

Sample Key Stakeholder Interview Questions for Setting Goals

1. I would like to start by hearing about your (or X's) life. Can you tell me about your (or X's) strengths, talents, and interests?
2. What are some of the main concerns you have at this time? Can you name some things that create difficulty?
3. What are some of your hopes in terms of the intervention program, that is, what does this change look like for you (or X)?
4. Based on your (or X's) assessment, the findings suggest that some of your (or X's) abilities are likely affected by [discuss the specific assessment findings in relation to the participation challenges]; expand on these links by asking additional questions, such as "I notice that _____ seems to be hard for you (or X). Have you noticed anything like this?"
5. If you look ahead to the next 6 months or so [the time frame may vary depending on the situation], what would you, or you would like to see (X) be able to do? What are you hoping to get out of the intervention program?
6. Looking ahead to the end of these [give number of intervention sessions], it seems like it might be reasonable to aim for you (or X) accomplishing [provide an initial estimate of expected performance at end of specified intervention]. Is this in line with your expectations?
7. We will be developing [at least] 5 main goals. Can you help me start that process by identifying the 5 areas we will address? [Identify these areas from the responses so far and from additional ideas from the client or key stakeholder.]
8. Review the 5 areas to be addressed with the client [or other key stakeholder] and explain that the next step will be for the client [or other key stakeholder] to review the goals after they are written into a format that includes the target of the expected outcome of the intervention and the levels that will reflect greater than or less than expected outcomes.