

The Sisters Taking Action for Real Success (STARS) Program

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Instructions and Script for Orientation to Wearing an Accelerometer

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The STARS Program

Sisters Taking Action for Real Success

Accelerometer (Motion Sensor) Participant Orientation: Instructions & Script

Staff members: Read and familiarize yourself with the following information prior to leading orientation meetings with participants.

Overview

The accelerometer (motion sensor) is used to measure the participant's level of activity. A team member will instruct the participant to wear the motion sensor during *all waking hours* (at least 10 hours/day) for the next *seven (7) days* and to record any times when the sensor is not worn for ≥ 20 minutes or when intentional exercise is done. To increase the likelihood that participants wear the motion sensors properly, a team member will review the purpose of the motion sensor, fit the participant with a belt and sensor and give instructions for wearing the sensor and using the record booklet. At the orientation meeting, the team member will also provide instructions for returning the accelerometer and booklet.

Equipment and Materials

Make sure to have the following equipment prepared for each motion sensor orientation:

- 1 Motion Sensor (make sure it is charged and initialized for the correct start date and time).
- 1 Belt (and extender) and 1 pouch (w/ safety pin attached)
- 2 Motion Sensor Record Booklets (one for demonstration during the meeting and one for the participant to take home)

Assign the Motion Sensor

Make sure you have all the accelerometers you need for your measurement shift (from PROJECT COORDINATOR NAME) before you start. Keep these with you (or locked up) at all times.

Record the last 5 digits of the accelerometer's serial number for tracking purposes. Also record these last 5 digits on the back of the Motion Sensor Booklet in the space labeled "Monitor"

Accelerometer Script

The following pages contain the script to lead the team member and participant through the orientation meeting. Topics covered include:

1. instructions for when and how to wear the motion sensor and how to use the record booklet,
2. fitting the sensor, and
3. review of instructions and returning the sensor.

To ensure consistency of instructions that are given to each participant, please follow the script – spoken words are in italics and additional instructions to the team member are inside boxes.

Explain How & When to Wear the Sensor and How to Use the Record Booklet:

“As a part of this program, we are asking you to wear a motion sensor every day for the next seven days in a row. Today I will show you how to wear the motion sensor and go over instructions for when to wear it. We will also go through how to use this booklet to keep track of when you put the sensor on, take it off or do intentional exercise during the day.”

“Let’s go over the instructions for wearing the monitor in detail now.”

*“You should wear the motion sensor during **all hours that you are awake** over the next **seven days**. Put the monitor on first thing in the morning when you wake up, and take it off at night for bed. Put the sensor somewhere **safe**, where you will see it in the morning and put it on again right away.”*

“Write down the date you are wearing the sensor here. . .”

“Write down the time you put the sensor on in the morning here. . .”

“Write down the time you take the sensor off at night here. . .”

“Keep the sensor in its pouch the whole time. There is no on/off button or anything you need to adjust during the next seven days. If the sensor does come out of the pouch, put it back in so that this arrow points up towards your head.”

“Wear the sensor during all the hours that you are awake – at least 10 hours per day. The sensor needs to stay dry, so take it off to shower, take a bath or swim. Make sure to put the sensor back on when you are done.”

*“If you take the sensor off for more than 20 minutes for **any reason** during the day, write down what time you took it off and why in your booklet (e.g. swim). Make sure you put the sensor back on, and remember you should not take it off unless you have to.”*

*“If you do any intentional exercise during the next seven days, write down what time you started and stopped exercising and what type of exercise you did in your booklet. **If you are not already exercising now, do not start now – just circle “No” in your booklet for those days.**”*

“Be careful when changing clothes, going to the bathroom or other types of activities where you could drop the sensor or it could get hit hard. The sensor will not break if it is bumped, but please be careful when using the bathroom that the sensor does not fall into the toilet.”

“It is very important that you go about your normal, everyday activities this week, and you do not make changes to your routines. You should do your daily activities just as you would without the sensor.”

“Do you have any questions about when to wear the sensor?”

“Do you have any questions about what information you should write down in your booklet or how to write it down?”

“Now let’s fit you with a motion sensor. The sensor should be worn around the body at about hip level on the right side using this elastic belt.”

“To best position the sensor, draw an imaginary line from the center of your right knee cap up the front of your leg to your right hipbone.”

*“The sensor should be worn over your right hip at this spot. Once you put the belt on, slide the sensor to this spot. The belt should be snug enough to hold the sensor in place, and you can use the safety pin to secure the pouch to your clothing to help it stay put. Make sure to **always** wear the belt and use the pin as extra if you want. Let’s have you put on a belt and sensor and check the fit.”*

“Do you have any questions about how to put the monitor on or where to put it on your body?”

“You can keep the sensor on now. We are going to have you start wearing the monitor for the rest of today so you can get used to it. Remember to put it somewhere safe when you go to bed tonight and put it on first thing tomorrow morning again. A staff member will call you tomorrow morning to give you a reminder.”

Review Instructions and Set up Appointment to Return the Sensor

“Do you remember the instructions we went over earlier for wearing the monitor?”

“Make sure to go about your activities during the day just like you usually would in any other week, okay? The instructions we went over today are inside your booklet if you want to re-read them or have questions.”

“Also, if you have any questions during the next week, you can call this telephone number or ask the staff member when they check in with you midweek.”

“A member of the staff will be calling you three times over the next week to check-in and make sure wearing the motion sensor is going okay for you. The three calls will be:

- 1. Right away tomorrow morning – to make sure you are all set for the week.*
- 2. On the 3rd or 4th day for mid-week check-in to answer any questions you have.*
- 3. On the last day – to see how the week went and remind you of your appointment*

“Is it okay for us to call you during the week?”

“We need to get this sensor back from you – this is a required step for participation in the program and to receive all your incentive money. Even though the sensor looks like a toy, it is an expensive research tool. It cannot be used by itself, and it has no monetary value if it is lost, stolen or sold.”

“When you are done with your seven days, bring the motion sensor and booklet back to our office. We can give you your incentive money when we see you. That is the only way we can get your money to you. We will set up an appointment day and time for you to bring the sensor back at checkout at the end of today.”

“When the staff member contacts you during the week, they will remind you when your return appointment is, and you can ask them any questions.”

“Do you have any questions about anything we went over today?”

*“You are all set with your sensor and instructions. Wear your sensor for the rest of today, and **then put it where you will see it and put it on first thing tomorrow morning.** Thank you.”*