

## Fidelity Monitoring Tool - *Seventeen Days*

**Introduction:** The purpose of the observation form is to measure the fidelity and quality of implementation of the program delivery. Please use the guidelines below when completing the observation form and do not change the scoring provided; for example, do not circle multiple answers or score a 1.5 rather than a 1 or a 2. Keep in mind, the goal of the observation is to determine the usability of study in this clinic, not to evaluate individual staff members or situations.

**Instructions:**

- Complete this form in a place where you can view the recruitment process, explanation of the study to participants, and participant use of video tool (if possible).
- As you observe throughout the day, take notes on observations related to each item. Then, give one overall rating for the clinic on each item.
  - If there are significant variances on an item, take the average. E.g. two clinic staff members were approached by participants with questions. One staff person responded well, but one was unhelpful or rude. In this case, score the average of those two interactions.
  - In your notes, describe any significant variances or verbally expand on your numeric rating as necessary.
- If an item is NOT observed, skip the question. Do NOT rate a 1 for something that was not observed.

1. How clear was the study (purpose, process, eligibility, etc.) explained to potential participants at first encounter?

1	2	3	4	5
Not clear or not attempted		Somewhat clear		Very Clear

2. To what extent did the presentation of the study (purpose, process, eligibility, etc.) to the participants seem rushed or hurried?

1	2	3	4	5
Very rushed		Average		Did not feel at all rushed

3. How supportive was the clinic staff (front desk person, nurse, doctor, etc.) to participants when explaining the purpose of the video, how to use it, and/or providing a space and time to watch it?

1	2	3	4	5
Not at all supportive		Somewhat supportive		Very Supportive

4. How would you rate the internet connection on the day of observation? (rater will log in to the site and view the video at several points during the day to test connection)

1	2	3	4	5
Very poor (too slow or delayed to watch)		Sufficient (a few glitches but watchable)		Excellent

5. How private was the space(s) in which participants watched the video? If more than one space is used, rate the overall level of privacy offered at this site.

1	2	3	4	5
Not at all private		Somewhat private		Very Private

6. If you are able to determine this, did participants have enough time to watch the “basic dose” of the video?  
(basic dose refers what is needed to be considered “having received intervention”)

1	2	3	4	5
Not enough time to cover basic viewing		Covered most of or all of the basic viewing		More than enough time to watch

7. Overall, to what extent did the participants seem to understand the material? (as measured by the participant approaching staff or someone else with questions or other observable behaviors)

1	2	3	4	5
Few or no participants seemed to understand		About half of participants seemed to understand		All participants seemed to understand

8. To what extent did the participants seem capable of using the technology/equipment? (as measured by the participant approaching staff or someone else with questions or requests for assistance, etc.)

1	2	3	4	5
Technology/equipment use appeared to be a major problem		In some cases this may have been an issue		Most or all participants seemed readily able to use the technology/equipment

9. Overall, how would you rate the overall level of enthusiasm to participate on the part of the teens?

1	2	3	4	5
Little or no enthusiasm		Moderate enthusiasm		Significant enthusiasm

10. If applicable, were participants’ concerns or questions effectively addressed by clinic staff?

1	2	3	4	5
No/insufficiently or in few instances		In some cases		Most or all were effectively addressed

11. Based on what you were able to observe, did potential participants visiting the clinic alone or with someone else (friend, partner, parent, etc.) seem to impact the participants’ willingness to participate in the study? Please describe your observations and thoughts on this issue.

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12. Rate the overall quality of the implementation in this site (this is the only measure reported to OAH).

1	2	3	4	5
Very poor		Average		Excellent

An excellent site has the following qualities:

- Clinic staff are clear and enthusiastic in their initial approach and all interactions with potential participants/participants
- Clinic staff are accessible and willing to effectively respond to participants' questions or needs
- Participants are provided with enough time and a sufficiently private space in which to view the video
- The Internet connection is of good or excellent quality
- The study appears to fit seamlessly into the typical flow of the clinic

An average site has the following qualities:

- Clinic staff are reasonably clear and sufficiently enthusiastic in their approach and most interactions with potential participants/participants
- Clinic staff are usually accessible and willing to respond to participants' questions or needs
- Participants usually have enough time and a sufficiently private space in which to view the basic dose
- The Internet connection is sufficient to not hamper the viewing experience
- The study is being implemented but causes occasional problems with the typical flow of the clinic

A very poor site has the following qualities:

- Clinic staff are not approaching all eligible participants for recruitment (or follow up)
- Clinic staff are not clear and/or their demeanor or presentation of the study dissuades participation
- Clinic staff are not accessible and/or willing to respond to participants' questions or needs
- Participants are not provided with enough time and/or a sufficiently private space in which to view the video
- The Internet connection is too slow or insufficient to view the video
- The study causes a major disruption to the typical flow of the clinic

13. Based on your observation *today*, how well do you think the study fits into the overall flow of the clinic on a typical day? Please describe your response.

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14. Any additional observations or comments of note:

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