2005 NATIONAL SURVEY ON DRUG USE AND HEALTH

Full-Year Field Observation Report – FINAL

Authors:
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RTI International
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1. Introduction

Beginning in the spring of 2001, Substance Abuse and Mental Health Services Administration (SAMHSA) and RTI International staff conducted a few informal field observations of field interviewers (FIs) working on the National Survey on Drug Use and Health (NSDUH) cases in the District of Columbia and North Carolina areas. The primary intent was to assess how closely FIs followed project protocols while completing fieldwork. Errors were prevalent enough to warrant further investigation. As a result, beginning in January 2002, nationwide field observations were begun. The purposes of these field observations included assessing and monitoring the nature and extent of screening and interviewing problems occurring in the field, and using the findings to improve training and field procedures in current and subsequent NSDUH surveys.

In 2005, field observations were conducted across all four quarters by NSDUH field management, methodological, and instrumentation staff. The design is to have these staff observe a minimum of 400 interviewers with additional observations conducted by SAMHSA staff. An observation is considered complete only if a full interview is observed. An observation that entailed observing only completed screenings or only partial interviews does not count toward the goal of 400 observations.

This full-year report summarizes the field observations conducted between January 10, 2005 and December 21, 2005. During this time period, a total of 402 FIs were observed completing 708 screenings and 519 interviews. SAMHSA staff observed 2 of the 402 FIs completing 8 screenings and 2 interviews. The remaining observations were conducted by NSDUH staff, which included observations by 58 field supervisors (FSs), 9 regional supervisors (RSs), 11 survey specialists, and 4 other project staff members.

This report summarizes the field observation procedures followed and the errors observed, as well as a description of implemented actions and recommendations for future actions based on the findings.

2. Observation Procedures

In order to minimize costs, but still ensure coverage of a variety of FIs and work conditions, we selected FIs using a purposive selection method. It would have been cost prohibitive to randomly select FIs for field observations. We planned field observation trips as early as possible to allow adequate time for planning efficient travel. The FIs were selected for observations based on the following criteria (in order of importance):

- Sufficient viable pending work to allow an interview to be observed

- Type of Area (Rural, Suburban, Urban)

- Census Region (Northeast, South, Midwest, West)

- FI Gender (Male, Female)

- FI Race (White, Black, Other)

In order to examine changes in screening and interviewing behavior over time, a subset of FIs observed included those who had been observed in previous years.

Observations were conducted in 48 states plus the District of Columbia (see Tables 2.1 through 2.4 for numbers of observations by type of area, Census region, FI gender, and FI race). Observers used a Field Observation Screening Checklist and a Field Observation Interviewing Checklist to document their observations. Both a Field Observer Reference Sheet and a Field Observer Task List were used in order to help maintain consistency in planning observation assignments and interacting with FIs and respondents. Observers were asked to ensure that a Field Observations FI Instructions sheet was mailed to the FI prior to the observer's arrival in the field. Current versions of the iPAQ Housing Unit (HU) and Group Quarters Unit (GQU) Scripts and computer-assisted interviewing (CAI) specifications for the front-end and back-end computer-assisted personal interviewing (CAPI) questions were posted on the project website for observers to print and use to follow along with FIs during observations. A copy of all the documents referenced in this paragraph can be found in the Appendix.

Observers were asked to transfer information from paper Field Observation Screening Checklists and Field Observation Interviewing Checklists to electronic versions on the project website within 24 hours of completing an observation. This information was summarized into two master Excel data files accessible to all project staff members and SAMHSA staff via a link on the website. One file contained all the screening observation data and the other file contained all the interviewing observation data. This page contained filters that allowed field management staff to download specific field observation data into a data summary report.

Each week a status report file called the Field Observations Weekly Status Report was sent to SAMHSA. This report included a count of observations completed to date and characteristics of observation trips completed and planned for the year. A summary page provided a count of all

observations by type of travel (local, drive overnight, fly), Census region, type of area, and whether the FI was observed previously.

RTI developed a standard process for providing feedback to observed FIs. All field observation data were to be entered into the NSDUH website within 24 hours of completing an observation. The field observation manager reviewed the information posted on the project website for accuracy and completeness. Omissions or mistakes made on the form by the observer were corrected by the field observation manager after gaining clarification from the observer. If the field observer was the direct supervisor of the FI that he/she had observed, then he/she was allowed to provide feedback to the FI at the end of the observation trip. However, all observers were still required to promptly enter their checklists into the NSDUH website for the field observation manager to review. Field observers who were not the direct supervisor of the observed FI were asked to refrain from providing any feedback to the FI. These observers were asked to provide their feedback only via the Field Observation Checklists on the project website. In addition, observers were instructed to share positive feedback with the managing FS, RS, and RD directly.

FSs were required to discuss with the observed FI the documented results of the observation. The field observation manager reviewed each observation form and, if problems were noted, would mandate retraining and in some situations a suspension of work until the FI completed retraining. The exact recommendations were based on the severity of the errors discovered during the observation and were monitored by the national field director for appropriateness. For example, for cases where FIs made minor errors such as not having the respondent place the Quality Control Form in the Quality Control Form envelope himself/herself, the FS was instructed to have a detailed discussion with the FI about the error. For FIs whose demonstration of procedures was weak, such as not conducting the interview at a good pace, using leading probes, or not reading all interview questions verbatim, more extensive phone retraining was required.

For FIs who committed a serious breach of protocol, defined as those that could potentially violate a respondent's rights and/or significantly compromise the accuracy of the data collected, the FI's work was suspended until the FS conducted retraining, and the RS, RD, and national field director approved the FI to return to work. In these cases, a verbal warning, warning letter, or probation letter was issued to the FI. The level of disciplinary action taken was dependent on the FI's past behavior related to the breach in protocol. In general, a first offense led to a verbal warning, a second offense led to a warning letter, and a third offense led to a probation letter. In 2005, the work of 31 FIs was suspended due to the magnitude or nature of errors observed. Ninety-nine (99) FIs received some sort of disciplinary action because of behaviors observed during a field observation. No FIs were terminated as a direct result of findings from a field observation.

Field observers were trained to remain neutral during the observations, and were only to intercede with a screening or interview if the respondent's rights were being violated or if the project equipment was in jeopardy of being damaged. In all other situations, observers were instructed not to interfere.

Table 2.1   Observation Counts and Percentages by Type of Area

Type of Case	Type Of Area						Total (402)	
	Rural (81[*])		Suburban (213)		Urban (108)			
Screening	171	24%	351	50%	186	26%	**708**	**100%**
Interview	109	21%	274	53%	136	26%	**519**	**100%**
Overall	**280**	**23%**	**625**	**51%**	**322**	**26%**	**1227**	**100%**

* Number of FIs observed.

Table 2.2   Observation Counts and Percentages by Census Region

Type of Case	Region								Total (402)	
	Northeast (80[*])		South (115)		Midwest (101)		West (106)			
Screening	142	20%	191	27%	171	24%	204	29%	**708**	**100%**
Interview	122	24%	124	24%	131	25%	142	27%	**519**	**100%**
Overall	**264**	**22%**	**315**	**26%**	**302**	**25%**	**346**	**28%**	**1227**	**100%**

* Number of FIs observed.

Table 2.3   Observation Counts and Percentages by FI Gender

Type of Case	FI Demographics: Gender				Total (402)	
	Male (76[*])		Female (326)			
Screening	114	16%	594	84%	**708**	**100%**
Interview	104	20%	415	80%	**519**	**100%**
Overall	**218**	**18%**	**1009**	**82%**	**1227**	**100%**

* Number of FIs observed.

Table 2.4   Observation Counts and Percentages by FI Race

Type of Case	FI Demographics: Race						Total (402)	
	White (328[*])		Black (55)		Other (19)			
Screening	555	78%	112	16%	41	6%	**708**	**100%**
Interview	430	83%	67	13%	22	4%	**519**	**100%**
Overall	**985**	**80%**	**179**	**15%**	**63**	**5%**	**1227**	**100%**

* Number of FIs observed.

3. Findings

3.1 General Findings

Out of a possible 24,780 screening errors in 2005 (708 completed screenings x 35 possible errors on the Field Observation Screening Checklist), field observers noted 781 errors—3.15 percent of possible screening errors. Out of a possible 12,975 interview errors in 2005 (519 completed interviews x 25 possible errors on the Field Observation Interviewing Checklist), field observers noted 1,121 errors—8.64 percent of possible interview errors.

We were pleased to find that the vast majority of FIs displayed positive behaviors when conducting screenings (see ***Table 3.1.1***). Of the 35 activities listed on the Field Observation Screening Checklist, the bullets below list appropriate activities (excluding serious breaches of protocol) that were observed at least 95 percent of the time:

- Having segment maps readily available for reference while in the field

- If first visit to the dwelling unit(s), using segment maps to locate sample dwelling unit(s)

- If a missed DU was found, using segment map and original list of dwelling units to make sure the missed DU was not already listed

- Displaying the ID badge prominently when knocking on the door of the SDU

- Being on iPAQ "Study Introduction" screen when reaching the door

- Using iPAQ Spanish screens only when bilingual-certified

- Mentioning their name during their introduction at the door

- Including RTI in their introduction at the door

- Including lead letter in their introduction at the door

- Offering lead letter to respondent if the respondent did not recall receiving one

- Verifying that he/she is at the correct address

- Checking for missed DUs by reading the correct iPAQ screen verbatim

- Recording race based on respondent's answer and not by observation

- Confirming accuracy and completeness of roster data w/ screening respondent

- Expecting interview cooperation when one or two household members were selected for an interview (code 31 or 32)

- Presenting project and interview information accurately when one or two household members were selected for an interview (code 31 or 32)

- Gaining respondent trust/cooperation when one or two household members were selected for an interview (code 31 or 32)

- Demonstrating flexibility in scheduling the interview time when one or two household members were selected for an interview (code 31 or 32)

_____

- Leaving appropriate information about future interview(s) when one or two household members were selected for an interview (code 31 or 32)

- Making attempts to begin interview right away when one or two household members were selected for an interview (code 31 or 32)

- Being punctual when meeting an observer or respondent when prior arrangements had been made

- Being organized

- Demonstrating a thorough knowledge of the study

- Delivering a courteous, straightforward presentation

- Maintaining a calm, professional and respectful demeanor

The bullets below list improper activities from the Field Observation Screening Checklist (excluding serious breaches of protocol) that were observed at least 5 percent of the time:

- If first visit to the dwelling unit(s), not using the segment maps and either the printed list of SDUs or the original list of dwelling units to check for missed DUs in the interval between the SDU and the next listed dwelling unit

- Not including US Public Health Service in their introduction at the door

- Not asking all roster questions verbatim

- Not reading verification instructions verbatim when no household member was selected for an interview (code 22, 25, 26, or 30)

- Other procedural violation not noted on the checklist

Table 3.1.1   Screening Error Rates

Screening Error	Error Rate	Errors Observed
The error rate equals the percent of observed cases where the error was observed. Bolded items are considered serious breaches of protocol. A total of 708 screening cases were observed.		
Not having segment maps readily available for reference while in the field	2.68%	19
If FI's first visit to the dwelling unit(s), not using segment maps to locate sample dwelling unit(s)	4.52%	32
If FI's first visit to the dwelling unit(s), not using the segment maps and either the printed list of SDUs or the original list of dwelling units to check for missed DUs in the interval between the SDU and the next listed dwelling unit	7.77%	55
If a missed DU is found, not using segment map and original list of dwelling units to make sure the missed DU was not already listed	0.71%	5

Table 3.1.1   Screening Error Rates (Continued)

Screening Error	Error Rate	Errors Observed
Not displaying ID Badge prominently when knocking on door	0.85%	6
Not being on iPAQ "Study Introduction" screen when reaching door	3.53%	25
Using iPAQ Spanish screens when not bilingual-certified	0.00%	0
Not including FI name in introduction	0.42%	3
Not including RTI in introduction	2.40%	17
Not including US Public Health Service in introduction	8.33%	59
Not including lead letter in introduction	0.71%	5
If R didn't recall lead letter, FI not offering one to R	2.54%	18
Not confirming that SR was an adult resident of SDU	3.67%	26
Not verifying that he/she was at the correct address	4.66%	33
Not handing Study Description to respondent	1.27%	9
Not reading iPAQ "Informed Consent" screen to R	4.52%	32
Not checking for missed DUs by reading the correct iPAQ screen verbatim	4.66%	33
Not asking all roster questions verbatim	23.16%	164
Not recording race based on R answer, but on FI observation instead	1.27%	9
Not obtaining all screening information directly from the SR (by observation or a proxy)	0.42%	3
Not confirming accuracy & completeness of roster data w/ screening respondent	4.80%	34
When no household members were selected for an interview (code 22, 25, 26, or 30), not reading verification instructions verbatim	6.50%	46
When one or two household members were selected for an interview (code 31 or 32), not expecting interview cooperation	0.28%	2
When one or two household members were selected for an interview (code 31 or 32), not presenting project and interview information accurately	1.13%	8
When one or two household members were selected for an interview (code 31 or 32), not gaining respondent trust/cooperation	1.13%	8
When one or two household members were selected for an interview (code 31 or 32), not demonstrating flexibility in scheduling interview	0.00%	0
When one or two household members were selected for an interview (code 31 or 32), not leaving appropriate information about future interview(s)	0.85%	6
When one or two household members were selected for an interview (code 31 or 32), not making attempts to begin interview right away	0.71%	5
Committing other procedural violation not noted on this checklist	6.50%	46
Not being punctual	0.56%	4
Not being organized	2.26%	16
Not demonstrating a thorough knowledge of study	3.81%	27
Not delivering a courteous, straightforward presentation	0.85%	6
Not maintaining a calm, professional, respectful demeanor	0.14%	1

Table 3.1.1   Screening Error Rates (Continued)

Screening Error	Error Rate	Errors Observed
Making biasing or inappropriate remarks	2.68%	19
TOTAL	**3.15%**	**781**

We were pleased to also find that the vast majority of FIs displayed positive behaviors when conducting interviews (see *Table 3.1.2*). Of the 25 activities listed on the Field Observation Interviewing Checklist, the bullets below list appropriate activities (excluding serious breaches of protocol) that were observed at least 95 percent of the time:

- Choosing a private location to conduct the interview

- Setting up equipment efficiently

- Keeping ACASI portion private while remaining attentive

- Being punctual when meeting an observer or respondent when prior arrangements had been made

- Being organized

- Demonstrating a thorough knowledge of the study

- Keeping paper forms accessible

- Speaking in a clear voice

- Maintaining a pace comfortable for the respondent

- Being courteous and respectful of the respondent and his/her surroundings

The bullets below list improper activities from the Field Observation Interviewing Checklist (excluding serious breaches of protocol) that were observed at least 5 percent of the time:

- Not asking initial (front-end) CAPI questions verbatim

- Not completing the calendar accurately with the respondent while reading the CAI script and keeping the calendar where the respondent could see it

- Not reading the Intro to ACASI screen verbatim

- Not explaining headphone usage, offering headphones to the respondent, and/or not plugging the headphones in

- Not asking the demographic (back-end) CAPI questions verbatim

- Not listening to responses and probing appropriately during industry and occupation questions

- Not reading the Quality Control Form instructions verbatim

- Not presenting the Showcards when prompted by the CAI

- Other procedural violation not noted on the checklist

Table 3.1.2   Interviewing Error Rates

Interviewing Error	Error Rate	Errors Observed
The error rate equals the percent of observed cases where the error was observed. Bolded items are considered serious breaches of protocol. A total of 519 interview cases were observed.		
If IR was a minor, FI not first obtaining consent from parent or legal guardian	0.77%	4
If interview respondent was not screening respondent, not explaining purpose of study and visit thoroughly	2.12%	11
Not handing Study Description to the respondent	5.59%	29
Not reading Intro to CAI from Showcard Booklet verbatim to the respondent	3.28%	17
Not choosing a private location to conduct interview	4.43%	23
Not setting up equipment efficiently	1.16%	6
Not asking initial (front-end) CAPI questions verbatim	23.51%	122
Not completing calendar accurately with respondent while reading CAI script and keeping calendar where respondent could see it	17.53%	91
Not reading Intro to ACASI screen verbatim	24.28%	126
Not explaining headphone usage, offering headphones to R, and plugging in	6.74%	35
Not keeping ACASI portion private (read ACASI), and/or not remaining attentive	3.85%	20
Not asking demographic (back-end) CAPI questions verbatim	35.45%	184
For industry and occupation questions, not listening to responses and probing appropriately	15.80%	82
Not reading Quality Control Form instructions verbatim	20.81%	108
Committing other procedural violation not noted on this checklist	19.27%	100
Not presenting Showcards when prompted by the CAI	11.37%	59
Not being punctual	0.58%	3
Not being organized	2.70%	14
Not demonstrating a thorough knowledge of study	3.47%	18
Not keeping paper forms accessible	1.93%	10
Not speaking in a clear voice	1.93%	10
Not maintaining a pace comfortable for the R	2.31%	12
Not being courteous and respectful of R and surroundings	0.00%	0
Divulging R's confidential info to others	0.39%	2
Making biasing or inappropriate remarks	6.74%	35
TOTAL	**8.64%**	**1, 121**

3.2 Serious Breaches of Protocol

In 2002, SAMHSA and RTI conferred to identify as "serious breaches of protocol" those errors which, when committed by an FI, could potentially violate a respondent's rights and/or significantly compromise the accuracy of the data collected. During screening, a small number of FIs committed some of these serious breaches of protocol. *Table 3.2.1* lists these serious errors of screening protocol and the associated percent of observed screening cases where the activity was observed.

Table 3.2.1   Serious Breaches of Protocol: Screening

Screening Error	Error Rate	Errors Observed
The error rate equals the percent of observed cases where the error was observed.		
Not confirming that SR was an adult resident of SDU	3.67%	26
Not handing Study Description to the respondent	1.27%	9
Not reading iPAQ "Informed Consent" screen to R	4.52%	32
Not obtaining all screening information directly from the SR (by observation or a proxy)	0.42%	3
Making biasing or inappropriate remarks	2.68%	19
TOTAL	**2.51%**	**89**

In addition to serious breaches of protocol made during screening, some FIs committed serious breaches of protocol during the NSDUH interview. *Table 3.2.2* lists serious breaches of interviewing protocol and the associated percent of observed interview cases where the activity was observed.

Table 3.2.2   Serious Breaches of Protocol: Interviewing

Interviewing Error	Error Rate	Errors Observed
The error rate equals the percent of observed cases where the error was observed.		
If IR was a minor, FI not first obtaining consent from parent or legal guardian	0.77%	4
If the interview respondent was not the screening respondent, not explaining the purpose of the study and visit thoroughly	2.12%	11
Not handing the Study Description to the respondent	5.59%	29
Not reading Intro to CAI from Showcard Booklet verbatim to the respondent	3.28%	17
Divulging R's confidential info to others	0.39%	2
Making biasing or inappropriate remarks	6.74%	35
TOTAL	**3.15%**	**98**

Due to committing serious breaches of protocol and/or a large number of errors in general, in 2005 the work of 31 FIs was suspended. Ninety-nine (99) FIs received some level of disciplinary action resulting from committing a serious breach of protocol while being observed.

3.3   Findings by FI Experience

For the purposes of this report, new FIs were defined as those FIs that had worked on the project less than three full quarters when observed, and veteran FIs were defined as those FIs who had worked on the project three full quarters or more when observed. New FIs committed screening errors at about the same rate as veteran FIs. The new FI screening error rate was 3.53 percent and the veteran FI screening error rate was 2.91 percent. New FIs also committed interviewing errors at about the same rate as veteran FIs. The new FI interview error rate was 8.09 percent and the veteran FI interview error rate was 8.92 percent. **Tables 3.3.1** and **3.3.2** show the error rates and the number of errors by FI experience for each screening and interviewing checklist item.

