

**Formative Data Collection (OMB 0970-0356)**

**Measurement Development: Quality of Family-Provider  
Relationships in Early Care and Education**

*April 19, 2011*

**Instrument**

**Parent and Early Care and Education Provider Screener Interviews**

**Focus Group Screener  
Family-Provider Relationship**

**PARENTS**

**A) IF POTENTIAL PARTICIPANT CALLS IN:**

Thank you for calling us. (Eureka Facts is working with) Child Trends (who) is conducting a research study on the relationship between parents of children under the age of five and those who care for or teach their children. We'll be conducting a series of group discussions to learn from parents about what's important in these relationships. We will use this information to help look at the relationships between parents and those that care for or teach their children. We are currently recruiting parents with children under the age of five who are in child care, or attend Head Start, or preschool.

The focus groups will last approximately 2 hours. Food will be provided during the group and, as a token of our appreciation, we will give you \$50 at the end of the focus group.

In order to make sure that you are eligible to participate in the study, I need to ask you a few questions. This will take about 5 minutes. Do you have any questions before I begin?

Just in case we get disconnected, can I get the phone number that you are calling from?

(cell/landline) \_\_\_\_\_

**B) IF RETURNING A CALL:**

Hello. My name is [SCREENER'S NAME]. I'm calling from (Eureka Facts on behalf of) Child Trends. May I speak with [POTENTIAL PARTICIPANT]?

**ONCE YOU VERIFY THAT YOU ARE SPEAKING TO THE CORRECT PERSON,  
PROCEED.**

I'm calling about a research study Child Trends is conducting on the relationship between parents with children under the age of five and those who care for or teach their children. (You left a message with your name and phone number.) We'll be conducting a series of group discussions to learn from parents about what's important in these relationships. We will use this information to help us look at the relationships between parents and those who care for or teach their children. We are currently recruiting parents with children under the age of five who are receiving care.

The focus groups will last approximately 2 hours. As a token of our appreciation, we will give you \$50 at the end of the focus group.

In order to make sure that you are eligible to participate in the study, I need to ask you a few questions. This will take about 5 minutes. Do you have any questions before I begin?

\*\*\*\*\*

Before we start, I want to assure you that your participation is completely voluntary and that your responses, which will be combined with those of others, will remain confidential. If we come to a question you do not wish to answer, please let me know and we will move on to the next question.

1. Can you tell me how you learned about the study?

- Local newspaper/weekly, specify which one \_\_\_\_\_
- Flyer, specify, where \_\_\_\_\_
- Craigslist
- Program/clinic/center, specify \_\_\_\_\_
- Child Trends staff announcement
- Other, specify \_\_\_\_\_

2. What would you say was your household's income last year? Your best guess is fine.

- Less than \$15,000
- Less than \$25,000
- Less than \$35,000
- Less than \$45,000
- Less than \$55,000
- More than \$55,000 (**GO TO STOP SCREENER**)

3. How old is your (oldest) child?

- Less than 1 year old
- 1 year old
- 2 years old
- 3 years old
- 4 years old
- 5 years old
- Older than 5 years old (**GO TO STOP SCREENER**)

4. Do you have a child (under the age of five) that receives child care, attends a Head Start or preschool, or is cared for by someone other than a parent on a regular basis?

**IF NECESSARY: By regular basis we mean at least 10 hours a week, on average.**

- Yes
- No (**GO TO STOP SCREENER**)

**IF MULTIPLE CHILDREN, COLLECT TYPE OF SETTING FOR ALL CHILDREN AGE 5 OR UNDER AND USE INFO FOR TYPE MOST NEEDED.**

5. Does your child:
- Go to Head Start,  
**IF CHILD GOES TO HEAD START, ASK: Do you also teach or care for children at this Head Start?**
    - Yes (**GO TO STOP SCREENER**)
    - No (**SKIP TO QUESTION 7**)
  - Go to a preschool, (**SKIP TO QUESTION 7**)
  - Go to a child care center, (**SKIP TO QUESTION 7**)
  - Receive care in your home or the home of someone else
  - Other: please explain: \_\_\_\_\_
6. What is your relationship, if any, to the person who provides care for your child?
- Grandparent or family member (**GO TO STOP SCREENER**)
  - Friend, (**GO TO STOP SCREENER**)
  - Neighbor, (**GO TO STOP SCREENER**)
  - Other: \_\_\_\_\_
7. How many hours a week does your child receive care?
- 1-9 (**GO TO STOP SCREENER**)
  - 10-20
  - 21-40
  - 41 or more hours
8. Do you pick up or drop off your child at their care setting/school at least half of the time? Or is someone else responsible for that?
- Yes, drop off/pick up
  - Someone else is responsible (**GO TO STOP SCREENER**)
9. During an average week, how often do you communicate (face-to-face, by phone, e-mail or text) with your child's (PROVIDER)? Would you say:
- Every day
  - 2-3 times a week
  - Once a week or
  - Less often than that
10. During an average week, how often is this communication about your child? Would you say:
- Every day
  - 2-3 times a week
  - Once a week or
  - Less often than that

