Perspectives on rapid evidence during COVID-19

Appendix 1: Interview topic guides

COVID-19: Rapid evidence synthesis, identification and dissemination to support policy makers and frontline GP clinicians in the context of a global pandemic

Topic guides

HIQA & CICER rapid evidence synthesis topic guides:

Evidence providers

Introduction:

The purpose of this interview is to find out about your experiences and views related to the evidence synthesis and support you have been involved in during the Covid-19 pandemic response.

Questions and prompts	Relevance to research aims, KMb framework
1. First, can I ask about your role in the COVID19 Evidence Support team, and how long you have been in this role?	Research aim: Role of interviewee
2. Can you give me an overview of the process, from your perspective? (Prompts: How were questions identified and prioritised? Thinking about the communication of the report findings, can you tell me how that process worked?)	Research aim: Description of process KMb construct: Problem identification and communication; Analysis of context
3. Can you tell me about your experience searching for and reviewing the evidence? (Prompts: Was it easy to find evidence? Did you have any concerns for the quality of evidence? To what extent did you find conflicting evidence? / How did you manage this? What surprised you? How much time did you spend? What would have made the process easier?)	Research aim: Description of process; Facilitators of process; Barriers to process KMb construct: Knowledge development and selection
4. Can you tell me about your experience analysing and interpreting the evidence to produce the reports? (Prompts: How easy or difficult? What surprised you? How much time did you spend? What would have made the process easier?)	Research aim: Description of process; Facilitators of process; Barriers to process; dissemination and engagement with evidence KMb construct: Knowledge development and selection; Knowledge transfer activities
5. What aspects of the process do you think worked well? (Prompts: Why do you think X worked well?)	Research aim: Facilitators of process KMb construct: Analysis of context
6. What aspects of the process do you think did not work so well? (Prompts: Why do you think X did not work well? Can you tell me about any changes made to the process along the way to overcome issues?)	Research aim: Barriers to process, future opportunities KMb construct: Analysis of context
7. From your experience, what would you have changed about the process?	Research aim: Future opportunities
8. Can you tell me how the reports were disseminated to the target audience? (Prompts: How well do you think this worked? Did anything	Research aim: Description of process; Facilitators of process; Barriers to process; dissemination and engagement with evidence; Future

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surprise you? What were the things that acted as barriers to dissemination? What supported good dissemination? What would you do differently?)	opportunities KMb construct: Knowledge transfer activities
9. What do you think about the media coverage received by the review reports? What were the positives about this coverage? What could be done differently related to coverage of your work by the media?	Research aim: Description of process; Facilitators of process; Barriers to process; dissemination and engagement with evidence; Future opportunities KMb construct: Knowledge transfer activities; Knowledge/research utilisation
10. Can you tell me about the use of the evidence synthesis reports produced by you and your team, e.g. to inform a NEPHET recommendation, or a government policy? How did this compare to your usual Health Technology Assessment work?	Research aim: Description of process; dissemination and engagement with evidence KMb construct: Knowledge/research utilisation
11. How useful do you think the HIQA rapid evidence synthesis service was to your target audience, the External Advisory Group of NPHET and NPHET itself? Given that reports were also publish online for public information, how useful do you think the reports were to the public?	Research aim: Future opportunities KMb construct: Knowledge/research utilisation
12. Looking back, what do you wish you had known earlier in the pandemic response that would have most facilitated your ability to do your job?	Research aim: Future opportunities KMb construct: Problem identification and communication
13. How if at all did remote working affect your role on the COVID-19 evidence support team?	Research aim: Facilitators of/Barriers to process KMb construct: Analysis of context
14. We are almost at the end, but I want to check is there anything else that you would like to raise or comment on that you feel we have not addressed so far?	

HIQA & CICER rapid evidence synthesis topic guides:
Service users
Introduction:
The purpose of this interview is to find out about your experiences of receiving and working with the evidence syntheses produced by HIQA during the Covid-19 pandemic response.

