



Instructions for Coaches About Data Collection

Instructions for Obtaining Informed Consent

To be part of the game-playing or control groups of the WellQuest™ study, participants must read, understand, and sign an informed consent form. *Those who do not wish to be part of the study should not sign the informed consent.* Organization staff should remove the data of participants who do not sign the informed consent prior to sending their data sheets to the study investigators (ie, BioCentric). Participants who decline the study and are allocated to the game-playing arm should not be provided a PIN number to access the game. Please note, participants who do not sign the informed consent are not part of the study and will not be included in the incentive.

Coaches may choose to send a copy of the informed consent to their participants prior to the first National DPP session to read prior to the first session. At the first session of the National DPP, coaches should describe the study and serious health game, WellQuest™, to their participants and provide a copy of the informed consent form (if not provided in advance). If a participant wishes to take the informed consent home to think through joining the study, the participant must leave the first session and attend a makeup session after making their decision. Participants must sign the informed consent before receiving a PIN number and gaining access to the WellQuest™ app. If a participant has a question about the study or the informed consent, coaches are encouraged to email support@wellquestgame.com for clarification.

Within 2 weeks of the cohort kicking off, coaches should save the original signed informed consent forms in a secure location. Study investigators or the Institutional Review Board (IRB) may request copies of signed informed consent forms throughout the study period to ensure compliance with study procedures.

Instructions for Submitting Study Data

The WellQuest™ study will span the first 6 months of your National DPP class for those who are enrolled. As a lifestyle coach, you will be required to send the study data 3 times during the study period. Excel and CSV files are appropriate for submission to the WellQuest™ study. See the chart below to determine when to send data for your cohort.

Cohort Start Date	Data For Months 1 and 2	Data for Months 3 and 4	Data For Months 5 and 6
August/September	November 1	January 3	2 weeks after 6-month class
October	December 1	February 1	2 weeks after 6-month class or April 30 (whichever comes first)

At these designated times, you will be required to:

- Remove the data of participants who did not sign an informed consent document
- Add a column to include the study PIN associated with each participant
- If not using the 2021 DPRP standards, add 2 columns, 1 with your cohort ID and 1 with your coach ID
- De-identify your DPRP National DPP data sheets if any personally identifiable information is contained within
- Once de-identified, submit the spreadsheet to the ShareFile link provided to you

Note: Clarification on data sent to the WellQuest™ study investigators may be made on a case-by-case basis.

Incentive disbursement is contingent on reporting data at these time points as agreed upon in the Incentive Agreement.