New FIs were significantly more likely than veteran FIs to commit the following errors:

- Not including US Public Health Service in introduction
- Not verifying that he/she was at the correct address

Table 3.3.1   Screening Error Rates: New FIs vs. Veteran FIs

Screening Error	New FIs (Total Cases = 277)		Veteran FIs (Total Cases = 431)	
	Error Rate	Total Cases	Error Rate	Total Cases
The error rate equals the percent of observed cases where the error was observed. Bolded items are considered serious breaches of protocol. Error rate differences are considered significant if the difference between the new FI error rate and the veteran FI error rate for a given item is statistically significant at the p < .01 level. Significant differences are indicated by an asterisk (*).				
Not having segment maps readily available for reference while in the field	1.81%	5	3.25%	14
If FI's first visit to the dwelling unit(s), not using segment maps to locate sampled dwelling unit(s)	6.50%	18	3.25%	14
If FI's first visit to the dwelling unit(s), not using the segment maps and either the printed list of SDUs or the original list of dwelling units to check for missed DUs in the interval between the SDU and the next listed dwelling unit	7.22%	20	8.12%	35
If a missed DU is found, not using segment map and original list of dwelling units to make sure the missed DU was not already listed	0.72%	2	0.70%	3
Not displaying ID Badge prominently when knocking on door	0.00%	0	1.39%	6
Not being on iPAQ "Study Introduction" screen when reaching door	4.69%	13	2.78%	12
Using iPAQ Spanish screens when not bilingual-certified	0.00%	0	0.00%	0
Not including FI name in introduction	0.00%	0	0.70%	3

Table 3.3.1   Screening Error Rates: New FIs vs. Veteran FIs (Continued)

Screening Error	New FIs (Total Cases = 277)		Veteran FIs (Total Cases = 431)	
	Error Rate	Total Cases	Error Rate	Total Cases
Not including RTI in introduction	2.17%	6	2.55%	11
Not including US Public Health Service in introduction	13.36%*	37	5.10%*	22
Not including lead letter in introduction	1.08%	3	0.46%	2
If R did not recall lead letter, FI not offering one to R	2.89%	8	2.32%	10
Not confirming that SR was an adult resident of SDU	5.42%	15	2.55%	11
Not verifying that he/she was at the correct address	7.22%*	20	3.02%*	13
Not handing Study Description to respondent	1.08%	3	1.39%	6
Not reading IPAQ "Informed Consent" screen to R	2.89%	8	5.57%	24
Not checking for missed DUs by reading the correct IPAQ screen verbatim	5.42%	15	4.18%	18
Not asking all roster questions verbatim	22.02%	61	23.90%	103
Not recording race based on R answer, but on FI observation instead	1.08%	3	1.39%	6
Not obtaining all screening information directly from the SR (by observation or a proxy)	0.00%	0	0.70%	3
Not confirming accuracy and completeness of roster data w/ screening respondent	6.50%	18	3.71%	16
When no household members were selected for an interview (code 22, 25, 26, or 30), not reading verification instructions verbatim	8.66%	24	5.10%	22
When one or two household members were selected for an interview (code 31 or 32), not expecting interview cooperation	0.00%	0	0.46%	2
When one or two household members were selected for an interview (code 31 or 32), not presenting project and interview information accurately	1.44%	4	0.93%	4
When one or two household members were selected for an interview (code 31 or 32), not gaining respondent trust/cooperation	1.08%	3	1.16%	5
When one or two household members were selected for an interview (code 31 or 32), not demonstrating flexibility in scheduling interview	0.00%	0	0.00%	0
When one or two household members were selected for an interview (code 31 or 32), not leaving appropriate information about future interview(s)	1.81%	5	0.23%	1
Not displaying ID Badge prominently when knocking on door	1.08%	3	0.46%	2
Committing other procedural violation not noted on this checklist	5.05%	14	7.42%	32
Not being punctual	1.08%	3	0.23%	1
Not being organized	2.17%	6	2.32%	10
Not demonstrating a thorough knowledge of study	3.61%	10	3.94%	17

Table 3.3.1   Screening Error Rates: New FIs vs. Veteran FIs (Continued)

Screening Error	New FIs (Total Cases = 277)		Veteran FIs (Total Cases = 431)	
	Error Rate	Total Cases	Error Rate	Total Cases
Not delivering a courteous, straightforward presentation	1.08%	3	0.70%	3
Not maintaining a calm, professional, respectful demeanor	0.00%	0	0.23%	1
Making biasing or inappropriate remarks	4.33%	12	1.62%	7
TOTAL	**3.53%**	**342**	**2.91%**	**439**

There were no statistically significant differences in interviewing checklist item error rates between new FIs and veteran FIs.

Table 3.3.2   Interviewing Error Rates: New FIs vs. Veteran FIs

Interviewing Error	New FIs (Total Cases = 177)		Veteran FIs (Total Cases = 342)	
	Error Rate	Errors Obs.	Error Rate	Errors Obs.
The error rate equals the percent of observed cases where the error was observed. Bolded items are considered serious breaches of protocol. Error rate differences are considered significant if the difference between the new FI error rate and the veteran FI error rate for a given item is statistically significant at the p < .01 level.				
If IR was a minor, FI not first obtaining consent from parent or legal guardian	0.56%	1	0.88%	3
If interview respondent was not screening respondent, not explaining purpose of study and visit thoroughly	2.26%	4	2.05%	7
Not handing Study Description to the respondent	6.21%	11	5.26%	18
Not reading Intro to CAI from Showcard Booklet verbatim to the respondent	3.95%	7	2.92%	10
Not choosing a private location to conduct interview	2.26%	4	5.56%	19
Not setting up equipment efficiently	1.69%	3	0.88%	3
Not asking initial (front-end) CAPI questions verbatim	20.34%	36	25.15%	86
Not completing calendar accurately with respondent while reading CAI script and keeping calendar where respondent could see it	14.12%	25	19.30%	66
Not reading Intro to ACASI screen verbatim	21.47%	38	25.73%	88
Not explaining headphone usage, offering headphones to R, and plugging in	5.08%	9	7.60%	26
Not keeping ACASI portion private (read ACASI), and/or not remaining attentive	5.08%	9	3.22%	11
Not asking demographic (back-end) CAPI questions verbatim	35.03%	62	35.67%	122
For industry and occupation questions, not listening to responses and probing appropriately	17.51%	31	14.91%	51

Table 3.3.2   Interviewing Error Rates: New FIs vs. Veteran FIs (Continued)

Interviewing Error	New FIs (Total Cases = 177)		Veteran FIs (Total Cases = 342)	
	Error Rate	Errors Obs.	Error Rate	Errors Obs.
Not reading Quality Control Form instructions verbatim	19.21%	34	21.64%	74
Committing other procedural violation not noted on this checklist	20.34%	36	18.71%	64
Not presenting Showcards when prompted by the CAI	9.60%	17	12.28%	42
Not being punctual	0.00%	0	0.88%	3
Not being organized	3.39%	6	2.34%	8
Not demonstrating a thorough knowledge of study	4.52%	8	2.92%	10
Not keeping paper forms accessible	2.26%	4	1.75%	6
Not speaking in a clear voice	1.13%	2	2.34%	8
Not maintaining a pace comfortable for the R	0.00%	0	3.51%	12
Not being courteous and respectful of R and surroundings	0.00%	0	0.00%	0
Divulging R's confidential info to others	0.56%	1	0.29%	1
Making biasing or inappropriate remarks	5.65%	10	7.31%	25
TOTAL	**8.09%**	**358**	**8.92%**	**763**

3.4   Findings among FIs Previously Observed[1]

Of the 402 FIs observed in 2005, 116 were first observed in 2004. In 2004, these FIs were observed completing 219 screenings and 130 interviews. In 2005 these FIs were observed completing 178 screenings and 153 interviews. *Tables 3.4.1* and *3.4.2* show the error rates and number of errors made by these re-observed FIs in 2004 and 2005 for each screening and interviewing checklist item common to 2004 and 2005. Overall, re-observed FIs committed about the same rate of errors in 2004 and 2005. For the 31 screening checklist items that were common to 2004 and 2005, the observation error rate was 2.22 percent in 2004 versus 2.74 percent in 2005.

FIs observed in 2004 and in 2005 were significantly more likely to commit the following errors in 2005:

- Not including RTI in introduction
- Not asking all roster items verbatim

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[1] Note that the number of observations summarized in section 3.4 is considerably smaller than the number of observations summarized in most other sections of this report.

FIs observed in 2004 and in 2005 were significantly more likely to not demonstrate a thorough knowledge of the study in 2004.

Table 3.4.1   Screening Error Rates by Year for Re-observed FIs (for Items Common to 2004 and 2005 checklists)

Screening Error	2004 (Total Cases = 219)		2005 (Total Cases = 178)	
	Error Rate	**Errors Obs.**	**Error Rate**	**Errors Obs.**
The error rate equals the percent of observed cases where the error was observed. Bolded items are considered serious breaches of protocol. Error rate differences are considered significant if the difference between the 2004 error rate and the 2005 error rate for a given item is statistically significant at the p < .01 level. Significant differences are indicated by an asterisk (*).				
Not displaying ID Badge prominently when knocking on door	0.91%	2	1.69%	3
Not being on iPAQ "Study Introduction" screen when reaching door	1.37%	3	5.62%	10
Using Spanish screens when not bilingual-certified	0.00%	0	0.00%	0
Not including FI name in introduction	0.46%	1	1.12%	2
Not including RTI in introduction	0.00%*	0	4.49%*	8
Not including US Public Health Service in introduction	4.11%	9	4.49%	8
Not including lead letter in introduction	0.46%	1	0.00%	0
If R did not recall lead letter, FI not offering one to R	1.37%	3	3.93%	7
Not confirming that SR was an adult resident of SDU	0.46%	1	2.25%	4
Not verifying that he/she was at the correct address	4.57%	10	4.49%	8
Not handing Study Description to respondent	3.65%	8	2.81%	5
Not reading "Informed Consent" screen to R	2.74%	6	3.93%	7
Not checking for missed DUs by reading the correct screen verbatim	1.83%	4	1.12%	2
Not asking all roster questions verbatim	13.70%*	30	24.16%*	43
Not recording race based on R answer, but on FI observation instead	0.46%	1	0.56%	1
Not obtaining all screening information directly from the SR (by observation or a proxy)	0.00%	0	1.12%	2
Not confirming accuracy and completeness of roster data w/ screening respondent	5.94%	13	3.37%	6
When no household members were selected for an interview (code 22, 25, 26, or 30), not reading verification instructions verbatim	6.85%	15	3.93%	7
When one or two household members were selected for an interview (code 31 or 32), not expecting interview cooperation	0.00%	0	0.56%	1

Table 3.4.1   Screening Error Rates by Year for Re-observed FIs (for Items Common to 2004 and 2005 checklists) (Continued)

Screening Error	2004 (Total Cases = 219)		2005 (Total Cases = 178)	
	Error Rate	Errors Obs.	Error Rate	Errors Obs.
When one or two household members were selected for an interview (code 31 or 32), not presenting project and interview information accurately	1.37%	3	0.00%	0
When one or two household members were selected for an interview (code 31 or 32), not gaining respondent trust/cooperation	0.46%	1	2.25%	4
When one or two household members were selected for an interview (code 31 or 32), not demonstrating flexibility in scheduling interview	0.00%	0	0.00%	0
When one or two household members were selected for an interview (code 31 or 32), not leaving appropriate information about future interview(s)	1.83%	4	0.56%	1
When one or two household members were selected for an interview (code 31 or 32), not making attempts to begin interview right away	0.91%	2	0.56%	1
Committing other procedural violation not noted on this checklist	4.57%	10	6.74%	12
Not being punctual	0.46%	1	0.56%	1
Not being organized	2.28%	5	1.69%	3
Not demonstrating a thorough knowledge of study	5.48%*	12	0.56%*	1
Not delivering a courteous, straightforward presentation	0.00%	0	0.56%	1
Not maintaining a calm, professional, respectful demeanor	0.00%	0	0.00%	0
Making biasing or inappropriate remarks	2.74%	6	1.69%	3
Total	**2.22%**	**151**	**2.74%**	**151**

For the 25 interviewing checklist items that were common to 2004 and 2005, the observation error rate was 7.14 percent in 2004 versus 8.94 percent in 2005. There were no statistically significant differences in interviewing checklist item error rates between 2004 and 2005.

Table 3.4.2   Interviewing Error Rates by Year for Re-observed FIs (for Items Common to 2004 and 2005 Checklists)

Interviewing Error	2004 (Total Cases = 130)		2005 (Total Cases = 153)	
	Error Rate	Errors Obs.	Error Rate	Errors Obs.
The error rate equals the percent of observed cases where the error was observed. Bolded items are considered serious breaches of protocol. Error rate differences are considered significant if the difference between the 2004 error rate and the 2005 error rate for a given item is statistically significant at the p < .01 level.				
If IR was a minor, FI not first obtaining consent from parent or legal guardian	0.77%	1	0.00%	0

Table 3.4.2   Interviewing Error Rates by Year for Re-observed FIs (for Items Common to 2004 and 2005 Checklists) (Continued)

Interviewing Error	2004 (Total Cases = 130)		2005 (Total Cases = 153)	
	Error Rate	Errors Obs.	Error Rate	Errors Obs.
If interview respondent was not screening respondent, not explaining purpose of study and visit thoroughly	5.38%	7	0.65%	1
Not handing Study Description to the respondent	7.69%	10	5.88%	9
Not reading Intro to CAI from Showcard Booklet verbatim to the respondent	3.08%	4	2.61%	4
Not choosing a private location to conduct interview	0.77%	1	6.54%	10
Not setting up equipment efficiently	0.00%	0	1.31%	2
Not asking initial (front-end) CAPI questions verbatim	13.85%	18	23.53%	36
Not completing calendar accurately with respondent while reading CAI script and keeping calendar where respondent could see it	18.46%	24	16.99%	26
Not reading Intro to ACASI screen verbatim	16.15%	21	24.84%	38
Not explaining headphone usage, offering headphones to R, and plugging in	9.23%	12	7.84%	12
Not keeping ACASI portion private (read ACASI), and/or not remaining attentive	3.08%	4	3.92%	6
Not asking demographic (back-end) CAPI questions verbatim	25.38%	33	38.56%	59
For industry and occupation questions, not listening to responses and probing appropriately	13.85%	18	17.65%	27
Not reading Quality Control Form instructions verbatim	21.54%	28	21.57%	33
Committing other procedural violation not noted on this checklist	12.31%	16	19.61%	30
Not presenting Showcards when prompted by the CAI	13.08%	17	12.42%	19
Not being punctual	0.00%	0	0.00%	0
Not being organized	1.54%	2	1.31%	2
Not demonstrating a thorough knowledge of study	1.54%	2	2.61%	4
Not keeping paper forms accessible	0.00%	0	2.61%	4
Not speaking in a clear voice	0.00%	0	3.27%	5
Not maintaining a pace comfortable for the R	4.62%	6	1.31%	2
Not being courteous and respectful of R and surroundings	0.00%	0	0.00%	0
Divulging R's confidential info to others	0.00%	0	0.00%	0
Making biasing or inappropriate remarks	6.15%	8	8.50%	13
Total	**7.14%**	**232**	**8.94%**	**342**

3.5 Trends in Errors Made 2001–2005

There were 25 screening checklist items common to the 2001, 2002, 2003, 2004, and 2005 observation checklists. For these items, *Table 3.5.1* shows that the observation error rate was 7.40 percent in 2001, 4.08 percent in 2002, 2.95 percent in 2003, 2.06 percent in 2004, and 3.05 percent in 2005. FIs were significantly more likely in years prior to 2005 to make the following screening errors:

- Not displaying ID Badge prominently when knocking on door
- Not confirming that screening respondent was an adult resident of SDU
- Not handing Study Description to respondent
- Not reading "Informed Consent" screen to respondent
- Not checking for missed DUs by reading the correct screen verbatim
- Not asking all roster questions verbatim
- Not recording race based on R answer, but on FI observation instead
- Not expecting interview cooperation when one or two household members were selected for an interview (code 31 or 32)
- Not presenting project and interview information accurately when one or two household members were selected for an interview (code 31 or 32)
- Not demonstrating a thorough knowledge of study
- Not delivering a courteous, straightforward presentation
- Not maintaining a calm, professional, respectful demeanor

However, FIs were more likely in 2005 than in 2004 to commit the following screening errors:

- Not being on "Study Introduction" screen when reaching door
- If respondent did not recall lead letter, FI not offering one to respondent

Table 3.5.1   Screening Error Rates by Year (for Items Common to the 2001, 2002, 2003, 2004 and 2005 Screening Observation Checklists)

Screening Error	2001 Total Cases = 266		2002 Total Cases = 814		2003 Total Cases = 683		2004 Total Cases = 825		2005 Total Cases = 708	
	Error Rate	Errors Obs.	Error Rate	Errors Obs.	Error Rate	Errors Obs.	Error Rate	Errors Obs.	Error Rate	Errors Obs.
The error rate equals the percent of observed cases where the error was observed. Bolded items are considered serious breaches of protocol. Error rate differences are considered significant if the difference between the error rates for a given item is statistically significant at the p < .01 level. Significant differences are indicated by an asterisk (*). Double asterisks (**) indicate items for which wording changed slightly from the previous year.										
Not displaying ID Badge prominently when knocking on door	2.63%	7	3.44%*	28	0.59%	4	1.22%	10	0.85%*	6
Not being on "Study Introduction" screen when reaching door**	6.77%	18	2.21%	18	2.20%	15	1.10%*	9	3.53%*	25
Not including FI name in introduction	0.38%	1	0.49%	4	0.15%	1	0.85%	7	0.42%	3
Not including RTI in introduction	5.64%	15	2.46%	20	1.76%	12	2.81%	23	2.40%	17
Not including US Public Health Service in introduction	12.41%	33	7.49%	61	7.32%	50	6.23%	51	8.33%	59
Not including lead letter in introduction	1.50%	4	0.98%	8	0.15%	1	0.61%	5	0.71%	5
If R did not recall lead letter, FI not offering one to R	3.38%	9	1.97%	16	1.02%	7	0.73%*	6	2.54%*	18
Not confirming that SR was an adult resident of SDU	10.53%*	28	8.48%*	69	4.39%	30	1.10%	9	3.67%*	26
Not verifying that he/she was at the correct address	3.76%	10	6.76%	55	6.88%	47	2.32%	19	4.66%	33
Not handing Study Description to respondent	12.03%*	32	3.56%	29	1.46%	10	2.44%	20	1.27%*	9
Not reading "Informed Consent" screen to R	16.17%*	43	8.35%	68	2.93%	20	2.69%	22	4.52%*	32
Not checking for missed DUs by reading the correct screen verbatim	18.80%*	50	4.91%	40	3.95%	27	2.08%	17	4.66%*	33
Not asking all roster questions verbatim	36.84%*	98	29.12%	237	24.60%	168	13.68%	112	23.16%*	164

Table 3.5.1   Screening Error Rates by Year (for Items Common to the 2001, 2002, 2003, 2004 and 2005 Screening Observation Checklists) (Continued)

Screening Error	2001 Total Cases = 266		2002 Total Cases = 814		2003 Total Cases = 683		2004 Total Cases = 825		2005 Total Cases = 708	
	Error Rate	Errors Obs.	Error Rate	Errors Obs.	Error Rate	Errors Obs.	Error Rate	Errors Obs.	Error Rate	Errors Obs.
Not recording race based on R answer, but on FI observation instead	4.14%*	11	2.09%	17	2.49%	17	1.59%	13	1.27%*	9
Not obtaining all screening information directly from the SR (by observation or a proxy)	1.88%	5	1.72%	14	0.73%	5	0.12%	1	0.42%	3
Not confirming accuracy and completeness of roster data w/ screening respondent	4.14%	11	7.00%	57	4.54%	31	3.66%	30	4.80%	34
When one or two household members were selected for an interview (code 31 or 32), not expecting interview cooperation	2.26%*	6	0.37%	3	0.29%	2	0.49%	4	0.28%*	2
When one or two household members were selected for an interview (code 31 or 32), not presenting project and interview information accurately**	10.53%*	28	0.98%	8	0.73%	5	1.10%	9	1.13%*	8
When one or two household members were selected for an interview (code 31 or 32), not gaining respondent trust/cooperation	2.63%	7	0.61%	5	0.29%	2	0.85%	7	1.13%	8
When one or two household members were selected for an interview (code 31 or 32), not demonstrating flexibility in scheduling interview	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0

Table 3.5.1   Screening Error Rates by Year (for Items Common to the 2001, 2002, 2003, 2004 and 2005 Screening Observation Checklists) (Continued)

Screening Error	2001 Total Cases = 266		2002 Total Cases = 814		2003 Total Cases = 683		2004 Total Cases = 825		2005 Total Cases = 708	
	Error Rate	Errors Obs.	Error Rate	Errors Obs.	Error Rate	Errors Obs.	Error Rate	Errors Obs.	Error Rate	Errors Obs.
When one or two household members were selected for an interview (code 31 or 32), not leaving appropriate information about future interview(s)**	1.13%	3	1.47%	12	1.76%	12	1.59%	13	0.85%	6
When one or two household members were selected for an interview (code 31 or 32), not making attempts to begin interview right away	1.50%	4	0.61%	5	0.88%	6	1.34%	11	0.71%	5
Not demonstrating a thorough knowledge of study	18.80%*	50	5.53%	45	2.78%	19	3.05%	25	3.81%*	27
Not delivering a courteous, straightforward presentation	3.76%*	10	0.98%	8	1.17%	8	0.12%	1	0.85%*	6
Not maintaining a calm, professional, respectful demeanor	3.38%*	9	0.49%	4	0.59%	4	0.12%	1	0.14%*	1
Total	**7.40%***	**492**	**4.08%**	**831**	**2.95%**	**503**	**2.06%**	**425**	**3.05%***	**539**

There were 17 interviewing checklist items common to the 2001, 2002, 2003, 2004, and 2005 observation checklists. For these items, *Table 3.5.2* shows that the observation error rate was 8.62 percent in 2001, 5.45 percent in 2002, 4.46 percent in 2003, 5.95 percent in 2004, and 7.07 percent in 2005. FIs were significantly more likely in years prior to 2005 to make the following interviewing errors:

- If interview respondent was not screening respondent, not explaining purpose of study and visit thoroughly

- Not reading Intro to CAI from Showcard Booklet verbatim to the respondent

- Not setting up equipment efficiently

- Not demonstrating a thorough knowledge of the study

- Not maintaining a comfortable pace for the respondent

On the other hand, FIs were more likely in 2005 than in previous years to commit the following interviewing errors:

- Not choosing a private location to conduct the interview

- Not asking initial (front-end) CAPI questions verbatim

- Not keeping ACASI portion private (read ACASI), and/or not remaining attentive

- Not asking demographic (back-end) CAPI questions verbatim

- Not presenting Showcards when prompted by the CAI

Table 3.5.2 **Interviewing Error Rates by Year (for Items Common to the 2001, 2002, 2003, 2004, and 2005 Interviewing Observation Checklists)**

Interviewing Error	2001 Total Cases = 131		2002 Total Cases = 548		2003 Total Cases = 414		2004 Total Cases = 512		2005 Total Cases = 519	
	Error Rate	Errors Obs.	Error Rate	Errors Obs.	Error Rate	Errors Obs.	Error Rate	Errors Obs.	Error Rate	Errors Obs.
The error rate equals the percent of observed cases where the error was observed. Bolded items are considered serious breaches of protocol. Error rate differences are considered significant if the difference between the error rates for a given item is statistically significant at the p < .01 level. Significant differences are indicated by an asterisk (*).										
If IR was a minor, FI not first obtaining consent from parent or legal guardian	2.29%	3	0.91%	5	0.48%	2	1.37%	7	0.77%	4
If interview respondent was not screening respondent, not explaining purpose of study and visit thoroughly	8.40%*	11	2.37%	13	1.21%	5	3.32%	17	2.12%*	11
Not reading Intro to CAI from Showcard Booklet verbatim to the respondent	17.56%*	23	2.74%	15	1.21%	5	2.15%	11	3.28%*	17
Not choosing a private location to conduct interview	3.82%	5	2.55%	14	2.66%	11	1.56%*	8	4.43%*	23
Not setting up equipment efficiently**	12.21%*	16	2.55%	14	1.69%	7	1.76%	9	1.16%*	6
Not asking initial (front-end) CAPI questions verbatim	12.98%*	17	17.34%	95	10.63%*	44	16.21%	83	23.51%*	122
Not completing calendar accurately with respondent while reading CAI script and keeping calendar where respondent could see it**	15.27%	20	14.60%	80	14.25%	59	14.26%	73	17.53%	91
Not explaining headphone usage, offering headphones to R, and plugging in	6.11%	8	3.83%	21	8.45%	35	9.77%	50	6.74%	35

