

Appendix 2: Reflexive meeting discussion guide

1. Welcome
2. Ground Rules
3. Turn on audio-recorder
4. Let's begin:
 - Introductory question: Thinking back to your recent work, can you write down on the white paper on the desk three things that you liked and three things that you dislike about your experience in the use of IV insulin infusions? You have 5 minutes to write. Prompts: access to the guidelines, clarity of the guidelines, availability of pumps, monitoring frequency, etc....
 - Thank you. I would now like us to watch a few short videos (approximately 3-6) of you using IV insulin infusion.
 - What are your thoughts on what you saw? Prompt: what was happening in the clip shown? Please take a few moments to write down on the paper provided what your initial thoughts, then feel free to discuss with your colleagues the practices in the use of IV insulin infusion in the video that you have seen.
 - Here is a summary of the main recommendations that you mentioned. Do you think that this is an adequate summary? Have I missed anything?
 - Of all the things that we have discussed today, what do you think is the most important?

I want to thank you all for taking time out of your busy schedules to be here today.