

Appendix 1 (as supplied by the authors): Interview Guide

OPENING REMARKS

Thank you for agreeing to speak with us. We are interested in learning about how you developed <mention specific GItool>. Information from yourself and others will help us to understand the resources and processes needed to develop guideline implementation tools. Our conversation is being recorded, but your responses will remain anonymous. Before we begin, do you have any questions?

PLANNING

What prompted development of the tool?

Who was involved in planning tool development (if necessary, prompt: the process that would be used, desirable content/format, sources of content, resources needed, training, etc.)

How were decisions made about process, content and format (if necessary, prompt: examples of other tools, research, committee decisions)

DEVELOPMENT

Please describe how the tool was developed (if necessary, prompt: length of process, steps involved ie. development, user input, prototyping, piloting, full evaluation, who was involved, expertise)

RESOURCES

Please describe the infrastructure and resources required to develop the tool (if necessary, prompt: staff, equipment, technology, finances)

IMPLEMENTATION

How was the tool implemented (if necessary, prompt: with guideline, web site, email, regular mail, presentation at a conference, meeting)

EVALUATION

Have you evaluated user views or impact of the tool?

If no: Do you have plans for evaluation?

If yes: How did you evaluate the tool, what were the results, were the results used to improve the tools, is ongoing evaluation planned

PROCESS OPTIMIZATION

Do you have suggestions for how tools like yours could be better developed? (if necessary, prompt: what worked, what was challenging)

What information or instructions would have helped you develop the tool?

CLOSING REMARKS

Is there anything else you would like to add? Do you have any questions for me? Thank you for taking the time to speak with me.