Table 3.5.2   Interviewing Error Rates by Year (for Items Common to the 2001, 2002, 2003, 2004, and 2005 Interviewing Observation Checklists) (Continued)

Interviewing Error	2001 Total Cases = 131		2002 Total Cases = 548		2003 Total Cases = 414		2004 Total Cases = 512		2005 Total Cases = 519	
	Error Rate	Errors Obs.	Error Rate	Errors Obs.	Error Rate	Errors Obs.	Error Rate	Errors Obs.	Error Rate	Errors Obs.
Not keeping ACASI portion private (read ACASI), and/or not remaining attentive	3.05%	4	1.46%*	8	1.69%	7	3.32%	17	3.85%*	20
Not asking demographic (back-end) CAPI questions verbatim	26.72%*	35	24.82%*	136	20.53%*	85	29.30%	150	35.45%*	184
Not presenting Showcards when prompted by the CAI	12.98%	17	9.12%	50	6.28%*	26	10.16%	52	11.37%*	59
Not demonstrating a thorough knowledge of study	12.21%*	16	2.92%	16	2.42%	10	2.93%	15	3.47%*	18
Not keeping paper forms accessible	3.05%	4	2.19%	12	0.72%	3	0.78%	4	1.93%	10
Not speaking in a clear voice	3.05%	4	1.82%	10	0.97%	4	0.98%	5	1.93%	10
Not maintaining a pace comfortable for the R	6.87%*	9	2.92%	16	1.69%	7	3.13%	16	2.31%*	12
Not being courteous and respectful of R and surroundings	0.00%	0	0.18%	1	0.24%	1	0.00%	0	0.00%	0
Divulging R's confidential info to others	0.00%	0	0.36%	2	0.72%	3	0.20%	1	0.39%	2
Total	**8.62%**	**192**	**5.45%**	**508**	**4.46%**	**314**	**5.95%**	**518**	**7.07%**	**624**

4. Summary and Management Recommendations

The 2005 field observations show that FIs are generally following procedures, but continue to show some deficiencies. As in previous years, some of the most common errors involve FIs not reading the screening or CAPI questions verbatim. Overall, new FIs were no more or less likely than veteran FIs to make errors. However, new FIs were more likely to not include US Public Health Service during their introductions at the door, and to not verify that they were at the correct address. Based on these findings, we recommend continuing to place emphasis on these procedures in future new-to-project FI training sessions. In addition, via teleconferences with veteran FIs in February 2006 and in the 2006 New-to-Project Training Sessions, we plan to provide training on proper procedures related to locating and editing addresses.

FIs observed in 2004 and then re-observed in 2005 were not significantly more likely to commit screening or interviewing errors in 2005 than in 2004. The only items for which the error rate increased significantly were the frequency with which FIs failed to include RTI in their introduction and the frequency with which FIs failed to read all roster questions verbatim. On re-observation, consistent with previous findings, FIs were more likely to demonstrate a thorough knowledge of the study.

Overall, FIs that were observed in 2005 committed significantly fewer screening errors on the common screening checklist items than FIs observed in 2001. Overall, FIs committed interviewing errors at about the same rate as in prior years. When interpreting these results, it's important to note that the selection of FIs for observation was not random. Throughout 2005 more targeted selection of FIs was used to investigate errors observed in previous field observations or problems identified through the normal verification process. The selection criteria discussed in Section 1 were still used to yield a sample of observed FIs geographically and demographically representative of the FI workforce. However, in 2005, 92 FIs were observed more than once, as compared to 20 FIs observed more than once in 2004. This more frequent reobservation of FIs whose work was under scrutiny may have contributed to a higher error rate than would have been found among a random group of FIs observed because the FIs observed were poorer performing than a typical FI. On the other hand, this group of FIs may have contributed to a lower error rate than would have been found among a random group of FIs because their work had already been critiqued and any serious violations of protocol would have been corrected. In any case, we believe targeted training efforts we have used and the methods we currently have in place to train FIs on proper procedures are effective and will keep errors to a minimum in 2006. Therefore, we recommend continuing to give specific and timely feedback to FIs on observations and to complete mandatory phone re-training with FIs that commit errors. In addition, we recommend continuing to use field observation data to guide training content in our New-to-Project Training program, Veteran FI Training program, iLearning applications, weekly FS-FI conference calls, weekly FS-FI e-mail messages, "Data Quality

Items of the Week" during the first two months of the quarter, and monthly procedural e-mails sent to the FI work force.

Although the proportion of cases during which a serious breach of protocol was observed remains relatively low, it is disturbing to see any breach of protocol that potentially violates a respondent's rights and/or significantly compromises the accuracy of the data collected. Because of the seriousness of these errors, whenever an FI was observed committing a serious breach of protocol, the FI received appropriate disciplinary action and/or the FI's work was suspended until the FS conducted retraining, and the RS, RD, and national field director approved the FI to return to work. Because many of these protocol violations are related to gaining respondent informed consent, we will continue to stress requirements related to informed consent through all of our training methods, including New-to-Project Training and Veteran Training.

It remains troubling to see that many FIs continue to not read questions verbatim. We are optimistic that a training module presented at the 2006 Veteran FI Training Conference on questionnaire design and the importance of reading verbatim will lead to a decrease in the frequency of these errors in 2006. In addition, using the ongoing training methods listed above, throughout 2006 we will periodically remind veteran FIs of the importance of reading all questions verbatim. Also, we plan to retrain on procedures that were observed with high error rates, including reading verbatim, as part of the 2007 Veteran FI Training program. We will provide clarification on why following project protocol and reading verbatim is not only required, but critical to the success of the NSDUH. We hope this emphasis on collecting high quality data will reemphasize its importance to FIs and encourage them to conduct their work following project protocol.

When considering these verbatim errors, it is important to note that the minimum criterion upon which an FI was marked as making one of these errors was a failure to read one word of one question exactly as written. Most FIs that did not read questions verbatim only missed reading a few portions of the questions. In addition, observer notes indicate that many of the questions that were paraphrased by the FI did not seem to change the meaning of the question. Moreover, the proportion of 2005 cases during which FIs did not read screening questions verbatim is lower than or comparable to the proportion in prior years (and significantly lower than the proportion in 2001 and 2002).

Repeated procedural errors made by the same FI over time endanger the integrity of the NSDUH data. In order to ensure that FIs continuing to make a large number of or egregious errors improve their performance over time, in 2006 we recommend instituting a more formal retraining and disciplinary action process based on field observation results. We recommend that an FI be re-trained, receive progressive disciplinary action, and be re-observed in a subsequent quarter if the FI commits at least four different types of errors (screening and/or interviewing) and/or commits at least one serious breach of protocol during a single observation trip. An FI that meets these criteria on three separate field observation trips would be terminated from the project. We will discuss these ideas with SAMHSA in more detail, with the goal of establishing the procedures prior to Quarter 2 2006.

In summary, we recognize that information gathered from field observations is very valuable for identifying negative trends that need to be addressed through re-training and refinements to our project training programs. As an additional method for maintaining a low incidence of procedural errors, we recommend continuing to use field observation results to drive the content of the ongoing training methods listed above. In addition, we believe that conducting field observations and giving regular feedback to FIs increases adherence to protocol indirectly by raising the awareness of the importance of following project protocols. For these reasons and because of the errors we continue to see among interviewers, we recommend continuing to conduct field observations throughout the year.

Appendix
2005 Field Observation Field Materials

2005 NSDUH Field Observations
Field Observer Reference Sheet

Welcome to the 2005 NSDUH Field Observation Process! Field observations are being conducted throughout the United States in order to gain a better understanding of the NSDUH screening and interviewing process. Observing actual fieldwork will provide feedback that will help us improve new-to-project and veteran FI training programs.

This document covers the materials and procedures that you will use in preparing for and conducting field observations. You should take some time to read and study all of the materials before going out to observe an FI.

You will need to print the most recent versions of the following:

- Field Observer Reference Sheet (this document, which contains Field Observations Observer Instructions and the Field Observations Task List)
- Field Observations FI Instructions
- Screening Observation Checklist
- Interviewing Observation Checklist
- 2005 NSDUH CAI Script
- 2005 NSDUH Screening Scripts

In 2005, we plan to observe at least 400 interviews completed by 400 different FIs over quarters 1, 2, 3, and 4. You can anticipate making 1-3 observation trips per quarter yourself. The procedures and protocols for field observations in 2005 are very similar to those we have used since 2002. However, there are a few main changes for 2005 of which you should be aware:

In 2005, all time spent preparing for and conducting field observations should be charged to project task 09009.163.

Three new questions have been added to the beginning of the screening checklist to determine whether or not FIs are properly using their segment maps, printed list of SDUs, and the original list of dwelling units while in the field. Please try to be as unobtrusive as possible when checking for these items.

When it is time for you to conduct an observation, you will be sent via e-mail the name of the FI(s) you have been assigned to observe. You should first contact the FS of the FI to inform him/her that you will be observing the FI, to confirm that the FI has an assignment for the quarter, and to request that the FS send a copy of the Field Observation FI Instructions to the FI. Once this has been confirmed, contact the FI and make arrangements to observe him/her. If you have trouble getting in touch with an FI, immediately enlist the help of the managing FS. You should plan observation trips as far in advance of the trip as possible (14-day minimum if you are flying to the segment). Once trip plans are finalized, send an e-mail to Christine Clark (chclark@rti.org) copying the managing FS and RS and your supervisor, detailing the trip plans. [Note that the managing FS and RS should be copied on *all* e-mails related to observations of their FIs.]

All observations should be scheduled during the most productive times of the day and days of the week. You should expect to observe FIs in the evenings and/or on weekend days. You should accommodate the FI's work schedule. You are expected to spend a full day of work in the field with the FI. It is important that we observe as much of the FI's work as possible to gain an accurate representation of their work habits. If while on an observation trip you observe a completed interview and there are no more viable cases expected for that day, the trip should be ended unless this would lead to flight penalties. Before ending an observation trip early, contact Christine Clark to confirm (800-334-8571, ext 7270 or 919-541-7270).

Prior to conducting an observation, you should check the Downloadable Project Forms and Report Shells page to make sure that you have the latest version of all field observation forms and documents. You can determine whether the version you have is the latest version by comparing the "revised" date in the upper right-hand corner of each document. If your version is not the latest, print the latest version of the document(s) for use in conducting your field observation.

The Screening and Interviewing Observation Checklists were designed for you to complete while in the household observing an FI. You should complete a hard-copy Screening Observation Checklist for each screening you observe that ends in a code 22, 25, 26, 30, 31, or 32. You should complete a hard-copy Interviewing Observation Checklist for each completed interview you observe. On the first page of each checklist you should fill in general information about the FI being observed and the segment being worked. On subsequent pages you should follow along with the FI and check "Correct," "Error," or "N/ A." for each procedure listed. If you observe an error that is not listed on the checklist, check "Error" beside "Other Procedure Violation not noted on this Checklist" and describe the specific error you saw. As you complete the checklists, compare the FI's performance to the NSDUH "Gold Standard" screening and interview we consider when conducting certifications. At the end of the day, transfer information from the paper checklists into the field observations web entry system.

Observers should not give any observation feedback to the FI during or after the observation. If the FI asks you for feedback, you should state that you have taken some notes, you will be sending that information to RTI staff, and that the FI will receive more information at a later time. The managing FS can share feedback with an FI after the observation trip is complete, all data have been entered into the web CMS, and an e-mail has been sent to the FS by the field observation manager giving permission to share the results.

Upon meeting an FI in the segment, confirm that he/she has read the FI instructions. Address any questions the FI has before you approach an SDU. Do not allow the FI to see the Screening Observation Checklist or Interviewing Observation Checklist.

All time spent planning, preparing for, and conducting 2005 field observations should be charged to project number 09009.163. FSs will be allowed overtime for observation work; however we would like for FSs to work as efficiently as possible in all project responsibilities in order to minimize overtime charges. Time spent on field observation trips by RTI staff may be eligible for compensatory or extended time, both of which must be pre-approved by the project and administrative supervisor. In cases where extended time is allowed, RTI staff will be notified on a monthly basis.

If you have any questions at all before proceeding to the field to observe, send an e-mail to the **[NSDUH] 2005 Field Observations** distribution list (nsduh-2005fieldobservations@rti.org).

Thank you for your help with the 2005 NSDUH Field Observations!

Field Observations Observer Instructions

Before contacting an FI to set up an observation trip, contact the managing FS to confirm that the FI has an assignment and to request that the FS send a copy of the Field Observation FI Instructions to the FI. When you contact the FI to set up an observation trip you should explain that the purpose of conducting field observations is to gain a better understanding of the NSDUH screening and interviewing process. Field observations provide excellent feedback that will help us improve new-to-project and veteran FI training programs.

Before starting a screening or interview with you present, the FI must introduce you to the respondent and get the respondent's permission for you to observe the screening or interview.

> **For contacts with Screening Respondents, the FI should add the italicized text below to the iPAQ Intro Screen:**

- Hello, my name is _____ *and this is [NAME OF RTI OR SAMHSA OBSERVER]* from *[RESEARCH TRIANGLE INSTITUTE IN NORTH CAROLINA/US PUBLIC HEALTH SERVICE].* We are in your neighborhood conducting a nationwide study sponsored by the U.S. Public Health Service....

- **IF NECESSARY**: The FI can explain more about why the observer is there using information scripted for interview contacts below.

> **For contacts with Interview Respondents, the FI should do the following:**

- FI introduces self.

- FI says: "I'd like to introduce you to *[NAME OF RTI OR SAMHSA OBSERVER]*. As a part of the project's quality control procedures, he/she will be observing my work today.

- **IF NECESSARY**: "He/she will **NOT** be observing your specific responses to the interview questions. He/she is only interested in observing the overall interviewing process. He/she has signed the same Confidentiality Pledge that I have signed, assuring you that both of us will keep your information private."

- FI asks, "Is it OK with you for him/her to observe your interview today?"

  If YES (R agrees to allow the observer to observe): FI reads Intro to CAI script

  If NO (R does not agree to allow the observer to observe): FI will excuse the observer and proceed with the interview administration solo.

The FI should not try to involve you in the screening or interviewing process. You should intervene only you observe a serious mistake (e.g., the FI is at the wrong SDU, the FI has not gained parental or legal guardian permission before asking a minor to participate). If you observe a serious mistake, you must note this error beside "Other Procedure Violation not noted on this Checklist" on the corresponding screening or interviewing observation checklist that you complete for that FI.

The FI should not look to you for answers to respondent questions; the FI should simply ignore you and proceed with the screening or interview. You may answer questions about SAMHSA, RTI, or the NSDUH if the answer is general knowledge AND the FI either does not know the answer OR the FI's reply did not satisfy the respondent's inquiry. In all other cases do not expand upon a FI's answer to a question even if you know more or feel that you could clarify an FI's answer to a question. Do not make any statements that are controversial or biasing to the respondent. If the FI wants to discuss something with you after leaving

the SDU, that is fine; however, minimum exchange should occur between the FI and you while SDU members are present.

You must adhere to the same confidentiality requirements as the FI. You must never discuss the specifics of any cases outside the project team.

You should complete the Screening Observation Checklist and Interviewing Observation Checklist in hard copy using a clipboard or hard binder while at the household observing a screening or interview. You should wait until after you have completed observation of the FI to complete the final question on the forms: "Would you recommend that this FI be observed again?" Before answering this question, review all of the completed observation checklists and consider the FI's performance throughout the day. You should recommend to re-observe an FI who makes significant errors or shows a need for improvement, as demonstrated by a general lack of knowledge or a propensity for errors. A "propensity for errors" would be evident if an FI repeated 4 or more unrelated errors during multiple screenings or repeated 4 or more unrelated errors during multiple interviews. You should also recommend to re-observe an FI if the FI committed one or more "serious breaches of protocol" - those errors which when committed by an FI could potentially violate a respondent's rights and/or significantly compromise the accuracy of the data collected.

- Examples of serious breaches of screening protocol include:

- Not confirming that the screening respondent was an adult resident of the SDU

- Not reading the iPAQ Informed Consent screen to the screening respondent

- Not obtaining all screening information directly from a valid screening respondent but instead by observation or proxy

- Making biasing or inappropriate remarks

- Examples of serious breaches of interviewing protocol include:

- Not first obtaining consent from a parent or legal guardian to conduct the interview when the interview respondent was a minor

- Not reading the Intro to CAI script from the Showcard Booklet verbatim to the respondent

- Divulging respondent's confidential information to others

- Making biasing or inappropriate remarks

Once you have made your recommendation on whether to re-observe, transfer the information from the paper checklist(s) into the corresponding web observation form(s). Please ensure that all recommendation comments are consistent on all screening and interview checklists for each FI observed. All information should be entered into the web within 24 hours of completing the observation.

You should document the ID of all cases you observe that involve face-to-face contact between an FI and anyone at the SDU (Finalized or Non-Finalized) but are not documented on a completed observation checklist (this would include all cases that do not end with a final code of 22, 25, 26, 30, 31, 32, or 70). To do this, download and print from the Downloadable Project Forms and Report Shells a copy of the "Obs Cases not Documented on Obs Checklist Worksheet" and on it record the following information for all cases that you observe: Date of Observation, Case ID, Result Code, Observer Last Name, Observer First Name, FI Last Name, and FI First Name. If you observe any errors during your observation of these cases, in the spreadsheet provide a detailed description of what happened. After each field observation trip, enter all of this information into the file and send it to Christine Clark (chclark@rti.org).

Please note that interviews conducted in Spanish **do not** count towards our quarterly goal. However, it is still important that we observe bilingual FIs, and it is important that they make an effort to accommodate these observations by working English-speaking segments when they are observed.

You should not give any observation feedback to the FI during or after the observation. If the FI asks you for feedback, you should state that you have taken some notes, you will be sending that information to RTI staff, and that the FI will receive more information at a later time. In the event that the FI offers project related feedback to you (such as notable material development issues or suggestions), please forward those comments to Becky Granger (rebecca@rti.org) and Christine Clark (chclark@rti.org).

FIs should not see the Screening Observation Checklist or Interviewing Observation Checklist prior to an observation.

As soon as you have completed all of the field observations you will be conducting for the quarter, ship all completed hardcopy field observation checklists via United States Postal Service to Christine Clark (Ragland 213, 3040 Cornwallis Road, Research Triangle Park, NC, 27709) at RTI.

Any questions about field observations should be directed to the **[NSDUH] 2005 Field Observations** distribution list (nsduh-2005fieldobservations@rti.org).

2005 Field Observer Task List

Please follow these steps while planning and conducting field observation trips. It is not necessary to actually complete or submit this form; it is designed as a helpful tool so you do not skip any protocol steps.

Enter a check mark in the space provided as you complete each item.

A. TRAVEL PREPARATION

_____ **1.** **Receive Field Observation Assignment. Obtain contact information for the FI from the General Information link in the web.**

_____ **2.** **Contact the FI's Field Supervisor to ensure the FI has a work assignment. Instruct the FS to send a copy of the FI Field Observations Instructions to the FI.**

_____ **3.** **Contact the Field Interviewer and discuss:**
   _____ **a) Workload**
   _____ **b) Date most convenient for observation to take place (weekends are preferred due to likelihood of completing interviews and to allow for lower airfare, if applicable)**
   _____ **c) Determine based on workload the type of trip this will be (local, overnight driving, overnight flying)**

_____ **4.** **Once the date of observation has been determined, send the following information in an e-mail to Christine Clark, copying the managing FS and RS, and your supervisor:**
   _____ **a) Date of observation trip**
   _____ **b) Name of FI to be observed**
   _____ **c) Type of trip (local, overnight driving, overnight flying)**

_____ **5.** **Are flight arrangements necessary?**

☐   **YES → continue with 6.**   ☐   **NO → Skip to Field**

Preparation.

