

Guide for
SMS - Communications
Campaign Costing Module1 -
Wave 2

Project Overview

Data pulled on: 2024-12-27 01:02:57

Total number of observations: 90

All fields are counted among field types below even if they contain no data and/or are omitted from this report

text fields: 27

radio fields: 10

descriptive fields: 7

Identifier fields: 14

hcs01_lam10_poc_fname, hcs01_lam10_poc_lname, hcs01_lam10_poc_phone_1, hcs01_lam10_poc_phone1_ext, hcs01_lam10_poc_phone_2, hcs01_lam10_poc_phone2_ext, hcs01_lam28_poc_em, hcs08_module1_cep01_n, hcs08_module1_cep01, hcs08_module1_cep02, hcs08_module1_cep03, hcs08_module1_cep04, hcs08_module1_cep04a, hcs08_module1_cep05

Omitted fields (all blank): 18

ccc1w2_version, hcs01_version, hcs01_lam10_poc_phone_1, hcs01_lam10_poc_phone1_na, hcs01_lam10_poc_phone1_ext, hcs01_lam10_poc_phone_2, hcs01_lam10_poc_phone2_na, hcs01_lam10_poc_phone2_ext, hcs01_lam10_poc_em_na, hcs08_id_n, hcs08_id, hcs08_module1_cep01, hcs08_module1_cep02, hcs08_module1_cep03, hcs08_module1_cep04, hcs08_module1_cep04a, hcs08_module1_cep05, hcs08_module1_cep_icfans

Each field in this annotated codebook gets an entry structured like this:

Field label	Field name	
Field type: (radio, text, etc)		
Observations with this field left blank: #		
Number of unique values: ##		
Branching logic: equation		
Choice value	Label	Frequency
value1	Choice 1 label	#
value2	Choice 2 label	#
value3	Choice 3 label	#

1. Instrument: landscape_data

Participant ID (text)**participant_id**

Field type: text

Observations with this value left blank: 0

Number of unique values: 7

Organization Name (text)**hcs01_lam10_org_name**

Field type: text

Observations with this value left blank: 84

Number of unique values: 4

First Name (text)**hcs01_lam10_poc_fname**

Identifier

Field type: text

Observations with this value left blank: 84

Number of unique values: 6

Last Name (text)**hcs01_lam10_poc_lname**

Identifier

Field type: text

Observations with this value left blank: 84

Number of unique values: 6

Email (text)**hcs01_lam28_poc_em**

Identifier

Field type: text

Observations with this value left blank: 84

Number of unique values: 6

LAM05. Which state's HCS study are you entering data for? (radio)**hcs01_lam05**

Field type: radio

Observations with this value left blank: 84

Number of unique values: 1

Choice value	Label	Frequency
1	Kentucky	0
2	Massachusetts	0
3	New York	0
4	Ohio	6

LAM06. Which HCS community does this facility/asset serve? (radio)

hcs01_lam06

Required

Field type: radio

Observations with this value left blank: 85

Number of unique values: 1

Choice value	Label	Frequency
1	Bourbon	0
2	Boyd	0
3	Boyle	0
4	Campbell	0
5	Carter	0
6	Clark	0
7	Fayette	0
8	Floyd	0
9	Franklin	0
10	Greenup	0
11	Jefferson	0
12	Jessamine	0
13	Kenton	0
14	Knox	0
15	Madison	0
16	Mason	0
17	North Adams	0
18	Brockton	0
19	Plymouth	0
20	Gloucester	0
21	Lawrence	0
22	Salem	0
23	Holyoke	0

Choice value	Label	Frequency
24	Springfield	0
25	Lowell	0
26	Pittsfield	0
27	Weymouth	0
28	Barnstable (Bourne/Sandwich)	0
29	Bristol (Berkeley/Dighton/Freetown)	0
30	Franklin (Greenfield/Montague/Athol/Orange)	0
31	Hampshire (Belchertown/Ware)	0
32	Middlesex (Shirley/Townsend)	0
33	Broome	0
34	Cayuga	0
35	Chautauqua	0
36	Columbia	0
37	Cortland	0
38	Erie	0
39	Genesee	0
40	Greene	0
41	Lewis	0
42	Monroe	0
43	Orange	0
44	Putnam	0
45	Suffolk	0
46	Sullivan	0
47	Ulster	0
48	Yates	0
49	Allen	0
50	Ashtabula	0
51	Athens	0
52	Brown	0
53	Cuyahoga	0
54	Darke	0
55	Franklin	0
56	Greene	0
57	Guernsey	0
58	Hamilton	0

