

#	Variable / Field Name	Field Label <i>Field Note</i>	Field Attributes (Field Type, Validation, Choices, Calculations, etc.)																											
Instrument: Work Group Meeting Logs (work_group_meeting_logs)  Enabled as survey																														
1	[record_id]	Record ID	text																											
2	[name_of_work_group]	Name of Work Group	radio <table><tr><td>1</td><td>Marketing and communication</td></tr><tr><td>2</td><td>Data, technology, and integration (BMIC and IS work group)</td></tr><tr><td>3</td><td>Operations and staff training</td></tr><tr><td>4</td><td>Research enablement</td></tr><tr><td>5</td><td>Clinical services and results (return of results)</td></tr><tr><td>6</td><td>Administrative</td></tr><tr><td>7</td><td>Evaluation and implementation research</td></tr><tr><td>8</td><td>Cross-functional leadership</td></tr><tr><td>9</td><td>Other (ad-hoc, add in notes)</td></tr><tr><td>10</td><td>Study Team Touch Base (added 12/1/21)</td></tr><tr><td>11</td><td>Clinical Reuse Planning (added 12/1/21)</td></tr><tr><td>12</td><td>Joint Oversight Committee (added 12/1/21)</td></tr><tr><td>13</td><td>Community Advisory Board</td></tr></table>		1	Marketing and communication	2	Data, technology, and integration (BMIC and IS work group)	3	Operations and staff training	4	Research enablement	5	Clinical services and results (return of results)	6	Administrative	7	Evaluation and implementation research	8	Cross-functional leadership	9	Other (ad-hoc, add in notes)	10	Study Team Touch Base (added 12/1/21)	11	Clinical Reuse Planning (added 12/1/21)	12	Joint Oversight Committee (added 12/1/21)	13	Community Advisory Board
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3	[date_of_meeting_mm_dd_yy]	Date of Meeting (MM/DD/YY)	text (date_mdy)																											
4	[topic_of_meeting]	Topic of Meeting	notes																											
5	[notes_barrier]	Section Header: <i>Implementation Barriers</i> Implementation Barrier Notes	notes																											
6	[intervention_barrier]	Intervention Characteristics (BARRIERS)	checkbox <table><tr><td>1</td><td>intervention_barrier__1</td><td>Intervention source (whether In Our DNA SC was internal/externally developed)</td></tr><tr><td>2</td><td>intervention_barrier__2</td><td>Evidence, strength of quality (whether In Our DNA SC was built on good evidence)</td></tr><tr><td>3</td><td>intervention_barrier__3</td><td>Relative advantage (whether In Our DNA SC is better than alternative solutions)</td></tr><tr><td>4</td><td>intervention_barrier__4</td><td>Adaptability (In Our DNA SC can be adapted to other settings)</td></tr></table>		1	intervention_barrier__1	Intervention source (whether In Our DNA SC was internal/externally developed)	2	intervention_barrier__2	Evidence, strength of quality (whether In Our DNA SC was built on good evidence)	3	intervention_barrier__3	Relative advantage (whether In Our DNA SC is better than alternative solutions)	4	intervention_barrier__4	Adaptability (In Our DNA SC can be adapted to other settings)														
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			5	intervention_barrier__5	Trialability (can te: Our DNA SC on sn scale)
			6	intervention_barrier__6	Complexity (how c radical, disruptive implementation is
			7	intervention_barrier__7	Design, quality, ar packaging (excell how bundled, pre assembled)
			8	intervention_barrier__8	Cost (investment, opportunity)
7	[outersetting_barrier]	Outer Setting (BARRIERS)	checkbox		
			1	outersetting_barrier__1	Patient needs and resources (patients needs are accurately known and prioritized by organization)
			2	outersetting_barrier__2	Cosmopolitanism (network with other external universities/health systems)
			3	outersetting_barrier__3	Peer pressure (pressure to implement program based on other key peer organizations)
			4	outersetting_barrier__4	External policies and incentives (policy and regulatory mandates, collaboratives)
8	[innersetting_barrier]	Inner Setting (BARRIERS)	checkbox		
			1	innersetting_barrier__1	Structural characteristics (age, size, maturity of organization)
			2	innersetting_barrier__2	Networks and communication
			3	innersetting_barrier__3	Culture (norms, values, basic assumptions)
9	[inner_setting_impleme ntati]	Inner Setting - Implementation Climate (BARRIERS)	checkbox		