_____ **6.** **Make flight and rental car arrangements with Navigant Travel (1-877-612-3370) at least 14 days prior to scheduled trip.**

_____ **7.** **Send completed Flight information Shell to Susan Beauvais, copying Christine Clark and your supervisor.**

B. FIELD PREPARATION

_____ **1.** **Download the most recent forms from the Field Observation box on the Downloadable Project Forms and Report Shells page:**

   _____ **a.** **Field Observation FI Instructions Form: You should hand a copy of this form to the FI when you meet him/her in the field. It contains the script the FI is to read to the respondent when introducing you and your role as the observer.**

____ b. **Field Observer Reference Sheet:** **This form contains the script the FI is to read to the respondent when explaining your presence. It also outlines your role and responsibilities as the observer.**

____ c. **2005 NSDUH iPAQ Screening Scripts: Print and read through this file before going to the field. Use the script while observing an FI conducting a screening so you can check whether he/she reads the iPAQ screens verbatim.**

____ d. **2005 NSDUH CAI Script: Print and read through this file before going to the field. Use the script to while observing an FI conducting an interview so you can check whether he/she reads the CAI screens verbatim.**

____ e. **Screening Observation Checklist: One copy of this form must be completed for each screening case you observe than ends in a code 22, 25, 26, 30, 31, or 32. You should complete this checklist in hard copy using a clipboard or hard binder while at the household observing a screening.**

____ f. **Interviewing Observation Checklist: One copy of this form must be completed for each completed interview you observe. You should complete this checklist in hard copy using a clipboard or hard binder while at the household observing an interview.**

____ 2. **Make sufficient copies of both the screening and interviewing checklists before going into the field (one for each screening and one for each interview).**

____ 3. **Observe the FI. Document comments only for errors seen during your observation. Pass along positive feedback to the managing FS, but send via e-mail separate from any negative feedback, as noted below.**

C. **AFTER THE OBSERVATION**

____ 1. **After you have completed the observation, indicate in the designated section of the screening and interviewing checklists whether or not you recommend that the FI you observed be re-observed in the future.**

____ 2. **Enter data from your checklists into the field observations web entry system. Complete and enter the checklists into the web within 24 hours of completing your observation. Make sure to enter only those comments that reflect an error on the part of the FI.**

____ 3. **Send an e-mail to the FS, copying the RS, RD, and [NSDUH] 2005 Field Observations** (nsduh-2005fieldobservations@rti.org)**, sharing positive feedback about the FI's performance.**

____ 4. **Download and complete the Observed Cases not Documented on Observation Checklist Worksheet from the Web. Complete and send this within 24 hours of completing your observation to Christine Clark (chclark@rti.org).**

____ 5. **In the event that the FI offers project related feedback to you, please forward those suggestions/comments to Becky Granger [rebecca@rti.org] and Christine Clark (chclark@rti.org)**

____ 6. **As soon as you have completed all of the field observations you will be conducting for the quarter, please ship all completed hardcopy field observation checklists via United States Postal Service to Christine Clark at RTI.**

Field Observations FI Instructions

Welcome to the Field Observation component of the 2005 NSDUH!

You have been selected to be observed by an RTI or SAMHSA representative. This observation will take place while you are conducting your fieldwork. The goal of these field observations is to gain a better understanding of the NSDUH screening and interview process. As a result of this observation, both you and the field observer will be able to provide feedback that will help improve our new-to-project and veteran FI training programs.

Before starting a screening or interview, you must introduce the observer to the respondent and gain the respondent's permission for the observer to be present.

> **For contacts with Screening Respondents, you should add the italicized text below to the iPAQ Intro Screen:**
>
> - "Hello, my name is _____ *and this is [NAME OF RTI OR SAMHSA OBSERVER] from [RESEARCH TRIANGLE INSTITUTE IN NORTH CAROLINA/US PUBLIC HEALTH SERVICE].* We are in your neighborhood conducting a nationwide study sponsored by the U.S. Public Health Service...."
>
> - **IF NECESSARY**: Explain more about why the observer is there using information scripted for interview contacts below.

> **For contacts with Interview Respondents, you should do the following:**
>
> - Introduce yourself.
>
> - Say, "I'd like to introduce you to *[NAME OF RTI OR SAMHSA OBSERVER]*. As a part of the project's quality control procedures, he/she will be observing my work today."
>
> - **IF NECESSARY**: "He/she will **NOT** be observing your specific responses to the interview questions. He/she is only interested in observing the overall interviewing process. He/she has signed the same Confidentiality Pledge that I have signed, assuring you that both of us will keep your information private."
>
> - Ask, "Is it OK with you for him/her to observe your interview today?"
>
>   **If YES** (R agrees to allow the observer to observe): Read Intro to CAI script
>
>   **If NO** (R does not agree to allow the observer to observe): Excuse the observer and proceed with the interview administration solo.

As you complete screenings and interviews the observer will be taking notes. Do not be concerned about the specific comments or notes that the observer makes. You will be given specific feedback on the observation at a later date, not during or after the observation.

Do not try to involve the observer in the screening or interviewing process. If a respondent has a question, you should not look to the observer for the answer. The observer will answer a question only if the question is neutral and general AND you either do not know the answer OR your reply did not satisfy the respondent's inquiry.

When answering the CAI FI debriefing question FIDBF07, you should NOT consider the field observer as "another person."

If you would like to discuss something with the observer after leaving the SDU, that is fine; however, minimum exchange should occur between you and the observer while SDU members are present.

Feel free to offer project related feedback to the observer that you would like to have passed along to the project staff. Your suggestions are welcome and appreciated!

OMB No: 0930-0110
Expires: 01-31-06

2005 NSDUH HU SCREENING SCRIPT FOR IPAQ

Hello, my name is _____ with Research Triangle Institute in North Carolina. We are conducting a nationwide study sponsored by the U.S. Public Health Service. You should have received a letter explaining the study. (HAND R COPY OF LETTER IF NEEDED.)

First, just let me verify: do you live here?

IF NOT OBVIOUS: **And are you 18 or older?**

IF NO TO EITHER, ASK FOR AN ADULT RESIDENT AND BEGIN AGAIN.

    SR AVAILABLE (CONTINUE)
    SR NOT AVAILABLE NOW (GO TO RECORD OF CALLS)

I just need to verify — is this [READ COMPLETE ADDRESS INCLUDING CITY, STATE, AND ZIP]**?**

    ADDRESS IS CORRECT - CONTINUE
    NEED TO EDIT ADDRESS
    FI AT WRONG ADDRESS

GIVE PERSON STUDY DESCRIPTION AND SAY: **Please read this statement. It describes the survey and the legislation that assures the confidentiality of any information that you provide, and it states that your participation is voluntary. If anyone is selected for the full interview, that person will receive a $30 cash payment after the interview is completed.**

[FOR REGULAR HUs SUCH AS INDIVIDUAL HOUSES, TOWNHOUSES, DUPLEXES, TRAILERS, COTTAGES]: **Are there any other living quarters within this structure or on this property, such as a separate apartment with a separate entrance?**

    YES (GO TO MISSED DU ADDRESS SCREEN)
    NO (CONTINUE)

[FOR APARTMENT/CONDO HUs: DON'T ASK, JUST TAP "APT/CONDO" TO CONTINUE]

REFERENCE MONTHS: *QTR 1 = JANUARY / FEBRUARY / MARCH   QTR 3 = JULY / AUGUST / SEPTEMBER*
                          QTR 2 = APRIL / MAY / JUNE   QTR 4 = OCTOBER / NOVEMBER/DECEMBER

(Will/Have) you or anyone else in this household (live/lived) here for most of the time during the months of [REFERENCE MONTHS]**?**
*
(Including yourself), how many people in this household (will live/lived) here for most of the time during the months of [REFERENCE MONTHS]**? (Do not include anyone who (will live/lived) at school or somewhere else for most of the time during the months of** [REFERENCE MONTHS])

Of these [#] people, how many are now age 12 or older?

> →*IF MORE THAN 1 PERSON IN THE HOUSEHOLD,* ***CONTINUE****.*
> →*IF ONLY 1 PERSON IN THE HOUSEHOLD, SKIP TO* ***AGE****.*

Next I'll ask a few questions about the people who live here. Let's start with the person or one of the persons living here who owns or rents this home. We'll refer to this person as the householder.

Please tell me the age of this person on his or her last birthday.

> →*IF MORE THAN 1 PERSON, FI WILL* RECORD: IS THIS [#] YEAR OLD PERSON THE SCREENING RESPONDENT?

IF SR IS HOUSEHOLDER**: Please tell me your age on your last birthday.**

ASK ONLY IF NOT OBVIOUS: **Is this person male or female?**

(Are you/Is (he/she)) of Hispanic, Latino or Spanish origin? (That is, do any of these groups describe (your/his/her) national origin or ancestry—Puerto Rican, Cuban, Cuban-American, Mexican, Mexican-American, Chicano, Central or South American, or origin in some other Spanish-speaking country?)

(Are you/Is (he/she)) White, Black or African American, American Indian or Alaska Native, Native Hawaiian or other Pacific Islander, or Asian? [CHECK ALL THAT APPLY]

ASKED ONLY IF PERSON LISTED IS 17 TO 65 YEARS OLD: **(Are you/Is (he/she)) currently on active duty in the military?** [iPAQ AUTOMATICALLY RECORDS NO FOR ANYONE 12-16 OR 66+]

[IPAQ SCRIPT WILL CONFIRM ROSTER INFORMATION]

Now I need some general information about (the other person/all of the other people) in this household who (is/are) 12 years old or older and who (will live/lived) here for most of the time during the months of [REFERENCE MONTHS]**. IF MORE THAN 2 HOUSEHOLD MEMBERS: (Let's start with the oldest and work down to the youngest person 12 years or over.)**

REPEAT SERIES OF QUESTIONS FOR ALL HOUSEHOLD MEMBERS AGE 12 AND OLDER:

>   **Please tell me the age of (this/the oldest/the next oldest) person on his or her last birthday.**
>
>   **How is this person related to the householder?**
>
>   ASK ONLY IF NOT OBVIOUS: **Is this person male or female?**
>
>   **Is (he/she) of Hispanic, Latino or Spanish origin? (That is, do any of these groups describe (his/her) national origin or ancestry—Puerto Rican, Cuban, Cuban-American, Mexican, Mexican-American, Chicano, Central or South American, or origin in some other Spanish-speaking country?)**
>
>   **Is (he/she) White, Black or African American, American Indian or Alaska Native, Native Hawaiian or other Pacific Islander, or Asian?** [CHECK ALL THAT APPLY]
>
>   **Is (he/she) currently on active duty in the military?**

[IPAQ SCRIPT WILL CONFIRM ROSTER INFORMATION]

I need to make sure this list is accurate. I have listed... [READ AGES AND RELATIONSHIPS ROSTERED].   TAP ANY LINE TO MAKE A CORRECTION. WHEN ALL CORRECT, TAP THE 'CONTINUE ARROW.'

(Have/Will) (all/both of these people/this person) (lived/live) here for most of the time during the months of [REFERENCE MONTHS]**? (Please let me know if I have included anyone who (will live/lived) at school or somewhere else for most of the time during [REFERENCE MONTHS].)** FOR EACH INDIVIDUAL NOT ELIGIBLE FOR SELECTION, TAP THE LINE WITH HIS/HER DATA AND CHANGE THE ELIGIBILITY FIELD TO INELIGIBLE.

Did we miss anyone who is 12 or older and who (will live/was living) here for most of the time during the months of [REFERENCE MONTHS]**? (Do not include anyone who (will live/lived) at school or somewhere else for most of the time during** [REFERENCE MONTHS]**.)** TAP THE 'YES' BUTTON TO ADD EACH ELIGIBLE MEMBER NOT PREVIOUSLY LISTED.

TAP THE 'NO' BUTTON TO GET A POP UP CONFIRMING THAT YOU ARE READY TO START THE SELECTION PROCESS. THE IPAQ WILL SHOW THE RESPONDENT SELECTION SCREEN.

IF ANYONE IS SELECTED, IT WILL SHOW INFORMATION ABOUT HOUSEHOLD MEMBERS SELECTED FOR INTERVIEW(S).
IF NO ONE IS SELECTED, IPAQ GOES TO VERIFICATION SCREEN. **So that my supervisor may check the quality of my work, may I please have your first name and telephone number?**

2005 NSDUH GQU SCREENING SCRIPT FOR IPAQ

Hello, my name is _____ with Research Triangle Institute in North Carolina. We are conducting a nationwide study sponsored by the U.S. Public Health Service. You should have received a letter explaining the study. [HAND R COPY OF LETTER IF NEEDED.]

First, just let me verify: do you live here?

IF NOT OBVIOUS: **And are you 18 or older?**

IF NO TO EITHER, ASK FOR AN ADULT RESIDENT AND BEGIN AGAIN.
. SR AVAILABLE (CONTINUE)
. SR NOT AVAILABLE NOW (GO TO RECORD OF CALLS)

I just need to verify — is this [READ COMPLETE ADDRESS INCLUDING CITY, STATE, AND ZIP]**?**
. ADDRESS IS CORRECT (CONTINUE)
. NEED TO EDIT ADDRESS
. FI AT WRONG ADDRESS

GIVE PERSON STUDY DESCRIPTION AND SAY: **Please read this statement. It describes the survey and the legislation that assures the confidentiality of any information that you provide, and it states that your participation is voluntary. If anyone is selected for the full interview, that person will receive a $30 cash payment after the interview is completed.**

IF TRANSIENT SHELTER: ARE THE LISTED UNITS...
. ROOMS,
. BEDS, OR [GO TO AGE QUESTION]
. PERSONS? [GO TO AGE QUESTION]

   IF LISTED BY ROOM: **(Including yourself), how many people are staying in this room?**

   IF LISTED BY ROOM: **How many of these** [#] **people are now age 12 or older?** [GO TO AGE QUESTION]

REFERENCE MONTHS: QTR 1 = JANUARY / FEBRUARY / MARCH   QTR 3 = JULY / AUGUST / SEPTEMBER
                    QTR 2 = APRIL / MAY / JUNE   QTR 4 = OCTOBER / NOVEMBER / DECEMBER

IF NOT TRANSIENT SHELTER: **(Will/Did) you or anyone else in this room live here for most of the time during the months of** [REFERENCE MONTHS]**?**

IF NOT TRANSIENT SHELTER: **(Including yourself), how many people (will live/lived) in this room for most of the time during the months of** [REFERENCE MONTHS]**?**

IF NOT TRANSIENT SHELTER: **Of these** [#] **people, how many are now age 12 or older?**

Please tell me (your age on your/the age of this person on his or her) last birthday.

What is (your/this person's) first name?

ASK ONLY IF NOT OBVIOUS: **Is this person male or female?**

(Are you/Is (he/she)) of Hispanic, Latino or Spanish origin? (That is, do any of these groups describe (your/his/her) national origin or ancestry—Puerto Rican, Cuban, Cuban-American, Mexican, Mexican-American, Chicano, Central or South American, or origin in some other Spanish-speaking country?)

(Are you/Is (he/she)) White, Black or African American, American Indian or Alaska Native, Native Hawaiian or other Pacific Islander, or Asian? [CHECK ALL THAT APPLY]

ASKED ONLY IF PERSON LISTED IS 17 TO 65 YEARS OLD: **(Are you/Is (he/she)) currently on active duty in the military?** [IPAQ WILL AUTOMATICALLY RECORD NO FOR ANYONE 12-16 OR 66+]

IPAQ SCRIPT WILL CONFIRM ROSTER INFORMATION AND WILL ALWAYS CODE THE FIRST PERSON LISTED AS THE SCREENING RESPONDENT.

IF MORE THAN 1 PERSON: **Now I need some general information about (the other person who is/all of the other people who are) 12 years old or older and who (will live/lived) in this room for most of the time during the months of** [REFERENCE MONTHS]**. (Let's start with the oldest and work down to the youngest person 12 years or over.)**

Please tell me the age of (this/the oldest/the next oldest) person on his or her last birthday. [REPEAT SERIES OF QUESTIONS FOR ALL GQU UNIT OCCUPANTS AGE 12 AND OLDER.]

    What is this person's first name?

    ASK ONLY IF NOT OBVIOUS: **Is this person male or female?**

    Is (he/she/) of Hispanic, Latino or Spanish origin? (That is, do any of these groups describe (his/her) national origin or ancestry—Puerto Rican, Cuban, Cuban-American, Mexican, Mexican-American, Chicano, Central or South American, or origin in some other Spanish-speaking country?)

    Is (he/she) White, Black or African American, American Indian or Alaska Native, Native Hawaiian or other Pacific Islander, or Asian? [CHECK ALL THAT APPLY]

    ASKED ONLY IF PERSON LISTED IS 17 TO 65 YEARS OLD: **Is (he/she) currently on active duty in the military?** [IPAQ WILL AUTOMATICALLY RECORD NO FOR ANYONE 12-16 OR 66+]

IPAQ SCRIPT WILL CONFIRM ROSTER INFORMATION FOR EACH GQU MEMBER.

I need to make sure this list is accurate. I have listed... [READ LIST OF GQU OCCUPANTS' AGES AND NAMES].   REVIEW ROSTER FOR ACCURACY AND COMPLETENESS. TAP ANY LINE TO MAKE A CORRECTION. WHEN ALL CORRECT, TAP THE 'CONTINUE ARROW.'

IF NOT TRANSIENT SHELTER:
MORE THAN 1 PERSON: (**Have/Will) (all/both) of these people (lived/live) in this room for most of the time during the months of** [REFERENCE MONTHS]**?**
1 PERSON: **(Has/Will) this person (lived/live) in this room for most of the time during the months of** [REFERENCE MONTHS]**?**

FOR EACH INDIVIDUAL NOT ELIGIBLE FOR SELECTION, TAP THE LINE WITH THEIR DATA AND CHANGE THE ELIGIBILITY FIELD TO INELIGIBLE.

IF NOT TRANSIENT SHELTER: **Did we miss anyone who is 12 or older and who (will live/was living) in this room for most of the time during the months of** [REFERENCE MONTHS]**?** TAP THE 'YES' BUTTON TO ADD EACH ELIGIBLE MEMBER NOT PREVIOUSLY LISTED.

TAP THE 'NO' BUTTON TO GET A POP UP CONFIRMING THAT YOU ARE READY TO START THE SELECTION PROCESS. THE IPAQ WILL SHOW THE RESPONDENT SELECTION SCREEN WITH INFORMATION ABOUT GQU MEMBERS SELECTED FOR 'A' AND 'B' INTERVIEWS IF ANYONE IS SELECTED.

IF NO ONE IS SELECTED, IPAQ WILL GO TO VERIFICATION SCREEN WHERE FI WILL ENTER TELEPHONE NUMBER OF SCREENING RESPONDENT. **So that my supervisor may check the quality of my work, may I please have your first name and telephone number?**

Core Demographics

age1   What is your date of birth?

ENTER MM-DD-YYYY

DOB: _____
DK/REF

DEFINE CALCAGE:
CALCAGE = AGE CALCULATED BY "SUBTRACTING" DATE OF BIRTH FROM DATE OF
INTERVIEW.

confdob   [IF AGE1 NE DK OR REF] I have entered your date of birth as **[AGE1]**. Is this correct?

1   YES
2   NO
DK/REF

confirm   [IF AGE1 NE DK/REF AND CONFDOB NE DK/REF] That would make you **[CALCAGE]** years
old. Is this correct?

1   YES
2   NO
DK/REF

under12   [IF CONFIRM = 1 OR DK/REF AND CALCAGE < 12] Since you are **[CALCAGE]** years old,
we cannot interview you for this study. Thank you for your cooperation.

PRESS [ENTER] TO CONTINUE. *PROGRAM SHOULD ROUTE TO FIEXIT*.

dkrefage   [IF (CALCAGE IS 12 OR OLDER AND CONFIRM = DK/REF) OR AGE1 = DK/REF OR
CONFDOB = DK/REF] I need your correct age so I can ask you the right questions. What is your
correct age?

AGE: _____[RANGE: 1 - 110]
DK/REF

IF DKREFAGE NOT (BLANK OR DK/REF) THEN CALCAGE = DKREFAGE

under12b **[**IF DKREFAGE < 12] Since you are **[CALCAGE]** years old, we cannot interview you for this
study. Thank you for your cooperation.

PRESS [ENTER] TO CONTINUE. *PROGRAM SHOULD ROUTE TO FIEXIT*

lastchance   [IF DKREFAGE = DK/REF] Since I am not certain what your age is, I cannot interview you for this study. Thank you for your cooperation.

PRESS [ENTER] TO CONTINUE. *PROGRAM SHOULD ROUTE TO FIEXIT*

QD01   The first few questions are for statistical purposes only, to help us analyze the results of the study.

INTERVIEWER: RECORD RESPONDENT'S GENDER.

    5   MALE
    9   FEMALE

QD03   Are you of Hispanic, Latino, or Spanish origin or descent?

    1   YES
    2   NO
    DK/REF

QD04   [IF QD03 = 1] HAND R SHOWCARD 1. Which of these Hispanic, Latino, or Spanish groups best describes you? Just give me the number or numbers from the card.

QD04othr   [IF QD04 = 7] Please tell me which other Hispanic, Latino or Spanish group best describes you.

    _____
    DK/REF

QD05   HAND R SHOWCARD 2. Which of these groups describes you? Just give me the number or numbers from the card.

QD05ASIA   [IF QD05 = 6] HAND R SHOWCARD 3. Which of these Asian groups describes you? Just give me the number or numbers from the card.

QD05OTHA   [IF QD05ASIA = 7] Please tell me which other Asian group or groups describes you.

    OTHER ASIAN GROUP: _____
    DK/REF

QD05OTHR   [IF QD05 = 7] Please tell me which other racial group or groups describes you.

    OTHER RACIAL GROUP: _____
    DK/REF

QD07   [IF CURNTAGE = 15 OR OLDER] Are you now married, widowed, divorced or separated, or have you never married?

    1   MARRIED
    2   WIDOWED
    3   DIVORCED OR SEPARATED
    4   HAVE NEVER MARRIED
    DK/REF

INTERVIEWER NOTE:
If the respondent is divorced but currently remarried, code as married.
By "divorce" we mean a legal cancellation or annulment of a marriage.
By "separated" we mean legally or informally separating due to marital discord.

QD08   [IF QDO7 = 1 OR 2 OR 3] How many times have you been married?

NUMBER OF TIMES: [RANGE: 1 - 9]
DK/REF

QD09   [IF CURNTAGE = 17 OR OLDER] Have you ever been in the United States' armed forces?

1   YES
2   NO
DK/REF

QD10   [IF QD09 = 1 OR DK/REF] Are you **currently** on **active** duty in the armed forces, in a reserves component, or now separated or retired from either reserves or active duty?

1   ON ACTIVE DUTY IN THE ARMED FORCES
2   IN A RESERVES COMPONENT
3   NOW SEPARATED OR RETIRED FROM EITHER RESERVES OR ACTIVE DUTY
DK/REF

MILTERM1   [IF QD10 = 1] I need to verify what I just entered into the computer. You said you are **currently** on **active** duty in the armed forces. Is that correct?

