



KIDAPAWAN DOCTORS COLLEGE, INC
Research and Publication Department
N. Aquino Ave., Lanao, Kidapawan City
rap@kdci.edu.ph



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VALIDATION FORM FOR THE QUALITATIVE QUESTIONNAIRE

Name of Evaluator: _____
Degree: _____
Position: _____
Number of Years in Service: _____

To the evaluator: Using this assessment form, kindly determine the validity of the attached instrument in relation to the purpose of the study; specifically with regard to the research questions as stipulated. There are three areas to be examined, namely, Introduction Key Components, Questions, and Closing Key Components. The question items must be evaluated in terms of their clarity, suitability, understandability, and ability to elicit personal narratives, comments, opinions, and insights from the research participants. Please check the corresponding rating and write the necessary remarks.

SECTIONS	ITEMS	EVALUATION		
		YES	NO	REMARKS
Introduction Key Components	1. Is there an opening statement expressing gratitude to the research participant for their willingness to join the session?			
	2. Does this section of the questionnaire reveal the name of the researcher? (i.e. the researcher introducing themselves)			
	3. Is the purpose explicitly stated?			
	4. Is the duration of the session clearly stipulated?			
	5. Is there a statement assuring the research participant of the confidentiality of their responses?			
	6. Does this section explain how the in-depth interview or the focus			

	group discussion be conducted?			
	7. Does this section include a statement assuring the research participant of their opportunity to be clarified further before proceeding to the intended activity?			
	8. Does this section provide spaces for the signature of the research participant?			
	9. Does it require a witness to sign?			
	10. Does this section stipulate the need for a legal guardian to sign as in the case of a research participant under 18 years of age?			
Questions	11. Are there no more than 15 questions (i. e. no more than 3 research questions with no more than 5 probing questions each)?			
	12. Are factual questions asked first before the probing questions?			
	13. Are there questions requiring the participant to describe his or her experiences?			
	14. Are there questions requiring the participant to explain the meaning of his or her shared experiences?			
	15. Are the vocabulary level and language structure of the questions appropriate to the age and capability of the research participant?			
	16. Are the questions clear and understandable?			

	17. Do the questions possess the ability to elicit qualitative data relevant to the attainment of the objectives of the study?			
Closing Key Components	18. Does this section guarantee the participant of his or her chance to give additional comments?			
	19. Does this section inform the research participant of the researcher's plan regarding the data being collected, its analysis, and the corresponding report and what the researcher would do next?			
	20. Does this section of the questionnaire express gratitude to the research participant?			

Signature over Printed Name of the Evaluator

Date Signed