

*Additional file 1*

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## Request to participate in the project: Pilot testing of the PRACTIC Goal Setting Interview (PGSI)

### Individual interviews with next of kin of patients receiving home care services

#### The purpose of the project and why you are asked

This question is for you as a next of kin for a patient receiving home care services in one of the municipalities participating in a pilot project. In this pilot project, we will test a form, PRACTIC Goal Setting Interview (PGSI), which will try to describe goal setting and quantify goal attainment among elderly people living at home. In the pilot project, we want to adapt the PGSI and evaluate the form for use in larger research project PRACTIC (PReventing and Approaching Crises for frail community-dwelling patients Through Innovative Care). The purpose of using PGSI is that the patient, possibly together with his or her next of kin and the service, can better adapt the help the patient receives from the home care services. PGSI will be used by the staff in the home care services in different municipalities. In this pilot project, we want to investigate the experience of elderly people living at home who receive home care services and their next of kin where the staff from home care services have used the PGSI as a work tool for selected participants.

You are asked in this study because we assume that you as a family member will be able to contribute to providing valuable knowledge about the testing of the PGSI. The Research Centre for Age-related Functional Decline and Disease (AFS), Innlandet Hospital Trust, is responsible for the pilot and all information collected. The study has been approved by the Data Protection Officer at Innlandet Hospital Trust.

#### What does the project entail?

For you, participation in the study means that you participate in an individual interview with a duration of approx. 30 min. The interview will take place at the patient's home, possibly by phone for next of kin who wish to do so. The interview will be led by an employee from the Research Centre for Age-related Functional Decline and Disease (AFS), Innlandet Hospital Trust. The interview will be recorded on tape and later written down verbatim on paper.

In the interview, we are interested in hearing about your experience in the use of the PGSI. We will also collect and register information about how old you are and your gender.

### Possible advantages and disadvantages

The advantage of participation is that you as a next of kin can contribute to important knowledge about the implementation of the pilot project and the use of the PGSI in practice. By participating, you contribute new knowledge about a new tool that can help patients, next of kin and the home care services to adapt the services to the recipients' needs. This knowledge can hopefully contribute to the PGSI being used as a tool in practice. A disadvantage of participating in the project is that you as a family member must set aside time to participate in an interview.

### What happens to the information about you?

The information registered about you will only be used as described in the purpose of the project, and without directly recognizable information. You have the right to access what information is registered about you and the right to have any errors in the information that is registered corrected. If you want access, you are entitled to receive the information within 30 days. You also have the right to access the security measures when processing the data. You can complain about the processing of your data to the Norwegian Data Protection Authority and the institution's data protection officer. The information will be stored on a secure research server at Innlandet Hospital Trust. The information will be presented in a scientific research article. It will not be possible to identify you in the results of the project when these are published. The project manager is responsible for the day-to-day operation of the research project and that information about you is processed in a secure manner. All personal data will be deleted within five years at the latest.

### Voluntary participation and the possibility of withdrawing consent

Participation in the project is voluntary. If you wish to participate, please sign the declaration of consent on the last page. You may withdraw your consent at any time without giving any reason. If you withdraw from the project, you can demand that the collected data be deleted, unless the data has already been included in analyses or used in scientific publications.

If you later wish to withdraw or have questions about the project, you can contact the project manager (see contact information below).

### Insurance

All information about you is subject to the new data protection law and is legally regulated by the EU's General Data Protection Regulation.

## Approval

The project has been registered and approved by the data protection officer at Innlandet Hospital Trust, case number: 23886962. Project manager Bjørn Lichtwarck is responsible for privacy in the project. We process the data based on your consent.