1   YES
2   NO
DK/REF

MILTERM2   [IF MILTERM1 = 1] People who are currently on active duty in the armed forces are not eligible to be interviewed in this study. I appreciate you taking the time to speak with me. Thank you.

PRESS [ENTER] TO CONTINUE.
[ROUTE TO FIEXIT]

QD11 HAND R SHOWCARD 4. What is the highest grade or year of school you have **completed**?

Please tell me the number from the card.

INCLUDE JUNIOR OR COMMUNITY COLLEGE ATTENDANCE; DO NOT INCLUDE TECHNICAL SCHOOLS (BEAUTICIAN, MECHANIC, ETC.).

QD12 This question is about your overall health. Would you say your health in general is excellent, very good, good, fair, or poor?

calendar CALENDAR

Throughout the rest of this interview, the computer will ask you questions about three time periods, the past 30 days, the past 12 months, and your lifetime. To help you remember the first two time periods, let's mark this calendar with the beginning dates for each one of them.

SHOW CALENDAR TO RESPONDENT.

Now let's think about the past 30 days. According to the calendar **[DATEFILL]** was 30 days ago, I will call that your 30 day reference date and I will write **[DATEFILL]** here on the calendar.

WRITE 30-DAY REFERENCE DATE ON CALENDAR AND CIRCLE DAY; UNDERLINE ENTIRE 30-DAY PERIOD.

A number of questions will ask about the past 12 months, that is since this date last year. According to the calendar, — **[DATEFILL]** was 12 months ago. I'll call that your 12-month reference date.

WRITE 12 MONTH REFERENCE DATE ON CALENDAR, AND CIRCLE DAY ON CALENDAR.

Please use this calendar as we go through the interview to help you remember when different things happened. I will remind you to think about your 30-day reference date and your 12-month reference date when I ask you questions.

PRESS [ENTER] TO CONTINUE.

Beginning ACASI Section

IntroAcasi1   You will do an important part of this interview on your own, using the computer and headphones. Before you start, we'll go through a short practice session so you can learn how to use this computer and our interview program. Let me quickly point out the keys you will use. The computerized practice session that follows will go through what each key does in greater detail.

MOVE COMPUTER SO RESPONDENT CAN SEE THE COMPUTER AND POINT OUT THE FOLLOWING:

[POINT TO THE ROW OF FUNCTION KEYS] First, these are the function keys. The function keys and what they do are labeled for you.

[POINT TO F3] If you don't know the answer to a question, press F3.

[POINT TO F4] If you don't want to answer a question, press F4.

[POINT TO F7] If you want to turn the sound off, press F7. To turn it on again, press F7 again.

[POINT TO THE ROW OF NUMBER KEYS] These are the number keys

[POINT TO THE ENTER KEY] The Enter key is here,
[POINT TO THE SPACE BAR] the space bar is here,
[POINT TO THE BACKSPACE KEY] and the Backspace key is here

[POINT TO THE BOTTOM OF THE SCREEN] The answers that you enter will show up here at the bottom of the screen.

[POINT TO ON/OFF SWITCH] This button up here turns the machine on and off. Please do not press it! It will turn the machine off, and we'll lose the interview.

[POINT TO TOUCHPAD] Also, please do not touch this pad. This might disrupt the interview.

PRESS [ENTER] TO CONTINUE.

IntroAcasi2   You can adjust the volume here

[DEMONSTRATE VOLUME ADJUSTMENT ON THE HEADPHONE CORD].

Please put on your headphones. When you are ready, let me know.

MOVE COMPUTER SO RESPONDENT CAN USE IT. ONCE RESPONDENT HAS HEADPHONES ON, PRESS "1" AND [ENTER] SO R CAN BEGIN PRACTICE SESSION.

Acasi Section is Completed by Respondent

Back-End Demographics

INTRODM2   For the next questions, I will read the question out loud, you can tell me your answer, and I will enter it into the computer.

PRESS [ENTER] TO CONTINUE.

QD13   How many times in the past 12 months have you moved?

NUMBER OF TIMES: _____ [RANGE: 0 - 365]
DK/REF

INTERVIEWER NOTE:
The respondent should include moves from one residence to another within the same city/town as well as those from one city/town to another.

QD14   Were you born in the United States?

1   YES
2   NO
DK/REF

QD15   [IF QD14 = 2] In what country or U.S. territory were you born?

COUNTRY OR US TERRITORY: _____
DK/REF

QD16a Have you lived in the United States for at least one year?

1   YES
2   NO
DK/REF

QD16b [IF QD16a = 1] For how many years have you lived in the United States? Please estimate the total number of years you have lived here over your lifetime.

NUMBER OF YEARS: _____ [RANGE: 1-90]
DK/REF

QD16c [IF QD16a = 2] For how many months have you lived in the United States? Please estimate the total number of months you have lived here over your lifetime.

IF LESS THAN ONE MONTH, ENTER 0

NUMBER OF MONTHS: _____ [RANGE: 0-12]
DK/REF

QD17 The next questions are about school. Are you now attending or are you currently enrolled in school? By "school," we mean an elementary school, a junior high or middle school, a high school, or a college or university. Please include home schooling as well.

    1   YES
    2   NO
    DK/REF

                                INTERVIEWER NOTE:
                                If the respondent is on a holiday or summer break from school, but plans to
                                return when the break is over, then he/she should be coded as currently
                                enrolled in school.
                                Do not include vocational or technical schools.

QD17a [IF CURNTAGE=12-25 AND (QD17=2 OR DK/REF) AND QD11 = 1 - 15] Are you currently on a holiday or vacation break from school?

    1   YES
    2   NO
    DK/REF

QD17b [IF QD17a = 1] Do you plan to return to school when your holiday or vacation is over?

    1   YES
    2   NO
    DK/REF

QD18   [IF QD17 = 1] HAND R SHOWCARD 5. What grade or year of school are you **now** attending? Please tell me the number from the card.

    [IF QD17b = 1] HAND R SHOWCARD 5. What grade or year of school will you be attending when your vacation is over? Please tell me the number from the card.

                                INTERVIEWER NOTE:
                                If the respondent is on a holiday or summer break, select the category for the
                                year or grade he/she will enter when he/she returns to school.
                                If home schooled or other alternative, ask for grade equivalent.

QD18a [IF QD18 = 1-12] Is your school public, private, charter, or are you home schooled?

                                INTERVIEWER NOTE:
                                If the respondent says that he/she attends a "public charter" or "private charter"
                                school, enter "3."

    1   PUBLIC SCHOOL
    2   PRIVATE SCHOOL
    3   CHARTER SCHOOL
    4   HOME SCHOOLED
    DK/REF

QD18b [IF QD18a = 2] Is your private school run by a religious organization? For example, is it Catholic, Protestant, Jewish, Islamic or any other type of religious school?

    1   YES
    2   NO
    DK/REF

QD18c [IF QD17 = 1 AND QD18a = 1, 2 OR 3] HAND R SHOWCARD 6. What is the **lowest** grade or year at the school you go to? The lowest grade is the one attended by the youngest students at your school. Please tell me the number from the card.

    [IF QD17b = 1 AND QD18a = 1, 2 OR 3] HAND R SHOWCARD 6. What is the **lowest** grade or year at the school you will be attending when your vacation is over? The lowest grade is the one attended by the youngest students at your school. Please tell me the number from the card.

QD18d [IF QD17 = 1 AND QD18a = 1, 2 OR 3] Please look at this showcard again. What is the **highest** grade or year at the school you go to? Please tell me the number from the card.

    [IF QD17b = 1 AND QD18a = 1, 2 OR 3] Please look at this showcard again. What is the **highest** grade or year at the school you will be attending when your vacation is over? Please tell me the number from the card.

QD19 [IF QD17 = 1] Are you a full-time student or a part-time student?

    [IF QD17b = 1] Will you be a full-time student or a part-time student?

QD20 [IF QD19 = 1] During the past 30 days, that is, from **[DATEFILL]** up to and including today, how many **whole** days of school did you miss because you were sick or injured?

    IF SCHOOL WAS NOT IN SESSION DURING THE PAST 30 DAYS, ENTER 90.

    NUMBER OF DAYS: _____   [RANGE: 0-30, 90]
    DK/REF

                    INTERVIEWER NOTE:
                    Days missed because the respondent stayed home with a sick child or other family member should not be included.

QD21 [IF QD19 = 1 AND QD20 NE 90] During the past 30 days, that is, since **[DATEFILL]**, how many **whole** days of school did you miss because you skipped or "cut" or just didn't want to be there?

    NUMBER OF DAYS: _____ [RANGE: 0 - 30]
    DK/REF

                    INTERVIEWER NOTE:
                    Days missed because the respondent stayed home with a sick child or other family member should not be included.

QD22 [IF (QD11 = 1 - 12 OR DK/REF) AND CURNTAGE = 12 - 25 AND (QD17a = 2 OR DK/REF OR QD17b = 2)] Have you received a high school diploma?

1   YES
2   NO
DK/REF

QD23 [IF QD22 = 2 OR DK/REF] Have you received a GED certificate of high school completion?

1   YES
2   NO
DK/REF

QD24 [IF QD23 = 1 OR 2 OR DK/REF] HAND R SHOWCARD 7. Please look at this card and tell me which one of these reasons **best** describes why you left school before receiving a high school diploma. Just give me the number.

QD24SP [IF QD24 = 16] What is the main reason you left school before receiving a high school diploma?

_____
DK/REF

QD25 [IF QD24 = 1 - 16 OR DK/REF] How old were you when you stopped attending school?

AGE WHEN STOPPED ATTENDING SCHOOL: _____ [RANGE: 0-110]
DK/REF

QD26 [IF CURNTAGE = 15 OR OLDER] The next questions are about working. Did you work at a job or business at any time **last week**? By last week, I mean the week beginning on Sunday, [STARTDATE] and ending on Saturday, [ENDDATE].

1   YES
2   NO
DK/REF

> INTERVIEWER NOTE:
> If the respondent asks about unpaid work, tell him/her to include unpaid work in a family farm or business if he/she usually works more than 15 hours each week. A student who is given a stipend is **not** considered to be working. Someone doing volunteer work is **not** considered to be working.
> A person who provides personal labor in exchange for work done for them, rather than for pay, is considered to be working.

QD27 [IF QD26 = 2] Even though you did not work at any time last week, did you **have** a job or business?

1   YES
2   NO
DK/REF

INTERVIEWER NOTE:
If the respondent asks about unpaid work, tell him/her to include unpaid work in a family farm or business if he/she usually works more than 15 hours each week. A student who is given a stipend is **not** considered to have a job or business. Someone doing volunteer work is **not** considered to be have a job or business. A person who provides personal labor in exchange for work done for them, rather than for pay, is considered to have a job or business.

QD28   [IF QD26 =1] How many hours did you work **last week** at all jobs or businesses?

OF HOURS WORKED: _____   [RANGE: 1 - 120]
DK/REF

QD29   [IF (QD28 = 1 - 120 OR DK/REF) OR QD27 = 1] Do you **usually** work 35 hours or more per week at **all** jobs or businesses?

1   YES
2   NO
DK/REF

INOC01   [IF QD26 = 1 OR QD27 = 1] In what kind of business or industry do you work? That is, what product is made or what service is offered?
_____ [ALLOW 100 CHARACTERS]
DK/REF

INTERVIEWER NOTE:
If the respondent has more than 1 job, he/she should tell you about only one of the jobs. In these situations, the choice of which job to report is left to the respondent.

In order to accurately code a respondent's occupation, our coders need complete information. Examples include: Hospital, newspaper publishing, mail order house, auto engine manufacturing, breakfast cereal manufacturing. Please probe thoroughly!

You may enter up to 100 characters.

INOC02   [IF QD26 =1 OR QD27=1 AND INOC01 NE DK/REF] HAND R SHOWCARD 8. Which of these categories best describes the business or industry in which you work?

1   MANUFACTURING
2   WHOLESALE TRADE
3   RETAIL TRADE
4   AGRICULTURE
5   CONSTRUCTION
6   SERVICE
7   GOVERNMENT
8   OTHER
DK/REF

INOC02M [IF INOC02 = 1] What do they make?

_____ [ALLOW 35 CHARACTERS]
DK/REF

                    INTERVIEWER NOTE:
                    You may enter up to 35 characters.

INOC02T [IF INOC02 = 2 OR 3] What do they sell?

_____ [ALLOW 35 CHARACTERS]
DK/REF

                    INTERVIEWER NOTE:
                    You may enter up to 35 characters.

INOC03 [IF INOC02 = 8] Please describe the business or industry in which you work.

_____ [ALLOW 35 CHARACTERS]
DK/REF

                    INTERVIEWER NOTE:
                    You may enter up to 35 characters.

INOC04 [IF QD26 =1 OR QD27=1 AND INOC01 NE DK/REF] What kind of work do you do? That is, what is your occupation?

_____ [ALLOW 50 CHARACTERS]
DK/REF

                    INTERVIEWER NOTE:
                    If the respondent has more than one job, he/she should tell you about only one of the jobs. In these situations, the choice of which job to report is left to the respondent.

                    In order to accurately code a respondent's occupation, our coders need complete information.   Examples include: Registered nurse, personnel manager, supervisor of order department, gasoline engine assembler, grinder operator. Please probe thoroughly!

                    You may enter up to 50 characters.

INOC05 [IF QD26 = 1 OR QD27 = 1 AND INOC01 NE DK/REF] What are your most important activities or duties in that job?

_____ [ALLOW 100 CHARACTERS]
DK/REF

INTERVIEWER NOTE:
If the respondent has more than one job, he/she should tell you about only one of the jobs. In these situations, the choice of which job to report is left to the respondent.

In order to accurately code a respondent's occupation, our coders need complete information. Examples include: patient care, directing hiring practices, supervising order clerks, assembling engines, operating grinding mill.   Please probe thoroughly!

You may enter up to 100 characters.

INOC06 [IF QD26 =1 OR QD27 = 1 AND INOC01 NE DK/REF] HAND R SHOWCARD 9. Which of these categories best describes the business in which you work?

1   PRIVATE **FOR-PROFIT** COMPANY OR BUSINESS
2   PRIVATE **NOT-FOR-PROFIT** COMPANY OR BUSINESS
3   **LOCAL** GOVERNMENT (CITY, COUNTY, ETC.)
4   **STATE** GOVERNMENT
5   **FEDERAL** GOVERNMENT
6   **INTERNATIONAL OR FOREIGN** GOVERNMENT
7   SELF-EMPLOYED IN AN **INCORPORATED** BUSINESS
8   SELF-EMPLOYED IN AN **UNINCORPORATED** BUSINESS
9   WORKING **WITHOUT PAY** IN A FAMILY BUSINESS OR FARM
DK/REF

QD30 [IF QD27 = 1] HAND R SHOWCARD 10. Please look at this card and tell me which one of these reasons **best** describes why you did not work last week. Just give me the number.

INTERVIEWER NOTE:
If the respondent indicates that he/she was on maternity or family leave, enter "1". If the respondent indicates that his/her job is seasonal and this is the off-season, enter "7."

QD31 [IF QD27 = 2 OR DK/REF] HAND R SHOWCARD 11.   Please look at this card and tell me which one of these reasons **best** describes why you did not have a job or business last week. Just give me the number.

QD32 [IF QD31 = 1] During the past 30 days, did you make **specific efforts** to find work? Include any contacts you made with anyone about a job, sending out resumes or applications, placing or answering ads. Do not include only reading job ads.

1   YES
2   NO
DK/REF

QD33 [IF QD26 = DK/REF OR QD27 = 2 OR DK/REF] Now, think about the past 12 months, from **[DATEFILL]** through today. Did you work at a job or business at any time during the past 12 months?

1   YES
2   NO
DK/REF

QD34   [IF QD30 = 5 OR INOC06 = 7-8, SKIP TO QD35.]

[IF QD26 = 1 OR QD33 = 1 OR (QD27 = 1 AND QD30 NE 5). Have you been self-employed at any time during the past 12 months?

1   YES
2   NO
DK/REF

QD35   [IF QD34 = 1 OR QD30 = 5 OR INOC06 = 7-8] How many different employers, including yourself, have you had in the past 12 months?

OF EMPLOYERS IN PAST 12 MONTHS: _____   [RANGE: 1 - 52]
DK/REF

QD36   [IF QD34 = 2 OR DK/REF OR (QD34 = BLANK AND QD35 = BLANK AND (INOC06 = 7-8 OR QD30 = 5))] How many different employers have you had in the past 12 months?

OF EMPLOYERS IN PAST 12 MONTHS: _____   [RANGE: 1 - 52]
DK/REF

QD37   [IF QD26 = 1 OR QD27 = 1] During the past 12 months, was there ever a time when you did **not** have at least one job or business?

1   YES
2   NO
DK/REF

QD38   [IF QD37 = 1] In how many weeks during the past 12 months did you **not** have at least one job or business?

OF WEEKS WITHOUT A JOB OR BUSINESS: _____   [RANGE: 1 - 52]
DK/REF

INTERVIEWER NOTE:
If the respondent did not have at least one job or business for less than one week, enter "1".

QD39a [IF QD27 = 2 OR DK/REF] In what year did you last work at a job or business?

ENTER THE FOUR-DIGIT YEAR IN THE FOLLOWING FORMAT: YYYY.

IF THE RESPONDENT NEVER WORKED FOR PAY, ENTER 9991.

_____ YEAR LAST WORKED
DK/REF

QD39b [IF QD39a = SYSTEM YEAR OR (SYSTEM YEAR – 1)] In what month in **[YEAR FROM QD39a]** did you last work at a job or business?

INOC07   [IF QD33 = 1 AND (QD39b AND QD39a NE DK/REF)] When you last worked in **[QD39b, QD39a FILL],** in what kind of business or industry did you work? That is, what product was made or what service was offered?

[IF QD33 = 1 AND (QD39b OR QD39a = DK/REF)] When you last worked, in what kind of business or industry did you work? That is, what product was made or what service was offered?

_____ [ALLOW 100 CHARACTERS]
DK/REF

INTERVIEWER NOTE:
If the respondent had more than 1 job, he/she should tell you about only one of the jobs. In these situations, the choice of which job to report is left to the respondent.

In order to accurately code a respondent's occupation, our coders need complete information. Examples include: Hospital, newspaper publishing, mail order house, auto engine manufacturing, breakfast cereal manufacturing. Please probe thoroughly!

You may enter up to 100 characters.

INOC08   [IF QD33 =1 AND INOC07 NE DK/REF] HAND R SHOWCARD 8. Which of these categories best describes the business or industry in which you worked?

1   MANUFACTURING
2   WHOLESALE TRADE
3   RETAIL TRADE
4   AGRICULTURE
5   CONSTRUCTION
6   SERVICE
7   GOVERNMENT
8   OTHER
DK/REF

INOC08M [IF INOC08 = 1] What did they make?

_____ [ALLOW 35 CHARACTERS]
DK/REF

INTERVIEWER NOTE:
You may enter up to 35 characters.

INOC08T [IF INOC08 = 2 OR 3] What did they sell?

_____ [ALLOW 35 CHARACTERS]
DK/REF

                  INTERVIEWER NOTE:
                  You may enter up to 35 characters.

INOC09 [IF INOC08 = 8] Please describe the business or industry in which you worked.

_____ [ALLOW 35 CHARACTERS]
DK/REF

                  INTERVIEWER NOTE:
                  You may enter up to 35 characters.

INOC10 [IF QD33 =1 AND INOC07 NE DK/REF] What kind of work did you do? That is, what was your occupation?

_____ [ALLOW 50 CHARACTERS]
DK/REF

                  INTERVIEWER NOTE:
                  If the respondent had more than one job, he/she should tell you about only one of the jobs. In these situations, the choice of which job to report is left to the respondent.

                  In order to accurately code a respondent's occupation, our coders need complete information.   Examples include: Registered nurse, personnel manager, supervisor of order department, gasoline engine assembler, grinder operator. Please probe thoroughly!

                  You may enter up to 50 characters.

INOC11 [IF QD33 = 1 AND INOC07 NE DK/REF] What were your most important activities or duties in that job?

_____ [ALLOW 100 CHARACTERS]
DK/REF

                  INTERVIEWER NOTE:
                  If the respondent had more than one job, he/she should tell you about only one of the jobs. In these situations, the choice of which job to report is left to the respondent.

                  In order to accurately code a respondent's occupation, our coders need complete information. Examples include: patient care, directing hiring practices, supervising order clerks, assembling engines, operating grinding mill.   Please probe thoroughly!
                  You may enter up to 100 characters.

INOC12   [IF QD33 =1 AND INOC07 NE DK/REF] HAND R SHOWCARD 9. Which of these categories best describes the business in which you worked?

       1   PRIVATE **FOR-PROFIT** COMPANY OR BUSINESS
       2   PRIVATE **NOT-FOR-PROFIT** COMPANY OR BUSINESS
       3   **LOCAL** GOVERNMENT (CITY, COUNTY, ETC.)
       4   **STATE** GOVERNMENT
       5   **FEDERAL** GOVERNMENT
       6   **INTERNATIONAL OR FOREIGN** GOVERNMENT
       7   SELF-EMPLOYED IN AN **INCORPORATED** BUSINESS
       8   SELF-EMPLOYED IN AN **UNINCORPORATED** BUSINESS
       9   WORKING **WITHOUT PAY** IN A FAMILY BUSINESS OR FARM
      DK/REF

QD40   [IF QD26 = 1 OR QD27 = 1] During the past 30 days, that is, from **[DATEFILL]** up to and including today, how many **whole** days of work did you miss because you were sick or injured?

OF DAYS: _____   [RANGE: 0 - 30]
DK/REF

                          INTERVIEWER NOTE:
                          Days missed because the respondent stayed home with a sick child or other family member should not be included.

QD41   [IF QD26 = 1 OR QD27 = 1] During the past 30 days, that is, from **[DATEFILL]** up to and including today, how many **whole** days of work did you miss because you just didn't want to be there?