Choice value	Label	Frequency
59	Huron	0
60	Jefferson	0
61	Lucas	0
62	Morrow	0
63	Ross	0
64	Scioto	0
65	Stark	0
66	Williams	0
67	Wyandot	0
4000000	Other	5

Which other HCS community? (text)

hcs01_lam06_other

Field type: text

Observations with this value left blank: 85

Number of unique values: 2

Branching logic: [hcs01_lam06] = '4000000'

2. Instrument: hcs08_module1_research_staff

Version # (text)

hcs08_research_version

Field type: text
Observations with this value left blank: 6
Number of unique values: 1

Communications Campaign CostingModule 1: Time Associated with the Preparation, Planning and Implementation Phases for the Communication Campaigns - HCS DCC and Research Site StaffInstructions: Research staff will collect the following information once every month from all HCS DCC staff and HCS Research Site staff who have a dedicated role in preparing, planning and implementing the Communication Campaign for specific communities. These staff will be identified by the leads from the Communication Workgroup. The overall Communication Campaign includes two separate campaigns that start at different times. The first Communication Campaign focuses on increasing awareness and reducing stigma around treatment for opioid use disorder using medications and using naloxone to prevent fatal overdoses. The second Communication Campaign focuses on encouraging individuals with opioid use disorder to seek treatment, stay in treatment and plan for their recovery. The Communication component of HCS consists of multiple campaigns. Each of the campaigns will have a preparation phase, planning phase and implementation phase. The preparation phase of each campaign ends when that campaign's Communication Campaign Tools are finalized and communities are engaged in the planning phase. The planning phase of each campaign ends when that campaign's implementation begins. Sometimes, multiple campaigns may be occurring at the same time. In that case, simply report the total time spent in all campaigns in each phase (i.e., no need to break out the time by the individual campaigns).Data will be collected by phone or face to face the first time the instrument is administered to a respondent. Following this interview, respondents may choose to receive the survey via email or text linking them to the survey to be completed on their own. They may still interact with the data collector for clarification and support. The data collector may continue to follow-up with the respondent to remind them to complete the instrument.In addition to the research site level Oak Ridge Associated University (ORAU) contracts (collected

hcs08_header

separately in the ORAU invoice tracker) , research sites and communities may contract with other vendors to conduct the communication campaign. These contract costs, if incurred, should be reported in Modules 3 and 4. (descriptive)

Field type: descriptive
Observations with this value left blank: 0
Number of unique values: 0

CEP01. Respondent's HEALing Communities Study Site or DCC: (radio)

hcs08_module1_cep01_n

Identifier & Required
Field type: radio
Observations with this value left blank: 6
Number of unique values: 1

Choice value	Label	Frequency
1	Kentucky	0
2	Massachusetts	0
3	New York	0
4	Ohio	84
5	DCC	0

How will the consent be administered? (radio)

hcs08_module1_smode

Required
Field type: radio
Observations with this value left blank: 6
Number of unique values: 2

Choice value	Label	Frequency
1	Verbally	36
2	Via Email	48

3. Instrument: hcs08_module1_consent

Version # (text)

