

INTRODUCTION		
<i>Introduction</i>	<p>Hi. I appreciate all of you taking the time to talk with me today. My name is _____. I’m a professor at _____ and my work focuses on child abuse prevention and parenting. However, I’m also a mom with _____. As a mom, I know that parenting can be tough. I’m working with the _____ and Chapin Hall at the University of Chicago. We are interested in learning more about the supports and resources available to you in your community and how these resources help you to care for your children or help you to be a better parent. I’m excited to hear your thoughts on this topic. Please feel free to share your thoughts even if you think they are different from what others might say. We want to hear lots of different ideas.</p> <p>Today I have _____ with me. He/she will be taking notes and helping to make sure we don’t miss any of the important things that you say. As I mentioned in obtaining your consent I am tape recording our discussion because we don’t want to miss any of your comments.</p> <p>—Begin with first question—</p>	
Domain of Interest	Primary Question	Suggested Follow-Up Questions
Community Resources and Supports		
1. <i>Community Formal Support</i>	<p>Comment: I would like to start off by talking about what you see as valuable supports in meeting the needs of your children. I want to ask you about the resources available in the community in which you live and how these are used.</p> <p>Questions: What do you see as the most valuable organizations, services, or programs in your community that support your efforts in raising your children?</p>	<p>A. How often do you use these resources? B. How have they been helpful to you? C. Have you recommended any of these resources to others in your community?</p>

¹ This focus group format was developed and administered as part of the following project: Daro, D., Jarpe-Ratner, E., Karter, C., Crane, K., Bellamy, J., & Seay, K. (2017). *Child maltreatment prevention: A planning framework for action*. Chicago, IL: Chapin Hall at the University of Chicago.

<p>2. <i>Community Informal Support</i></p>	<p>Comment: From time to time, people in communities need to give and receive help in order to deal with simple issues around parenting.</p> <p>Question: Are individuals in this community generally willing to help others that are in need? What are your personal experiences with this?</p>	<p>A. How often and in what ways have you helped neighbors or community members with simple issues around parenting [watching someone’s child, lending items, helping with errands, giving advice]?</p> <p>B. Are there any reasons one might not offer help to a neighbor or someone in the community?</p> <p>C. Have you ever called on a neighbor or community member when you needed help in your community? If so, in what ways?</p> <p>D. Are there any reasons you might not ask for help from a neighbor?</p>
<p>Possible Innovations</p>		
<p>3. <i>Community Innovations</i></p>	<p>Comment: We would like to get your thoughts on new ideas about supports for parents. I am going to tell you about a few of these, and I would like to get your reaction to each one. The first one is....:</p> <ul style="list-style-type: none"> • List 3-4 “high value” innovations identified by the state planning team or state <p>Question: What are your initial thoughts on each of these ideas?</p>	<p>A. For each issue ask:</p> <ul style="list-style-type: none"> • What do you think of the idea? • How likely would you be to use this resource or recommend it to others? • What barriers do you see in using this resource? • What do you see as the most positive aspect of this idea?

		<ul style="list-style-type: none"> • What concerns do you have about this resource? • Do you have any ideas about how we could improve on this idea?
Characteristics of Prevention Plans/Core Values of Practice		
<p>4. <i>Family and Participant Voice in Service Planning</i></p>	<p>Comment: All of us have to get help sometimes. We are interested in how programs can make families feel more welcomed and involved when they seek out support.</p> <p>Questions: Who can tell me about a time when they had a really good experience getting help from a program or service in the community in which you live?</p> <p>During that process, did the service provider ask your opinion about what specific help you would get or what you wanted from the program?</p>	<p>A. How important is it for you to be able make decisions about what services you will receive and the issues you work on?</p> <p>B. When you think about the people that helped you, what were some of their qualities that contributed to your having a positive experience? What types of people do you think are most effective at offering help to families like yours?</p> <p>C. When you were seeking help, what kind of information did the service provider ask from you? How did it feel to share this information? What were your concerns about sharing this information about you and your family?</p>

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OTHER THOUGHTS	
5. <i>Other Thoughts</i>	<p><i>Comment:</i> We have talked a lot about communities and parenting today but I am sure there are topics I did not cover.</p> <p><i>Question:</i> Is there anything else that that you would like to mention today?</p>
CONCLUSION OF FOCUS GROUP	
<i>Conclusion</i>	<p>[When a student is taking notes, I will say this.] Because I want to ensure that we capture everything you said, I would like to ask _____ if there are any topics that we need to follow-up on before we conclude the focus group. [_____ : probe for further clarification on points that were unclear or need follow-up].</p> <p>That brings us to the end of our time together. I want to thank you for your time. We'll be looking at the information you and others have given us and utilizing it to develop a plan to improve supports and resources for families in your state.</p> <p style="text-align: center;">Thank you again for making time for this today! Your voice is important!</p>

Daro, D., Bellamy, J., Crane, K., Seay, K., & Phillips, J. (2017). *Voices from home: Perceptions of caregivers on raising children and accessing supports*. Chicago, IL: Chapin Hall at the University of Chicago.

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