

The **3-Month Check-In** is designed to assess whether the improvements in self-efficacy and knowledge gained during the 12-session HEAL program have been sustained, as well as to identify any new changes experienced by participants.

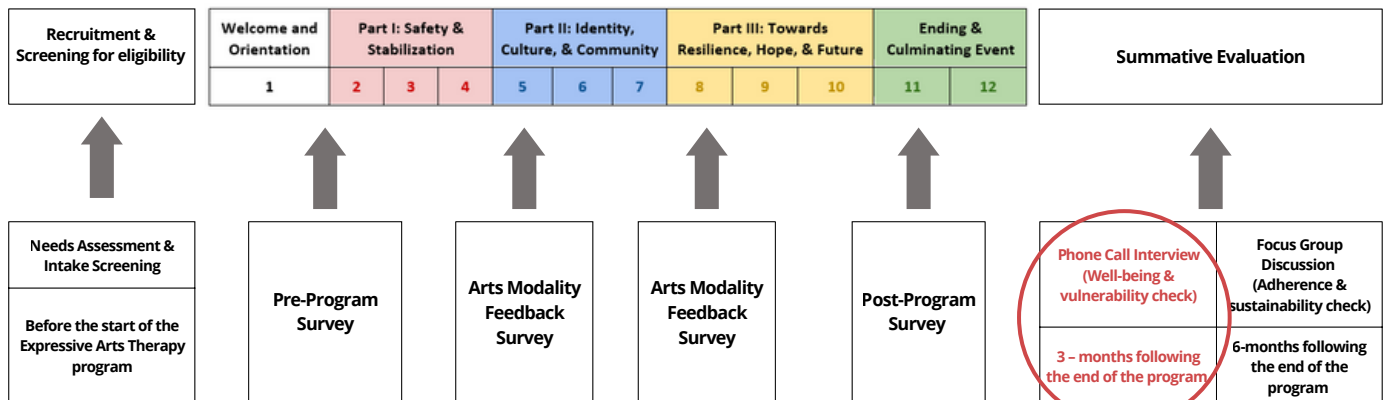
This check-in is conducted using one-on-one interviews, either by phone, Zoom, or in person, three months after the program concludes. Interviews are facilitated by a peer researcher, a trained placement student or volunteer, with interpreters as needed.

Key Themes: Mental Wellbeing, Healthy Relationships, Accessing Settlement Resources, Expressive Art Community Belonging

Special Considerations

- Offer in-person check-ins for those without devices or who prefer face-to-face conversations.
- Restate the purpose of the 3-month check-in to support engagement.
- Be flexible with scheduling, as newcomers may need to reschedule.
- Split the check-in into two parts if time is limited or emotions arise.
- Maintain contact throughout the 3-month follow-up.
- Have the 3-month call led by a facilitator who already knows the participant.

Program & Evaluation Cycle



Reference: Access Alliance Multicultural Health and Community Services (2025). Tool: 3 Month Post Program Check In.

This tool is produced for the project titled: "HEAL - Hubs of Expressive Arts for Life" funded by the Public Health Agency of Canada (Arrangement # 2223-HQ-000042) for Preventing and Addressing Family Violence for a period of 4 years. This project is approved by the REB of the Community Research Ethics Office (Canada) Corp., c/o Centre for Community Based Research, 190 Westmount Road North, Waterloo, Ontario, N2L 3G5 (CREO REB file # 277). Email: creo@communitybasedresearch.ca. Telephone: 1-888-411-2736.

This checklist serves as an initial guide for key considerations in delivering HEAL Program 3 Month Post Program Check In. It is not an exhaustive list, but rather a tool to spark dialogue and support individuals and organizations in developing or enhancing program evaluation efforts.

Preparation Phase

- Identify facilitator team members to implement the tool. Recommended, peer researcher and staff with existing trust with participant.
- Schedule date/time to conduct 3 month follow-up check in. Identify format: phone, Zoom, in-person. Share purpose and what to expect during the session.
- Book an interpreter as needed for language supports.

Implementation Phase

- Conduct a friendly reminder call or email 24 hrs. prior to check in call. Confirm any accessibility or accommodations needed.
- Ensure participant is in a safe, secure, and quiet space. Receive consent for the session to be recorded for documentation purposes. Reassure them that the information is confidential and will be used to understand the long-term impact of the program.
- Use the interview guide to guide the session on the following,
 - 1) program experience
 - 2) improvements towards better mental health outcomes
 - 3) reducing risks and/or gender based violence perpetration/victimization
 - 4) conclusion.
- Once session is completed, offer gratitude for their time and insights. Inquire if they have any further questions and comments. Provide give away package, this will differ on agency capacity.