hcs08_mod1cons_version

Field type: text

Observations with this value left blank: 7

Number of unique values: 1

Consent to Participate in a Research Study KEY INFORMATION about data collection from Community Coalition members and the Community Advisory Board (CAB) for the Helping End Addiction Long-Term (HEALing) Communities Study We are asking you to choose whether or not to volunteer for the HEALing Communities Study funded by the National Institute on Drug Abuse and conducted by four academic institutions: Boston Medical Center, Columbia University, University of Kentucky, and The Ohio State University. The research study explores how communities and organizations can implement strategies to reduce the number of opioid overdose deaths. We are asking you because you are a member of a community coalition or community advisory board. This page gives you key information to help you decide whether to participate. We have included detailed information following this page. Ask the research team questions. If you have questions later, the contact information for the research investigator in charge of the study is provided below. WHAT IS THE STUDY ABOUT AND HOW LONG WILL IT LAST? By doing this study, we hope to learn how community coalitions and CABs can most effectively respond to the opioid epidemic and reduce opioid-related deaths. The primary study goal is to reduce the number of opioid overdose deaths by at least 40% in 67 selected communities by working with community coalitions. Depending on your role, your participation in this research may require up to 20 hours of your time from now through March 2023. Most of that time will be during regular working hours and during meetings of the community coalition or community advisory board. WHAT ARE KEY REASONS YOU MIGHT CHOOSE TO VOLUNTEER FOR THIS STUDY? By volunteering to participate in this study, you may help to reduce the negative impacts of the opioid epidemic for individuals, families, and communities. For a complete description of benefits, refer to the Detailed Consent. WHAT ARE KEY REASONS YOU MIGHT CHOOSE NOT TO VOLUNTEER FOR THIS STUDY? There are no foreseeable physical risks involved with this

hcs08_module1_cep_consent_n

study. For a description of the potential risks of participation, refer to the Detailed Consent. **DO YOU HAVE TO TAKE PART IN THE STUDY?** If you decide to take part in the study, it should be because you really want to volunteer. You will not lose any services, benefits or rights you would normally have if you choose not to volunteer. Your decision will not affect your relationship with your employer or the HEALing Communities Study research team. **WHAT IF YOU HAVE QUESTIONS, SUGGESTIONS OR CONCERNS?** The person in charge of the study is Rebecca Jackson, MD, Principal Investigator, at The Ohio State University. If you have questions, suggestions, or concerns regarding this study or you want to withdraw from the study, please contact the Rebecca Jackson at: (614) 293-4041. If you have any questions, suggestions or concerns about your rights as a volunteer in this research, contact staff at Advarra between the business hours of 8am and 5pm EST, Monday-Friday at 877-992-4724. **DETAILED CONSENT WHAT WILL YOU BE ASKED TO DO?** A number of different research activities will be involved during different phases of the study. If you agree to be part of the study, you will be asked to take part in the following activities: **Surveys:** You will be asked to complete surveys and questionnaires that will ask about your community coalition/agency and your feelings and attitudes in relation to your community coalition/agency, the services your community/agency provides, how these services might be improved, and your relationship with your partner agencies in providing those services. This information may be collected on a recurring basis. **Interviews:** You will be asked to participate in interviews, which will ideally be conducted in-person but may use video conferencing software, web, or the phone. If you agree to participate, these interviews may be recorded and transcribed with your permission. In-person interviews will be conducted at your workplace or at a location of your choosing during regular work hours. **Provide your input to the Cost Template:** We will regularly ask you to provide information about the cost of your time and travel to participate in meetings, as well as the time you spend on HCS activities in general. The maximum amount of time that you may be asked to volunteer for this study, depending on your situation, is estimated to be 20 hours from now through March 2023. If this estimate changes, you will be notified of the updated estimate. **WHAT ARE THE POSSIBLE RISKS AND DISCOMFORTS?** No foreseeable physical risks are involved with this study. The risk of a breach in the confidentiality of your study data is minimized by the procedures in place to protect your privacy. You will not be asked to provide personal information other than basic demographic information. You will be asked to