## CONTACT DETAILS

If you have any questions about the project or wish to withdraw from participation, you can contact project manager Bjørn Lichtwarck, mobile 975 23 048, e-mail address [bjorn.lichtwarck@sykehuset-innlandet.no](mailto:bjorn.lichtwarck@sykehuset-innlandet.no), or PhD candidate Anette Væringstad, mobile 995 40 470, [anette.vaeringstad@sykehuset-innlandet.no](mailto:anette.vaeringstad@sykehuset-innlandet.no)

If you have any questions about the privacy of the project, you can contact the data protection officer at the institution: [Personvernombudet@sykehuset-innlandet.no](mailto:Personvernombudet@sykehuset-innlandet.no) The Data Protection Authority's email address is [postkasse@datatilsynet.no](mailto:postkasse@datatilsynet.no)

## Consent to participate in the project: pilot testing of goal setting interviews in a home care service

I am willing to participate in the study

As next of kin of \_\_\_\_\_ who is a service recipient of home care service, I am willing to participate in the pilot project.

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Place and date

Participant's signature

---

Participant's name in printed letters

I confirm that I have provided information about the study

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Place and date

Signature

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Role in the project

## *Additional file 2*

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# Request to participate in the project: Pilot testing of the PRACTIC Goal Setting Interview (PGSI)

Pilot testing of the PRACTIC Goal Setting Interview (PGSI) and participation in an individual interview for those who receive home care services

### The purpose of the project and why you are asked

This question is for patients receiving home care services in one of the municipalities participating in a pilot project. In the pilot project, we will test a form, PRACTIC Goal Setting Interview (PGSI), which will try to describe goal setting and quantify goal attainment among elderly people living at home. In the pilot project, we want to adapt the PGSI objective interview and evaluate the form to use it later in a larger research project (PRACTIC – PREventing and Approaching Crises for frail community-dwelling patients Through Innovative Care). The goal setting interview is used by health personnel in the home care services in three different municipalities. In this pilot project, we want to investigate the experience of elderly people living at home who receive home care services where the staff will use the goal-setting interview as a work tool for selected participants.

You are asked in this study because we assume that you will be able to contribute to providing valuable knowledge about the testing of the goal-setting interview. The Research Centre for Age-related Functional Decline and Disease (AFS), Innlandet Hospital Trust, is responsible for the pilot and all information collected. The study has been approved by the Data Protection Officer at Innlandet Hospital Trust.

### What does the project entail?

For you, participation in the study means that you first participate in a pilot testing of the PGSI Goal-Setting Interview. This is done in two timepoints 2-3 months apart and will take about 30 minutes each time. After this, we want you to participate in an individual interview with a duration of approx. 30 minutes about your experience with the use of PGSI. The purpose of using PGSI is so that you, together with your next of kin and the service, can better adapt the help you receive from the home care services. The interviews will take place at the patient's home. The pilot study of PGSI will be carried out by one or two staff members from the home care services in your municipality. If you wish, your next of kin can participate in the testing of the PGSI. The individual interview at the very end will be led by an employee from the Research Centre for Age-related Functional Decline and Disease (AFS), Innlandet Hospital Trust, and will be recorded on audio tape, and later written down verbatim on paper. Also at this interview, you will be able to bring your next of kin if you wish. In the individual interview, we are interested in

hearing your experience with the use of the PGSI. We will also collect and register information about how old you are and your gender.

#### Possible advantages and disadvantages

The advantage of participation is that you can contribute important knowledge about the implementation of the pilot project and the use of the PGSI in practice. By participating, you contribute new knowledge about a new tool that can help patients, next of kin and the home care services to adapt the services to the recipients' needs. This knowledge can hopefully in the long term contribute to the PGSI being used as a tool in practice. A disadvantage of participating in the project is that you as a service recipient must set aside time to participate in an interview.

#### What happens to the information about you?

The information registered about you will only be used as described for the purpose of the project, and without directly recognizable information. You have the right to access what information is registered about you and the right to have any errors in the information that is registered corrected. If you want access, you are entitled to receive the information within 30 days. You also have the right to access security measures when processing the data. You can complain about the processing of your data to the Norwegian Data Protection Authority and the institution's data protection officer. The information will be stored on a secure research server at Innlandet Hospital Trust. The information will be presented in a scientific research article. It will not be possible to identify you with the results of the project when these are published. The project manager is responsible for the day-to-day operation of the research project and that information about you is processed in a secure manner. All personal data will be deleted within five years at the latest.

