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## Community Partners Discussion Guide

Use this discussion guide to learn from your partners how you can better serve males in your clinic. Partners could include community based organizations; faith based organizations, schools and other social service agencies, or even private industries or businesses.

Being aware of the services other agencies provide will help your clinic staff refer young men to services that are beyond the focus of your family planning clinic. It also helps partnering agencies to pool their resources and not duplicate services. Ultimately the most important reason for collaborating and forming partnerships is to effectively and efficiently provide comprehensive health and social services to young men in the community.

This discussion guide can be used by agency staff responsible for promotion, outreach and community education. It can be used when meeting one-on-one or in a group setting.

**“Now we are actively involved with community partners who refer men to us.”**

OPA Male Research Project  
participant

### Leading the Discussion Group

**Facilitation:** The staff person (moderator) who conducts a group meeting must encourage interaction and solicit honest responses, while also keeping the group on task. Effective moderators use group facilitation and communication skills, especially in establishing rapport, and asking open-ended and follow-up questions. The moderator should:

- Use open-ended questions; avoid yes/no questions.
- Use probing follow-up questions: “What influenced your answer?” or “Please say more about that.”
- Encourage alternative points of view: “Does anyone feel differently?” or “What are some other points of view?”

**Note-taking:** In addition to a moderator or facilitator, you’ll need someone else to take notes. A note taker must be very skilled in capturing what participants actually say, as well as summarizing when appropriate.

**Resource:** Conducting the discussion group doesn’t have to be expensive, complicated or time-consuming. The greatest resource you’ll invest will be staff time to plan for, conduct and follow up on what you learn from the group. Additional resources include paper and pens for the note taker(s), (or a laptop computer if you have one), possibly a tape recorder and tapes, a comfortable private space, preferably in a neutral location, and some simple incentives, such as food and soft drinks.

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## Community Partners Input: Male Services in Title X Clinics

### Introduction

*(Moderator: you may want to read the sentences in quotations as they are written)*

- Introduction of moderator and note taker
- Welcome and thank the participants
- Objective of the meeting: *“Since our clinic will be offering/improving reproductive health services to men, we are interested in hearing your suggestions and recommendations on how to effectively conduct outreach and in-reach to promote male services.”*
- Confidentiality: *“Everything we talk about today is confidential and will not be discussed outside of this meeting. No one’s name will appear in any written summaries we will prepare from the information you provide. We will be talking for approximately one hour. If there is any part of the discussion you do not wish to participate in, you do not have to. If there is anything you say that you would prefer not be used in written summaries, please let me know and I will make sure to exclude that information.”*
- Optional: Tape recorder: *“The opinion of each one of you is very important to us. We will be taking notes; however, it will not be possible to take notes of everything that is said. Therefore, we have brought a tape recorder so that we won’t miss any part of the conversation. Is it alright with you if we use the tape recorder?”*

If they say “yes,” turn on tape recorder and re-state *“you have given us permission to record this conversation, right?”*

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**Ask probing questions about:**

**Vision**

Probe:

- How well do male reproductive health/family planning services fit into your (the partner's) agency's vision and mission?

**Incentives**

Probe:

- How do you think your agencies and your clients will benefit from the partnerships?

**Resources**

Probe:

- What resources would it take to enhance male reproductive health in this community?

**Skills**

Probe:

- What skills would be needed by your agency's staff to promote male reproductive health?
- What training would be needed to achieve these skills?

**Action Plan**

Probe:

- What steps need to take place to enhance male reproductive health in the community?

**Thank the group for their participation and ideas**

# COMMUNITY PARTNER DISCUSSION RESULTS

## INSTRUCTIONS

The facilitator and note-taker should complete one results page for each discussion with community partners.

Date Completed: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Community partners: \_\_\_\_\_

\_\_\_\_\_

Moderator: \_\_\_\_\_

Observer/note taker: \_\_\_\_\_

## FINDINGS

List below the most significant findings (Ah-ha moments) from this group discussion. Include both positive and critical comments without identifying any speakers.

## IDEAS

List below the ideas offered for improvement.