complete surveys and interviews asking about your community coalition or organization's mission, structure, culture/climate, resources, and procedures for implementing evidence-based interventions related to the opioid epidemic (e.g., opioid use disorder treatment, overdose prevention). You will also be asked for your perceptions about community attitudes towards evidence-based practices and your agency's use of evidence-based practices, as well as your views of community perceptions of the opioid epidemic. Some survey questions ask for opinions that may seem critical of your organization and its leadership, supervisors and/or coworkers, and the risk of accidental disclosure of your responses may make you uncomfortable. Although we would like you to answer all of the study questions asked of you, you may choose not to answer some questions without any negative consequences. Even if you agree to participate in the research study now, you may at any time decline to participate in specific activities. Doing so will not affect your current work status, future advancement, or your relationship with the HEALing Communities Study research team. **WILL YOU BENEFIT FROM TAKING PART IN THIS STUDY?** You will receive no direct benefits from participating in this research study. However, your participation could assist your community coalition or advisory board in examining procedures and improving services for individuals with opioid use disorder or at risk of opioid overdose. Your participation may also help your community coalition or agency by enhancing the interaction and communication among organizations involved. **WHAT WILL IT COST YOU TO PARTICIPATE?** There is no cost to you to participate in the study. **WHO WILL SEE THE INFORMATION THAT YOU GIVE?** Study data will be collected, managed, and analyzed by the four research sites and Research Triangle International (RTI), the Data Coordinating Center located in North Carolina. Any data that are stored electronically will reside in a password-protected database on a secure server. Research records will be deidentified and stored using a secure participant identification number. These identification numbers will be used for combining data from various surveys and interviews, which will be important for analyzing the data. Your information will be combined with information from other people taking part in the study. We will publish the results of this study only in the aggregate, and you will not be identified directly or indirectly in study reports and presentations. **THIS RESEARCH IS COVERED BY A CERTIFICATE OF CONFIDENTIALITY** from the National Institutes of Health. Researchers with this Certificate may not disclose or use information or documents that may identify you in any federal, state, or local civil,

criminal, administrative, legislative, or other action, suit, or proceeding, or be used as evidence, for example, if there is a court subpoena, unless you have consented to this use. Information or documents protected by this Certificate cannot be disclosed to anyone else who is not connected with the research except, if there is a federal, state, or local law that requires disclosure. The Certificate cannot be used to refuse a request for information from the federal agency sponsoring the project that is needed for auditing or program evaluation by the National Institute on Drug Abuse. **CAN YOU CHOOSE TO WITHDRAW FROM THE STUDY EARLY?** If you decide to take part in the study, you still have the right to decide at any time that you no longer want to continue. If you choose to leave the study early, data collected from you to that point will remain in the study database and may not be removed. **WILL YOU RECEIVE ANY COMPENSATION FOR TAKING PART IN THIS STUDY?** You will not receive any compensation for taking part in the study. **WILL YOUR INFORMATION BE STORED AND USED FOR FUTURE RESEARCH?** All identifiable information (e.g., your name, employer, and contact information) will be removed from the information collected for this study. After we remove all identifiers, the information you provide during the study may be used for analysis or shared with other researchers without your additional informed consent. We plan to store and share deidentified data from surveys and interviews for future research. Having information collected from many people helps researchers identify trends and discover better ways to work with community coalitions to reduce opioid overdoses. Researchers can use the stored information to research additional scientific questions. **WHERE WILL INFORMATION BE STORED AND FOR HOW LONG?** The deidentified information will be stored on secure servers at the research sites and the data coordinating center during the study. After the study, the deidentified data will be stored on the HEAL Repository and the Inter-university Consortium for Political and Social Research (ICPSR) repository for future use. **WHAT ELSE DO YOU NEED TO KNOW?** If you volunteer to take part in this study, you will be one of about 2,000 people to do so. The National Institute on Drug Abuse is providing financial support for this study. A description of this clinical trial will be available on ClinicalTrials.gov as required by U.S. Law. This website will not include information that can identify you. At most, the website will include a summary of the results. You can search this website at any time. (descriptive)

Field type: descriptive

Observations with this value left blank: 0

Number of unique values: 0

Branching logic: [event-name][hcs08_module1_smode]='1'

