**Focus Group Guide: TRIP Navigators**

*Please note: This is an interview guide, intended to be used flexibly, to allow for a conversational flow to the interview while covering the topics below. Prompts are included here as possible suggestions for elaboration if responses are short.*

Thank you for agreeing to participate in this focus group. The goal of this session is to gather your valuable input about what has occurred at your site following the start of the Translating Research Into Practice (TRIP) project and recent developments affecting your work with TRIP and patient navigation process overall due to the COVID-19 pandemic. We recognize that navigation work and processes are likely different between sites and so we anticipate experiences will differ – we want to hear how each site had changed and handled the COVID-19 related changes in care delivery.

There are no right or wrong answers to the questions I’m going to ask you all today, I really just want to hear your thoughts and opinions. Please be respectful of each other’s opinions and be sure to speak one at a time so that we can clearly hear each other.  
  
With your permission, as we did in our interviews, we will audio-record the conversation so that we can give you our full attention. As before, there will be no identifying information associated with the audiotaped files.

Do you have any questions? OK, let’s begin.

**OPENING QUESTION:** To start, what is your title and position and what site do you work at?  
   
**PART 1: CURRENT NAVIGATION PROCESSES AND COVID-19**

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| **Concept** | **Questions** | **Prompts** |
| Current Navigation Processes | How has your navigation work changed over the past few months due to the COVID-19 pandemic?    How have these changes affected your interactions with patients? With providers? | What aspects are continuing? What aspects have been modified or are on hold? What new navigation tasks are you completing, if any? What new activities are you doing outside of navigation?  What aspects of your navigation work have been amplified? What has been put on hold? |
| Patient Reponses and Needs due to COVID-19 Changes | How have your patients been affected by changes at your medical center due to COVID-19?  Probes:   * Effect of COVID-19 on treatments/procedures * Mental/Emotional effects of breast cancer tx combined with on-going pandemic * No effect?   In what ways have the social needs of your patients changed (for example, housing, food insecurity) since the start of the pandemic? | In what ways are you able to continue your work with patients? In what ways are you limited?   * Increase/decrease in patient interactions? * Telehealth vs. in-person interactions?     In what ways are you able to offer assistance with any patient’s unmet social needs given COVID-19 changes? |
| TRIP Components and COVID-19 | How have any of the changes discussed before affected your TRIP-related processes?    Have there been any aspects of the TRIP process that have aided your efforts in assisting patients during the COVID-19 pandemic? | If yes, what specifically has been helpful?  *Probe: Utilizing Aunt Bertha resource; telehealth-related work*    If no, what has not been as helpful? |

**PART 2: CHANGES TO TRIP PROCESS DUE TO COVID-19**

**Now that we have discussed the changes at your sites and navigation work due to COVID-19, I would like to hear your thoughts about the future of your patient navigation work in a post-COVID-19 setting and suggestions that you may have for how the TRIP team can support you.**

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| **Concept** | **Questions** | **Prompts** |
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| Future Impacts due to COVID-19 | In what ways do you think your patient navigation processes will be impacted in the short -term future due to COVID-19?  In what ways do you think your patient navigation processes will be impacted in the long-term future due to COVID-19?  Probes: *In-person contact; telehealth options; connecting patients to resources; changes in new/existing resources since the start of COVID-19*  What changes would you like to see happen for your patient navigation work currently?  Probes:   * Changes in workflow * Changes at clinic site * Changes with patient resources     What aspects of TRIP should be retained in a post-COVID-19 setting? What aspects should be changed? | In what ways do you think these changes will be beneficial for the future practice of patient navigation?   In what ways could they be harmful?    How will these changes help you in your patient navigation work?  What are ways the project team can support you in conducting TRIP work in the new environment? |

Is there anything else you’d like to share about your experiences with TRIP and recent developments due to the COVID-19 pandemic?

**PART 3: DEMOGRAPHICS**

Before we end, I would like to learn a little more about your background. I will send each of you a link to complete a survey in REDCap that will ask about basic demographic information, like your race and education.

**CONCLUSION**

Do you have any final questions?

Thank you all for taking the time to speak with me about your experiences with TRIP and recent changes due to the COVID-19 pandemic. Thank you for all that you do.