#### Voluntary participation and the possibility of withdrawing consent

Participation in the project is voluntary. If you wish to participate, please sign the declaration of consent on the last page. You may withdraw your consent at any time without giving any reason. If you withdraw from the project, you can demand that the collected data be deleted, unless the data has already been included in analyses or used in scientific publications. If you later wish to withdraw or have questions about the project, you can contact the project manager (see contact information below).

## Insurance

All information about you is subject to the new data protection law and is legally regulated by the EU's General Data Protection Regulation.

## Approval

The project has been registered and approved by the data protection officer at Innlandet Hospital Trust, case number: 23886962. Project manager Bjørn Lichtwarck is responsible for privacy in the project. We process the data based on your consent.

## CONTACT DETAILS

If you have any questions about the project or wish to withdraw from participation, you can contact project manager Bjørn Lichtwarck, mobile 975 23 048, e-mail address [bjorn.lichtwarck@sykehuset-innlandet.no](mailto:bjorn.lichtwarck@sykehuset-innlandet.no) , or PhD candidate Anette Væringstad, mobile 995 40 470, [anette.vaeringstad@sykehuset-innlandet.no](mailto:anette.vaeringstad@sykehuset-innlandet.no)

If you have any questions about the privacy of the project, you can contact the data protection officer at the institution: [Personvernombudet@sykehuset-innlandet.no](mailto:Personvernombudet@sykehuset-innlandet.no) The Data Protection Authority's email address is [postkasse@datatilsynet.no](mailto:postkasse@datatilsynet.no)

## Consent to participate in the project: pilot testing of goal setting interviews in the home care service

I am willing to participate in the study

As a patient receiving home care services, I am willing to participate in the pilot project:

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Place and date

Participant's signature

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Participant's name in printed letters

### Proxy consent

As the next of kin of \_ \_ \_ \_ (Full name), I consent to her/him participating in the project.

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Place and date

Signature of the next of kin

Next of kin' telephone number

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Names of next of kin in printed letters

I confirm that I have provided information about the study

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Place and date

Signature

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Role in the project

### *Additional file 3*

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## Request to participate in the project: Pilot testing of the PRACTIC Goal Setting Interview (PGSI)

### Focus group interview with employees from municipal home care services

#### The purpose of the project and why you are asked

This is a question for you who are a staff member in one of the municipalities participating in a pilot project that will test a form that will try to describe goal setting and quantify goal attainment among elderly people living at home who are considered to be in an unstable situation. In the pilot project, the aim is to adapt the PRACTIC Goal Setting Interview (PGSI) and evaluate the questionnaire after it has been used in a larger research project (PRACTIC – PReventing and Approaching Crises for frail community-dwelling patients Through Innovative Care). The PGSI will be used by staff members in the home care services in various municipalities. In this pilot project, we want to investigate the experience of the staff members who have used the PGSI as a work tool among elderly people living at home in home care services.

You are being asked in this study because we assume that you will be able to contribute to providing valuable knowledge about the testing of the PGSI. The Research Centre for Age-related Functional Decline and Disease (AFS), Innlandet Hospital Trust, is responsible for the pilot and all information collected. The study has been approved by the Data Protection Officer at Innlandet Hospital Trust.

#### What does the project entail?

For you, participation in the study means that you participate in a focus group interview together with approx. 6-8 other staff members and will have a duration of approx. 1 hour. The interview will take place digitally in the workplace of each municipality. The interview will be led by two employees from the Research Centre for Age-related Functional Decline and Disease (AFS), Innlandet Hospital Trust. The interview is recorded on tape and later written down verbatim on paper.

In the focus group, we are interested in hearing your experience with the use and implementation of the PGSI. We will also collect and register information about your age, gender, and level of education.