Online Informed Consent Cost Template
Information KEY INFORMATION We are asking you to choose whether or not to volunteer for the **HEALing Communities Study** funded by the **National Institute on Drug Abuse** and conducted by four academic institutions: **Boston Medical Center, Columbia University, University of Kentucky, and The Ohio State University**. This study uses community engagement as a means to increase the use of evidence-based approaches with the goal of reducing opioid-related mortality by 40% over the course of the research study. As a member of a **Community Advisory Board (CAB), Coalition Committee team member, key informant, individual working on the communication campaign or HCS staff member**, you will be asked to provide us with information about the cost of your time and travel to participate in meetings, as well as the time you spend on community engagement activities in general. The details below may help you to decide whether or not to participate. If you have questions, the contact information for the study investigator in charge of the study is provided above. **PARTICIPATION** We anticipate up to 2,010 people will participate in this research study. Participation in this survey should take 5-15 minutes to complete. You will be asked to answer some questions again in the future in order to capture additional costs. These future surveys will either be completed in-person, over the phone, or sent electronically through a secure email link. Your participation is voluntary. You may refuse to participate at any time without penalty or loss of benefits to which you are otherwise entitled. Your decision will not affect your current employment status, future advancement, or your relationship with the **HEALing Communities Study team**. **COMPENSATION** You will not receive any compensation for completing this survey. **BENEFITS & RISKS** You will receive no direct benefits from participating in this research. However, your responses may help us learn more about opioid overdose deaths in your community and potential reduction strategies. There are no physical risks to participating in the study. There is a risk that someone could get access to the stored information. Despite the security measures and safeguards we will use, including not storing your name with your information, we cannot guarantee that your identity will never become known. There may be risks that at this time are unknown. As technology advances, there may be new ways of linking information back to you that

hcs08_module1_cep_consentweb_n

we cannot foresee now. Having information collected from many people helps researchers identify trends and discover better ways to work with communities to reduce opioid overdoses. After we remove all identifiers, we would like to securely store, use, and share these data for future research without additional informed consent. There may be risks which are unforeseeable. **IF YOU DON'T WANT TO TAKE PART IN THE STUDY, ARE THERE OTHER CHOICES?** There are no other choices except not to take part in the study. **WHAT WILL IT COST YOU TO PARTICIPATE?** There is no cost to you for participating in this study. **CAN YOU CHOOSE TO WITHDRAW FROM THE STUDY EARLY?** If you decide to take part in the study, you still have the right to decide at any time that you no longer want to continue. No one will think badly of you or treat you differently if you decide not to take part in this study. If you choose to leave the study early, data collected until that point will remain in the study database and may not be removed. The study investigator or sponsor can stop your participation at any time without your consent for the following reasons: If you fail to follow directions for participating in the study; If it is discovered that you do not meet the study requirements; If the study is canceled; or For administrative reasons. Any new important information that is discovered during the study that may influence your willingness to continue participation in the study will be communicated to you. If you are an employee, you are under no obligation to participate in this study. You may withdraw from the study at any time and for any reason, and neither your decision to participate in the study, nor any decision on your part to withdraw, will have any effect on your performance appraisal or employment at your place of employment. **CONFIDENTIALITY** Your survey responses will be securely transmitted and stored on a secure server at the HCS Data Coordinating Center at RTI International in North Carolina. Your name and contact information will be linked to the cost information you provide, and this information will be stored in a password-protected database on a secure server with restricted access. We will not share your name and contact information with anyone outside of the research team. Your data will be combined with that of other participants and will only be reported in the aggregate. The study investigator, the sponsor or persons working on behalf of the sponsor, and under certain circumstances, the Institutional Review Board (IRB) will be able to inspect and copy confidential study-related records which identify you by name. **THIS STUDY IS COVERED BY A CERTIFICATE OF CONFIDENTIALITY** from the National Institutes of Health. The study investigators with this

Certificate may not disclose or use information or documents that may identify you in any federal, state, or local civil, criminal, administrative, legislative, or other action, suit, or proceeding, or be used as evidence, for example, if there is a court subpoena, unless you have consented for this use. Information or documents protected by this Certificate cannot be disclosed to anyone else who is not connected with the study except, if there is a federal, state, or local law that requires disclosure (such as to report child abuse or neglect, harm to self or others, or communicable diseases), but not for federal, state, or local civil, criminal, administrative, legislative, or other proceedings; if you have consented to the disclosure; or if it is used for other scientific research, as allowed by federal regulations protecting research participants. The Certificate cannot be used to refuse a request for information from personnel of the United States federal or state government agency sponsoring the project that is needed for auditing or program evaluation by National Institute on Drug Abuse and the Substance Abuse and Mental Health Services Administration, which are funding this project. You should understand that a Certificate of Confidentiality does not prevent you from voluntarily releasing information about yourself or your involvement in this study. **WHOM TO CONTACT ABOUT THIS STUDY** During the study, if you have questions, concerns, or complaints about the study, please contact the Investigator at the telephone number listed on the first page of this consent document. An institutional review board (IRB) is an independent committee established to help protect the rights of research participants. If you have any questions about your rights as a research participant, and/or concerns or complaints regarding this research study, contact: By mail: Study Participant Adviser Advarra IRB 6940 Columbia Gateway Drive, Suite 110 Columbia, MD 21046 or call toll free: 877-992-4724 or by email: adviser@advarra.com Please reference the following number when contacting the Study Participant Adviser: Pro00038088. A description of this clinical trial will be available on <http://www.ClinicalTrials.gov>, as required by U.S. Law. This Web site will not include information that can identify you. At most, the Web site will include a summary of the results. You can search this Web site at any time. **CONSENT** I have read and understand this informed consent information. I have had an opportunity to ask questions if needed, and all of my questions have been answered to my satisfaction. I voluntarily agree to participate in this study until I decide otherwise. I do not give up any of my legal rights by agreeing to this consent information. Once you have read this consent form, if you choose to participate and you are 18

