

Methodological Analysis of a Community-based Training Initiative using the EPIS Framework – An Ongoing Initiative to Empower 10 Million Bystanders in CPR and Bleeding Control

Supplemental Material - Checklist using EPIS Framework for Implementation Science Programs at National Level

Exploration Phase

- Identification of an issue affecting communities at national level
- Conduction of a needs assessment analysis to determine the extent of the issue within the population/representative sample of the population – Understand the burden and its short- and long-term impact on the communities
- Creation of core team with members having all of the following qualities:
 1. Leadership Abilities (Have prior experience of leading a team in any capacity)
 2. Similar Mindset/Goals (Have personal inspirations/experiences that drive them to work towards resolving the identified issue)
 3. Sense of Community (Have previous experience of working within/for communities, have connections for outreach in communities and can identify the barriers/facilitators of working in communities)
 4. Institutional Support (Have institutional support in terms of positive policies and can allocate available resources for dedicated tasks if required)
- Formation of national and international advisory boards with members who have any the following qualities:
 - Leadership Abilities (Have prior experience of leading a team in any capacity)
 - Voluntary Dedication (Have self-developed dedication to work towards the identified goal – voluntary initiative encourages sustainability as compared to paid workers since it impacts dedication)
 - Provision of Dedicated Time (Should be able to provide adequate time – at least one hour fortnightly – to allow for easier communication and expansion of the intervention)
 - Governmental representation is encouraged since it promotes public-private partnership and allows easier expansion.
- Development of a clear mission and vision with specified but a realistic time duration for its achievement along with finalization of the overall methodology
- Identification of a source of funding to provide capital for the initiation of the intervention – Possible avenues could be donations from identified individuals (institutional alumni/departments, sponsors, governmental organizations etc.) keen to contribute to the initiative
- Signing of memorandums of understanding (MoU) with governmental bodies to allow legislative support and promote dissemination of the initiative
- Formulation of partnerships with organizations working in the same sector (Hospitals if healthcare-based initiative; Schools and Universities if education-based initiative etc.)

Preparation Phase

- Expansion of core team to include members responsible for the application of intervention – These will include the following units:
 - Operations – To monitor the equipment and ground work
 - Quality Assurance – To ensure all work is being done adequately and pertaining to ethical boundaries
 - Ground Team – To conduct the intervention (For training programs, this will include lead trainers who will spearhead the program at national level and will further develop master and submaster trainers. These trainers would in turn go to specified areas to disseminate their learnings to community members)
- Specification of each team member’s roles and goals – The core team should meet up with team members at least fortnightly to receive timely updates, provide possible solutions to any issues arising and ensure alignment of the team’s activities with the program’s timelines.
- Identification of required logistics and reaching out to relevant organizations for collaborative opportunities with specified MoU and incentives (E.g. Companies manufacturing medical mannequins for health-related interventions; Publishing and editing companies producing educational curriculums for education-based interventions etc.)
- Development and finalization of the dissemination plan of the intervention – this will include the following:
 - Finalization of dissemination methodology and curriculum (if any) after input from the core team and advisory board members
 - Identification of possible barriers that the ground team could face during their dissemination and formulating strategic plans in advance to counter those difficulties.
- Adaptation of “Train-the-Trainer” Model to develop master and submaster trainers by the lead trainers and prepare them to conduct trainings within the communities

Implementation Phase

- Conduction of a pilot implementation using the finalized methodology within a subset of the community
- Identification of barriers and facilitators faced by the ground team during the pilot, along with conduction of a feedback session with core team and advisory boards for refinement of program's application
- Refinement in the program's curriculum/methodology (if required)
- Recognition of communities and organizations interested in having the training for their respective members through personal contacts, social media platforms (Facebook, Twitter, Instagram, Tiktok) and work of mouth
- Conduction of trainings in recognized communities and publicizing the impact on not only program's own social media platforms, but also individual and institutional pages
- Expansion of resources, specifically in the following areas:
 - Human Resources as trainers for large-scale trainings: Social media posts to highlight the need of individuals who could provide voluntary time and through word of mouth
 - Equipment: Allocating dedicated budget from funds to buy expensive equipment as well as looking out for collaborative opportunities with companies who could provide resources long-term with marketing incentives
 - Monetary Resources: Social media posts to provide awareness of the program to attract sponsors and reaching out to interested stakeholders timely with a developed protocol identifying the required cost, areas where it would be invested and achievements expected from it.
- Conduction of regular meetings with the stakeholders:
 - Core Team with Operations, Quality Assurance and Ground Team: Fortnightly
 - Core Team with National Advisory Board: Quarterly (Once in every 3 months)
 - Core Team with International Advisory Board: Biannually (Once in every 6 months)
- Continuous marketing of the initiative to gain attraction from both public and private sector organizations as well as sponsors through the following:
 - Regular updates on program's social media involving communities covered and the impact created
 - Participation in relevant symposiums, conferences and seminars to increase awareness of the program and inviting related members to provide intellectual as well as financial input
 - Encouraging well-known organizations with greater reach to share the program's work and impact in communities

Sustainment Phase

- Provision of greater autonomy to partnering organizations through the following:
 - Allowing them to identify ground team for their institutions/organizations
 - Encouraging them to contribute their members as master and submaster trainers
 - Conducting regular meetings with the core team members to receive regular updates, provide required resources and recommend solutions to any rising issues
 - Recognizing active partners on social media platforms as an encouragement strategy for all institutions to perform their best
- Recognition of sustainable funding parties in the form of research grants which can also allow publication of the program's work and impact
- Identification of alternative routes to disseminate the same form of knowledge – integration of information in curriculums in an understandable language and format, recurrence of trainings for the same set of individuals at regular intervals as refresher courses, sharing the same information through telephonic/virtual sessions etc.
- Incorporation of marketing strategies to reach out to greater population through continuous social media presence, sharing posters/videos of the work being done, promoting advertisements with governmental and private partners etc.
- Setting up of regular targets for all involved team members by the core team with timely follow-ups for feedback