#### Possible advantages and disadvantages

The advantage of participation is that you can contribute important knowledge about the implementation of the pilot project and the use of the PGSI in practice. By participating, you contribute with new knowledge about a new tool that can help patients, relatives and the home care services to work with person-centred goals for people in an unstable situation who receive home care services. Hopefully, in the long term, this knowledge can be used as a tool in

practice. A disadvantage of participating in the project is that you as an employee must set aside time to participate in the focus group interview.

### What happens to the information about you?

The information registered about you will only be used as described for the purpose of the project, and without directly recognizable information. You have the right to access what information is registered about you and the right to have any errors in the information that is registered corrected. If you want access, you are entitled to receive the information within 30 days. You also have the right to access security measures when processing the data. You can complain about the processing of your data to the Norwegian Data Protection Authority and the institution's data protection officer. The information will be stored on a secure research server at Innlandet Hospital Trust. The information will be presented in a scientific research article. It will not be possible to identify with the results of the project when these are published. The project manager is responsible for the day-to-day operation of the research project and that information about you is processed in a secure manner. All personal data will be deleted within five years at the latest.

### Voluntary participation and the possibility of withdrawing consent

Participation in the project is voluntary. If you wish to participate, please sign the declaration of consent on the last page. You may withdraw your consent at any time without giving any reason. If you withdraw from the project, you can demand that the collected data be deleted, unless the data has already been included in analyses or used in scientific publications.

If you later wish to withdraw or have questions about the project, you can contact the project manager (see contact information below).

### Insurance

All information about you is subject to the new data protection law and is legally regulated by the EU's General Data Protection Regulation.

### Approval

The project has been registered and approved by the data protection officer at Innlandet Hospital Trust, case number: 23886962. Project manager Bjørn Lichtwarck is responsible for privacy in the project. We process the data based on your consent.

### CONTACT DETAILS

If you have any questions about the project or wish to withdraw from participation, you can contact project manager Bjørn Lichtwarck, mobile 975 23 048, e-mail address [bjorn.lichtwarck@sykehuset-innlandet.no](mailto:bjorn.lichtwarck@sykehuset-innlandet.no), or PhD candidate Anette Væringstad, mobile 995 40 470, [anette.vaeringstad@sykehuset-innlandet.no](mailto:anette.vaeringstad@sykehuset-innlandet.no)

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## Consent to participate in the project: Pilot testing of goal setting interviews in a home care service

I am willing to participate in the study

As a staff member in the home care service, I am willing to participate in the pilot project:

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Place and date

Participant's signature

---

Participant's name in printed letters

I confirm that I have provided information about the study

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Place and date

Signature

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Role in the project

#### *Additional file 4*

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## Request to participate in the project: Pilot testing of the PRACTIC Goal Setting Interview (PGSI)

### Focus group interview with data collectors

#### The purpose of the project and why you are asked

This is a question for you who are a data collector in the project and will test a form that will try to describe goal setting and quantify goal attainment among elderly people living at home who are considered to be in an unstable situation. The aim of the project is to adapt the PRACTIC Goal Setting Interview (PGSI) and evaluate the questionnaire after it has been used in a larger research project (PRACTIC – PReventing and Approaching Crises for frail community-dwelling patients Through Innovative Care). The PGSI will be used by staff members in the home care services in various municipalities. In this pilot project, we want to investigate the experience of data collectors who, in collaboration with the staff in the home care services, who have used PGSI as a work tool for elderly people living at home in home care services.

You are being asked in this study because we assume that you will be able to contribute to providing valuable knowledge about the testing of the PGSI. The Research Centre for Age-related Functional Decline and Disease (AFS), Innlandet Hospital Trust, is responsible for the pilot and all information collected. The study has been approved by the Data Protection Officer at Innlandet Hospital Trust.

#### What does the project entail?

For you, participation in the study means that you participate in a focus group interview together with approx. 6-8 other data collectors and will have a duration of approx. 1 hour. The interview will take place at the Research Centre for Age-related Functional Decline and Disease (AFS), Innlandet Hospital Trust. The interview will be conducted by two employees from the Research Centre. The interview is recorded on tape and later written down verbatim on paper.