			<table><tr><td>1</td><td>inner_setting_implementation__1</td><td>Tension for change (current situation not changed - change about need change and in the life cycle of implementation)</td></tr><tr><td>2</td><td>inner_setting_implementation__2</td><td>Compatibility between intervention and existing systems)</td></tr><tr><td>3</td><td>inner_setting_implementation__3</td><td>Relative Priority (importance of implementation within organization)</td></tr><tr><td>4</td><td>inner_setting_implementation__4</td><td>Organizational incentives and rewards (extrinsic incentives, bonuses, increased stature)</td></tr><tr><td>5</td><td>inner_setting_implementation__5</td><td>Goals and feedback (well goals communicated and feedback to staff)</td></tr><tr><td>6</td><td>inner_setting_implementation__6</td><td>Learning climate (organizational climate that allows for reflective evaluation)</td></tr></table>	1	inner_setting_implementation__1	Tension for change (current situation not changed - change about need change and in the life cycle of implementation)	2	inner_setting_implementation__2	Compatibility between intervention and existing systems)	3	inner_setting_implementation__3	Relative Priority (importance of implementation within organization)	4	inner_setting_implementation__4	Organizational incentives and rewards (extrinsic incentives, bonuses, increased stature)	5	inner_setting_implementation__5	Goals and feedback (well goals communicated and feedback to staff)	6	inner_setting_implementation__6	Learning climate (organizational climate that allows for reflective evaluation)
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10	[inner_setting_readiness_for_implementation]	Inner Setting - Readiness for Implementation (BARRIERS)	<table><tr><td colspan="3">checkbox</td></tr><tr><td>1</td><td>inner_setting_readiness_for_implementation__1</td><td>Leadership engagement (commitment and involvement of leaders)</td></tr><tr><td>2</td><td>inner_setting_readiness_for_implementation__2</td><td>Availability of resources (dedicated resources for implementation and ongoing operations - money, training,</td></tr></table>	checkbox			1	inner_setting_readiness_for_implementation__1	Leadership engagement (commitment and involvement of leaders)	2	inner_setting_readiness_for_implementation__2	Availability of resources (dedicated resources for implementation and ongoing operations - money, training,									
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					education, time)
			3	inner_setting_readiness_fo__3	Access to knowledge information (ease of access to digestible information and knowledge about how works and incorporate into tasks)
11	[indchar_barrier]	Characteristics of Individuals (BARRIERS)	checkbox		
			1	indchar_barrier__1	Knowledge and beliefs about intervention (attitudes and values placed on the intervention)
			2	indchar_barrier__2	Self-efficacy (abilities to execute intervention)
			3	indchar_barrier__3	Individual stage of change (phase of change as progress toward sustained use of intervention)
12	[notes_facilitator]	Section Header: <i>Implementation Facilitators</i> Implementation Facilitator Notes	notes		
13	[intervention_facilitator]	Intervention Characteristics (FACILITATORS)	checkbox		
			1	intervention_facilitator__1	Intervention source (whether In Our DNA SC was internal/externally developed)
			2	intervention_facilitator__2	Evidence, strength of evidence (whether evidence was good evidence)
			3	intervention_facilitator__3	Relative advantage (whether Our DNA SC is better than alternative)
			4	intervention_facilitator__4	Adaptability (whether Our DNA SC can be adapted/tailored to specific populations; discussions about adaptations that needed or made)
			5	intervention_facilitator__5	Trialability (can Our DNA SC be scaled)
			6	intervention_facilitator__6	Complexity (how radical, disruptive)

					implementation
			7	intervention_facilitator__7	Design, quality, packaging (except how bundled, packaged, assembled)
			8	intervention_facilitator__8	Cost (investment opportunity)
14	[outersetting_facilitator]	Outer Setting (FACILITATORS)	checkbox		
			1	outersetting_facilitator__1	Patient needs and resources (patients needs are accurately known and prioritized by organization)
			2	outersetting_facilitator__2	Cosmopolitanism (network with other external universities/health systems)
			3	outersetting_facilitator__3	Peer pressure (pressure to implement program based on other key peer organizations)
			4	outersetting_facilitator__4	External policies and incentives (policy and regulatory mandates, collaboratives)
15	[innersetting_facilitator]	Inner Setting (FACILITATORS)	checkbox		
			1	innersetting_facilitator__1	Structural characteristics (age, size, maturity of organization)
			2	innersetting_facilitator__2	Networks and communication
			3	innersetting_facilitator__3	Culture (norms, values, basic assumptions)
16	[inner_setting_imp_factor]	Inner Setting- Implementation Climate (FACILITATORS)	checkbox		
			1	inner_setting_imp_fac__1	Tension for change (current situation needs changed- can be about need to change anytime in the life course of implementation)
			2	inner_setting_imp_fac__2	Compatibility (fit between

					intervention and existing systems)
			3	inner_setting_imp_fac__3	Relative Priority (importance of implementation within organization)
			4	inner_setting_imp_fac__4	Organizational incentives and rewards (extrinsic incentives, bonuses, increased stature)
			5	inner_setting_imp_fac__5	Goals and feedback (how well goals are communicated and fed back to staff)
			6	inner_setting_imp_fac__6	Learning climate (organizational climate that allows for reflective evaluation)
17	[implementation_climate_rea]	Implementation Climate- Readiness for Implementation (FACILITATORS)	checkbox		
			1	implementation_climate_rea__1	Leadership engagement (commitment, involvement and accountability of leaders)
			2	implementation_climate_rea__2	Availability of resources (dedicated resources, implementation and ongoing operation money, training, education time)
			3	implementation_climate_rea__3	Access to knowledge and information (ease of access to digital information and knowledge about how things work and

				incorporate into tasks
18	[indchar_facilitator]	Characteristics of Individuals (FACILITATOR)	checkbox	
			1	indchar_facilitator__1 Knowledge and beliefs about intervention (attitudes and values placed on the intervention)
			2	indchar_facilitator__2 Self-efficacy (abilities to execute intervention)
			3	indchar_facilitator__3 Individual stage of change (phase of change as progress toward sustained use of intervention)
19	[process]	Section Header: <i>Additional Details</i> What phase of PROCESS is this?	checkbox	
			1	process__1 Planning (developing in advance, efforts to promote intervention collectively and individually)
			2	process__2 Engaging (engaging members of teams tasked with implementing an intervention)
			3	process__3 Executing (carrying out or accomplishing implementation according to the plan)
			4	process__4 Reflecting and Evaluating (evaluation of implementation efforts)
20	[other_notes]	Other Notes	notes	
21	[relevant_files]	Relevant File 1	file	
22	[relevant_file_2]	Relevant File 2	file	
23	[relevant_file_3]	Relevant File 3	file	
24	[work_group_meeting_logs_complete]	Section Header: <i>Form Status</i> Complete?	dropdown	
			0	Incomplete
			1	Unverified
			2	Complete