years of age or older, click on Yes to begin the survey. You may print this page for your records. (descriptive)

Field type: descriptive
Observations with this value left blank: 0
Number of unique values: 0
Branching logic: [event-name][hcs08_module1_smode]='2'

Consent_a. Do I have your consent to participate? (radio)

hcs08_module1_cep_icfans_n

Required
Field type: radio
Observations with this value left blank: 7
Number of unique values: 1

Choice value	Label	Frequency
1	Yes	83
0	No	0

Consent Date (text)

hcs08_module1_cep_icfans_date

Field type: text
Observations with this value left blank: 7
Number of unique values: 16

4. Instrument: hcs08_module1

Version # (text)	hcs08_version
Field type: text Observations with this value left blank: 7 Number of unique values: 1	
<p>Consent to Participate in a Research Study KEY INFORMATION about data collection from Community Coalition members and the Community Advisory Board (CAB) for the Helping End Addiction Long-Term (HEALing) Communities Study We are asking you to choose whether or not to volunteer for the HEALing Communities Study funded by the National Institute on Drug Abuse and conducted by four academic institutions: Boston Medical Center, Columbia University, University of Kentucky, and The Ohio State University. The research study explores how communities and organizations can implement strategies to reduce the number of opioid overdose deaths. We are asking you because you are a member of a community coalition or community advisory board. This page gives you key information to help you decide whether to participate. We have included detailed information following this page. Ask the research team questions. If you have questions later, the contact information for the research investigator in charge of the study is provided below. WHAT IS THE STUDY ABOUT AND HOW LONG WILL IT LAST? By doing this study, we hope to learn how community coalitions and CABs can most effectively respond to the opioid epidemic and reduce opioid-related deaths. The primary study goal is to reduce the number of opioid overdose deaths by at least 40% in 67 selected communities by working with community coalitions. Depending on your role, your participation in this research may require up to 20 hours of your time from now through March 2023. Most of that time will be during regular working hours and during meetings of the community coalition or community advisory board. WHAT ARE KEY REASONS YOU MIGHT CHOOSE TO VOLUNTEER FOR THIS STUDY? By volunteering to participate in this study, you may help to reduce the negative impacts of the opioid epidemic for individuals, families, and communities. For a complete description of benefits, refer to the Detailed Consent. WHAT ARE KEY REASONS YOU MIGHT CHOOSE NOT TO VOLUNTEER FOR THIS STUDY? There are no foreseeable physical risks involved with this</p>	hcs08_module1_cep_consent

