

Supplementary Material 17 – Training session observation guide

This is a guide for the notes to be taken during a training session. Notes will be taken in a notebook and then typed up.

<p><b>Reach</b></p> <p>Participants</p>	<p>Who was there? <i>If possible, get a redacted copy of sign-in sheet or circulate our own sign-in sheet which asks for only role and department. If neither are possible, ask IC or PI.</i></p> <p>Did anyone leave early or arrive late?</p>
<p><b>Fidelity</b></p> <p>Delivery of training</p>	<p>Slides used <input type="checkbox"/> <i>Full version/Short version/Ad hoc version?</i></p> <p>Rationale <input type="checkbox"/> _____</p> <p>Study background <input type="checkbox"/> <i>WP1/WP2/WP3</i> Interview quotes used? <i>Yes/No</i> _____</p> <p>A good decision making process <input type="checkbox"/> <i>Process emphasised over ‘good decision’?</i> <i>Yes/No</i> _____</p> <p>Patient information <input type="checkbox"/> Family information <input type="checkbox"/></p> <p>Introduced the DSF forms <input type="checkbox"/> _____</p> <p>Worked example <input type="checkbox"/> <i>1/2</i></p>

**Reception**

Competence of DSF in training context

Were the trainees able to use the DSF? Yes/No \_\_\_\_\_

Barriers and facilitators identified

What was the response to:

- The referral form
- The decision support form
- The FIL/PILs
- The framework itself

Were there many difficult questions regarding it? \_\_\_\_\_

Concerns raised about its implementation? \_\_\_\_\_

How were concerns resolved? \_\_\_\_\_

Was there any mention of referral tracking? \_\_\_\_\_

