

1. Qualitative data collection Manual

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1.1 Overview of Section 9

This section includes specifics on the qualitative procedures for HPTN 111. The goal of the qualitative work is to provide a narrative and context to the quantitative data collected in the study and determine the acceptability of the barbershop-based intervention.

1.2 Participant selection for in-depth interviews

Participants enrolled in the study must separately indicate their consent to participate in in-depth interviews. If the participants have not indicated their willingness to participate on the informed consent form, then they cannot be selected for an interview. Barbers agree to participate in the interviews as part of their study participation. Before the start of the interview, all participants and barbers should confirm their willingness to proceed with the interview.

1.2.1 Participants

A subset of approximately 25 participants recruited from intervention barbershops will be selected for participation in in-depth interviews (IDIs). The subset of participants will be purposively selected based on age, behaviors that make a person vulnerable to HIV, HIV prevention/testing behaviors, experiences/challenges faced during the study, which barbershop they attend, and other reasons identified by the investigator. Recruitment for the IDIs will begin approximately 2 weeks before the scheduled visit (to coincide with the regular study team contact for visit reminders 2 weeks before the visit).

1.2.2 Barbers

All participating barbers in the intervention barbershops (approximately 12) will be requested to complete IDIs.

1.3 Scheduling the IDI

Participant interviews will take place at Weeks 26 and/or 52. Some participants may be invited for serial interviews – one at both Week 26 and one at Week 52. Some participants may be interviewed once at either Week 26 or Week 52. Interviews will be scheduled separately from the standard follow-up visit to ensure that the participant has adequate time to complete all study procedures and the interview.

Barbers will be interviewed approximately 6 months and 12 months after activation of their barbershop/start of the delivery of the intervention.

1.4 Preparing for the IDI

The qualitative interview team will arrange for interviews to take place at a mutually agreed upon location that can ensure privacy and confidentiality for the participant/barber.

1.5 Conduct of the IDI

Interviews will be conducted using a semi-structured standard guide (see Appendix X). The guide will include probes for further discussion. Each interview will last approximately one hour. Interviews should be conducted in the language that the participant/barber chooses – either Luganda or English.

Interviews with participants will focus on their experiences in the study, HIV worries and perception of vulnerability to HIV, interest in HIV self-testing, experiences with the barbershop intervention, and community perceptions of the intervention.

Interviews with barbers will focus on the barbers' experiences of providing HIV self-test kits, HIV status neutral information to men who come to their barber shops and conducting support group meetings. We will also explore barbers' perceptions of men's interest in HIV Self-test kits, including men's preferences of where to find the HIV Self-test kits and community perceptions of the intervention.

Following the interview, the interviewer should summarize their impressions and key points into a debrief report summary. Debrief reports should be provided by email (111QT@hptn.org) to key members of the protocol team and the qualitative team within 1 week of the interview.

1.6 Audio Recordings

All interviews will be audio-recorded using digital recorders. Study staff will be encouraged to have extra batteries (and/or an extra recorder) to ensure that the interview is successfully recorded. Prior to initiating the interview, staff should record the date, location and the participant and interviewer ID codes. This information should also be documented on the participant chart note/interview guide. After completion of the interview, the digital recording should be backed-up within 24 hours on a password protected study computer and transferred to

the MUJHU HPTN 111 server within 48 hours. All data files should be named according to a standard naming format. The name should include the Study Name (HPTN 111), interview mode, followed by the participant' ID, data type abbreviation (debrief report (DR), transcript (TS)), and the date the interview was conducted, in ddMMMy format. There should be an underscore with no spaces between each part of the name, for example “HPTN 111_M-IDI_11111_DR_16JAN24”. Interview Mode is the term used to describe the kind of interview that is being conducted in HPTN 111. The abbreviations and definitions are as follows:

- M-IDI: Men's In-depth Interviews (i.e. jointly administered)
- B-IDI: Barber's In-depth Interviews

1.7 Transcription and translation of audio files

Qualitative team members will be responsible for transcribing and translating the audio recording from each interview. Any identifying information should be removed during transcription. Identifying information can be replaced with a description holder of the information that was removed. Each transcript should be reviewed by an additional study team member while reviewing the recordings and notes to ensure full accuracy of the transcript. After transcription, a team member will translate into English, if necessary.