study. For a description of the potential risks of participation, refer to the Detailed Consent. **DO YOU HAVE TO TAKE PART IN THE STUDY?** If you decide to take part in the study, it should be because you really want to volunteer. You will not lose any services, benefits or rights you would normally have if you choose not to volunteer. Your decision will not affect your relationship with your employer or the HEALing Communities Study research team. **WHAT IF YOU HAVE QUESTIONS, SUGGESTIONS OR CONCERNS?** The person in charge of the study is [PI name and degree], Principal Investigator, at the [University]. If you have questions, suggestions, or concerns regarding this study or you want to withdraw from the study, please contact the [PI name] at: [PI phone number]. If you have any questions, suggestions or concerns about your rights as a volunteer in this research, contact staff at Advarra between the business hours of 8am and 5pm EST, Monday-Friday at [list phone number, toll free number, or email]. **DETAILED CONSENT WHAT WILL YOU BE ASKED TO DO?** A number of different research activities will be involved during different phases of the study. If you agree to be part of the study, you will be asked to take part in the following activities: **Surveys:** You will be asked to complete surveys and questionnaires that will ask about your community coalition/agency and your feelings and attitudes in relation to your community coalition/agency, the services your community/agency provides, how these services might be improved, and your relationship with your partner agencies in providing those services. This information may be collected on a recurring basis. **Interviews:** You will be asked to participate in interviews, which will ideally be conducted in-person but may use video conferencing software, web, or the phone. If you agree to participate, these interviews may be recorded and transcribed with your permission. In-person interviews will be conducted at your workplace or at a location of your choosing during regular work hours. **Provide your input to the Cost Template:** We will regularly ask you to provide information about the cost of your time and travel to participate in meetings, as well as the time you spend on HCS activities in general. The maximum amount of time that you may be asked to volunteer for this study, depending on your situation, is estimated to be 20 hours from now through March 2023. If this estimate changes, you will be notified of the updated estimate. **WHAT ARE THE POSSIBLE RISKS AND DISCOMFORTS?** No foreseeable physical risks are involved with this study. The risk of a breach in the confidentiality of your study data is minimized by the procedures in place to protect your privacy. You will not be asked to provide personal information other than basic demographic

information. You will be asked to complete surveys and interviews asking about your community coalition or organization's mission, structure, culture/climate, resources, and procedures for implementing evidence-based interventions related to the opioid epidemic (e.g., opioid use disorder treatment, overdose prevention). You will also be asked for your perceptions about community attitudes towards evidence-based practices and your agency's use of evidence-based practices, as well as your views of community perceptions of the opioid epidemic. Some survey questions ask for opinions that may seem critical of your organization and its leadership, supervisors and/or coworkers, and the risk of accidental disclosure of your responses may make you uncomfortable. Although we would like you to answer all of the study questions asked of you, you may choose not to answer some questions without any negative consequences. Even if you agree to participate in the research study now, you may at any time decline to participate in specific activities. Doing so will not affect your current work status, future advancement, or your relationship with the HEALing Communities Study research team.

WILL YOU BENEFIT FROM TAKING PART IN THIS STUDY? You will receive no direct benefits from participating in this research study. However, your participation could assist your community coalition or advisory board in examining procedures and improving services for individuals with opioid use disorder or at risk of opioid overdose. Your participation may also help your community coalition or agency by enhancing the interaction and communication among organizations involved.

WHAT WILL IT COST YOU TO PARTICIPATE? There is no cost to you to participate in the study.

WHO WILL SEE THE INFORMATION THAT YOU GIVE? Study data will be collected, managed, and analyzed by the four research sites and Research Triangle International (RTI), the Data Coordinating Center located in North Carolina. Any data that are stored electronically will reside in a password-protected database on a secure server. Research records will be deidentified and stored using a secure participant identification number. These identification numbers will be used for combining data from various surveys and interviews, which will be important for analyzing the data. Your information will be combined with information from other people taking part in the study. We will publish the results of this study only in the aggregate, and you will not be identified directly or indirectly in study reports and presentations.

THIS RESEARCH IS COVERED BY A CERTIFICATE OF CONFIDENTIALITY from the National Institutes of Health. Researchers with this Certificate may not disclose or use information or documents that

