

MTN-003D Stage 2 Training Agenda
Durban, South Africa
4 October 2013

| Time | Topic | Lead |
|--|---|---------|
| Overview of Protocol, Session Chair: Ariane | | |
| 8:30 – 9:30 | <ul style="list-style-type: none"> Welcome & introductions | Sarita |
| | <ul style="list-style-type: none"> Summary of study design and procedures: rationale, study objectives, design, sample size, overview of data collection methods (overall and Stage 2) Team member roles and expectations | Ariane |
| | <ul style="list-style-type: none"> Q&A | All |
| Participant Accrual, Screening, and Enrollment, Session Chair: Ariane | | |
| 9:30 – 10:00 | <ul style="list-style-type: none"> Eligibility criteria Accrual groups and targets Enrollment, including IC and assignment of PTID | Miriam |
| PK Discussion, Session Chair: Ariane | | |
| 10:00 – 10:30 | <ul style="list-style-type: none"> Manner and timing of presentation (IDI vs. FGD) Use of tools Recording responses | Liz |
| 10:30 – 11:00 | Tea Break | |
| In-depth Interview Data Collection, Session Chair: Miriam | | |
| 11:00 – 11:20 | <ul style="list-style-type: none"> Visit Checklist Demographic (DEM) form completion Preparation, procedures, and flow PSF documentation | Miriam |
| 11:20 – 11:40 | <ul style="list-style-type: none"> Roles and qualities of good interviewers and note-takers [<i>Group Exercise</i>] Report back on experiences from Phase 1 (each site on successes/challenges of data collection) | Zoe |
| 11:40 – 12:00 | <ul style="list-style-type: none"> Review of topics/questions and use of tools 'Spark' assessment | Liz |
| 12:00 – 13:00 | <ul style="list-style-type: none"> Role plays (including use of PKD, news clippings, card exercise, etc.) | Zoe/All |
| 13:00 – 13:45 | Lunch Break | |
| Focus Group Discussion Data Collection, Session Chair: Zoe or Thola? | | |
| 13:45 – 14:00 | <ul style="list-style-type: none"> Visit Checklists, individual participant and group Demographic (DEM) form completion Preparation, procedures, and flow PSF documentation | Miriam |
| 14:00 – 14:30 | <ul style="list-style-type: none"> Roles and qualities of good facilitators and note-takers | Thola |

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| | <ul style="list-style-type: none">• Tips & Techniques | |
| 14:30 – 15:00 | <ul style="list-style-type: none">• Review of topics/questions and use of tools | Liz |
| 15:00 – 15:15 | Tea Break | |
| 15:15 – 16:15 | <ul style="list-style-type: none">• Role plays (including leveraging ‘sparks’, and use of PKD, news clippings, card exercise, etc.) | Thola/All |
| Summary, Session Chair: Ariane | | |
| 16:15 – 16:45 | <ul style="list-style-type: none">• Wrap-up• Next steps and timeline• Q & A | All |