RAP sheets

Section 1: Workshop RAP Sheet

	Group 1	Group 2	Group 3	Group 4	Quotes
AIMS AND OBJECTIVES					
Aims and objectives of PIFU - for patients					
Aims and objectives of PIFU - for staff					
Aims and objectives of PIFU - for system					
CHALLENGES AND BARRIERS					
Patient					
Staff					
Organisation					

System					
STOP					
Patients					
Staff					
Organisation					
System					
START					
Patients					
Staff					
Organisation					
System					

CONTINUE					
Patients					
Staff					
Organisation					
System					

Section 2: Staff Interview RAP Sheet

PIFU phase 2 evaluation: RAP sheet		Interview 1	Interview 2	Interview 3
Topic				
Perceived aims and goals	Staff Role + Context of the model / Origin of the model			
	Perceived aims and goals			
Features of model	Patient population(s)			
	Patient pathways			
	Patient selection			
	Induction and sign on			
	Patient monitoring			
	Booking			
	Triage and prioritisation			
	Safety netting			
	Use of technology			
	Components/processes involved			
Implementation	Details about implementation of the service (inc roll-out)			
	Support and processes in place at national and regional level			
	Experience of setting up the pathway			
	Adaptations (e.g., staffing) to facilitate adoption			

	Engagement with implementation across services/specialties			
	Barriers to implementation			
	Facilitators to implementation			
	Adaptations to service **since** first implementing			
	Rationale for adaptations (Data?)			
	Lessons learned (Benefits, limitations, sustainability areas that need to be improved)/advice to others			
Staff experiences	How staff found delivering the service (triage processes, monitoring patients, processes of escalation, IT systems, working with other services)			
	Staff perceptions of barriers and risks			
	Experiences of training & additional training needs			
	Facilitators to delivering the service			
	Impact of PIFU on workload, job satisfaction			
	Any change over time in experiences / perceptions?			
Patient/carer experience	How patients / carers found the information provided (type of information, understanding and format of information)			
	How patients / carers found engaging with PIFU			
	Impact on patient outcomes			

	Any problems and resolution of problems?			
	Barriers to patient engagement			
	Facilitators to patient engagement			
	Reasons for withdrawing from / declining PIFU (& suggested improvements)			
	Particular groups having difficulty engaging, why?			
	Are there plans to adapt the service for other conditions? Any challenges identified with the sustainability of the service?			
Impact of service / service outcomes	Impact (delivery of other services, health inequalities, wider health and care system)			
	Indicators of effectiveness (e.g. on outcomes)			
Inequalities, opportunities and risks	Any impact of the service/model on health inequalities?			
	Impact of PIFU for different groups e.g. groups facing barriers			
	Any tailoring of the service to accommodate specific service user needs or requirements?			
	Opportunities for PIFU going forward			
	Any unexpected or unforeseen consequences related to PIFU?			

	Any concerns about patient safety and/or near misses that have occurred since the service began?			
Monitoring and evaluation	Data being collected to monitor/evaluate service delivery (impact of PIFU)			
	Data on patient/carer experience?			
	Data being collected to monitor impact on inequalities			
	Thoughts about the quality and completeness of the data being recorded?			
	Any data on patient safety concerns			
	Data or information that you would you have liked to have collected but aren't?			
	Role of digital platforms in facilitating access to data			
	Are data being used to support decisions about service delivery or monitor progress against expected outcomes?			
	Other data (e.g., linkage of data, expected outcomes, use of data, who has access to data, if data has changed, able to share aggregated data, nature of data, changes to data since wave 1)			
Overarching Lessons and Recommendations				
Other				