

IMPLEMENTATION GUIDE THE COACH APPROACH

*Using an Evidence-Based Program to develop
a process model for program delivery in the practice setting*

Note: Refer to “Using What Works: Adapting Evidence-based Programs to Fit Your Needs”. Review the appropriate Modules and the handouts provided in each, in order to modify and evaluate this program to meet the needs of your organization and audience.

“Using What Works” is available online at:
http://cancercontrol.cancer.gov/use_what_works/start.htm.

I. Program Administration (Type of Staffing and Functions Needed)

Exercise Leader (Requirement: National certification related to exercise or health science and/or a bachelor’s degree in this area)

- Meets individually with participants in a series of six 1-hour meetings to orient them to the exercise facility; discuss long- and short-term exercise goals; develop an exercise plan; review participants’ progress and adherence to the exercise plan each month and make changes to the plan if needed; and provide training on self-management/self-regulatory skills

Registered Dietician

- Delivers Cultivating Health nutrition education curriculum in six biweekly 1-hour sessions

Exercise Leader Supervisor/Director (Requirement: At least 2 years of experience managing professionals delivering exercise and/or health services)

- Oversees exercise leaders to ensure intervention quality and fidelity

II. Program Delivery

For additional information on modifying program materials, refer to the appropriate Module(s) for program adaptation from “Using What Works”.

A. Program Materials (*All listed materials can be viewed and/or downloaded from the RTIPs Products Page*):

- **THE COACH APPROACH Implementation Handbook:** This 51-page handbook (plus 18 appendixes) details how to implement the intervention. It includes an introduction; instructions on developing skill sets 1 through 7 (assessing risk of drop-out,

establishing individualized goals, goal and progress monitoring, developing an exercise plan, facilitating self-management skills, developing a behavioral contract, and facilitating group support); information on exercise counseling methods; an implementation timeline; key facts; and a glossary.

- **THE COACH APPROACH Training Notes:** This 57-page outline accompanies THE COACH APPROACH Training Slides and briefly summarizes the information covered in exercise leader training. Topics include the research behind the development of THE COACH APPROACH, exercise leader skill sets, use of the FitLinxx computer system to support the intervention, individualized goal-setting, goal and progress monitoring, development of an exercise plan and behavioral contract, group support facilitation, self-management skills, exercise counseling methods, and quality assurance.
- **THE COACH APPROACH Training Slides:** This 65-slide presentation is used during the exercise leader training.
- **THE COACH APPROACH Timeline:** This 1-page handout depicts the sequence of meetings between the exercise leader and participant over the course of the intervention.
- **THE COACH APPROACH Test:** This 25-question test assesses exercise leaders' understanding of the intervention.
- **THE COACH APPROACH Desk Reference:** This 50-page guide provides details on the interactions exercise leaders are expected to have each time they meet with participants.
- **Cultivating Health Weight Management Resource Guide:** This 68-page guide is used during the nutrition education sessions with the registered dietitian. It includes three chapters. Chapter 1: Healthy Attitudes provides an introduction to the five key components of the Cultivating Health System: healthy eating, physical activity, social support, self-esteem, and self-management. Chapter 2: Healthy Movement discusses the benefits of physical activity; attitude barriers to physical activity; examples of how to incorporate fitness into one's daily routine; and levels of physical activity, calorie-burning activities, activity options, and how to choose a health club. Chapter 3: Healthy Eating covers topics such as making healthy food choices, planning a better meal menu, and using the daily food guide and food pyramid worksheet for meal plans and includes healthy recipes for meals and snacks to be demonstrated during sessions.
- **Cultivating Health Weight Management Workbook:** This 49-page workbook is provided to participants for the nutrition education sessions and covers (1) understanding calories, carbohydrates, protein, and fats; (2) calculating caloric needs for weight loss; (3) using the food guide pyramid; (4) developing a plan for appropriate snacking; and (5) menu planning.

B. Program Implementation:

The steps used to implement this program are as follows:

Step 1: Exercise leaders and their supervisor/director receive training specific to their roles. Exercise leaders must complete a 1-day COACH APPROACH training session and a minimum

of 10 hours of supervised practice before their first interaction with a participant. The supervisor/director must complete the same 1-day training plus an additional 4 hours of specialized training.

Step 2: Exercise leaders meet individually with participants (each participant receiving six monthly meetings over 6 months) to set exercise goals, develop an exercise plan, and establish self-management techniques the participant can use to adhere to the exercise plan. In the first meeting, the exercise leader works with the participant to set four long-term goals and break them down into process-oriented, short-term goals. The participant and exercise leader both sign a behavior contract committing the participant to follow the exercise plans. The exercise leader administers a brief survey to assess the likelihood for early drop-out by assessing present ability to tolerate exercise discomfort, existing social support systems, and self-management/self-regulatory abilities. The exercise leader suggests appropriate group exercise classes as needed and provides instruction on a specific self-management/self-regulatory skill (e.g., cognitive restructuring, stimulus control, dissociation from discomfort, self-reward, and preparation strategies for dealing with barriers to exercise such as boredom, family responsibilities, and anxiety). The same protocol is followed at each subsequent meeting, with the exercise leader and participant reviewing the current exercise goals, revising the exercise plan if needed, and resigning the behavior contract.

Step 3: Concurrent with the meetings described in Step 2, a registered dietitian meets with participants in a series of six 1-hour small-group nutrition education sessions.

Step 4: Throughout implementation of the intervention, the supervisor/director regularly monitors the exercise leaders and communicates with the program developer regarding quality and fidelity of the intervention.

III. Program Evaluation

For additional information on planning and adapting an evaluation, review the appropriate Modules for program implementation and evaluation from “Using What Works”.

http://cancercontrol.cancer.gov/use_what_works/start.htm

For further assistance in designing and conducting an evaluation, consider communicating with members from NCI’s Research to Reality (R2R) community of practice who may be able to help you with your research efforts. Following is a link to start an online discussion with the R2R community of practice, after completing registration on the R2R site:

<https://researchtoreality.cancer.gov/discussions>.