Questions and prompts	Relevance to research aims, KMb framework
1. Can you tell me about any experience that you had before the COVID-19 pandemic of working with evidence syntheses to aid decision-making in your job?	Research aim: Role of interviewee KMb construct: Analysis of context
2. Can you tell me about the process of how you were provided with evidence syntheses by HIQA? What worked, what didn't?	Research aim: Description of process; Facilitators of process; Barriers to process; Dissemination and engagement with evidence KMb construct: Knowledge development and selection; Knowledge transfer activities
3. How if at all, do you think your working circumstances due to COVID-19 restrictions, like remote working, affected your ability to engage with the evidence syntheses?	Research aim: Facilitators of/Barriers to process KMb construct: Analysis of context

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4. How easy or difficult was it to understand the evidence synthesis reports you have been receiving? (Prompts: What form do they come in? What recommendations would you make for changes or improvements to the communication of the reports?)	Research aim: Facilitators of process; Barriers to process; dissemination and engagement with evidence; Future opportunities KMb construct: Knowledge transfer activities
5. To what extent did you feel the reviews addressed the questions asked?	Research aim: Facilitators of process; Barriers to process; dissemination and engagement with evidence; Future opportunities KMb construct: Knowledge development and selection
6. Can you tell me about your experiences utilising the evidence synthesis reports in your work?	Research aim: Description of process; dissemination and engagement with evidence KMb construct: Knowledge/research utilisation
7. How helpful overall did you find the evidence synthesis reports? (Prompts: If usefulness was low, why? If usefulness was high, why? What would have improved the usefulness of the information?)	Research aim: Facilitators of process; Barriers to process; Future opportunities KMb construct: Knowledge/research utilisation
8. What do you think about the ways in which the review reports were shared, e.g. within NEPHET and outside NEPHET, and through the HIQA website?	Research aim: Description of process; Facilitators of process; Barriers to process; dissemination and engagement with evidence KMb construct: Knowledge transfer activities
9. Looking back, what do you wish you had known earlier in the pandemic response that would have most facilitated your ability to do your job?	Research aim: Future opportunities KMb construct: Problem identification and communication
10. We are almost at the end, but I want to check is there anything else that you would like to raise or comment on that you feel we have not addressed so far?	

COVID-19: Rapid evidence synthesis, identification and dissemination to support policy makers and frontline GP clinicians in the context of a global pandemic

ICGP/AUDGPI/PCCTNI GP evidence support project topic guides:

Evidence providers

Introduction:

The purpose of this interview is to find out about your experiences and views related to the evidence support work you have been involved in for the ICGP COVID-19 Q&A service.

Questions and prompts	Relevance to research aims, KMb framework
1. First, can I ask about your role with the ICGP COVID-19 GP Evidence Support team, and how long you have been in this role?	Research aim: Role of interviewee
2. **For core team members:** Can you give me an overview of the process, from your perspective? (Prompts: How were activities organised? How were questions prioritised and addressed?) **For expert panel members:** Can you describe what your own work on this Q&A service entailed? (Prompts: How was this work organised?)	Research aim: Description of process KMb construct: Problem identification and communication; Analysis of context
3. Can you tell me about your experience searching for and reviewing the evidence? (Prompts: Was it easy to find evidence? Did you have any concerns about the quality of evidence? To what extent did you find conflicting evidence? / How did you manage this? What surprised you? How much time did you spend? What would have made the process easier?)	Research aim: Description of process; Facilitators of process; Barriers to process KMb construct: Knowledge development and selection
4. Can you tell me about your experience of drafting the answer to a question? (Prompts- were there any aspects of drafting the answer that were difficult? / or easy? How much time did you spend? What would have made the process easier? For core group member/expert who drafted more than one answer: Were any types of questions more challenging to answer?)	Research aim: Description of process; Facilitators of process; Barriers to process; Engagement with evidence KMb construct: Knowledge development and selection; Knowledge transfer activities
5. What aspects of the process do you think worked well? (Prompts: Why do you think X worked well?)	Research aim: Facilitators of process KMb construct: Analysis of context
6. What aspects of the process do you think did not work so well? (Prompts: Why do you think X did not work well? Can you tell me about any changes made to the process along the way to overcome issues?)	Research aim: Barriers to process, future opportunities KMb construct: Analysis of context
7. From your experience, what would you have changed about the process?	Research aim: Future opportunities
8. How helpful was this process for you as a	Research aim: Facilitators of/Barriers to process;