In the focus group, we are interested in hearing your experience with the use and implementation of the PGSI. We will also collect and register information about your age, gender, and level of education.

#### Possible advantages and disadvantages

The advantage of participation is that you can contribute important knowledge about the implementation of the pilot project and the use of the PGSI in practice. By participating, you contribute with new knowledge about a new tool that can help patients, next of kin and the home care services to work with person-centred goals for people in an unstable situation who receive home care services. Hopefully, in the long term, this knowledge can be used as a tool in practice. A disadvantage of participating in the project is that you as an employee must set aside time to participate in the focus group interview.

## What happens to the information about you?

The information registered about you will only be used as described for the purpose of the project, and without directly recognizable information. You have the right to access what information is registered about you and the right to have any errors in the information that is registered corrected. If you want access, you are entitled to receive the information within 30 days. You also have the right to access security measures when processing the data. You can complain about the processing of your data to the Norwegian Data Protection Authority and the institution's data protection officer. The information will be stored on a secure research server at Innlandet Hospital Trust. The information will be presented in a scientific research article. It will not be possible to identify with the results of the project when these are published. The project manager is responsible for the day-to-day operation of the research project and that information about you is processed in a secure manner. All personal data will be deleted within five years at the latest.

## Voluntary participation and the possibility of withdrawing consent

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If you later wish to withdraw or have questions about the project, you can contact the project manager (see contact information below).

## Insurance

All information about you is subject to the new data protection law and is legally regulated by the EU's General Data Protection Regulation.

## Approval

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## CONTACT DETAILS

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If you have any questions about the privacy of the project, you can contact the data protection officer at the institution: [Personvernombudet@sykehuset-innlandet.no](mailto:Personvernombudet@sykehuset-innlandet.no) The Data Protection Authority's email address is [postkasse@datatilsynet.no](mailto:postkasse@datatilsynet.no)

## Consent to participate in the project: Pilot testing of goal setting interviews in a home care service

I am willing to participate in the study

As a data collector in the study, I am willing to participate in the pilot project:

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Place and date

Participant's signature

---

Participant's name in printed letters

I confirm that I have provided information about the study

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Place and date

Signature

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Role in the project

*Additional file 5*

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## **Interview guide – Individual Interviews with Patients and their next of kin Experiences with the use of the PRACTIC Goal-Setting Interview (PGSI)**

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### **Opening Questions:**

- Can you tell me a little about yourself, your age, and the kind of assistance you currently receive from home care services?
- Can you briefly share your general experience of participating in conversations with the staff in the home care services and the data collector from the research center at baseline?

### **MAIN QUESTION 1:**

#### **HOW DO PATIENTS AND THEIR NEXT OF KIN DESCRIBE THE USE OF PGSI AND THE CONDUCT OF THE CONVERSATIONS?**

What factors have influenced your participation in the goal-setting conversations?

### **MAIN QUESTION 2:**

#### **IS THERE ANYTHING YOU THINK COULD HAVE BEEN DONE DIFFERENTLY AT THE GOAL-SETTING INTERVIEW, AND IF SO, HOW?**

### **IN CONCLUSION:**

- a) Is there anything important to you that hasn't been brought up in this interview?
- b) I will briefly summarize what you have said to ensure I've understood you correctly. Please provide feedback if I have misunderstood or omitted anything important.
- c) How did you find the experience of participating in this interview? Please share any positive or negative impressions of the interview process.

*Additional file 6*

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## **Interview guide – focus group interviews for the staff in the home care services**

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### **Experiences from testing PRACTIC Goal Setting Interviews (PGSI)**

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#### **Opening Questions**

Can you tell us a little about yourselves, including your age and gender? Could you also share your general experience with using goal-setting interviews at baseline, and then at the 12- and 24-week assessments?

