **What specific features of regional trainings would need to be modified for a national model? What resources are needed?**