1.8 Rapid Thematic Analysis and Feedback

Data coding will be used as a primary analytical approach for data reduction, that is, to summarize, extract meaning, and condense the data. Transcripts will be coded first through descriptive coding for key themes and topics, using a preliminary codebook. Additional codes will be identified through an iterative process of reading the textual data to identify emergent themes, and the codebook will be modified accordingly. In addition to descriptive codes, pattern codes, which achieve a greater level of abstraction, will be used to start linking themes and topics together in order to explore the relationship between socio-contextual factors and acceptability of the barbershop initiative.

Appendix A. Debrief Report/Transcript template

The following templates will be used to complete the Debrief Reports and Transcripts.

HPTN 111 (TRIM)

In-depth Interview – Debriefing Report Template

Instructions: *This report is to be completed on the same day as the interview. It should be transmitted to MUJHU as soon as possible via the sftp, but at the latest within one week of interview completion. If the members of the couple were interviewed separately, a debrief report should be completed for each interview.*

Basic IDI Information:	
Participant/Barber ID: [X-XXX]	Interviewer: [First and Last Name]
IDI Date: [DD MMM YYYY]	

1. How did the IDI go today? (*Describe in detail your subjective impressions of how the participant(s) behaved, their emotional reactions [excited, sad, laughed, bored, confused, disappointed etc.], and any other important information about the context and experience. If it was a joint interview, please comment on the dynamics between the couple including who dominated the discussion, what their emotional reactions to each other were, etc.*)
2. What were the most important themes or ideas discussed? (*Describe in detail the most important ideas discussed within each of the interview main topic areas and any additional important issues that were raised, select as appropriate either for Men's IDI or Barber's IDI.*)
 - a. Experience taking part in the Study/HIV worries and Risk Perceptions (*[**Questions 1-3 for Men:** Experiences using HIV self-test kits, whether or not participant perceives themselves to be at risk of HIV infection and how this influenced their willingness to use HIV self-test kits] [**Question 2 for Barbers:** experiences providing HIV Self-test kits]:*)

- b. Interest in HIV Self-test kits (Questions 4-5 for Men & Questions 3-4 for Barbers: *Men's interest in and motivation to use a HIV-self test kits delivered by a Barber in the Barbershop*):
 - c. Barbershop intervention and HIV self-test kits (Questions 6-8 for Men: *experience being in this study, includes Men's experience with getting the HIV self-test kits from their Barber at the Barbershop, the information shared by the barber about HIV and the support group meetings held by the Barber*/Questions 5-7 for Barbers: *experience with providing HIV self-test kits to men at the Barbershop, status neutral information and the support group meetings held by the Barber*):
 - d. Community perceptions, rumors and myths (Question 9 for Men/ Question 8 for Barbers: *community perceptions, rumors and myths that may influence preference for and interest in HIV Self-Test Kits including the Barbershop Intervention*):
3. Were there any other themes, unexpected or unanticipated findings? (*Record anything unexpected, unanticipated, or new that was learned from this IDI.*)

HPTN 111 (TRIM) Transcript Template

Basic Transcript Information	
Participant/Barber ID	__ - __ __ __
Interview date:	DD Mon YYYY
Transcriber:	[First and last name]
Translator:	[First and last name]
Reviewer:	<input type="checkbox"/> No:[reason] <input type="checkbox"/> Yes: [Initials]

I, [translator/transcriber], certify on [date], that this transcript is an accurate and complete representation of the original audio file.

Interview Text:

1. Interviewer (I):
2. Man (M) or Barber (B):
3. I:
4. M/B:
5. I
6. M/B