DELITY DATA QUALITY DATA QUALITY PROGRESS TABLE

PRIVACY STATEMENT?

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is XXXX-XXX. The time required to complete this information collection is estimated to average XX minutes per response, including the time to review instructions, search existing data resources, gather the data needed, and complete and review the information collection.

INSTRUCTIONS AND DEF

General Instructions

Fill in green cells that are at Yellow cells will be calculate Dark gray cells are not to be

Worksheet A. Study Samp

Study Phase: Key Dates: Unit:

Column A options:

Total Number Targeted for Recruiting:

Total Number Recruited But No MOU/Consent Yet:

Total Number Recruited With MOU/Consent:

> Percent of Those Recruited with MOU/Consent:

INSTRUCTIONS AND DEF

Total Number Assigned:

Current Number in Study:

INSTRUCTIONS AND DEF

Worksheet B. Family-Chile

Instrument:

Study Phase:

Key Dates: Column A options:

Age of child:

Total Number Assigned: Total Number Attempted:

Number Completed: Percentage of Attempted Completed:

Percentage of Assigned Completed:

INSTRUCTIONS AND DEF

Proportion of number completed with greater than 25 percent of items missing:

Internal consistency reliability (Cronbach's alpha):

INSTRUCTIONS AND DEF

Worksheet C. Home Visit

Instrument:

Study Phase:

Key Dates: Column A options:

Total Number Assigned:

Total Number Attempted:

Number Completed:

Percentage of Attempted Completed:

Percentage of Assigned Completed:

Proportion of number completed with greater than 25 percent of items missing:

Internal consistency reliability (Cronbach's alpha):

INITION OF TERMS

pplicable to this study.id from the information provided in the green boxes.ifiled out.

le and Design

For the study, to include recruiting the sample and the evidence-based intervention

Fill in target dates and replace with actual dates when phase is completed (MM/DD/YYYY format).

The number of participants of a given type. Parent is the primary respondent. Child is the target child. Home visitor is the number of home visitors across all participants.

All grantees should complete "Full Sample" and then complete the rows that follow based on the applicable study design. If the study design is "intervention group only," enter n.a. (for not applicable) into the cells for the number in the control/comparison group.

The planned number of participants in the full study--both treatment group to be enrolled in the home visiting model and the control or comparison group. In particular, targeted refers to the potential number of participants you may enroll in the study or intervention during the planning stage. Recruited refers to the actual number of participants contacted to enroll in the study or intervention.

Of those who are recruited (contacted to enroll in the study or intervention), the number who did not agree to participate in the study.

Of those who are recruited (contacted to enroll in the study or intervention), the number who did agree to participate in the study.

This worksheet is programmed to calculate the percentage based on the number of participants recruited with MOU/Consent divided by the total number recruited.

INITION OF TERMS

Of those recruited **and** with MOU/consent on file, the number of people who were assigned to participate in the study and to a treatment or control/comparison group. For grantees with only treatment groups, the full sample row and treatment row will be equal.

Of those assigned to a treatment/intervention or control/comparison group, the number of people who are currently participating in the study. Those who are not currently participating would be those entering the study/beginning the intervention in the future and not yet assigned to a study group OR those who withdrew from the study.

INITION OF TERMS

d Data Information

Blocks of rows are set aside for each family-child outcome instrument, separated by gray header rows naming the domain and construct. Spell out the full name of the instrument used in the local evaluation. If you did not complete a given measure but it is in your outcome evaluation plan, still name the instrument and enter "0" for the number cells that are green. If you are not collecting the construct in the evaluation, state "Not collecting" in the instrument name cell. For the CIS, instrument completion would refer to the individual forms and measures (like the ASQ) that are administered to participants.

For the outcome evaluation, the recommended data collection includes baseline, mid-point, and exit (or end of intervention) waves. A set of columns are included for "post-intervention" to accommodate some study designs. Additional waves may be added by individual grantee as needed.

Fill in target dates and replace with actual dates when phase is completed (MM/DD/YYYY format).

All grantees should complete "Full Sample" and then complete the rows that follow based on the applicable study design. If the study design is "intervention group only," enter n.a. (for not applicable) into the cells for the number in the control/comparison group.

Note age of the youngest and oldest child at the time of data collection covered in the Number Completed. Report in years, months (for example, 0, 6 for a 6-month-old; 5, 4 for a child who is 5 years and 4 months of age).

This is programmed to copy the numbers that you entered in Worksheet A.

The number of parents/children who have been contacted in this wave to complete this instrument as of this date. If not equal to the total number assigned to either a treatment/intervention group or a control/comparison group, footnote reason.

The number of parents/children who have completed this instrument as of the current date.

This is programmed to calculate the number complete divided by the total number attempted for the instrument response rate.

This is programmed to calculate the number complete divided by the total number assigned for study response rate.

