**RISK/ACHESS Meeting Notes**

**Date:** June 1, 2016  
**Meeting Time:** 1 pm-2 pm  
**Participants:** John Curtin, Candace Johnson-Hurwitz, Dave Gustafson Jr,   
Dave Gustafson Sr, Adam Maus, Joey Organisciak from CHESS Mobile (via telephone), and Susan Schneck

**Ecological Momentary Assessment**

* All meeting participants reviewed the most recent draft of the 4x daily EMA survey in Qualtrics.
* The advantages and disadvantages of using ACHESS to collect daily EMA surveys vs. using Qualtrics via One Reach to administer EMA surveys was discussed. It was decided that Qualtrics would be used for the EMA survey via OneReach as ARL has an existing procedure in place that works well.

**ACHESS Feature Set**

* The ACHESS application will be utilized in the study to 1) provide a means of aftercare support for study participants and 2) to obtain information that is likely to be powerful in predicting relapse.
* It was decided that the CONNECT feature in ACHESS, which allows participants to send messages to other individuals in recovery and participate in discussion groups, is a valuable feature. However, it will only be valuable to include in our study if participants can be incorporated into an existing ACHESS community/organization. Currently, ACHESS users are added based on membership in an organization, which includes anywhere from 75-300 people.
* Users of the CONNECT feature will remain anonymous as users are given pseudonyms and directed not to share identifying information.
* Below are the ACHESS features that ARL decided to include in the ACHESS application for study participants:

**Discover section**

* My Motivations
* Listen, Look and Learn
* Favorites
* AA Speaker Tapes
* Easing Distress
* Motivational
* Personal Stories
* Recovery Artists
* Recovery Stories
* Talk show
* Meeting Locator
* Games

**Plan Section**

* Surveys
* Journal
* Goals

**Gather Section**

\*This section allows participants to categorize ACHESS contacts into groups.

**Panic Button** (User will define set of individuals to contact when in “crisis.”)

* Get relaxed
* My contacts (individuals in or outside of ACHESS)
* My team (consists of individuals within gather group)

**New Features shared by Joey**

* Medication adherence section (allows participants to set reminders to take prescribed medication)
* Appointment Set-up

**Sensors & Other Data Sources**

**Sensors**

* Adam emailed MOVES data files for ARL to review. It was reported in the meeting that Susan reviewed the MOVES data files and the format will work for our study purposes. The GPS data from MOVES is not sampled continuously. It is sampled every 15 seconds. Adam recommended using a different application that would allow GPS to be sampled continuously. John stated that GPS signal every 15 seconds was sufficient for our study purposes.
* iEar is not likely to be used in the study since it will require a dedicated device to run it, thus increasing participant burden. iEar does not run stable on iPhones that people use for their daily use. The iEar will stop running if a user accesses an application that uses an audio feature (Example: Pandora or YouTube).
* Beddit is likely to be used to collect sleep quality data.
* The fitness tracker has still not been identified. The ones under consideration are the BASIS Peak, Jawbone UP3, and Empatica.

**Other Data**

* Activity use stats on ACHESS Usage-Right now CHESS has the ability to collect time stamped data on ACHESS web page visits. In addition to providing web log data, CHESS will look into the ability to collect the duration of time users spend on each web page.
* SMS meta and content & Cellular meta data-Dave Jr. to connect Candace with Matt Wright from CHESS to see if he can give guidance on how to obtain this information.

**Anker Battery Pack**

* It was decided that an alternative battery case would be explored as the Anker case has an on/off button feature that could lead to increased participant burden and missing data if participants forget to turn on the charger or accidently turn it off, thus leading to the phone losing its charge.

**Study Launch Date**

* Joey from CHESS Mobile Health reports that a launch data of August 1, 2016 gives him sufficient time to customize ACHESS for RISK.

**Post Meeting Action Items-To be completed ASAP**

* CHESS to look into the possibility of incorporating RISK study participants into an existing ACHESS community to allow for the use of the one-one messaging and discussion group through the CONNECT feature.
* CHESS to look into what activity use statistics we can collect through ACHESS. Ideally, we can collect use of ACHESS web page logs, as well as duration of time spent on each web page.
* Candace to look into how to collect Cellular meta data, and SMS meta and content data. Candace to connect with Matt Wright from CHESS, and possibly DoIT to get guidance on this matter.
* Candace to purchase another external battery case that does not have an on/off button feature.
* Candace to purchase sleep sensor-beddit -for testing.
* Susan to contact OneReach re: new SMS fusion table system for RISK.