OF DAYS: _____   [RANGE: 0 - 30]
DK/REF

                          INTERVIEWER NOTE:
                          Days missed because the respondent stayed home with a sick child or other family member should not be included.

QD42   [IF QD26 = 1 OR QD27 = 1] HAND R SHOWCARD 12. Thinking about the location where **you** work, how many people work for your employer out of this office, store, etc.?

QD43   [IF QD42 = 1 - 5 OR DK/REF] At your workplace, is there a written policy about employee use of alcohol or drugs?

1   YES
2   NO
DK/REF

QD44   [IF QD43 = 1] Does this policy cover only alcohol, only drugs, or both alcohol and drugs?

QD45   [IF QD44 = (1 - 3 OR DK/REF) OR QD43 = (2 OR DK/REF)] At your workplace, have you ever been given any educational information regarding the use of alcohol or drugs?

1   YES
2   NO

3   DON'T REMEMBER
DK/REF

QD46 [IF QD45 = 1 - 3 OR DK/REF] Through your workplace, is there access to any type of employee assistance program or other type of counseling program for employees who have alcohol or drug-related problems?

1   YES
2   NO
DK/REF

QD47 [IF QD46 = 1 - 2 OR DK/REF] Does your workplace ever test its employees for alcohol use?

1   YES
2   NO
DK/REF

QD48 [IF QD47 = 1 - 2 OR DK/REF] Does your workplace ever test its employees for drug use?

1   YES
2   NO
DK/REF

QD49 [IF Q47 = 1 OR Q48 = 1] Does your workplace test its employees for drug or alcohol use as part of the hiring process?

1   YES
2   NO
DK/REF

> INTERVIEWER NOTE:
> Testing as part of the hiring process refers to a test that must be conducted, and show no presence of drugs in order for an applicant to be hired.

QD50 [IF Q49 = 1 OR 2 OR DK/REF] Does your workplace test its employees for drug or alcohol use on a random basis?

1   YES
2   NO
DK/REF

> INTERVIEWER NOTE:
> Testing on a random basis refers to a test conducted at unscheduled times with a random group of a company's employees.

QD51 [IF Q47 = 1 OR Q48 = 1] According to the policy at your workplace, what happens to an employee the **first** time he or she tests positive for illicit drugs?

1   HANDLED ON AN INDIVIDUAL BASIS / POLICY DOES NOT SPECIFY WHAT HAPPENS
2   EMPLOYEE IS FIRED

3 EMPLOYEE IS REFERRED FOR TREATMENT OR COUNSELING
4 NOTHING HAPPENS
5 SOMETHING ELSE HAPPENS
DK/REF

QD52 [IF QD42 = 1 - 5 OR DK/REF] Would you be more or less likely to want to work for an employer that tests its employees for drug use as part of the hiring process? Would you say more likely, less likely, or would it make no difference to you?

 1 MORE LIKELY
 2 LESS LIKELY
 3 WOULD MAKE NO DIFFERENCE
 DK/REF

QD53 [IF QD52 = 1 - 3 OR DK/REF] Would you be more or less likely to want to work for an employer that tests its employees for drug or alcohol use on a random basis? Would you say more likely, less likely, or would it make no difference to you?

 1 MORE LIKELY
 2 LESS LIKELY
 3 WOULD MAKE NO DIFFERENCE
 DK/REF

QD54 Altogether, how many people live here now, **including yourself**? Please include anyone who (has lived/will live) here for most of (**January, February, and March / April, May, and June / July, August, and September / October, November, and December**).

 # IN HOUSEHOLD: [RANGE: 1 - 25]
 DK/REF

        INTERVIEWER NOTE:
        If you are interviewing in a transient shelter, enter "1".
        If you are interviewing in a group quarters unit that was listed by room, enter the number of people living in the room.

IF QD54 = 1 OR DK/REF SKIP TO FIRST QUESTION FOLLOWING HH ROSTER, OTHERWISE CONTINUE.

PERAGEYR [IF QD54 = 2 - 25] Now I need some additional information about each person who lives here. Let's start with the oldest. How old was he or she on his or her **last** birthday? (WORDING FOR ADDITIONAL CYCLES: How old was the next oldest person on his or her last birthday?)

    INTERVIEWER: FOR CHILDREN LESS THAN 24 MONTHS (2 YEARS), ENTER '1.' YOU WILL BE PROMPTED FOR THE AGE IN MONTHS ON THE NEXT SCREEN.

    AGE IN WHOLE YEARS: _____ [RANGE: 1 - 110]
    DK/REF

CHAGEMON [IF PERAGEYR = 1] ENTER THE AGE **IN WHOLE MONTHS** FOR THIS HOUSEHOLD MEMBER:

AGE IN MONTHS: _____ [RANGE: 1 - 23]
DK/REF

CHMONSEX [IF CHAGEMON = 1 - 23] Is the **[CHAGEMON FILL]**-month old child a male or a female?

5   MALE
9   FEMALE
DK/REF

CHYRSEX [IF CHAGEMON = DK/REF] Is this child a male or female?

5   MALE
9   FEMALE
DK/REF

PERYRSEX [IF PERAGEYR = 2 - 110] Is the **[PERAGEYR FILL]**-year old person male or female?

5   MALE
9   FEMALE
DK/REF

PERSEX [IF PERAGEYR = DK/REF] Is this person a male or a female?

5   MALE
9   FEMALE
DK/REF

MRELATON [IF CHMONSEX OR CHYRSEX OR PERYRSEX OR PERSEX = 5] HAND R SHOWCARD 13. Please look at this card and tell me which category best describes his relationship to you.

> INTERVIEWER NOTE:
> If it is clear to you that the respondent is talking about/rostering themselves, you may say "Is that you?". If the answer is Yes, enter "1" for "SELF".
>
> Exchange families (exchange students or people who are hosting exchange students) should be considered "other non-relatives."

1   SELF
2   FATHER (INCLUDES STEP, FOSTER, ADOPTIVE)
3   SON (INCLUDES STEP, FOSTER, ADOPTIVE)
4   BROTHER (INCLUDES HALF, STEP, FOSTER, ADOPTIVE)
5   HUSBAND
6   UNMARRIED PARTNER
7   HOUSEMATE OR ROOMMATE
8   SON-IN-LAW
9   GRANDSON
10   FATHER-IN-LAW
11   GRANDFATHER
12   BOARDER OR ROOMER
13   OTHER RELATIVE

14   OTHER NON-RELATIVE
DK/REF

FTHRTYPE   [IF MRELATON = 2] Is he your biological, step-, adoptive, or foster father?

SONTYPE   [IF MRELATON = 3] Is he your biological, step-, adoptive, or foster son?

BTHRTYPE   [IF MRELATON = 4] Is he your full, half, step-, adoptive, or foster brother?

BTWNTYPE   [IF AGE1 = AGE OF THIS HOUSEHOLD MEMBER AND BTHRTYPE = 1] Is he your identical twin, fraternal twin, or neither?

FRELATON   [IF CHMONSEX OR CHYRSEX OR PERYRSEX OR PERSEX = 9] HAND R SHOWCARD 14. Please look at this card and tell me which category best describes her relationship to you.

> INTERVIEWER NOTE:
> If it is clear to you that the respondent is talking about/rostering themselves, you may say "Is that you?". If the answer is Yes, enter "1" for "SELF".
>
> Exchange families (exchange students or people who are hosting exchange students) should be considered "other non-relatives."

1   SELF
2   MOTHER (INCLUDES STEP, FOSTER, ADOPTIVE)
3   DAUGHTER (INCLUDES, STEP, FOSTER, ADOPTIVE)
4   SISTER (INCLUDES HALF, STEP, FOSTER, ADOPTIVE)
5   WIFE
6   UNMARRIED PARTNER
7   HOUSEMATE OR ROOMMATE
8   DAUGHTER-IN-LAW
9   GRANDDAUGHTER
10   MOTHER-IN-LAW
11   GRANDMOTHER
12   BOARDER OR ROOMER
13   OTHER RELATIVE
14   OTHER NON-RELATIVE
DK/REF

MTHRTYPE   [IF FRELATON = 2] Is she your biological, step-, adoptive, or foster mother?

DAUTYPE   [IF FRELATON = 3] Is she your biological, step-, adoptive, or foster daughter?

SISTYPE   [IF FRELATON = 4] Is she your full, half, step-, adoptive, or foster sister?

FTWNTYPE   [IF AGE1 = AGE OF THIS HOUSEHOLD MEMBER AND SISTYPE = 1] Is she your identical twin, fraternal twin, or neither?

PROXYINT   PROXY INFORMATION
The next questions are about your health insurance coverage and the kinds and amounts of income that you receive.

(This information will help in planning health care services and finding ways to lower costs of care.)

PRESS "1" TO CONTINUE.

 FAMILY MEMBERS:
 PERAGEYR year old MRELATON/FRELATON
 (Continue until all HH members have either been listed or excluded)

QP01 [IF QD54 > 1 AND RESPONDENT IS ONLY FAMILY MEMBER 18 OR OLDER AND ALL PERAGEYR NE DK/REF, SKIP TO QHI01]

[IF ROSTER HAS MORE THAN 1 ADULT FAMILY MEMBER LISTED FILL ONLY ADULT FAMILY MEMBERS (PERAGEYR > 17) IN THIS QUESTION} I have listed as adult family members who live here: your [FAMILY RELATIONSHIP FILL]. Do you think one of these people would be better able to give me the correct information about your health insurance coverage and the kinds of income you receive?

[IF ROSTER HAS ONLY ONE ADULT FAMILY MEMBER LISTED FILL ONLY ADULT FAMILY MEMBERS (PERAGEYR > 17) IN THIS QUESTION} Do you think your [FAMILY RELATIONSHIP FILL] would be better able to give me the correct information about your health insurance coverage and the kinds of income you receive?

[IF ROSTER HAS NO FAMILY MEMBER OTHER THAN THE RESPONDENT LISTED AS 18 OR OLDER, BUT THERE IS AT LEAST 1 DK OR REF ENTERED FOR ANY PERAGEYR OR THERE IS MORE THAN 1 ADULT LISTED AND AT LEAST 1 DK/REF ENTERED FOR ANY PERAGEYR.] Is there anyone else who lives here who is 18 or older who would be better able to give me the correct information about your health insurance coverage and the kinds of income you receive?

1 YES
2 NO [ACTIVATE PROXYFILL AS "YOU/YOUR" FOR REMAINING QUESTIONS]
DK/REF [ACTIVATE PROXYFILL AS "YOU/YOUR" FOR REMAINING QUESTIONS]

QP02 [IF QP01=1 AND MORE THAN 1 OTHER PERSON IN ROSTER] (Who is the person you think can help us get the correct information for these questions)? ENTER RELATIONSHIP OF PERSON WHO CAN BETTER ANSWER THESE QUESTIONS.

QP03 [IF QP02 NE DK/REF OR BLANK] (Is your [QP02 FILL] available right now)?

1 YES
2 NO [ACTIVATE PROXYFILL AS "YOU/YOUR" FOR REMAINING QUESTIONS]
DK/REF [ACTIVATE PROXYFILL AS "YOU/YOUR" FOR REMAINING QUESTIONS]

QP04 [IF QP03=1] (Would you ask your [QP02 FILL] to join us to help with these last questions about health insurance and income?)

1 YES
2 NO [ACTIVATE PROXYFILL AS "YOU/YOUR" FOR REMAINING QUESTIONS]
DK/REF [ACTIVATE PROXYFILL AS "YOU/YOUR" FOR REMAINING QUESTIONS]

HASJOIN   [IF QP04 = 1] HAS THE PERSON'S [QP02 FILL] JOINED R?

        1   YES [ACTIVATE PROXYFILL AS "SAMPLE MEMBER/SAMPLE MEMBER'S"
                FOR REMAINING QUESTIONS]
        2   NO [ACTIVATE PROXYFILL AS "YOU/YOUR" FOR REMAINING QUESTIONS]

TOPROXY   [IF HASJOIN = 1] WHEN [QP02 FILL] HAS JOINED YOU. The next questions are about **SAMPLE MEMBER'S** health insurance coverage and the kinds and amounts of income that **SAMPLE MEMBER** and other people in your family receive.

    (This information will help in planning health care services and finding ways to lower costs of care.)

    PRESS [ENTER] TO CONTINUE.

QHI01   [IF QP03 = 2 OR DK/REF OR QP04 = 2 OR DK/REF OR HASJOIN = 2 OR DK/REF ADD THIS TEXT PRIOR TO THE QUESTION: Since your [QP02 FILL] is not available, I'd like you to answer these next questions the best you can.] Several government programs provide medical care or help pay medical bills.

    1   YES
    2   NO
    DK/REF

QHI01v   [IF QHI01 = 1 AND CURNTAGE < 65] You have indicated that [you are/**SAMPLE MEMBER** is] covered by Medicare, which is a health insurance program **for persons aged 65 and older** and for certain disabled persons**.** Is this correct?

    1   YES
    2   NO
    DK/REF

QHI02   Medic**aid** is a public assistance program that pays for medical care **for low income and disabled persons**. [IF MEDIFILL NE NONE] The Medicaid program in [STATE FILL] is also called [MEDIFILL].

    (Are you/Is SAMPLE MEMBER) covered by Medic**aid**?

    1   YES
    2   NO
    DK/REF

                INTERVIEWER NOTE:
                Medicaid refers to a medical assistance program that provides health care coverage to low income and disabled persons. Most states refer to Medicaid as Medical Assistance.

QHI02v   [IF QHI02 = 1 AND CURNTAGE = 65 OR OLDER] You have indicated that [you are/**SAMPLE MEMBER** is] covered by Medicaid, which is a public assistance program that pays for medical care for **low income and disabled persons.** Is this correct?

1   YES
2   NO
DK/REF

QHI02A   [IF CURNTAGE = 12-19] (Are you/Is **SAMPLE MEMBER**) currently covered by [CHIPFILL]?

1   Yes
2   No
DK/REF

                INTERVIEWER NOTE:
                These programs cover children from low-income families who do not have
                private health insurance and who do not qualify for other Medicaid programs.

QHI03   (Are you/Is **SAMPLE MEMBER**) currently covered by TRICARE, or CHAMPUS, CHAMPVA, the VA, or military health care?

These programs cover active duty and retired career military personnel and their dependents and survivors and also disabled veterans and their dependents and survivors.

1   YES
2   NO
DK/REF

                INTERVIEWER NOTE:
                CHAMPUS stands for Comprehensive Health and Medical Plan for the
                Uniformed Services. It provides health care in private facilities for dependents
                of military personnel on active duty or retired for reasons other than disability.
                In some areas, this may be known as TRICARE.

                CHAMPVA stands for Comprehensive Health and Medical Plan of the
                Veterans Administration. It provides health care for the spouse, dependents, or
                survivors of a veteran who has a total, permanent service-connected disability.

                Military health care refers to health care available to active duty personnel and
                their dependents; in addition, the VA provides medical assistance to veterans of
                the Armed Forces, particularly those with service-connected ailments.

QHI06   Private health insurance can be obtained through work, such as through an employer, union, or professional association, or by paying premiums directly to a health insurance company.

(Are you/Is **SAMPLE MEMBER**) currently covered by private health insurance?

1   YES
2   NO
DK/REF

                INTERVIEWER NOTE:
                Private health insurance refers to any type of health insurance other than
                Medicare, Medicaid and coverage provided to military personnel and their
                dependents. It includes coverage by a health maintenance organization
                (HMO), fee for service plans, and single service plans.

QHI07   [IF QHI06 = 1] (Was your/**SAMPLE MEMBER'S**) private health insurance obtained through work, such as through an employer, union, or professional association?

1   YES
2   NO
DK/REF

> INTERVIEWER NOTE:
> This health insurance could be obtained through any family member's employment, not just the respondent's employment.

QHI08   [IF QHI06 = 1] Does (your/SAMPLE MEMBER'S) private health insurance include coverage for treatment for any of the following conditions?

Alcohol abuse or alcoholism?

1   YES
2   NO
DK/REF

QHI09   [IF QHI06 = 1] Drug abuse?

1   YES
2   NO
DK/REF

QHI10   [IF QHI06 = 1] Mental or emotional problems?

1   YES
2   NO
DK/REF

QHI11   [IF (QHI01 = 2 OR QHI01v = 2) AND (QHI02 = 2 OR QHI02v = 2) AND QHI03 = 2 AND QHI06 = 2 AND (IF CURNTAGE = 12 - 19: QHI02a = 2)] (Are you/Is **SAMPLE MEMBER**) currently covered by any kind of health insurance, that is, any policy or program that provides or pays for medical care?

> INTERVIEWER NOTE:
> If the respondent reports Indian Health Insurance, enter "1".

1   YES
2   NO
DK/REF

QHI13   [IF (QHI01 = 1 AND QHI01v NE 2) OR (QHI02 = 1 AND QHI02v NE 2) OR QHI02a = 1 OR QHI03=1 OR QH106 = 1 OR QHI11 = 1] During the past 12 months, was there any time when (you/**SAMPLE MEMBER**) did **not** have **any** kind of health insurance or coverage?

1   YES
2   NO
DK/REF

QHI14 [IF QHI13 = 1] During the past 12 months, about how many months were (you/**SAMPLE MEMBER**) **without any** kind of health insurance or coverage?

 # OF MONTHS: [RANGE: 1 - 12]
 DK/REF

 INTERVIEWER NOTE:
 If the respondent reports less than one month, enter "1".

QHI15 [IF (QHI01 = 2 OR QHI01v = 2) AND (QHI02 = 2 OR QHI02v = 2) AND QHI03 = 2 AND QHI06 = 2 AND QHI11 = 2 AND (IF CURNTAGE = 12 - 19: QHI02a = 2)] About how long has it been since (you/**SAMPLE MEMBER**) last had **any** kind of health care coverage?

 1 WITHIN THE PAST 6 MONTHS
 2 MORE THAN 6 MONTHS AGO, BUT WITHIN THE PAST YEAR
 3 MORE THAN 1 YEAR AGO, BUT WITHIN THE PAST 3 YEARS
 4 MORE THAN 3 YEARS AGO
 5 NEVER HAD COVERAGE
 DK/REF

QHI17 [IF QHI15 = 1 - 4 OR DK/REF] HAND R SHOWCARD 15. Which of the reasons on this card is the **main** reason why (you/**SAMPLE MEMBER**) stopped being covered by health insurance?

QHI18 [IF QHI15 = 5] HAND R SHOWCARD 16. Which of the reasons on this card describe why (you/**SAMPLE MEMBER**) never had health insurance coverage?

INTROINC [IF QD54 = 1] These next questions are about the kinds and amounts of income that you receive.

 These questions refer to the calendar year [CURRENT YEAR - 1] rather than to the past 12 months that were referred to in some earlier questions. The calendar year [CURRENT YEAR - 1] would be from January 1st, [CURRENT YEAR - 1], through December 31st, [CURRENT YEAR - 1].

 [IF AT LEAST ONE FAMLY MEMBER IN ROSTER] These next questions are about the kinds and amounts of income that (**you/SAMPLE MEMBER**) and (**your/SAMPLE MEMBER'S**) family – that is, (**your/SAMPLE MEMBER'S**) [FAMILY RELATIONSHIP FILLS] **living here** receive.

 These questions refer to the calendar year [CURRENT YEAR - 1] rather than to the past 12 months that were referred to in some earlier questions. The calendar year [CURRENT YEAR - 1] would be from January 1st, [CURRENT YEAR - 1], through December 31st, [CURRENT YEAR - 1].

 PRESS [ENTER] TO CONTINUE

QI01 In [CURRENT YEAR - 1], did (**you/SAMPLE MEMBER**) receive Social Security or Railroad Retirement payments?

 (Social Security checks are either automatically deposited in the bank or mailed to arrive on about the 3rd of every month. If mailed, they are sent in a gold envelope.)

1   YES
2   NO
DK/REF

>INTERVIEWER NOTE:
>Social Security or Railroad Retirement payments are paid by the U.S.
>Government to persons who are retired, severely disabled, or are dependents or
>survivors of workers.

QI02   [IF QI01 NE1 AND ONLY 1 FAMILY MEMBER IN ROSTER AND HASJOIN=1] In [CURRENT YEAR - 1], did **you** receive Social Security or Railroad Retirement payments?

[IF QI01 NE 1 AND ONLY 1 FAMILY MEMBER IN ROSTER AND HASJOIN NE 1] In [CURRENT YEAR - 1], did your [FAMILY RELATIONSHIP FILL] receive Social Security or Railroad Retirement payments?

[IF QI01 NE 1 AND MORE THAN 1 FAMILY MEMBER IN ROSTER] In [CURRENT YEAR - 1], did (your/**SAMPLE MEMBER'S**) [FAMILY RELATIONSHIP FILLS] receive Social Security or Railroad Retirement payments?

1   YES
2   NO
DK/REF

>INTERVIEWER NOTE:
>Social Security or Railroad Retirement payments are paid by the U.S.
>Government to persons who are retired, severely disabled, or are dependents or
>survivors of workers.

QI03   In [CURRENT YEAR - 1], did (**you/SAMPLE MEMBER**) receive Supplemental Security Income or SSI?

(Federal SSI checks are either automatically deposited in the bank or mailed to arrive on the first of every month. If mailed, they are sent in a blue envelope.)

1   YES
2   NO
DK/REF

>INTERVIEWER NOTE:
>Supplemental Security Income or SSI is a program administered by the Social
>Security Administration that makes assistance payments to low income, aged,
>blind, and disabled persons. Some states also have their own SSI programs.
>Include these also if reported.

QI04A   [IF QI03 NE1 AND QI01 NE1 AND ONLY 1 FAMILY MEMBER IN ROSTER AND HASJOIN=1] In [CURRENT YEAR - 1], did **you** receive Supplemental Security Income or SSI?

[IF QI03 NE 1 AND QI01 NE 1 AND ONLY 1 FAMILY MEMBER IN ROSTER AND HASJOIN NE 1] In [CURRENT YEAR - 1], did your [FAMILY RELATIONSHIP FILL]receive Supplemental Security Income or SSI?