INITION OF TERMS

For a given instrument, calculate the number of study participants (treatment, comparison/control) who have 25% or more of the instrument items missing. Divide by "Number Completed." For example, for parent depression using the CES-D short form with 13 items, one would determine if a study participant was missing (blank, don't know, or refuse) 4 or more items, then sum for the total number of study participants with 25% or more missing, and divide by the total number of study participants with 25% or more missing, and divide by the total number of study participants.

To be completed at the end of a study phase for the outcome evaluation data collection. Your team (programmer, evaluator) will need to calculate this with a statistical package or appropriate software and then type in the alpha into the spreadsheet. Calculate separate alphas for English and Spanish language versions of each instrument.

INITION OF TERMS

Relationship Data

Two blocks for the relationship questionnaire completed by treatment groups--one for the participant version and one for the home visitor version.

For the fidelity cross-site evaluation, to be completed every 6 months after enrollment. Additional waves may be added by individual grantee as needed.

Fill in target dates and replace with actual dates with phase is completed (MM/DD/YYYY format).

All grantees should complete "Full Sample" and then complete the rows that follow based on the applicable study design. If the study design is "intervention group only," enter n.a. (for not applicable) into the cells for the number in the control/comparison group.

This is programmed to copy the numbers that you entered in Worksheet A.

The number of parents/children who have been contacted in this wave to complete this instrument as of this date. If

The number of parents/children who have completed this instrument as of the current date.

This is programmed to calculate the number complete divided by the total number attempted for the instrument response rate.

This is programmed to calculate the number complete divided by the total number assigned for study response rate.

For a given instrument, calculate the number of study participants (treatment, comparison/control) who have 25% or more of the instrument items missing (4 or more items). One would determine if a study participant was missing (blank, don't know, or refuse) 4 or more items, then sum for the total number of study participants with 25% or more missing, and divide by the total number of study participants who completed the relationship questionnaire.

To be completed at the end of a study phase for the outcome evaluation data collection. Your team (programmer, evaluator) will need to calculate this with a statistical package or appropriate software and then type in the alpha into the spreadsheet. Calculate separate alphas for English and Spanish language versions of each instrument.

EBHV GRANTEE DATA QUALITY PROGRESS TABLE A. Study Sample and Design

Grantee: National Model(s):

Date of This Report:

Instructions: Fill in green cells that are applicable to this study. Yellow cells will be calculated from the information provided in the green boxes. Dark gray cells are **not** to be filled out.

Study Phase			Recruiting			Random Assignment	Intervention
Key Dates:	Start recruiting		Conduct random assignment	Begin implementing the intervention			
	Total Number Targeted in Recruiting	Total Number Recruited	Total Number Recruited But No MOU/Consent Yet	Total Number Recruited With MOU/Consent	Percent of Those Recruited with MOU/Consent	Total Number Assigned	Current Number in Study
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Unit=Home Visitor							
Full sample					#DIV/0!		
Treatment group					#DIV/0!		
Control/comparison group							

EBHV GRANTEE DATA QUALITY PROGRESS TABLE B. Family-Child Data Information

Grantee: National Model(s):

Date of This Report:

Instructions: Fill in green cells that are applicable to this study. Yellow cells will be calculated from the information provided in the green baxes. Dark gray cells are not to be filled out.

	Baseline/Pretest Data Collection	Midpoint (wave 2) Data Collection	Exit/End of Intervention (wave 3) Data Collection Complete	Post-Intervention (wave 4) Data Collection	Across all wav
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Grantee: National Model(s):

Date of This Report:

Family and Child Outcome Measures Study Phase Baseline Data Collection (entry) Follow-up (exit intervention) Across all waves Begin Complete Begin Complete follow-up follow-up baseline baseline data collection data collection (exit) data (exit) data collection Key Dates: Home Visitor-Participant Relationship Questionnaire (unit=home visitor) Proportion of Proportion of Percentage Percentage Percentage number completed number completed with greater than 25 percent of items END OF WAVE ONLY END OF WAVE ONLY END OF STUDY ONLY Total Total Total of of of Percentage with greater than 25 Number Number Number Attempted Assigned Internal consistency reliability Number percent of items Internal consistency reliability (Cronbach's alpha) Internal consistency reliability Number Attempted of Assigned Attempted Completed Completed Completed (Cronbach's alpha) Attempted Completed Completed Completed (Cronbach's alpha) Assigned missing missing #DIV/0! Treatment group #DIV/0! #DIV/0! #DIV/0! English: English: English: Spanish: Spanish: Spanish: Participant-Home Visitor Relationship Questionnaire (unit=parent) nortion of Proportion of D-

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Treatment group	0			#DIV/0!	#DIV/0!		English:				#DIV/0!	#DIV/0!		English:		English:	
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Instructions: Fill in green cells that are applicable to this study. Yellow cells will be calculated from the information provided in the green boxes. Dark gray cells are not to be filled out.