may identify you in any federal, state, or local civil, criminal, administrative, legislative, or other action, suit, or proceeding, or be used as evidence, for example, if there is a court subpoena, unless you have consented to this use. Information or documents protected by this Certificate cannot be disclosed to anyone else who is not connected with the research except, if there is a federal, state, or local law that requires disclosure. The Certificate cannot be used to refuse a request for information from the federal agency sponsoring the project that is needed for auditing or program evaluation by the National Institute on Drug Abuse. **CAN YOU CHOOSE TO WITHDRAW FROM THE STUDY EARLY?** If you decide to take part in the study, you still have the right to decide at any time that you no longer want to continue. If you choose to leave the study early, data collected from you to that point will remain in the study database and may not be removed. **WILL YOU RECEIVE ANY COMPENSATION FOR TAKING PART IN THIS STUDY?** You will not receive any compensation for taking part in the study. **WILL YOUR INFORMATION BE STORED AND USED FOR FUTURE RESEARCH?** All identifiable information (e.g., your name, employer, and contact information) will be removed from the information collected for this study. After we remove all identifiers, the information you provide during the study may be used for analysis or shared with other researchers without your additional informed consent. We plan to store and share deidentified data from surveys and interviews for future research. Having information collected from many people helps researchers identify trends and discover better ways to work with community coalitions to reduce opioid overdoses. Researchers can use the stored information to research additional scientific questions. **WHERE WILL INFORMATION BE STORED AND FOR HOW LONG?** The deidentified information will be stored on secure servers at the research sites and the data coordinating center during the study. After the study, the deidentified data will be stored on the HEAL Repository and the Inter-university Consortium for Political and Social Research (ICPSR) repository for future use. **WHAT ELSE DO YOU NEED TO KNOW?** If you volunteer to take part in this study, you will be one of about 2,000 people to do so. The National Institute on Drug Abuse is providing financial support for this study. A description of this clinical trial will be available on ClinicalTrials.gov as required by U.S. Law. This website will not include information that can identify you. At most, the website will include a summary of the results. You can search this website at any time. (descriptive)

Observations with this value left blank: 0

Number of unique values: 0

Branching logic: [hcs08_module1_cep01] = '1' or [hcs08_module1_cep01] = '2' or [hcs08_module1_cep01] = '3' or [hcs08_module1_cep01] = '4' or [hcs08_module1_cep01] = '5'

CEP09. We are interested in knowing more about how much time you spent in the last calendar month in each of the 3 phases of the communication campaign. Let's start with the time you spent preparing for the HEALing Communities Study communication campaigns. Preparation activities include: Conducting key informant interviews (e.g., with local media gatekeepers such as editors, reporters or similar people employed at media outlets, bloggers and social media personalities) Focus groups Identifying a vendor and finalizing a contract with them Developing a campaign guidebook and message maps Developing a distribution plan for first communication campaign (descriptive)

hcs08_module1_cep09

Field type: descriptive

Observations with this value left blank: 0

Number of unique values: 0

CEP10. In the past calendar month, how many hours did you spend in a typical week on preparing for the communication campaign? (text)

hcs08_module1_cep10

Required

Field type: text

Observations with this value left blank: 7

Number of unique values: 6

CEP11. We are interested in knowing more about how much time you spent in the last calendar month planning for the HEALing Communities Study communication campaign. Planning activities include: Presenting and discussing the HEALing Communities Study communication campaign guidebook and maps with your community coalition Selecting priority groups to target Selecting and tailoring campaign and message templates Conducting concept and/or message tests among priority groups (conducting focus groups) Producing the campaign plan with metrics, timelines and responsibilities Managing vendor and related contract, reviewing their deliverables (descriptive)

hcs08_module1_cep11

Field type: descriptive

Observations with this value left blank: 0

Number of unique values: 0

CEP12. In the past calendar month, how many hours did you spend in a typical week on planning the communication campaign? (text) hcs08_module1_cep12

Required
Field type: text
Observations with this value left blank: 7
Number of unique values: 18

CEP13. We are interested in knowing more about how much time you spent in the last calendar month implementing the HEALing Communities Study communication campaigns. Implementation activities include: Final messages selected by coalitions disseminated through distribution channels identified by coalitions Coordinating release of first messages with "kickoff" event in the communities Managing vendor and related contract (descriptive) hcs08_module1_cep13

Field type: descriptive
Observations with this value left blank: 0
Number of unique values: 0

CEP14. In the past calendar month, how many hours did you spend in a typical week on implementing the communication campaign? (text) hcs08_module1_cep14

Required
Field type: text
Observations with this value left blank: 7
Number of unique values: 14

CEP15. Please describe any additional detail we should know about how you spent your time. (text) hcs08_module1_cep15

Required
Field type: text
Observations with this value left blank: 7
Number of unique values: 1