#### **KEY QUESTION 1**

##### **HOW HAS THE HOME CARE SEVISEC RECRUITED USERS IN THE PROJECT?**

Their municipalities participate in PRACTIC and have included service recipients in the project. Can you tell us a little about the recruitment?

#### **KEY QUESTION 2**

##### **HOW HAVE THE DIFFERENT STEPS IN THE PGSI (STEPS 1-4) BEEN APPLIED?**

#### **KEY QUESTION 3**

##### **HOW HAS THE USE OF PGSI BEEN SUCCESSFUL? CONSIDER ITS USEFULNESS AND CHALLENGES."**

What factors have had an impact on the use of PGSI in the service?

#### **KEY QUESTION 4**

##### **WHAT FACILITATES AND WHAT PREVENTS THE COMPLETION OF GOAL INTERVIEWS?**

#### **IN CONCLUSION:**

1. Is there anything you are passionate about or something important to you that hasn't been discussed in this interview?
2. I will briefly summarize what you've shared to ensure I've understood you correctly. Please let me know if I've misunderstood or missed anything important.
3. How has your experience been participating in the interview? Feel free to share any positive or negative impressions you had about the interview process.

*Additional file 7*

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## **Interview guide – focus group interviews of data collectors**

### **Experiences from testing PRACTIC Goal Setting Interviews (PGSI)**

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#### **Opening Questions**

Can you tell us a little about yourselves, including your education and, if applicable, your current or previous employment? Also, share your own experiences with using mapping tools.

#### **KEY QUESTION 1**

**CAN YOU TELL US A LITTLE ABOUT YOUR GENERAL EXPERIENCE WITH USING GOAL-SETTING INTERVIEWS AT BASELINE, AND THEN DURING THE 12- AND 24-WEEK ASSESSMENTS?**

#### **KEY QUESTION 2**

**HOW HAS IT BEEN POSSIBLE TO IMPLEMENT THE DIFFERENT STEPS IN THE PGSI (STEPS 1-4)?**

#### **KEY QUESTION 3**

**HOW HAS THE USE OF PGSI BEEN SUCCESSFUL, AND WHAT ARE ITS USEFULNESS AND CHALLENGES?**  
What factors have influenced the implementation of PMI in the service?

#### **KEY QUESTIONS 4**

**WHAT FACILITATES OR WHAT PREVENTS THE COMPLETION OF GOAL INTERVIEWS?**

1. What factors made it easier to conduct the goal interviews?
2. What obstacles prevented the implementation of the goal interviews?

#### **IN CONCLUSION:**

- a. Is there anything you are passionate about or that is important to you that hasn't been mentioned in this interview?
- b. I will briefly summarize what you have shared to ensure that I have understood you correctly. Please provide feedback if I have misunderstood or omitted anything significant.
- c. How has your experience been participating in the interview? Please share any positive or negative impressions you have of the interview situation.

*Additional file 8*

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### THE PRACTIC Goal Setting Interview – (PGSI)

The PGSI was inspired by the BGSi, originally developed by Clare, L., et al. (2019). "Individual goal-oriented cognitive rehabilitation to improve everyday functioning for people with early-stage dementia: A multicentre randomised controlled trial (the GREAT trial)." *International journal of geriatric psychiatry* 34(5): 709–721.

The Research Centre for Age-Related Functional Decline and Disease, Innlandet Hospital Trust, Ottestad, Norway (2022).  
Developed by A. Væringstad, Ø. Kirkevold, J. Myhre, I. H. Feiring, S. Bergh & B. Lichtwarck.

The PRACTIC Goal Setting Interview contributes to identify individual goals, and in a quick and simple way assesses the individual's goal achievements both before and after interventions. PGSI can be used to identify common goals defined by the patient, next of kin and staff in the home care services.

