

**Goldman R, Parker DR, Brown J, Walker J, Eaton CB, Borkan JM. Recommendations for a Mixed Methods Approach for Evaluating the Patient-Centered Medical Home. *Ann Fam Med.* 2015;13(2):.**

**Supplemental Appendix 13. Brown Facilitation and Evaluation Reflection Guide**



Name: \_\_\_\_\_ Date: \_\_\_\_\_

## **Guide for documenting the contextual factors that influence facilitation/evaluation work**

*Remember to note which practices you're writing about.*

### **AT THE PRACTICES**

- What happened this week at the practices that surprised/interested you? Why did it surprise/interest you? What circumstances surrounded this happening?
  
- What happened at the practices that influenced transformation, transformation progress, or data collection? (e.g. new protocol instituted; decisions made; special meeting occurred; staff left or new staff were hired; etc.)
  
- Who did/said something or interacted with you at a practice that was out of the norm? Why was it unusual? What effect did it have? Why do you think this was happening? (This could also have occurred in the opposite way – someone who was previously interactive and engaged in transformation was not so at this time.)

### **BROADER CONTEXT**

- What happened in the broader context (e.g. PCMH-related collaborative meeting; local/regional/national politics; economics; weather; etc.) that influenced what's happening at the practices, or your work with the practices?

### **YOUR ROLE IN FACILITATION OR EVALUATION DATA COLLECTION**

- What has changed in the way you view the practice, the providers and staff, your role as facilitator or data collector? Why do you think this has changed? What impact do you think it is having on your facilitation or data collection role and on the practice's transformation? How do you feel about the change?