

CATEQ Cognitive Interview

Worksheet for Testing Change- PDSA Cycle 1

Aim: To test items in the CATEQ for understandability, response choice and layout

Every goal will require multiple small tests of change

Describe your first (or next) test of change	Person Responsible	When to be done	Where to be done
Complete cognitive interview with participant 1	VS	14.11.2019	Participant 1's home

List the task needed to set up this test of change	Person Responsible	When to be done	Where to be done
<ol style="list-style-type: none"> 1. Test comprehension of initial instructions 2. Test eligibility criteria listed 3. Test layout and format for informed consent statement 4. Test layout and instructions of willingness to participate in part 3 interviews 5. Test layout and instructions of end of survey statement 6. Test items 1-29 	VS	14.11.2019	Participant 1's home.

Predict what will happen when the next test is carried out	Measures to determine if predictions accurate
<ol style="list-style-type: none"> 1. Participant 1 will be able to comprehend all initial instructions in the CATEQ (time: 3 minutes) and will agree with layout. 2. Participant 1 will agree with the eligibility criteria as listed out (time: 1 minute) 3. Participant 1 will agree with layout and format of informed consent statement 4. Participant 1 will agree with layout and instructions for the willingness to participate in part 3 interviews 	<ol style="list-style-type: none"> 1. Time taken to read through the instructions; Able to understand the instructions on verbal probing. 2. Time taken to read through the eligibility criteria; On verbal probing able to answer that the eligibility criteria listed is comprehensible. 3. On verbal probing, able to inform layout and format of informed consent statement is simple and easy to answer. 4. On verbal probing, able to inform that the layout and instructions for the willingness to participate in part 3 interviews is simple and easy to

CATEQ Cognitive Interview

<p>5. Participant 1 will agree with layout and instructions at the end of the survey.</p> <p>6. Participant 1 will be able to comprehend, retrieve and answer questionnaire items 1-23</p>	<p>answer.</p> <p>5. On verbal probing, able to inform that the layout and instructions for the end of survey message is simple and easy to answer.</p> <p>6. On concurrent think-aloud exercise, able answer questions as comprehensible, easy to retrieve answers to. On verbal probing able to inform if response choices of the items are adequate.</p>
--	---

Do Describe what actually happened when you ran the test

Completed cognitive interview with audio recording at participant's home with informed consent. Used concurrent verbal probing for instructions, eligibility criteria, consent statement, participation in further interviews and the end of survey statement. Think aloud method used for items 1-29 to record understanding, retrieval of information and answering questions plus verbal probing about response choice for these items.

Time taken to complete each section was noted and verbal prompting and their responses were also noted in field notes using a paper copy of the CATEQ to concurrently record comprehension, retrieval and use of information.

Study Describe the measured results and how they compared to the predictions

Total time taken for the interview was 70 minutes.

1. Time taken to complete reading instructions was 90 seconds. Participant 1 indicated that the instructions about the questionnaire and approximate time that it would take to complete the questionnaire was useful. Commented that the font size could be slightly bigger and the instructions could be further spaced to allow for easier reading.
2. Participant 1 understood the eligibility criteria and took 30 seconds to read this through and did not recommend any changes.
3. Participant 1 understood the informed consent statement and did not recommend any changes.
4. Participant 1 understood the instructions for willingness to participate in further interviews section of the CATEQ, recommended using email address and/or telephone number to be added to the instructions.

CATEQ Cognitive Interview

5. Participant 1 understood and agreed with the layout and final instructions at the end of survey and did not recommend any changes.
6. Think aloud exercise for questions 1-29 – easy to understand instructions and liked the “other” option for free text questions. Participant 1 had difficulty sorting through AT devices no longer being used.

Act Describe what modifications to the plan will be made for the next cycle

Make changes to the font and layout of the initial instructions. Add questions and clarify in instructions about AT used in the past and no longer in current use. Test entire CATEQ item list on participant 2.