



# HELP-COPD action plan



## Interview Topic Guide (Trial Phase): Patients and Carers

Participants will be encouraged to give their views on the usefulness of the HELP-COPD action plan in general and the impact of the intervention on their care.

This is an iterative process. A more detailed topic guide will be developed in the light of the findings of the preliminary phases and refined iteratively as data are gathered and analysed as new themes arise.

The interviewer will first introduce herself, explain the study, and ask if there are any questions the patient and/or carer would like to ask, and if it would be fine to record the interview. If the consent form has not yet been signed, it will then be done. The interviewer will explain the interview can be stopped at any time, and that it will focus on the HELP-COPD action plan and the process of completing it.

- Do you remember a nurse completing this form (HELP-COPD action plan) with you while you were in hospital recently (or soon afterwards)? Have you got a copy of it? What do you think about being given a copy of it to keep for yourself?
- Can you please tell me what happened when you filled in the form, and what you thought about the process? What topics did you discuss?
- Can you remember any other things you would have liked to talk about but didn't?
- Was your main family/informal carer involved in the process? Do you think he/she should have been? Why?
- Do you think the nurse was the best person to complete the form with you? If so, why, if not, discuss other possibilities e.g. GP, practice nurse, specialist respiratory nurse, etc.
- Where and when did you fill in the form? Was this a good place/time for you? Would another place/time have been better?
- How long did it take to complete the form? Did you think that was the right amount of time? Would you have liked more/less time?
- How did you feel about completing it? Did you find it tiring or upsetting, enjoy it, were embarrassed by it, etc.?
- Did you think the wording of the form was clear enough? Were there any things on it you didn't understand? What did you think of its format and layout? Would you have preferred a different format? (Discuss options)

- Where were you when you completed the form? Was that a good location, or would you have preferred somewhere else? (At home, GP surgery, private room on ward, etc.)
- Do you think that a one-page sheet (or whatever it turns out to be) is the best format? What do you like or not like about it? How else might it be done?
- What actions, if any, were agreed and filled in on the form? Have they taken place? Were there any problems with them? Have you found them helpful? Did you have any concerns about agreeing to them?
- Do you think completing an action plan like this was helpful to you? Do you feel more involved in your care? Did it help you to get all the things you need organised?
- What were the aspects of it that you liked or didn't like? Are there better ways that it could be done?

The patient and carer are then thanked. If the interviewer has any concern that they might have upset the patient, she will seek permission to inform the GP about this, and ask the GP to contact the patient. The interviewer will explain what will happen next in the research and arrange to provide feedback to the participant.