Date: \_\_\_\_\_ Interviewer: \_\_\_\_\_ Baseline:  12w:  24w:

#### STEP 1: IDENTIFY AREAS TO WORK WITH

Talk to the person, next of kin, and the staff in the homecare services about what is important for them, and what could be better in the person's situation (see the manual for examples of possible areas to work on):

#### STEP 2: DEFINE THE FIRST «SMART» GOAL

Agree on the specific SMART goal:  
Specific, Measurable, Achievable, Realistic, and Time limited

Goal statement 1:

Description of current attainment (view of the person and next of kin about the current performance):

Description of current attainment (view of the staff in the homecare services about the current performance, if relevant):

## STEP 2: DEFINE THE SECOND «SMART» GOAL (IF DESIRED)

Agree on the specific SMART goal:  
Specific, Measurable, Achievable, Realistic, and Time limited

Goal statement 2:

Description of current attainment (view of the person and next of kin about the current performance):

Description of current attainment (view of the staff in the homecare services about the current performance, if relevant):

## STEP 3: DEFINE THE THIRD «SMART» GOAL (IF DESIRED)

Agree on the specific SMART goal:  
Specific, Measurable, Achievable, Realistic, and Time limited

Goal statement 3:

Description of current attainment (view of the person and next of kin about the current performance):

Description of current attainment (view of the staff in the home care services about the current performance, if relevant):

## STEP 3 AND 4: RATINGS OF READINESS TO CHANGE AND GOAL ATTAINMENT

Use the Visual Rating Scales to explain and complete the ratings. Write down the ratings here.

**Readiness to change:** the person's perception of his/her readiness to change to achieve the goal



1 = not ready to work with the goal                      10 = extremely ready to work with the goal

**Attainment:** how the person/the staff are currently performing in relation to the goal

1 = cannot do or am not doing successfully      10 = can do and am doing very successfully

	Person/next of kin	Staff in the home care service
<b>Goal 1</b>		
Readiness to change /motivation		Not relevant
Attainment at baseline		
Attainment at 12 weeks		
Attainment at 24 weeks		
<b>Goal 2</b>		
Readiness to change /motivation		Not relevant
Attainment at baseline		
Attainment at 12 weeks		
Attainment at 24 weeks		
<b>Goal 3</b>		
Readiness to change /motivation		Not relevant
Attainment at baseline		
Attainment at 12 weeks		
Attainment at 24 weeks		

## Appendix 1. Visual Rating Scales

<b>Visual Rating Scale: Readiness to change</b>										
1	2	3	4	5	6	7	8	9	10	
Not at all ready to work on the goal						Extremely ready to work on the goal				
<b>Visual Rating Scale: Attainment</b>										
										
1	2	3	4	5	6	7	8	9	10	
Cannot do or am not doing successfully						Can do and am doing very successfully				

This document provides an overview of the goal-setting process using the PRACTIC Goal-Setting Interview (PGSI). PGSI is inspired by the Bangor Goal-Setting Interview (BGSi), Clare, and the BGSi manual, by Clare, L. et al., The University of Exeter, Exeter, United Kingdom, 2016.

## PRACTIC goalsetting interview (PGSI)

### Background

PGSI is a goal-setting interview inspired by the Bangor Goal-Setting Interview (BGSi) (<https://psychology.exeter.ac.uk/reach/publications/>). PGSI helps identify individual goals and quickly and easily assesses the individual's goal achievement, both before and after interventions. This makes changes visible. PGSI can be used to establish common goals set by the patient, relatives, and the services surrounding the individual.

Identifying goals can be beneficial when there is a need or desire to achieve a change. Goals are brief descriptions of actions or activities that the individual, relatives, and service providers wish to undertake, achieve, or improve. The goals represent something that can change to improve the current situation, regardless of how unsatisfactory or challenging it may be. In this way, goals can provide a sense of control over the situation. Working towards inspiring yet realistic goals is motivating. A specific goal will more significantly commit the individual, relatives, and caregivers to work towards achieving the goals. This contributes to more sustained effort and better execution of the activities.

PGSI is conducted as a conversation between the interviewer (e.g., the research assistant) and those being interviewed. PGSI is administered in four steps (described in more detail below). The steps primarily reflect the stages of a problem-solving process.

### **The initial assessment is step 1 and 2.**

You should always start interviewing the person and his/her next of kin. Staff from the home care service must be present to identify common and realistic goals.

#### **PGSI Step 1 – Identify areas to work on**

In a detailed conversation about the current situation, identify areas for improvements within e.g.:

1. Manage at home
2. Maintain contact with family and friends
3. Participate in meaningful and enjoyable activities
4. Health problems (physical and mental health)
5. Behaviour and psychological symptoms in dementia (BPSD)

## 6. Other areas

The conversation in step 1 should focus on what is important for the person, and more general areas before specific goals are defined in step 2.

Begin with an open question for the actual areas. If necessary, you may follow up with more specific prompts. The interviewer may initiate discussions using the following general opening questions:

- Is there something you would like to start doing, resume doing, or do more of, eventually with help?
- Are there things you would like to manage better, eventually with help?
- Are there things that are challenging to do, with or without help, because of your difficulties (use the person's own way of describing this, e.g., poor memory)?
- How do you cope with your difficulties?

### PGSI – Step 2 – Setting SMART goals and assigning goal attainment descriptors.

Based on the area identified in step 1 you should describe the problem and the current situation, something that makes it possible to define better what the person will achieve in terms of changes and goals. The person has the opportunity to set up to three goals.

Ensure that any activity or task selected as the basis for a goal is one that the person has the capacity and potential to undertake, either unaided or once appropriate additional resources have been put in place.

Consider what steps and actions are involved in any activities or tasks, how they might form the basis for selected goals, what skills are required to carry them out, and how this relates to the person's, relative's, and staff's intrinsic capacity. This will make it possible to identify where there is a mismatch between the current and the desired situation and what extra support is needed to address this mismatch.

It is then possible to define the goal statement. Goal statements are brief declarations about a behaviour or response that the person, next of kin, or staff wish to carry out or achieve (e.g., 'Be able to go for a 15 minutes' walk twice a week'). They should normally be statements about **observable, measurable behaviour or activities**, and not about feelings or wishes. It is important that goals are **realistic and potentially achievable** within the time period that you define as relevant. This may involve developing a broadly expressed objective into a precise and focussed goal, conforming to SMART principles. This means the goal should be: Specific, Measurable, Attainable, Realistic and Time Limited

**SMART goals:**  
Specific  
Measurable  
Attainable  
Realistic  
Time Limited

**Goal attainment descriptors:** Specify what needs to happen to agree that the goal has been fully achieved.

### **PGSI – MS Step 3 and 4 – Rating of readiness to change (initial) and goal attainments (initial and post-intervention), and assigning attainment descriptors.**

This section is to record the person's views about how motivated he/she is to achieve the goal (completed at the initial appointment only) and how he/she is currently performing in relation to the identified goal (completed at the initial appointment and at the follow-up appointments).

**Readiness to change ratings:** Ask the person (eventually supported by the next of kin) to rate how ready he/she is to make changes or receive interventions or help in relation to these problems to improve the situation. This rating provides a check on whether the identified goal is relevant and realistic. The **readiness to change ratings** can range from 1 (not ready to work on the goal) to 10 (extremely ready to work on the goal).

**Goal attainment ratings:** To assess the extent and direction of progress, the attainment rating is completed at the initial visit and repeated at subsequent time-points. The initial goal attainment is usually low. The timing of the follow-up assessments is 12 and 24 weeks. The **attainment ratings** can range from 1 (cannot do or am not doing successfully) to 10 (can do and am doing very successfully). A progress score can be calculated for the goals by comparing initial and follow-up ratings.

Next of kin and the person rate the goal attainment together in one scoring. The staff from the home care service rates the goal attainment based on their own observations. If the person is unable to rate the goal attainment, the next of kin can rate the goal attainment based on their observations. To help explain the scales and complete the ratings you can use a visual representation of the rating scales (see page 2).

Avoid goals where the baseline attainment rating is high and/or motivation to work on the goal is low.