

INTERVIEWER SUMMARY DATA TABLE

Date: __/__/____

Participant ID: _____

Country: _____

Reviewed by: _____

Completed by: _____

Age: ____ **Gender:** ____ **Title:** RN Nurse Manager Senior Nurse Other ____

Education: BsN MSc PhD Other ____

Position: Tactical Strategical Political Committee/Boards/Leadership **Role:** Chief Nurse Officer Professor/Researcher Other

Years at current position: _____

Years in a leading position: _____

Other relevant information: _____

1. Role definition	<p>1- Describe in brief your role in your institution during the COVID-19 pandemic</p> <p><u>Probe:</u> Give a short description of your general activities</p>	<p>Quotes:</p>
	<p>2- Were you actively involved in political/strategical/ tactical/committees decision-making even before the COVID-19 pandemic? (Use the right word according to the informant)</p> <p><u>Probe:</u> Give a brief summary of your involvement in decision making before the pandemic</p>	<p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p>Quotes:</p>
	<p>3- List the 3 most frequent tasks related to decision- making that you performed during the COVID-19 pandemic.</p> <p><u>Probe:</u> How frequently do you perform these tasks and for how long?</p>	<p>1. _____</p> <p>2. _____</p> <p>3. _____</p> <p>Quotes:</p>

	<p>5- List 3 trigger factors that made you clear you had to make decisions during the COVID-19 pandemic</p>	<p>1.</p> <p>2.</p> <p>3.</p> <p>Notes:</p>
	<p>6- Were you aware of the consequences of the decisions you made during the COVID – 19 pandemic?</p> <p>Probe: Do you feel able to project in the future the consequences of your decisions?</p>	<p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p>Quotes:</p>
<p>2. Situational awareness</p>	<p>4- Were you able to get a general understanding of the impact that the COVID-19 pandemic would have play out from the beginning?</p> <p><u>Probe:</u> Did you perceive the workplace issues related to the COVID-19 pandemic from the beginning?</p>	<p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p>Quotes:</p>

	<p>5- List 3 trigger factors that made you clear you had to make decisions during the COVID-19 pandemic</p>	<p>1. _____</p> <p>2. _____</p> <p>3. _____</p> <p>Notes:</p>
	<p>6- Were you aware of the consequences of the decisions you made during the COVID – 19 pandemic?</p> <p><u>Probe:</u> Do you feel able to project in the future the consequences of your decisions?</p>	<p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p>Quotes:</p>
<p>3. Decision</p>	<p>7- List up to 3 most relevant decisions you had to make during the COVID-19 pandemic.</p>	<p>1. _____</p> <p>2. _____</p> <p>3. _____</p> <p>Notes:</p>

8- For each of these 3 decisions, how would you describe them:

Decision 1. (*read list above*):

- Was it an independent decision?
- Was a decision shared with a group?

Probe: Was it based on your personal judgement?

Why did you decide by yourself? If shared with a group, was it a unanimous decision?

Could you define this decision as:

- A creative solution (i.e., completely new, taken based on an intuition or other)
- A ready-made decision that has been modified/adapted
- An imposed decision

Probe: In what way (how) was it a new/ready-made decision? If it was an

Quotes:

	<p>imposed decision, who or what imposed that decision?</p>	
	<p>Decision 2. (read list above):</p> <ul style="list-style-type: none"><input type="checkbox"/> Was it an independent decision?<input type="checkbox"/> Was a decision shared with a group? <p><u>Probe:</u> Was it based on your personal judgement?</p> <p>Why did you decide by yourself? If shared with a group, was it a unanimous decision?</p> <p>Could you define this decision as:</p> <ul style="list-style-type: none"><input type="checkbox"/> A creative solution (i.e., completely new, taken based on an intuition or other)<input type="checkbox"/> A ready-made	<p>Quotes:</p>