Wrap Up Phase

- Share upcoming Arts & Culture visits, program gatherings, and evaluation sessions. Provide any follow-up support or referral information within two weeks of participant requests.
- Be sure to store data collected as outlined by your agency data storage regulations.
- Notes are scanned or transcribed by the notetaker and shared with the group. The program coordinator stores the notes in a secure place to uphold confidentiality and data security.

Materials

- Audio Recorder
- Notepad and Pen
- Interview Guide English or translate into relevant language
- Participant Incentives (e.g. \$25 gift card, art give aways, transportation reimbursement etc.)
- Information on upcoming community programs
- Information on tailored referrals

While this checklist provides a helpful starting point, tailor this tool to meet the diverse needs of your community needs. Adopt and make this tool relevant to your context. Reflect and learn together.

TOOL : 3 Month Post Program Check-In

Introduction

Hello my name is [insert name], I am the peer researcher [name] part of the [insert program name] calling from [insert agency name].

Informal Check-in conversation: *How are you doing?*

We are reaching out to gather feedback on the recent program you completed, the [insert program name]. Do you have 30 minutes?

(If yes) *Wonderful, Thank you for taking time today to talk about your experience participating in the [insert program name]. We are looking to discuss what you learned from the program, what you enjoyed, and what can be improved for the future.*

(If no) *when is a good time to call back? This interview is to learn more about your experience in the [insert program name], to improve upcoming programs for other participants. Your feedback is important to learn more about the effectiveness of the expressive arts therapy intervention, and to understand what kinds of resources and services can best support you.*

Consent *You can decide not to participate, to withdraw your participation at any time, and to skip any questions that you do not wish to answer.*

If you do have concerns or questions about resources or support, I will be able to provide you with information towards the end of the call.

I will be recording this conversation, but it is fully confidential, your name will not be associated with your answer. We will delete this audio recording after an anonymous transcript of the conversation is created.

If at any time you need a break or do not want me to record something, please let me know. The information you share with me will be kept confidential, which means that in no way will your words be identified to you.

Do you have any questions before we get started? I'm going to start the recorder now – is that still okay with you?

(Please take note to capture the consent into the recording)

Program Experience

Let's start off with questions related to your experience in the [program name]

1. How have things been for you since we completed the program?
2. During the time of [insert program name] sessions, How was your experience of the program?
 - What was your favourite art medium to work with?
 - Did the [insert program name] meet or differ from your expectations? How?
3. How was the experience of sharing stories and art in a group?
 - Did you enjoy it? Was it helpful? How was it helpful?
4. Did you have any concerns when participating in the program?

Improvement Towards Better Mental Health Outcomes

Next, I have some questions related to your wellbeing and any changes you may have related to self-care after completing the [insert program name].

1. In what ways have you been coping with stress since the completion of the [insert program name]?
 - Can you provide an example?
2. Have you adopted any learnings from the [insert program name] in your daily life? For example, art activities, breathing exercises, or any other activities.
 - Which practices have you implemented? Please explain.
 - If not, what are some barriers you experienced when trying to implement these learnings? For example, did you forget them, did you not find them helpful, etc.
3. Have you experienced any changes to your self-esteem since completing the [insert program name]? For example, any positive or negative feelings towards yourself.
4. How has your mental health changed since completing the [insert program name]? (Improved or not)
 - If yes, can you explain why you feel your mental health has improved through the project?
 - If no, can you explain why you feel your mental health has not improved?

Improvement Towards Better Mental Health Outcomes

5. Have you accessed any mental health resources or support services in the past 5-6 months? Yes/No

- If yes, are these services you sought out during the [insert program name]? What are your experiences with these services?
- If not, have you experienced any barriers that prevented you from accessing mental health support?

6. Have you felt any change in your sense of community (sense of belonging to a community) following the [insert program name]? Or changes to the people who make up your community of support?

- Please explain.
- Who is part of your community of support?

Reduce Risk of Gender Based Violence Perpetration and/or Victimization

1. How are the relationships in your life? Would you describe them as healthy relationships?

- If so, how have you developed them to be healthy?
- If not, what barriers have you experienced in fostering healthy relationships?

2. Did you find it helpful to learn more about your rights in [insert program country]? Have you accessed resources or support services to increase your knowledge about your Rights in [insert program country] following the completion of the program?

- If so, how have you done this?
- If not, what barriers have you experienced?
- How could the [insert program name] be better at providing this information?

Conclusion

1. Is there any thought or comment that you would like to share or expand on? Thank you for taking the time to talk to us and for answering all the questions.

[Express that results or a final report from the research, will be shared with them once complete through email. Share information on the upcoming program dates/research steps. Ensure they have appropriate contact information if they have questions or concerns.]

Do you have any questions for me?

For any support that you need, feel free to reach out either through email or give us a call.

Thank you again for your time!