

STEP 3 GROUP DISCUSSION GUIDE - LEADERS' TEAM (START OF PROJECT)

PREAMBLE

Interview duration

- Thank the participant for agreeing to answer our questions as part of our study.
- Specify that the interview will last :
 - Approximately 30 minutes (CEOs and Board Chairmen)
 - Approximately 45 to 60 minutes for other categories of key players

Interview rules

- As specified in the information and consent form, everything said will remain **confidential**. To protect your confidentiality, your name will not appear anywhere and you will remain entirely anonymous.
- At any time during our conversation, let me know if you have any **questions** or if you prefer **not to answer** a particular question. Also, you can decide **to stop the interview** at any time.
- Remember that we want to know **what you think and feel**. So there is no right or wrong answer.

Information and consent form

- Have you read and understood **the information and consent form** ?
- Do you have any questions in connection with the information and consent form ?
- The interviewer signs both copies, then invites the participant to sign in turn.
- Then hand the participant his or her copy.
- Make sure the participant agrees to the interview being recorded.

(BEGIN RECORDING)

BACKGROUND

I'd like to start with a few questions about your current job.

1. Can you tell me a little about **your function and your experience** in relation to the involvement of patients and their families in the care and services partnership ?

THE INVOLVEMENT OF APs IN ONCOLOGY

Our research project aims to evaluate the implementation of accompanying patients in oncology.

I'd like to have your **point of view** on the PAROLE-Onco ... on various dimensions

- Co-construction mechanisms implemented
- Factors that promote or hinder the introduction of APs (at the organizational level and in the context of the research project)
- APs' knowledge transfer practices
- Ethical and legal issues involved in the introduction
- Dimensions affected by AP interventions

General question

2. Why has your organization/program decided to implement PAROLE-Onco ?

The coconstruction mechanisms implemented

3. Have you ever heard of coconstruction ? If so, what does it mean with patients ? Do you already have experience of coconstruction with patients ?

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Factors that promote or hinder the introduction of APs

4. Do you feel you have **sufficient resources** to implement PAROLE-Onco (human, financial, infrastructural or informational)?
5. In your opinion, is the organizational culture **ready to accept the arrival of these changes**?
6. What **elements of organizational culture can facilitate or hinder** the involvement of APs with other patients?
 - Leadership of the facility?
 - Policies and procedures?
 - Teamwork?
7. To your knowledge, what **factors** could promote **success in involving APs with other patients**?

Dimensions affected by AP interventions

8. From your perspective, what would be the **effects** of involving **APs with patients**?
 - Which dimensions are sensitive to AP
 - On patients : symptoms of illness/quality of life, compliance, experience of care, partnership and activation, use of the healthcare system
 - On APs: Gives meaning to their history, social usefulness, grief
 - On the team: care partnership, collaborative practices, improved knowledge, interest in working with APs
 - On the organization: redesign of care pathways
 - What are the mechanisms or actions that enable these results?

Knowledge transfer

9. Do you think that accompanying patients are agents of knowledge transfer for the transfer of **information from patients to care teams**? If so, of what kind? And does this have an impact on the design of the partnership with patients?
10. Do you think that accompanying patients are agents of knowledge transfer for the transfer of **information from care teams to patients**? If so, of what kind? And can this have an impact on the design of the partnership with patients?

Ethical and legal issues

11. Do you anticipate any **ethical or legal issues** during the project? If so, how do you plan to address them?

Care path

12. Could you please formalize in writing your patients' current care pathway?

More broadly...

13. What are your expectations of this project?
14. What is the **most important message** that you would like to come out of the interview?
15. Is there anything else you'd like **to add**? Any other topics you'd like to discuss and that **you think are important to explore**?

Thank you very much for participating in this focus group.