[IF QI03 NE 1 AND QI01 NE 1 AND MORE THAN ONE FAMILY MEMBER IN ROSTER] In [CURRENT YEAR - 1], did any of these same [# OF FAMILY MEMBERS IN ROSTER] family members receive Supplemental Security Income or SSI?

1   YES
2   NO
DK/REF

> INTERVIEWER NOTE:
> Supplemental Security Income or SSI is a program administered by the Social Security Administration that makes assistance payments to low income, aged, blind, and disabled persons. Some states also have their own SSI programs. Include these also if reported.

QI04B   [IF QI03 AND NE1=1 AND ONLY 1 FAMILY MEMBER IN ROSTER AND HASJOIN=1] In [CURRENT YEAR - 1], did **you** receive Supplemental Security Income or SSI?

[IF QI03 NE 1 AND QI01=1 AND ONLY 1 FAMILY MEMBER IN ROSTER AND HASJOIN NE 1] In [CURRENT YEAR - 1], did your [FAMILY RELATIONSHIP FILL]receive Supplemental Security Income or SSI?

[IF QI03 NE 1 AND QI01=1 AND MORE THAN 1 FAMILY MEMBER IN ROSTER] In [CURRENT YEAR - 1], did (your/**SAMPLE MEMBER'S**) [FAMILY RELATIONSHIP FILLS] receive Supplemental Security Income or SSI?

1   YES
2   NO
DK/REF

> INTERVIEWER NOTE:
> Supplemental Security Income or SSI is a program administered by the Social Security Administration that makes assistance payments to low income, aged, blind, and disabled persons. Some states also have their own SSI programs. Include these also if reported.

QI05   In [CURRENT YEAR - 1], did (**you**/**SAMPLE MEMBER**) receive income from wages or pay earned while working at a job or business?

1   YES
2   NO
DK/REF

QI06A   [IF QI05 AND NE1 AND (Q101 NE1 OR QI03 NE1) AND ONLY 1 FAMILY MEMBER IN ROSTER AND HASJOIN=1]. In [CURRENT YEAR - 1], did **you** receive income from wages or pay earned while working at a job or business?

[IF QI05 NE 1 AND (QI01 NE 1 OR QI03 NE 1) AND ONLY 1 FAMILY MEMBER IN ROSTER AND HASJOIN NE 1] In [CURRENT YEAR - 1], did your [FAMILY RELATIONSHIP FILL]receive income from wages or pay earned while working at a job or business?

[IF QI05 NE 1 AND (QI01 NE 1 OR QI03 NE 1) AND MORE THAN 1 FAMILY MEMBER IN ROSTER] In [CURRENT YEAR - 1], did any of these same [# OF FAMILY MEMBERS IN ROSTER] family members receive income from wages or pay earned while working at a job or business?

1   YES
2   NO
DK/REF

QI06B   [IF QI05 NE1 AND (QI01=1 AND QI03=1) AND ONLY 1 FAMILY MEMBER IN ROSTER AND HASJOIN=1] In [CURRENT YEAR - 1], did **you** receive income from wages or pay earned while working at a job or business?

[IF QI05 NE 1 AND (QI01=1 AND QI03=1) AND ONLY 1 FAMILY MEMBER IN ROSTERAND HASJOIN NE 1] In [CURRENT YEAR - 1], did your [FAMILY RELATIONSHIP FILL]receive income from wages or pay earned while working at a job or business?

[IF QI05 NE 1 AND (QI01=1 AND QI03=1) AND MORE THAN 1 FAMILY MEMBER IN ROSTER] In [CURRENT YEAR - 1], did (your/**SAMPLE MEMBER'S**) [FAMILY RELATIONSHIP FILLS] receive income from wages or pay earned while working at a job or business?

1   YES
2   NO
DK/REF

QI07A   [IF AT LEAST ONE FAMILY MEMBER IN ROSTER] In [CURRENT YEAR - 1], did (**you**/**SAMPLE MEMBER**) or anyone in (your/**SAMPLE MEMBER'S**) family living here receive food stamps?

1   YES
2   NO
DK/REF

INTERVIEWER NOTE:
Food stamps are government-issued coupons that can be used to purchase food. Instead of coupons, some states issue a special card that can be used like a credit card to purchase food in grocery stores. The food stamp program is a joint federal-state program which is administered by State and Local governments.

QI07B [IF NO OTHER FAMILY IN HOUSEHOLD] In [CURRENT YEAR - 1], did **you** receive food stamps?

1   YES
2   NO
DK/REF

> INTERVIEWER NOTE:
> Food stamps are government-issued coupons that can be used to purchase food. Instead of coupons, some states issue a special card that can be used like a credit card to purchase food in grocery stores. The food stamp program is a joint federal-state program which is administered by State and Local governments.

QI08 At any time during [CURRENT YEAR - 1], even for one month, did (**you**/**SAMPLE MEMBER**) receive any cash assistance from a state or county welfare program such as [TANFFILL]?

1   YES
2   NO
DK/REF

> INTERVIEWER NOTE:
> If the respondent volunteers receiving welfare payments from a program other than the one mentioned, or from another state, record a "yes" response. Do not probe for this information.

QI09A [IF QI08 NE1 AND (QI01 NE 1 OR QI03 NE 1 OR QI05 NE1) AND ONLY 1 FAMILY MEMBER IN ROSTER AND HASJOIN=1] At any time during [CURRENT YEAR - 1], even for one month, did **you** receive any cash assistance from a state or county welfare program such as [TANFFILL]?

[IF QI08 NE 1 AND (QI01 NE 1 OR QI03 NE 1 OR QI05 NE 1) AND ONLY 1 FAMILY MEMBER IN ROSTER AND HASJOIN NE 1] At any time during [CURRENT YEAR - 1], even for one month, did your [FAMILY RELATIONSHIP FILL] receive any cash assistance from a state or county welfare program such as [TANFFILL]?

[IF QI08 NE 1 AND (QI01 NE 1 OR QI03 NE 1 OR QI05 NE 1) AND MORE THAN 1 FAMILY MEMBER IN ROSTER] At any time during [CURRENT YEAR - 1], even for one month, did any of these same [# OF FAMILY MEMBERS IN ROSTER] family members receive any cash assistance from a state or county welfare program such as [TANFFILL]?

1   YES
2   NO
DK/REF

> INTERVIEWER NOTE:
> If the respondent volunteers receiving welfare payments from a program other than the one mentioned, or from another state, record a "yes" response. Do not probe for this information.

QI09B [IF QI08 NE1 AND QI01=1 AND QI03=1 AND QI05=1 AND ONLY 1 FAMILY MEMBER IN ROSTER AND HASJOIN=1] At any time during [CURRENT YEAR - 1], even for one month, did **you** receive any cash assistance from a state or county welfare program such as [TANFFILL]?

[IF QI08 NE 1 AND QI01=1 AND QI03=1 AND QI05 = 1 AND ONLY 1 FAMILY MEMBER IN ROSTER AND HASJOIN NE 1] At any time during [CURRENT YEAR - 1], even for one month, did your [FAMILY RELATIONSHIP FILLS]receive any cash assistance from a state or county welfare program such as [TANFFILL]?

[IF QI08 NE 1 AND QI01=1 AND QI03=1 AND QI05 = 1 AND MORE THAN 1 FAMILY MEMBER IN ROSTER] At any time during [CURRENT YEAR - 1], even for one month, did (your/**SAMPLE MEMBER'S**) [FAMILY RELATIONSHIP FILLS] receive any cash assistance from a state or county welfare program such as [TANFFILL]?

1   YES
2   NO
DK/REF

>INTERVIEWER NOTE:
>If the respondent volunteers receiving welfare payments from a program other than the one mentioned, or from another state, record a "yes" response. Do not probe for this information.

QI10 In [CURRENT YEAR - 1], because of low income, did (**you**/**SAMPLE MEMBER**) receive any **other** kind of welfare or public assistance, such as help with getting a job, placement in education or job training programs, or help with transportation, child care, or housing?

1   YES
2   NO
DK/REF

>INTERVIEWER NOTE:
>Only non-monetary types of assistance should be included for this question.

QI11A [IF QI10 NE1 AND (QI01 NE1 OR QI03 NE1 OR QI05 NE1 OR QI08 NE1) AND ONLY 1 FAMILY MEMBER IN ROSTER AND HASJOIN=1] In [CURRENT YEAR - 1], because of low income, did **you** receive any other kind of welfare or public assistance, such as help with getting a job, placement in education or job training programs, or help with transportation, child care, or housing?

[IF QI10 NE 1 AND (QI01 NE 1 OR QI03 NE 1 OR QI05 NE 1 OR QI08 NE 1) AND ONLY 1 FAMILY MEMBER IN ROSTER AND HASJOIN NE 1] In [CURRENT YEAR - 1], because of low income, did your [FAMILY RELATIONSHIP FILL] receive any other kind of welfare or public assistance, such as help with getting a job, placement in education or job training programs, or help with transportation, child care, or housing?

[IF QI10 NE 1 AND (QI01 NE 1 OR QI03 NE 1 OR QI05 NE 1 OR QI08 NE 1) AND MORE THAN 1 FAMILY MEMBER IN ROSTER] In [CURRENT YEAR - 1], because of low income, did any of these same [# OF FAMILY MEMBERS IN ROSTER] family members receive any other kind of welfare or public assistance, such as help with getting a job, placement in education or job training programs, or help with transportation, child care, or housing?

1 YES
2 NO
DK/REF

        INTERVIEWER NOTE:
        Only non-monetary types of assistance should be included for this question.

QI11B [IF QI10 NE1 AND QI01=1 AND QI03=1 AND QI05=1 AND QI08=1 AND ONLY 1 FAMILY MEMBER IN ROSTER AND HASJOIN=1] In [CURRENT YEAR - 1], because of low income, did **you** receive any other kind of welfare or public assistance, such as help with getting a job, placement in education or job training programs, or help with transportation, child care, or housing?

[IF QI10 NE 1 AND QI01=1 AND QI03=1 AND QI05=1 AND QI08 = 1AND ONLY 1 FAMILY MEMBER IN ROSTER AND HASJOIN NE 1] In [CURRENT YEAR - 1], because of low income, did your [FAMILY RELATIONSHIP FILL]receive any other kind of welfare or public assistance, such as help with getting a job, placement in education or job training programs, or help with transportation, child care, or housing?

[IF QI10 NE 1 AND QI01=1 AND QI03=1 AND QI05=1 AND QI08 = 1AND MORE THAN 1 FAMILY MEMBER IN ROSTER] In [CURRENT YEAR - 1], because of low income, did (your/**SAMPLE MEMBER'S**) [FAMILY RELATIONSHIP FILLS] receive any other kind of welfare or public assistance, such as help with getting a job, placement in education or job training programs, or help with transportation, child care, or housing?

1 YES
2 NO
DK/REF

        INTERVIEWER NOTE:
        Only non-monetary types of assistance should be included for this question.

QI12A [IF QI08=1 OR QI09A=1 OR QI09B=1 OR QI10=1 OR QI11a =1 OR QI11b = 1 AND (QI07a=2 OR QI07b=2)] For how many months in [CURRENT YEAR - 1] did (**you**/**SAMPLE MEMBER**) or any **other** family member living here receive **any** type of welfare or public assistance?

OF MONTHS RECEIVED ASSISTANCE: [RANGE: 1 - 12]
    DK/REF

QI12B [IF QI08=1 OR QI09A=1 OR QI09B=1 OR QI10=1 OR QI11a =1 OR QI11b = 1 AND (QI07A = 1, DK/REF OR QI07B=1, DK/REF)]. For how many months in [CURRENT YEAR - 1] did (you/SAMPLE MEMBER) or any other family member living here receive any type of welfare or public assistance, not including food stamps?

        # OF MONTHS RECEIVED ASSISTANCE: _____ [RANGE: 1 - 12]
        DK/REF

QI13 In [CURRENT YEAR - 1], did (**you**/**SAMPLE MEMBER**) have money in any kind of savings or other bank account that earned interest or did (**you**/**SAMPLE MEMBER**) receive dividend income from stocks or mutual funds or income from rental property, royalties, estates, or trusts?

(Include money market funds, treasury notes, IRAs or certificates of deposit, interest earning checking accounts, bonds, or any other investments that earn interest.)

1   YES
2   NO
DK/REF

> INTERVIEWER NOTE:
> Dividends: Some people make investments by purchasing shares of stock in corporations. The corporation then distributes some of the profits to shareholders in the form of dividends.
>
> Mutual funds consist of investors who pool their money to purchase shares of stock.
>
> Rental Income: Income received from the rental of land, buildings, real estate, or from boarders after rental expenses are deducted.
>
> Royalties: The total cash from royalties less expenses. This income could come from mineral rights, patents, copyrights, or trademarks.
>
> Estates or Trusts: Include periodic payments from an estate or trust. Exclude lump-sum, one-time payments from these sources.

QI14A   [IF QI13 NE1 AND (QI01 NE1 OR QI03 NE1 OR QI05 NE1 OR QI08 NE1 OR QI10 NE1) AND ONLY 1 FAMILY MEMBER IN ROSTER AND HASJOIN=1] In [CURRENT YEAR - 1], did **you** have money in any kind of savings or other bank account that earned interest or did you receive dividend income from stocks or mutual fund or income from rental property, royalties, estates, or trusts?

[IF QI13 NE 1 AND (QI01 NE 1 OR QI03 NE 1 OR QI05 NE 1 OR QI08 NE 1 OR QI10 NE 1) AND ONLY 1 FAMILY MEMBER IN ROSTER AND HASJOIN NE 1] In [CURRENT YEAR - 1], did your [FAMILY RELATIONSHIP FILL]have money in any kind of savings or other bank account that earned interest or did he/she receive dividend income from stocks or mutual fund or income from rental property, royalties, estates, or trusts?

[IF QI13 NE 1 AND (QI01 NE 1 OR QI03 NE 1 OR QI05 NE 1 OR QI08 NE 1 OR QI10 NE 1) AND MORE THAN 1 FAMILY MEMBER IN ROSTER] In [CURRENT YEAR - 1], did any of these same [# OF FAMILY MEMBERS IN ROSTER] family members have money in any kind of savings or other bank account that earned interest or did he/she receive dividend income from stocks or mutual fund or income from rental property, royalties, estates, or trusts?

1   YES
2   NO
DK/REF

> INTERVIEWER NOTE:
>
> Dividends: Some people make investments by purchasing shares of stock in corporations. The corporation then distributes some of the profits to shareholders in the form of dividends.

Mutual funds consist of investors who pool their money to purchase shares of stock.

Rental Income: Income received from the rental of land, buildings, real estate, or from boarders after rental expenses are deducted.

Royalties: The total cash from royalties less expenses. This income could come from mineral rights, patents, copyrights, or trademarks.

Estates or Trusts: Include periodic payments from an estate or trust. Exclude lump-sum, one-time payments from these sources.

QI14B   [IF QI13 NE1 AND (QI01=1 AND QI03=1 AND QI05=1 AND QI08=1 AND QI10=1 AND ONLY 1 FAMILY MEMBER IN ROSTER AND HASJOIN=1] In [CURRENT YEAR - 1], did **you** have money in any kind of savings or other bank account that earned interest or did he/she receive dividend income from stocks or mutual fund or income from rental property, royalties, estates, or trusts?

[IF QI13 NE 1 AND (QI01=1 AND QI03=1 AND QI05=1 AND QI08=1 AND QI10 = 1) AND ONLY 1 FAMILY MEMBER IN ROSTER AND HASJOIN NE 1] In [CURRENT YEAR - 1], did your [FAMILY RELATIONSHIP FILL]have money in any kind of savings or other bank account that earned interest or did he/she receive dividend income from stocks or mutual fund or income from rental property, royalties, estates, or trusts?

[IF QI13 NE 1 AND (QI01=1 AND QI03=1 AND QI05=1 AND QI08=1 AND QI10 = 1) AND MORE THAN 1 FAMILY MEMBER IN ROSTER] In [CURRENT YEAR - 1], did (your/**SAMPLE MEMBER'S**) [FAMILY RELATIONSHIP FILLS] have money in any kind of savings or other bank account that earned interest or did they receive dividend income from stocks or mutual fund or income from rental property, royalties, estates, or trusts?

1   YES
2   NO
DK/REF

INTERVIEWER NOTE:

Dividends: Some people make investments by purchasing shares of stock in corporations. The corporation then distributes some of the profits to shareholders in the form of dividends.

Mutual funds consist of investors who pool their money to purchase shares of stock.

Rental Income: Income received from the rental of land, buildings, real estate, or from boarders after rental expenses are deducted.

Royalties: The total cash from royalties less expenses. This income could come from mineral rights, patents, copyrights, or trademarks.

Estates or Trusts: Include periodic payments from an estate or trust. Exclude lump-sum, one-time payments from these sources.

QI15   Child support is money paid by one parent to the other parent for the support of their child. In [CURRENT YEAR - 1], did (**you**/**SAMPLE MEMBER**) receive any child support payments for a child (**you** are/**SAMPLE MEMBER** is) raising?

1   YES
2   NO
DK/REF

> INTERVIEWER NOTE:
> In some cases, child support may be paid through a welfare agency or a court. We are only interested in whether the respondent received child support payments. We are not collecting information about any child support payments the respondent pays out to other individuals.

QI16A   [IF QI15 NE 1 AND (QI01 NE1 OR QI03 NE1 OR QI05 NE1 OR QI08 NE1 OR QI10 NE 1 OR QI13 NE1) AND ONLY 1 FAMILY MEMBER IN ROSTER AND HASJOIN=1] In [CURRENT YEAR - 1], did **you** receive any child support payments for a child you are raising?

[IF QI15 NE 1 AND (QI01 NE 1 OR QI03 NE 1 OR QI05 NE 1 OR QI08 NE1 OR QI10 NE 1 OR QI13 NE 1) AND ONLY 1 FAMILY MEMBER IN ROSTER AND HASJOIN NE 1]In [CURRENT YEAR - 1], did your [FAMILY RELATIONSHIP FILL]receive any child support payments for a child (he/she) is raising?

[IF QI15 NE 1 AND (QI01 NE 1 OR QI03 NE 1 OR QI05 NE 1 OR QI08 NE 1 OR QI10 NE 1 OR QI13 NE 1) AND MORE THAN 1 FAMILY MEMBER IN ROSTER] In [CURRENT YEAR - 1], did any of these same [# OF FAMILY MEMBERS IN ROSTER] family members living here that I referred to earlier receive any child support payments for a child they are raising?

1   YES
2   NO
DK/REF

> INTERVIEWER NOTE:
> In some cases, child support may be paid through a welfare agency or a court. We are only interested in whether the respondent received child support payments. We are not collecting information about any child support payments the respondent pays out to other individuals.

QI16B   [IF QI15 NE1 AND (QI01=1 AND QI03=1 AND QI05=1 AND QI08=1 AND QI10=1 AND QI13=1 AND ONLY 1 FAMILY MEMBER IN ROSTER AND HASJOIN=1] In [CURRENT YEAR - 1], did you receive any child support payments for a child you are raising?

[IF QI15 NE 1 AND (QI01=1 AND QI03=1 AND QI05=1 AND QI08=1 AND QI10=1 AND QI13 = 1) AND ONLY 1 FAMILY MEMBER IN ROSTER AND HASJOIN NE 1] In [CURRENT YEAR - 1], did your [FAMILY RELATIONSHIP FILL]receive any child support payments for a child (he/she) is raising?

[IF QI15 NE 1 AND (QI01=1 AND QI03=1 AND QI05=1 AND QI08=1 AND QI10=1 AND QI13 = 1) AND MORE THAN 1 FAMILY MEMBER IN ROSTER] In [CURRENT YEAR - 1], did (your/SAMPLE MEMBER'S) [FAMILY RELATIONSHIP FILLS] receive any child support payments for a child they are raising?

1   YES
2   NO
DK/REF

> INTERVIEWER NOTE:
> In some cases, child support may be paid through a welfare agency or a court. We are only interested in whether the respondent received child support payments. We are not collecting information about any child support payments the respondent pays out to other individuals.

QI17   In [CURRENT YEAR - 1] did (**you**/**SAMPLE MEMBER**) receive income from **any other** sources, such as Veterans Administration payments, worker's or unemployment compensation, alimony, other disability, retirement or survivor pension other than Social Security or Railroad Retirement?

Do not include lump sum payments, such as money from an inheritance or the sale of a home.

      1   YES
      2   NO
      DK/REF

> INTERVIEWER NOTE:
> Alimony: Money received periodically from a former spouse following a divorce or separation.

QI18A   [IF QI17 NE1 AND (QI01 NE1 OR QI03 NE1 OE QI05 NE1 OR QI08 NE 1 OR QI10 NE1 OR QI13 NE1 OR QI15 NE1) AND ONLY 1 FAMILY MEMBER IN ROSTER AND HASJOIN=1] In [CURRENT YEAR - 1], did **you** receive income from **any other** sources, such as Veterans Administration payments, worker's or unemployment compensation, alimony, other disability, retirement or survivor pension other than Social Security or Railroad Retirement?

[IF QI17 NE 1 AND (QI01 NE 1 OR QI03 NE 1 OR QI05 NE 1 OR QI08 NE1 OR QI10 NE 1 OR QI13 NE 1 OR QI15 NE 1) AND ONLY 1 FAMILY MEMBER IN ROSTER AND HASJOIN NE 1] In [CURRENT YEAR - 1], did your [FAMILY RELATIONSHIP FILL] receive income from any other sources, such as Veterans Administration payments, worker's or unemployment compensation, alimony, other disability, retirement or survivor pension other than Social Security or Railroad Retirement?