	<p>decision that has been modified/adapted</p> <ul style="list-style-type: none"><input type="checkbox"/> An imposed decision <p>Probe: In what way (how) was it a new/ready-made decision? If it was an imposed decision, who or what imposed that decision?</p> <p>Decision 3. (<i>read list above</i>):</p> <ul style="list-style-type: none"><input type="checkbox"/> Was it an independent decision?<input type="checkbox"/> Was a decision shared with a group? <p><u>Probe</u>: Was it based on your personal judgement?</p> <p>Why did you decide by yourself? If shared with a group, was it a unanimous decision?</p>	<p>Quotes:</p>
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	<p>Could you define this decision as:</p> <ul style="list-style-type: none"><input type="checkbox"/> A creative solution (i.e., completely new, taken based on an intuition or other)<input type="checkbox"/> A ready-made decision that has been modified/adapted<input type="checkbox"/> An imposed decision <p><u>Probe:</u> In what way (how) was it a new/ready-made decision? If it was an imposed decision, who or what imposed that decision?</p>	
	<p>9- If applicable, did you have any concerns when making decisions during COVID - 19?</p> <p><u>Probe:</u> Can you describe these concerns?</p>	<ul style="list-style-type: none"><input type="checkbox"/> Yes<input type="checkbox"/> No <p>Quotes:</p>

	<p>10- Do you think that having had a general understanding of the COVID-19 pandemic had influenced your decision-making? (<u>If answered yes to Question #5</u>)</p> <p>OR- Do you think that the lack of a general understanding of the COVID-19 pandemic had influenced your decision-making? (<u>If answered no to Question #5</u>)</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Quotes:</p>
	<p>11- Were there some decisions you could not made?</p> <p>Probe: Please, further elaborate on the obstacle that hindered your decisions?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Quotes:</p>

<p>4. Antecedents</p>	<p>12- What were the criteria you considered before making each of the previous decisions you explained?</p> <ul style="list-style-type: none"> <input type="checkbox"/> Time <input type="checkbox"/> Information availability <input type="checkbox"/> Human resources <input type="checkbox"/> Material/environmental resources <input type="checkbox"/> Co-responsibility <input type="checkbox"/> Your ability to make change <input type="checkbox"/> Possibility of simplify the problem <input type="checkbox"/> Availability of already known solutions <input type="checkbox"/> Competence <input type="checkbox"/> Guidelines/legislation <input type="checkbox"/> Other (specify) 	<p>Quotes:</p>
	<p>13- Among these, list up to 3 most relevant criteria you used to prioritise decisions during the COVID-19 pandemic</p> <p><u>Probe:</u> could you describe the criteria you used to prioritise your decisions? (If less than 3)</p>	<p>1. _____</p> <p>2. _____</p> <p>3. _____</p> <p>Quotes:</p>

	<p>14- Did you feel that you had the authority to make decisions you have made?</p> <p><u>Probe:</u> Do you perceive that you were considered by others to be in the right role to make decisions?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Quotes:</p>
	<p>15- Did you feel confident in making decisions you have made?</p> <p><u>Probe:</u> Do you perceive that you were considered confident enough by others to make decisions?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Quotes:</p>

5. Consequences

16- Did the decisions you made result in positive outcomes?

17- Did you have to readjust your decisions?

Probe: What contributed to these readjustments? Probe: Which decisions did you have to readjust and why did you have to do so?

18- List up to 3 consequences of your decisions you are more satisfied with

Probe: Why were these/was this?
Probe: Why does these decisions make you satisfied? Probe: What impact on your institution/the society did they have?

- Yes
- No

Quotes:

- 1. _____
- 2. _____
- 3. _____

Quotes:

	<p>19- List up to 3 consequences of your decisions you are less satisfied with</p> <p><u>Probe:</u> Why were these/was this?</p> <p><u>Probe:</u> Why does these decisions make you unsatisfied?</p>	<p>1. _____</p> <p>2. _____</p> <p>3. _____</p> <p>Quotes:</p>
<p>6. Closing</p>	<p>20- What differences have you found in your decision-making role compared to the pre- pandemic situation?</p> <p><u>Probe:</u> Has the degree of your involvement in decision- making during the pandemic changed in some ways?</p> <p><u>Probe:</u> Do you feel more confident as a decision maker?</p>	<p>Quotes:</p>

	<p>21- Is there anything else you would like to add?</p> <p><u>Probe:</u> Why do you think this is important to address?</p>	<p>Quotes:</p>
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