Name of virtual ICU:_____

Name of researcher: _____

Date of visit:_____

Date of recording field notes:_____

1. <u>General information</u>
   - ☐ Researcher's impression on the virtual ICU (e.g., their hospitality for the research team).

2. <u>Work system of the virtual ICU</u>
   2.1. Individual
   - ☐ Other ICU staff (e.g., IT support, HCA)

2.2. Physical environment
- ☐ General information on setting of the virtual ICU (e.g., location, facility, lighting, noise, layout).

- ☐ Workstation (e.g., ergonomics of work station)

2.3. Organization
- ☐ Structure of the virtual ICU

- ☐ Organization of work in the monitoring center

2.3. Organization (Continue)
- ☐ Organizational culture (e.g., how people dress, how they communicate with each other, climate/atmosphere)

- ☐ Communication among eRN and eMD, and with eICU staff; across shifts

- ☐ Growth and long term planning of the virtual ICU

2.4. Tools/technologies
- ☐ Tools and technologies used in the virtual ICU or in the ICUs (e.g., robot)

3. <u>Interviews (managers, nurses and physicians)</u>

Interviewee:_____

Interview number: _____

3.1. Impressions
- ☐ Overall impressions about each interview

3.2. Issues
- ☐ Does the interview take longer than expected?

- ☐ Do any questions need to be clarified or reworded?

- ☐ Any terminology that the virtual ICU use that we need to use.

3.3. Improvement
- ☐ Researcher records his/her thoughts on improvement to the interview.

3. <u>Interviews (managers, nurses and physicians)</u>

   Interviewee:_____

   Interview number: _____

   3.1. Impressions
   - ☐   Overall impressions about each interview

   3.2. Issues
   - ☐   Does the interview take longer than expected?

   - ☐   Do any questions need to be clarified or reworded?

   - ☐   Any terminology that the virtual ICU use that we need to use.

   3.3. Improvement
   - ☐   Researcher records his/her thoughts on improvement to the interview.

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   - ☐ Any terminology that the virtual ICU use that we need to use.

   3.3. Improvement
   - ☐ Researcher records his/her thoughts on improvement to the interview.

4. <u>Survey</u>
    ☐   Problems in distributing survey

    ☐   Problems in collecting surveys

5. <u>Observations</u> (**Note:** These field are about the preparation for the main data collection)
    5.1. General information.
    ☐   Information that helps us for our main data collection (e.g., specific information on how EHR looks like for each ICU).

5. <u>Observations</u> (Continue)
    5.2. Impressions
        ☐   Overall impressions of observations

    5.3. Challenges
        ☐   Observers (e.g., difficulties that observer encounters during general observations)

        ☐   eRN (e.g., difficulties that eRN encounters that may affect our data collection, such as eRN task interrupted with a technical problem)

    5.4. Improvement
        ☐   Researcher records his/her thoughts on potential improvement to the observation.