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GP/GP academic/researcher/HCP/ICGP staff/etc?	Future opportunities
9. So once the evidence was searched and the answer drafted- can you describe to me how the answers were disseminated to GPs? (Prompts: How well do you think this worked? Was there anything unexpected about the process of disseminating the Q&A content? What were the things that acted as barriers to dissemination? What supported good dissemination? What would you do differently?)	Research aim: Description of process; Facilitators of process; Barriers to process; dissemination and engagement with evidence; Future opportunities KMb construct: Knowledge transfer activities
10. Can you tell me what you think about the ICGP Covid Q&A website? Prompts – Have you used the ICGP Q&A service outside of your role as an evidence provider? How user friendly is it? How easy or difficult is it to find the questions and answers ? Have you any suggestions for how it could be improved?	Research aim: Facilitators of/Barriers to process; dissemination and engagement with evidence; Future opportunities KMb construct: Knowledge transfer activities
11. How useful do you think the ICGP COVID-19 Q&A service was? Prompts IF they found it useful ask "who do you think it was useful to, and in what way? " Prompts: To what extent was it useful for GPs ?/the ICGP?/patients? Others ?	Research aim: Future opportunities KMb construct: Knowledge/research utilisation
12. Do you have any sense of how widely used the Q&A service was amongst GPs?	Research aim: Description of process; dissemination and engagement with evidence KMb construct: Knowledge/research utilisation
13. Looking back, what do you wish you had known earlier in the pandemic response that would have most facilitated your ability in this role?	Research aim: Future opportunities KMb construct: Problem identification and communication
14. How if at all did remote working affect your role with the Q&A service?	Research aim: Facilitators of/Barriers to process KMb construct: Analysis of context
15. We are almost at the end, but I want to check is there anything else that you would like to raise or comment on that you feel we have not addressed so far?	

ICGP/AUDGPI/PCCTNI GP evidence support project topic guides:
Service users
Introduction:
The purpose of this interview is to find out about your experiences and views related to the ICGP COVID-19 Q&A service on the ICGP website. We know the ICGP ran a lot of other COVID information sharing services, including weekly webinars, etc., but for the purpose of this interview, we are focusing on the Q&A website.

Questions and prompts	Relevance to research aims, KMb framework
1. Can you tell me how you heard about the ICGP Q&A website service? What did you think when you heard that this service would be available to you? What made you decide to submit	Research aim: Description of process KMb construct: Problem identification and communication; Knowledge transfer activities; Analysis of context

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a question?	
2. Prior to Covid-19 – to what extent would you have used the ICGP as a source for clinical and practice management guidelines? (Prompts: What are your go=to sources for clinical and practice management guidelines?)	KMb construct: Analysis of context
3. How if at all, do you think your working circumstances due to COVID-19 restrictions, like remote working, affected your ability to engage with evidence and guidelines?	Research aim: Facilitators of/Barriers to process KMb construct: Analysis of context
4. What do you think about using the Q&A webpage? (Prompts: What was it like finding questions/ finding answers/ keeping track of updated answers? What did you think about the process for submitting a question? (Prompts: How easy or difficult was it to follow instructions? To what extent was the process user friendly?)	Research aim: Description of process; Facilitators of/Barriers to process; dissemination and engagement with evidence; Future opportunities KMb construct: Knowledge transfer activities; Analysis of context
5. How easy or difficult is it to understand the answers posted to the website? (Prompts: In what way? What recommendations would you make for changes or improvements? Were there any issues with communication like the format or language used, that you would change?)	Research aim: Facilitators of process; Barriers to process; dissemination and engagement with evidence; Future opportunities KMb construct: Knowledge transfer activities
6. To what extent did you feel the answers provided addressed the questions asked?	Research aim: Facilitators of process; Barriers to process; dissemination and engagement with evidence; Future opportunities KMb construct: Problem identification and communication; Knowledge development and selection
7. How, if at all, did you hear about the ongoing activities of the Q&A service, such as new questions and answers or updates to answers?	Research aim: Description of process; dissemination and engagement with evidence; Facilitators of process; Barriers to process KMb construct: Knowledge transfer activities
8. Can you tell me about your experiences utilising the ICGP Q& A answers in your work? (Prompts: How applicable were the answers to your own clinical work? What helped you to use the information you gathered from the website? What, if anything, stopped you from using the info?)	Research aim: Description of process; dissemination and engagement with evidence KMb construct: Knowledge/research utilisation
9. How helpful overall did you find the Q&A service? (Prompts: In what way was it helpful/unhelpful? If usefulness was low, why? What would have improved the usefulness of the information? To what extent did the Q&A service serve as a support for specific Covid related	Research aim: Facilitators of process; Barriers to process; Future opportunities KMb construct: Knowledge/research utilisation

questions?)	
10. Can you tell me about any examples of times when you shared information you learned through the Q&A system, e.g. shared with practice colleagues or though social media like a GP WhatsApp group?	Research aim: Description of process; Facilitators of process; Barriers to process; dissemination and engagement with evidence KMb construct: Knowledge transfer activities
11. We are almost at the end, but I want to check is there anything else that you would like to raise or comment on that you feel we have not addressed so far?	

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