Interview guide - leadership guide (after intervention)

Adapt the interview guide to the individual unit and the actions/concepts used in the unit throughout the year we have followed them. This is just a guide, the focus group interview is flexible.

Introduction / transition:

- What expectations did you have in advance to participate in SAFE-LEAD and use the management guide in your daily work?

Key questions:

- How was it experienced to participate in the SAFE-LEAD project?
  - What did you like best?
  - In retrospect, is there anything that could have been done differently? Can you tell?
- How do you generally think it has been to use the management guide?
- How have you used the guide in your workplace? (Eg alone, in management teams, with employees in meetings etc.)
  - What has been particularly challenging?
  - Is there anything you think could / should have been different? (if so, what and in what way?)
- Why have you succeeded / failed with the implementation of the management guide in this unit?
  - What do you experience as the most important factors that must be in place when implementing tools / guides in this unit? (Management, training, utility, etc.)
- Have you learned anything new in quality and safety work during this year?
  - In what way?
  - What have you specifically gained increased competence or knowledge about?
  - Do you feel that SAFE-LEAD has contributed to this? How?
- What has been the most important contribution from the guide in their work with quality and safety?
  - In what way?
  - What has possibly been challenging?
- Have you kept to the challenges you chose at the beginning of the project or have you changed along the way / started new ones?
  - How have you worked to achieve improvement in the chosen challenges?
  - What has worked well? What are the conditions for it to work so well?
  - What has been challenging, and why?
- Now that you have used the leadership guide for one year:
  - What is it about the guide itself that has worked well?
  - What should we possibly adjust to?
• How do you feel that SAFE-LEAD has fit in with the work you are already doing with quality work? (for example, the process with the three steps - challenges, goals, action plans)
• Do you feel that the guide is in line with the leadership regulations that we talked about in workshop 5 - have you reflected anything more on this?
• How has it been to continue working with the guide after the first half year where we have been less involved?
• Have you adapted it to your needs? In what way?
• Have there been any important organizational changes in the unit in the last year that you feel have had an impact on the ability to provide good services?
  • Do you feel that this has affected the work with SAFE-LEAD? In what way?
  • Can you say something about what you do to involve users and relatives in your workplace? (ask for examples)
  • Have there been any changes in how you work with user involvement in the last year? How?

Closure

• What recommendations would you give to others who should start using the guide for the first time?
• (Briefly summarizes what we have talked about). Is there something you think I should have asked about that you want to convey in conclusion?