**MTN-034**

**Late FGD Debriefing Report**

***Purpose:***

1. *Provide a general overview of the content discussed in the FGD*
2. *Record information that might not be reported otherwise (i.e. context and meaning of behaviors; e.g. non-verbal cues, emotional states, body language, etc.)*
3. *Deliver preliminary constructs of analysis (e.g. subjective impressions of the participants’ behavior, emerging themes, etc.)*

***Instructions:***

*This report is to be completed by the Facilitator on the same day as the focus group discussion and forwarded to RTI within one week of focus group completion.
The note-taker should be consulted to verify content and add detail where applicable. This report should be uploaded to the SFTP site as a Word document. Any relevant visual tools should be uploaded at the same time as the debrief report.*

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| **PTID (s) & Pseudonyms:** | 123-12345-1 | Pseudonym |
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| **Site** | Choose an item. |
| **FGD date:** | Date of FGD |
| **FGD #:** | XX |
| **Facilitator:** | Facilitator’s Name |
| **Other staff present:** | Staff Name(s) |
| **Person completing form:** | Staff name |
| **Duration of FGD:** | XXH:XXM:XXS |
| **FGD Language(s):** | Language(s) |
| **Current product use (ring, tablet, neither, or mix):** | Ring, Tablet, Neither, or Mix |
| **Adherence level (high, medium, or low):** | High, Medium, or Low |
| **Site reviewer:** | [ ] **No:** If “no,” reason why not[ ] **Yes:** If “yes,” initials of reviewer |

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| --- |
| **Debriefing Summary:** |

1. **What are your general impressions from the FGD today?** (*Describe in detail your subjective impressions of how the participants behaved, their emotional states [social, timid, excited, sad, laughed, bored, confused, uncomfortable, [dis]engaged etc.], and any other important information about the context, non-verbal communication and experience that might not be gathered from what will be transcribed).*

Sample text of general impressions

1. **Themes or ideas discussed** *(Describe in detail the most important ideas discussed within each of the FGD or IDI main topic areas and any important issues that were raised.)*
	1. **Experience during the REACH study** *(e.g. challenges getting to the clinic and during clinic visits, thoughts on the REACH study procedures, negative opinions from people in the community):*

Sample text about experience in REACH

* 1. **Disclosure with social circle about REACH** *(e.g. comfort with telling social circle (parents, friends, partners, etc.), partner knowledge and opinion of the REACH study and study products if applicable, reasons and motivations for disclosure to social circle, other’s opinions to the REACH study and study products):*

Sample text about disclosure with social circle

* 1. **Study product acceptability and experience with use** *(e.g. experience with product use, motivations for use, challenges and worries, effect on sexual activity, comparison between the “unchosen product” and “chosen product”, community opinion on study products, feelings around drug results, etc.):*

Sample text about product acceptability

* 1. **Product choice and preferences** *(e.g. opinion on being required to try each study product before getting to choice, decision-making process of chosen product, feelings around contraceptive use, etc.):*

Sample text about product choice and preferences

* 1. **Future product use** *(e.g. which study product peers would prefer and why, participants recommendation of study products, opinions on how the study products were packaged, condoms and study products use at the same time, etc.):*

Sample text about future product use

1. **Were there any other important issues, unexpected or unanticipated findings?** *(Record anything unexpected, unanticipated, or new that was learned from this FGD; positive or negative mentions of staff; other important issues)***:**

Sample text about other findings

1. **Were there any potential Social Harms (SH), Adverse Events (AE), or Protocol Deviations (PD) mentioned in the interview today**?

[ ]  No [ ]  Yes *(Record what was mentioned during the interview and the action taken to report the potential AE/SH/PD or refer the participant, if applicable.)*

 [Sample text about social harms, adverse events, or protocol Deviations]