[IF QI17 NE 1 AND (QI01 NE 1 OR QI03 NE 1 OR QI05 NE 1 OR QI08 NE1 OR QI10 NE 1 OR QI13 NE 1 OR QI15 NE 1) AND MORE THAN 1 FAMILY MEMBER IN ROSTER] In [CURRENT YEAR - 1], did any of these same [# OF FAMILY MEMBERS IN ROSTER] family members living here that I referred to earlier receive income from any other sources, such as Veterans Administration payments, worker's or unemployment compensation, alimony, other disability, retirement or survivor pension (other than Social security or Railroad Retirement)?

Do not include lump sum payments, such as money from an inheritance or the sale of a home.

      1   YES
      2   NO
      DK/REF

Alimony: Money received periodically from a former spouse following a divorce or separation.

QI18B [IF QI17 NE 1 AND (QI01=1 AND QI03=1 AND QI05=1 AND QI08=1 AND QI10=1 AND QI13=1 AND QI15=1) AND ONLY 1 FAMILY MEMBER IN ROSTER AND HASJOIN=1] In [CURRENT YEAR - 1], did **you** receive income from **any other** sources, such as Veterans Administration payments, worker's or unemployment compensation, alimony, other disability, retirement or survivor pension other than Social Security or Railroad Retirement?

[IF QI17 NE 1 AND (QI01=1 AND QI03=1 AND QI05=1 AND QI08=1 AND QI10=1 AND QI13=1 AND QI15=1) AND ONLY 1 FAMILY MEMBER IN ROSTER AND HASJOIN NE 1] In [CURRENT YEAR - 1], did your [FAMILY RELATIONSHIP FILL] receive income from any other sources, such as Veterans Administration payments, worker's or unemployment compensation, alimony, other disability, retirement or survivor pension other than Social Security or Railroad Retirement?

[IF QI17 NE 1 AND (QI01=1 AND QI03=1 AND QI05=1 AND QI08=1 AND QI10=1 AND QI13=1 AND QI15=1) AND MORE THAN 1 FAMILY MEMBER IN ROSTER] In [CURRENT YEAR - 1], did (your/SAMPLE MEMBER'S) [FAMILY RELATIONSHIP FILLS] receive income from any other sources, such as Veterans Administration payments, worker's or unemployment compensation, alimony, other disability, retirement or survivor pension other than Social Security or Railroad Retirement?

Do not include lump sum payments, such as money from an inheritance or the sale of a home.

        1   YES
        2   NO
        DK/REF

                        INTERVIEWER NOTE:
                        Alimony: Money received periodically from a former spouse following a divorce or separation.

INTROTIN   The next two questions are about (your/**SAMPLE MEMBER'S**) **total personal** income from all sources **during [CURRENT YEAR - 1]** before taxes and other deductions.

[IF INCFILLP NE BLANK] Please include money from[INCFILLP1, INCFILLP2, INCFILLP3, and INCFILLP UNTIL ALL INCFILLPS INSERTED] that we just talked about.

        PRESS [ENTER] TO CONTINUE.

QI20   **Before taxes and other deductions**, was (your/**SAMPLE MEMBER'S**) **total personal** income during [CURRENT YEAR - 1] more or less than 20,000 dollars?

(Income data are important in analyzing the health information we collect. For example, the information helps us to learn whether persons in one income group use certain types of medical care services or have conditions more or less often than those in another group.)

        1       $20,000 OR MORE
        2   LESS THAN $20,000
        DK/REF

INTERVIEWER NOTE:
Do not include money received from loans or tax refunds.

HAND18a [IF QI20=2] HAND R SHOWCARD 17.

HAND18b [IF QI20=1] HAND R SHOWCARD 18.

INTROTPI   [IF QI20 NE DK/REF] Of these income groups, which category best represents (your/**SAMPLE MEMBER'S**) **total personal** income during [CURRENT YEAR - 1]?

(Include the [INCFILLP1, INCFILLP2, INCFILLP3, and INCFILLP UNTIL ALL INCFILLPS INSERTED] that we just talked about.)

(Income data are important in analyzing the health information we collect. For example, the information helps us to learn whether persons in one income group use certain types of medical care services or have conditions more or less often than those in another group.)

PRESS [ENTER] TO CONTINUE.

QI21A   [IF QI20=2] ENTER NUMBER THAT BEST REPRESENTS (**R'S/SAMPLE MEMBER'S TOTAL PERSONAL INCOME** DURING [CURRENT YEAR - 1].

1   LESS THAN $1,000 (INCLUDING LOSS)
2       $1,000 - $1,999
3       $2,000 - $2,999
4       $3,000 - $3,999
5       $4,000 - $4,999
6       $5,000 - $5,999
7       $6,000 - $6,999
8       $7,000 - $7,999
9       $8,000 - $8,999
10      $9,000 - $9,999
11      $10,000 - $10,999
12      $11,000 - $11,999
13      $12,000 - $12,999
14      $13,000 - $13,999
15      $14,000 - $14,999
16      $15,000 - $15,999
17      $16,000 - $16,999
18      $17,000 - $17,999
19      $18,000 - $18,999
20      $19,000 - $19,999
DK/REF

QI21B [IF QI20=1] ENTER NUMBER THAT BEST REPRESENTS (**R'S/SAMPLE MEMBER'S**) **TOTAL PERSONAL INCOME** DURING [CURRENT YEAR - 1].

    21      $20,000 - $24,999
    22      $25,000 - $29,999
    23      $30,000 - $34,999
    24      $35,000 - $39,999
    25      $40,000 - $44,999
    26      $45,000 - $49,999
    27      $50,000 - $74,999
    28      $75,000 - $99,999
    29      $100,000 OR MORE
    DK/REF

INTROFI1 [IFQD54 NE 1, DK OR RE]

The next two questions are about the total family income from all sources during [CURRENT YEAR - 1] before taxes and other deductions. We would like you to combine everyone's income — that is, (yours and your [FAMILY RELATIONSHIP FILLS] living here SAMPLE MEMBER'S AND SAMPLE MEMBER'S [FAMILY RELATIONSHIP FILLS] living here.

[IF INCFILLF NE BLANK] Please include the [INCFILLF1, INCFILLF2, INCFILLF3, and INCFILLF UNTIL ALL INCFILLPF INSERTED] that we just talked about.

QI22 [IFQD54 NE 1, DK OR RE AND QI20 NE 1] **Before taxes and other deductions,** was the **total combined family** income during [CURRENT YEAR - 1] more or less than 20,000 dollars?

(Income data are important in analyzing the health information we collect. For example, the information helps us to learn whether persons in one income group use certain types of medical care services or have conditions more or less often than those in another group.)

    1       $20,000 OR MORE
    2   LESS THAN $20,000
    DK/REF

                        INTERVIEWER NOTE:
                        Do not include money received from loans or tax refunds.

HAND19a [IF QI22=2] HAND R SHOWCARD 17.

HAND19b [IF QI22=1 OR QI20=1] HAND R SHOWCARD 18.

INTROFI2 [IF QI22 = 2.] Of these income groups, which category best represents (your/**SAMPLE MEMBER'S**) **total combined family** income during [CURRENT YEAR - 1]-- that is, (yours and your [FAMILY RELATIONSHIP FILLS] living here /**SAMPLE MEMBER'S** AND **SAMPLE MEMBER'S [**FAMILY RELATIONSHIP FILLS] living here?

    (Include the [INCFILLF1, INCFILLF2, INCFILLF3, and INCFILLF UNTIL ALL INCFILLFS INSERTED] that we just talked about.)

(Income data are important in analyzing the health information we collect. For example, the information helps us to learn whether persons in one income group use certain types of medical care services or have conditions more or less often than those in another group.)

PRESS [ENTER] TO CONTINUE.

INTROFI3 [IF QI22 = 1 OR QI20=1] Of these income groups, which category best represents (your/**SAMPLE MEMBER'S**) **total combined family** income during [CURRENT YEAR - 1]-- that is, (yours and your [FAMILY RELATIONSHIP FILLS] living here /**SAMPLE MEMBER'S** AND **SAMPLE MEMBER'S [**FAMILY RELATIONSHIP FILLS] living here?

(Include the [INCFILLF1, INCFILLF2, INCFILLF3, and INCFILLF UNTIL ALL INCFILLFS INSERTED] that we just talked about.)

(Income data are important in analyzing the health information we collect. For example, the information helps us to learn whether persons in one income group use certain types of medical care services or have conditions more or less often than those in another group.)

PRESS [ENTER] TO CONTINUE.

QI23A [IF QI22=2]ENTER NUMBER THAT BEST REPRESENTS **THE TOTAL COMBINED FAMILY** INCOME IN [CURRENT YEAR - 1].

1 LESS THAN $1,000 (INCLUDING LOSS)
2 $1,000 - $1,999
3 $2,000 - $2,999
4 $3,000 - $3,999
5 $4,000 - $4,999
6 $5,000 - $5,999
7 $6,000 - $6,999
8 $7,000 - $7,999
9 $8,000 - $8,999
10 $9,000 - $9,999
11 $10,000 - $10,999
12 $11,000 - $11,999
13 $12,000 - $12,999
14 $13,000 - $13,999
15 $14,000 - $14,999
16 $15,000 - $15,999
17 $16,000 - $16,999
18 $17,000 - $17,999
19 $18,000 - $18,999
20 $19,000 - $19,999
DK/REF

QI23B [IF QI22=1 OR QI20=1] ENTER NUMBER THAT BEST REPRESENTS THE **TOTAL COMBINED FAMILY INCOME** IN [CURRENT YEAR - 1].

       21     $20,000 - $24,999
       22     $25,000 - $29,999
       23     $30,000 - $34,999
       24     $35,000 - $39,999
       25     $40,000 - $44,999
       26     $45,000 - $49,999
       27     $50,000 - $74,999
       28     $75,000 - $99,999
       29     $100,000 OR MORE
       DK/REF

QI24 The next question has to do with telephones in your household. How many different telephone numbers do you have in this household? Please don't include cellular phones in your answer. Also, don't count business numbers or extensions with the same number.

                   INTERVIEWER NOTE:
                   Do not include phone lines that are used only for fax machines and/or Internet access.

OF TELEPHONE NUMBERS: [RANGE: 0 - 20]
       DK/REF

RRETURN INTERVIEWER: IF A PROXY HAS JOINED YOU TO ANSWER THE BACK-END CAPI QUESTIONS, PLEASE RETURN TO THE SAMPLE PERSON FOR THE NEXT QUESTION.

PRESS [ENTER] TO CONTINUE.

QI25 These last questions are about the Internet. Do you ever go online to use the Internet or World Wide Web, or to send and receive email?

       1   YES
       2   NO
       DK/REF

QI26 [IF QI25 = 1] People use the Internet or the World Wide Web at many different places. I'm going to read a list, and I'd like you to tell me at which places you used the Internet or the World Wide Web during the past 30 days.

READ CATEGORY 1 THROUGH 8 TO THE RESPONDENT, PAUSING BETWEEN EACH CATEGORY TO ALLOW THE RESPONDENT TO ANSWER 'YES' OR 'NO'. TO SELECT MORE THAN ONE CATEGORY, PRESS THE SPACE BAR BETWEEN EACH CATEGORY YOU SELECT.

ONLY READ CATEGORY 9 IF THE RESPONDENT DOES NOT SELECT ANY OTHERS, OR IF THE RESPONDENT SEEMS UNCERTAIN ABOUT THE CORRECT REFERENCE PERIOD. OTHERWISE, YOU DO NOT NEED TO READ OPTION 9.

       1   Home…?

2   Work…?
3   School…?
4   A friend's house…?
5   A public library, community center, or some other place with free Internet access…?
6   An internet café, coffee shop, or some other place where you pay for access to the Internet…?
7   Roaming access, such as a cell phone, palm pilot, or other portable device…?
8   Some other place, or…?
9   (Or, you have not used the Internet in the past 30 days…?)
DK/REF

QI26SP   [IF ANY ENTRY IN QI26 = 8] At what other place did you use the Internet or the World Wide Web during the past 30 days?

      _____

      DK/REF

VERIFID   ENTER THE VERIFICATION ID FROM THE QUALITY CONTROL FORM FOR THIS INTERVIEW.

CASEID   ENTER THE CASE ID FOR THIS INTERVIEW. BE SURE TO INCLUDE A OR B AT THE END OF THE CASE ID.

TOALLR3I   It is important that I do my job correctly; therefore, my supervisors will be checking on my work. Would you help me by printing your home telephone number and address on this form? Then place it in the postage-paid envelope so that my supervisor can write or call you in several weeks to confirm that I did my job. As you can see, this is kept separate from your answers so they will still be completely private.

      PRESS [ENTER] TO CONTINUE.

INCENT01 [IF LANG = 1] INTERVIEWER:

      [SHOW RESPONDENT INTERVIEW PAYMENT RECEIPT FORM.] While you are completing the quality control form, I will sign this form to indicate that I have paid you the **$30** for this interview. At the bottom of this form, we have included national hotline numbers that you can call if you need to talk to someone about mental health or drug use issues.

      While you are completing the quality control form, I will be finishing some questions to show that I did the interview. [SHOW RESPONDENT INTERVIEW PAYMENT RECEIPT FORM.] I will also sign this form to indicate that I have paid you the **$30** for this interview. At the bottom of this form, we have included national hotline numbers that you can call if you need to talk to someone about mental health or drug use issues.

      INTERVIEWER:
1)   SHOW INTERVIEW PAYMENT RECEIPT FORM TO RESPONDENT.
2)   PAY RESPONDENT **$30** CASH.
3)   SIGN YOUR NAME TO DOCUMENT THAT YOU HAVE PAID THE RESPONDENT. [IF THE RESPONDENT WILL NOT ACCEPT THE CASH INCENTIVE, MARK THE APPROPRIATE BOX ON THE INTERVIEW PAYMENT RECEIPT FORM AND SIGN IT.]

Let me know when you are finished completing the form.

Thank you very much for your help.

PRESS [ENTER] TO CONTINUE.

THANKR THANK R.

BE SURE YOU HAVE YOUR SHOWCARD BOOKLET.

PRESS [ENTER] TO CONTINUE.

FIDBFINTR   FIELD INTERVIEWER DEBRIEFING QUESTIONS

FIEXIT   END OF INTERVIEW REACHED

Screening Observation Checklist

Directions: Complete **one** Screening Observation Checklist for **each** screening you observe that ends in a code 22, 25, 26, 30, 31, or 32. For each screening procedure and summary item listed below, place a mark in the "Correct," "Error," or "N/A" column. For each Error or N/A response, provide a brief description in the space just below that item. If you observe an error that does not fit any of the categories below, describe that error in item 25. You should complete this checklist in hard copy using a clipboard or hard binder while at the household observing a screening. Within 24 hours you should enter this information into the field observations web entry system.

Screening Case ID: ☐☐☐☐☐☐☐☐☐☐

Quarter: ☐ Qtr1 ☐ Qtr2 ☐ Qtr3 ☐ Qtr4

Date of Observation: ☐☐ ☐☐ ☐☐☐☐

Time Started: ☐☐ : ☐☐ ☐ AM ☐ PM (When FI first spoke to respondent)

Time Ended: ☐☐ : ☐☐ ☐ AM ☐ PM (When FI last spoke to R or began speaking about interview)

FI ID: ☐☐☐☐☐

FI Name: _____

Observer Name: _____

Observer Title:

☐ FS ☐ RS ☐ RD ☐ SS ☐ SAMHSA Staff ☐ Other

Census Region: (Choose one of the following):

☐ Northeast ☐ South ☐ Midwest ☐ West

Location (Choose one of the following):

☐ Urban ☐ Suburban ☐ Rural

Type of dwelling unit (Choose one of the following):

☐ Single family ☐ Apartment ☐ GQU ☐ College Housing

SCREENING PROCEDURES OBSERVED	Correct	Error	N/A
1. Displayed ID Badge prominently when knocking on door			
2. On iPAQ "Study Introduction" screen when reached door			
3. Used iPAQ Spanish screens only if bilingual-certified			
4. Included FI NAME in introduction			
5. Included RTI in introduction			
6. Included US PUBLIC HEALTH SERVICE in introduction			
7. Included LEAD LETTER in introduction			
8. If R didn't recall lead letter, FI offered one to R			
9. Confirmed that SR was an adult resident of SDU (FI does not need to confirm age when it is obvious SR is 18 or older)			
10. Verified that he/she was at the correct address			
11. Gave Study Description to respondent			
12. Read IPAQ "Informed Consent" screen to R			
13. Checked for missed DUs by reading the correct iPAQ screen verbatim (This screen should not be read at apartments/condos)			
14. Asked all roster questions verbatim (Record the question number of all questions not read verbatim)			
15. Recorded race based on R answer, not FI observation (If the SR refuses to answer for the householder, the FI can record an answer based on his/her observation of the race of the SR)			

SCREENING PROCEDURES OBSERVED (continued)	Correct	Error	N/A
16. Obtained all screening information directly from the SR (not by observation or a proxy)			
17. Confirmed accuracy & completeness of roster data w/ screening respondent			
18. For codes 22, 25, 26, or 30, read verification instructions verbatim			
19. For code 31 or 32, expected interview cooperation			
20. For code 31 or 32, presented project and interview information accurately			
21. For code 31 or 32, gained respondent trust/cooperation			
22. For code 31 or 32, demonstrated flexibility in scheduling interview time			
23. For code 31 or 32, left appropriate information about future interview			
24. For code 31 or 32, made attempts to begin interview right away			
25. **OTHER PROCEDURAL VIOLATION NOT NOTED ON THIS CHECKLIST:**			

SCREENING SUMMARY	Correct	Error	N/A
26. Was punctual			
27. Was organized			
28. Demonstrated a thorough knowledge of study			
29. Delivered a courteous, straightforward presentation			
30. Maintained a calm, professional, respectful demeanor			
31. Made NO biasing or inappropriate remarks			
32. Was there any respondent confusion due to something the FI said or did? If YES, describe:			
33. Was there any respondent confusion due to a procedure OR to the iPAQ Screening Program itself? If YES, describe:			
34. Would you recommend that this FI be observed again? (Answer only after the observation of this FI has been completed.) If YES, describe:			

SEGMENT MAPS AND LISTS PROCEDURES OBSERVED	Correct	Error	N/A
M1. Had segment maps readily available for reference while in the field (either in the car or located with screening and interviewing materials) NOTE: If you are unsure, wait until the END of the observation and then ask the FI if he/she has the maps.			
M2. [IF THIS IS FI'S FIRST VISIT TO THE DWELLING UNIT(S)] Used segment maps to locate sampled dwelling unit(s)			
M3. [IF THIS IS FI'S FIRST VISIT TO THE DWELLING UNIT(S)] Used the segment maps and either the printed list of SDUs or the original list of dwelling units to check for missed DUs in the interval between the SDU and the next listed dwelling unit			
M4. [IF A MISSED DU IS FOUND] Used segment map and original list of dwelling units to make sure the missed DU was not already listed			

Interviewing Observation Checklist

Directions: Complete **one** Interviewing Observation Checklist for **each** interview you observe. For each Interview Procedure and Summary item listed below, place a mark in the "Correct," "Error," or "N/A" column. For each Error or N/A response, provide a brief description in the space just below that item. If you observe an error that does not fit any of the categories below, describe that error in item 15. You should complete this checklist in hard copy using a clipboard or hard binder while at the household observing an interview. Within 24 hours you should enter this information into the field observations web entry system.

Interview Case ID:

Quarter: ☐ Qtr1　☐ Qtr2　☐ Qtr3　☐ Qtr4

Date of Observation:

Time Started ☐ AM ☐ PM (When FI first spoke to interview respondent about interview)

Time Ended ☐ AM ☐ PM (When FI last spoke to interview respondent)

FI ID:

FI Name: _____

Observer Name: _____

Observer Title:

☐ FS　　☐ RS　　☐ RD　　☐ SS　　☐ SAMHSA Staff　☐ Other

Census Region: (Choose one of the following):

☐ Northeast　☐ South　☐ Midwest　☐ West

Location (Choose one of the following):

☐ Urban　　☐ Suburban　☐ Rural

Type of dwelling unit (Choose one of the following):

☐ Single family　☐ Apartment　☐ GQU　　☐ College housing

INTERVIEWING PROCEDURES OBSERVED	Correct	Error	N/A
1. If IR was a minor, FI first obtained consent from parent or legal guardian			
2. If interview respondent was not screening respondent, explained purpose of study and visit thoroughly			
3. Handed STUDY DESCRIPTION to the respondent			
4. Read INTRO TO CAI from Showcard Booklet verbatim to the respondent			
5. Chose a private location to conduct interview			
6. Set up equipment efficiently			
7. Asked initial (front-end CAPI) questions verbatim (Record the question number of all questions not read verbatim)			
8. Completed CALENDAR accurately with respondent while reading CAI script and kept calendar where respondent could see it			
9. Read INTRO TO ACASI screen verbatim			
10. Explained HEADPHONE usage, offered headphones to R, and plugged in			
11. Kept ACASI portion private (did not read ACASI), but remained attentive			
12. Asked demographic (back-end CAPI) questions verbatim. (Record all items not read verbatim).			
13. For industry & occupation questions, listened to responses and probed appropriately			
14. Read Quality Control Form and Incentive Payment instructions verbatim			
15. **OTHER PROCEDURAL VIOLATION NOT NOTED ON THIS CHECKLIST:**			

INTERVIEWING SUMMARY	Correct	Error	N/A
16. Presented SHOWCARDS when prompted by the CAI			
17. Was punctual			
18. Was organized			
19. Demonstrated a thorough knowledge of study			
20. Kept paper forms accessible			
21. Spoke in a clear voice			
22. Maintained a pace comfortable for the R			
23. Was courteous and respectful of R and surroundings			
24. Did not divulge R's confidential info to others			
25. Made NO biasing or inappropriate remarks			

26. Was there any respondent confusion due to something the FI said or did? If YES, describe:

27. Was there any respondent confusion due to a procedure OR due to the CAI instrument itself? If YES, describe:

28. Would you recommend that this FI be observed again? (Answer only after the observation of this FI has been completed.) If YES, describe: