

**CORE-Q**

**Domain 1: Research team and reflexivity**

Personal Characteristics

1. Interviewer/facilitator -- Which author/s conducted the interview?
  - a. While no interviews were conducted, open-ended responses were collected by KM and CD
2. Credentials -- What were the researcher's credentials?
  - a. MSc and PhD student
3. Occupation -- What was their occupation at the time of the study?
  - a. Research Associate and Graduate student
4. Gender -- Was the researcher male or female?
  - a. Both researchers are female
5. Experience and training -- What experience or training did the researcher have?
  - a. One year and 7 years of experience respectively

Relationship with participants

6. Relationship established -- Was a relationship established prior to study commencement?
  - a. No previous relationship
7. Participant knowledge of the interviewer -- What did the participants know about the researcher?
  - a. Purpose for doing the research
8. Interviewer characteristics -- What characteristics were reported about the interviewer/facilitator?
  - a. As part of the invitation to participate in the survey, the study team introduced themselves as researchers conducting the study and provided a brief summary of the purpose of the study

**Domain 2: study design Theoretical framework**

9. Methodological orientation and Theory -- What methodological orientation was stated to underpin the study?
  - a. Content analysis was used to analyze the open-ended responses

## **Doktorchik & Manalili et al. Text Data Analysis**

10. Sampling -- How were participants selected?
  - a. Snowball sampling
11. Method of approach -- How were participants approached?
  - a. Email and telephone
12. Sample size -- How many participants were in the study?
  - a. 47 organizations in Canada completed the survey
13. Non-participation -- How many people refused to participate or dropped out?
  - a. Out of 58 Canadian organizations invited 47 participated. The reasons not to participate were due to not be the relevant contact.

### **Setting**

14. Setting of data collection -- Where was the data collected?
  - a. The participants completed the survey in their workplaces
15. Presence of non-participants -- Was anyone else present besides the participants and researchers?
  - a. It is uncertain whether the participants completed the survey in the presence of others (survey questions, including open-ended responses were completed via an online link)
16. Description of sample -- What are the important characteristics of the sample?
  - a. The demographic data, including geographical location and characteristic of the organization

### **Data collection**

17. Interview guide -- Were questions, prompts, guides provided by the authors?
  - a. Yes;
18. Was it pilot tested?
  - a. Yes, the content was tested for face validity by other members of the team including the patient partner (SZ)
19. Repeat interviews -- Were repeat interviews carried out? If yes, how many?
  - a. No, they were not repeated
20. Audio/visual recording -- Did the research use audio or visual recording to collect the data?
  - a. No
21. Field notes -- Were field notes made during and/or after the interview?

## **Doktorchik & Manalili et al. Text Data Analysis**

- a. No
- 22. Duration -- What was the duration of the interviews?
  - a. The survey took approximately 20-40 minutes to complete
- 23. Data saturation -- Was data saturation discussed?
  - a. Yes it was discussed by the two researchers while going through the content analysis
- 24. Transcripts returned -- Were transcripts returned to participants for comment and/or correction?
  - a. No

### **Domain 3: analysis and findings**

#### Data analysis

- 25. Number of data coders -- How many data coders coded the data?
  - a. Two (KM and CD)
- 26. Description of the coding tree -- Did authors provide a description of the coding tree?
  - a. In this case the text data was not as large as when analysing large transcripts. It was not applicable to develop the coding tree
- 27. Derivation of themes -- Were themes identified in advance or derived from the data?
  - a. Themes were derived from the data
- 28. Software -- What software, if applicable, was used to manage the data?
  - a. We use Nvivo but in this case the amount of text to analyze was not as large as usual, so Nvivo was not used for these open-ended responses. Coding, organization and final analysis was done manually in Microsoft excel. Both KM and CD worked closely in the analysis
- 29. Participant checking -- Did participants provide feedback on the findings?
  - a. Yes, reports were presented at stakeholder meetings
- 30. Quotations presented -- Were participant quotations presented to illustrate the themes / findings?
  - a. Yes;
- 31. Was each quotation identified?
  - a. Yes we have added the participant role in their organizations

## **Doktorchik & Manalili et al. Text Data Analysis**

32. Data and findings consistent -- Was there consistency between the data presented and the findings?
  - a. Yes
  
33. Clarity of major themes -- Were major themes clearly presented in the findings?
  - a. Yes example are provided in Box 1 in the text
  
34. Clarity of minor themes -- Is there a description of diverse cases or discussion of minor themes?
  - a. Yes discussion of minor themes is included