



## Appendix 2: Evaluation measures

Evaluation question	Type of measure	Measures	Source	When to collect	Who
1. What was your experience of the conversation to identify your TOP 5 needs for support?	Qualitative	<p>What was the experience of the conversation about your vision and how it impacts you in hospital?</p> <p>What was your experience about your TOP 5 needs for support for staff to look after you?</p> <p>What difference would it make to you if this was followed consistently during the rest of your stay in hospital?</p>	Person in hospital who is blind or has low vision – semi structured interview	After discharge	Interviewer
2. What was your experience of the conversation to identify the person's TOP 5 needs for support?	Qualitative	<p>How did you know that the person was blind or had low vision?</p> <p>What was your experience of the conversation to identify the person's TOP 5 needs for support?</p> <p>Did the prompt sheet <i>What matters most to you? Information for patients</i> help you have the conversation?</p> <p>Were you or other staff able to meet the needs identified in the person's TOP 5?</p> <p>What were the barriers and enablers?</p>	Staff member – semi structure interview	After discharge or transfer	Site project team member
3. How many TOP 5 tools in the notes or medical records?	Quantitative – number of forms	Presence of a completed TOP5 in the notes or medical records	Medical records	Minimum weekly	Site project team member
4. What are the TOP 5 needs documented?	Quantitative	Collate and count the type of strategy required that has been identified.	From the medical records	Minimum weekly	Site project team member

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5. What items in the kit for people who are blind or have low vision were used and how helpful were they?	Qualitative and quantitative	How did you use an item in the kit and how helpful was it? Count of each item used in the kit.	Interview with the person who had a kit Record how many items were used	Collecting kit on discharge	Site project team member
6. What are the main lessons learnt from the capability building workshop?	Qualitative and quantitative	What are the key lessons learned from workshop? Use a measurable scale like the Likert Scale: 1) Strongly disagree; (2) Disagree; (3) Neither agree nor disagree; (4) Agree; (5) Strongly agree. <ul style="list-style-type: none"><li>• I've learnt strategies I can try with patients</li><li>• I've developed a greater understanding about the lived experience of a person who is blind or have low vision.</li><li>• I think that the solution (Patient and staff prompt sheets, TOP 5 tool and kit) may help me improve the experience of people who are blind or have low vision.</li></ul>	From the participants	End of the workshop	Workshop facilitator
7. What was the experience of delivering the capability building workshop?	Qualitative	Experience of delivering workshop: <ul style="list-style-type: none"><li>• What worked well?</li><li>• What didn't work?</li><li>• What would we do differently?</li><li>• What can be improved?</li><li>• Anything missing from kit?</li><li>• What did you think that the participants learnt from the workshop?</li></ul>	Facilitators and relevant project team members	Focus group after completion of workshops	Site project lead
8. Sessions delivered – logistics	Quantitative	How many people attended? How many sessions?	Facilitators	Completion of workshops	Site project lead

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		How long were the sessions? How many facilitators? What equipment and resources were required to deliver?			