**APPENDIX: FIDELITY SAMPLE**

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| Session Date: \_\_\_/\_\_\_/\_\_\_ Rater:\_\_\_\_\_\_\_\_\_\_\_\_ Cohort: \_\_\_\_\_\_\_\_\_  ***Reviewed by study staff* - Session 9: MOVE!+UP Fidelity Assessment** |

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| **Scoring - 0: Did not cover** = this topic or focus point did not happen at all  **1: Partially covered** = this happened to some extent  **2: Fully covered** = the goal was met fully for all participants  **N/A:** Not applicable |
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| **A. Weigh-in, Arrival, and Copying of logs (10 min)**   1. \_\_\_\_ Reminded group members about recording of sessions. 2. \_\_\_\_ Copied logs, remaining page 4s, and pg 46. 3. \_\_\_\_ Completed weight log, and asked them to record weight in AP #1. 4. \_\_\_\_ Provided logs, and other materials. 5. \_\_\_\_ Wrote key check-in questions on board. 6. \_\_\_\_ Provided any additional support needed in remaining time. 7. **[\_\_\_\_MIN]** Record number of minutes spent in this section.   **B. Check-In (13 min)**   1. \_\_\_\_ Asked Veterans to answer key check-in questions. Read the questions. 2. \_\_\_\_ Summarized takeaways. 3. **[\_\_\_\_MIN]** Record number of minutes spent in this section.   **C. Session Content (34 min)**   1. \_\_\_\_ Reviewed session 8 content, including review of sugar handout 2. \_\_\_\_ Introduced session content overview, including review of key messages (pg 111). 3. \_\_\_\_ Discuss community engagement, explain how community walk is an example. 4. \_\_\_\_ Asked ppts to complete writing exercise on pg 112. 5. \_\_\_\_ Discussed community engagement, why important, barriers and successes when pursuing lifestyle changes, and how to increase engagement. 6. \_\_\_\_ Asked ppts to review community engagement tips handout on pg 113. Asked some to share. 7. \_\_\_\_ Discussed dining out. Asked ppts to review dining out tips handout on pg 114. Asked one volunteer to share. 8. \_\_\_\_ Reviewed pg 115 and thought challenging strategy. Asked who has been using it and how. 9. \_\_\_\_ Draw thought > behavior > emotion boxes on board. Asked for one volunteer to share an example of a goal they did not accomplish. 10. \_\_\_\_ Using the thought challenging exercise, demonstrate thought challenging process on board. Summarize takeaways and encourage practice. 11. \_\_\_\_ Reviewed pg 116 and problem-solving strategies. Asked for one volunteer to share an example of a problem they faced. Demonstrate problem-solving process on board. Summarize takeaways and encourage practice. 12. **[\_\_\_\_MIN]** Record number of minutes spent in this section.   **D. Community Walk Review (3 min)**   1. \_\_\_\_ Asked to use problem-solving and thought challenging to discuss barriers to weight loss and activity/diet goals. 2. \_\_\_\_ Reminded them about core details of the walking portion of the sessions including reviewing Community Walk, Map of Jefferson Park handouts AS NEEDED. 3. \_\_\_\_ Reminded to meet back in the room following walk at 9:35 to start at 9:40. 4. **[\_\_\_\_ MIN]** Record number of minutes spent in this section.   **E. Community Walk (40 min)**  a. **\_\_\_\_\_\_ left room at 9/met at coffee cart 9:05; returned to room by 9:37 at latest to begin at 9:40**  **F.**  **Walk Review and Action Plan Assignment (20 min)**   1. \_\_\_\_ Asked how it went with thought challenging and problem-solving, and checked-in on how feel. 2. \_\_\_\_Reviewed instructions for Action Plan and reminded ppts to use pgs 34, 44 and 46. 3. \_\_\_\_ Asked to complete in-class Action Plan items 2-4 using thought challenging and problem-solving. 4. \_\_\_\_ Walked around room and provided feedback for ppts while they completed exercises. 5. \_\_\_\_ Provided feedback for examples given by one volunteer on goals and behavioral strategy. 6. \_\_\_\_ Asked for volunteer to share a goal and provided feedback. Asked who has needs in #4. 7. \_\_\_\_ Reminded ppts about looking up info on pgs 192-194, to do after action report, and logging. 8. \_\_\_\_ Briefly reviewed key messages from group, summarized takeaways, and answered final questions. 9. **[\_\_\_\_ MIN]** Record number of minutes spent in this section.   **G. Managing the Session**   1. \_\_\_\_ Came prepared and organized. 2. \_\_\_\_ Facilitated discussion and interaction using open-ended questions. 3. \_\_\_\_ Used reflections and summaries. 4. \_\_\_\_ Elicited clarification of participants’ engagement by seeking feedback, asking for questions. 5. \_\_\_\_ Addressed issues like tangential discussions respectfully, without disrupting content. 6. \_\_\_\_ Provided time frames at the beginning of each section to help with time management. |
| **Comments Regarding Reasons for Non-Fidelity in A-G (record specific time stamp location if example of something facilitator(s) did that could be improved upon):**  **Comments Regarding Things Done Well in A-G (record specific time stamp location if there’s a specific example of something done well):**  **Comments Regarding Suggestions for Changes to Procedures, Materials, and/or Manual:**  **Describe adverse events those that occurred; include those that occurred during the session, and those that were reported by participants outside of session.** |