11. During an average week, how often is this communication about you and your life?  
Would you say:
- Every day
  - 2-3 times a week
  - Once a week
  - Less often than that
12. What language is used in the care setting your child attends?
- English only
  - English and Spanish
  - English and other: \_\_\_\_\_
  - Spanish only
  - Other: \_\_\_\_\_
13. Are you of Hispanic or Latino origin?
- Yes
  - No
14. What is your racial background? You may mark one or more.
- American Indian or Alaska Native
  - Asian
  - Black or African American
  - Native Hawaiian or Other Pacific Islander
  - White
  - Other, specify \_\_\_\_\_
15. In what country were you born?
- Born in the U.S.
  - Born elsewhere (specify \_\_\_\_\_)
16. What is the highest level of school completed or the highest degree you have received?
- Up to 8<sup>th</sup> grade
  - Some high school but no diploma
  - High school diploma or equivalent
  - Some college or Associates degree
  - Bachelor's degree or higher

**PROCEED TO FOCUS GROUP SCREENER MATRIX**

- Compare respondent's characteristics with recruitment matrix.
- If prospective participant is eligible and target numbers for characteristics have not been met, proceed and schedule for the focus group.
- If target numbers for characteristics have been met, respondent is not eligible. **GO TO STOP SCREENER.**

**IF POTENTIAL PARTICIPANT IS ELIGIBLE, SCHEDULE FOR FOCUS GROUP.**

Based on what you have told me, you are eligible for the study.

**INTERVIEWER: CHECK FOCUS GROUP SCHEDULING GRID FOR AVAILABLE TIMES.**

The focus group(s) that we have available for you to attend is(are): **specify date(s) and time(s)**

Which of these times would work best for you?

The focus group is going to be held at **[FOCUS GROUP LOCATION]**. At the end of the focus group, you will receive \$50.

Within the next day, we will be mailing/emailing you a reminder letter with the time, date, and location of your focus group, along with a map and directions. The letter/email will also include a copy of the consent form describing the study, what we will be doing, your rights as a study participant, and other important information. We request that you read the consent form before you attend the focus group. We will also review the consent form before we begin the focus group discussion and you will have an opportunity to ask any questions or raise any concerns you may have. Can I get your mailing address/email so that I can you send you this?

Street Address:

City:

State:

Zip Code:

Email:

You will also receive a reminder call or a text message, whichever one you prefer, the day before your focus group. How would you like us to remind you?

- Text
- Phone call
- Both

Is the number you provided us the best number to reach you? If not, can I have a phone number where I can reach you?

\_\_\_ Phone number confirmed  
\_\_\_ New number provided (cell/landline)\_\_\_\_\_

Is there another number at which I can reach you?

Secondary phone number (cell/landline)\_\_\_\_\_

**IF APPROPRIATE:** Can I also get your e-mail address?

\_\_\_\_\_

Thank you for agreeing to participate in this important study. We look forward to meeting you on **[DATE]** at **[TIME]**. Again, the focus group will take place at **[FOCUS GROUP LOCATION]**. Please ask for **[MODERATOR NAME(S)]**. The day before the focus group you will also receive a reminder call from us. If you have any questions before then, please feel free to call us toll-free at 1-XXX-XXX-XXXX or Child Trends at 1-XXX-XXX-XXXX.

**IF NOT SURE WHETHER TO SCHEDULE POTENTIAL PARTICIPANT FOR FOCUS GROUP:**

I need to talk with my supervisor and review our interview calendar.

Could I have a phone number where I can reach you? \_\_\_\_\_

Thank you. You should hear back from me in a day or so.

**STOP SCREENER:**

**Thank you.** Unfortunately, you are not eligible to participate in our study. I'd like to thank you for your interest and time. If you are interested, we can keep your information and contact you if one of the focus group participants cancels.





**Focus Group Screener  
Family-Provider Relationship**

**PROVIDERS**

**A) IF POTENTIAL PARTICIPANT CALLS IN:**

Thank you for calling us. (Eureka Facts is working with) Child Trends (who) is conducting a research study on the relationship between parents and those who care for and teach their children under the age of five as well as family service workers. We will be conducting a series of focus group discussions to learn from providers and teachers what is important in these relationships. We will use this information to help us look at the relationships between parents and those that care for and teach their children. We are currently recruiting people who provide care for young children.

The focus groups will last approximately 2 hours. As a token of our appreciation, we will give you \$50 at the end of the focus group and food will be provided during the group.

In order to make sure that you are eligible to participate in the study, I need to ask you a few questions. This will take about 5 minutes. Do you have any questions before I begin?

Just in case we get disconnected, can I get the phone number that you are calling from?

(cell/landline)\_\_\_\_\_

**B) IF RETURNING A CALL:**

Hello. My name is [SCREENER'S NAME]. I'm calling from (Eureka Facts on behalf of) Child Trends. May I speak with [POTENTIAL PARTICIPANT]?

**ONCE YOU VERIFY THAT YOU ARE SPEAKING TO THE CORRECT PERSON, PROCEED.**

(Eureka Facts is working with) Child Trends (who) is conducting a research study on the relationship between parents and those who care for and teach their young children as well as family service workers. We will be conducting a series of focus group discussions to learn from providers and teachers what is important in these relationships. We will use this information to help us look at the relationships between parents and those that care for and teach their children. We are currently recruiting people who provide care for young children.

The focus groups will last approximately 2 hours. As a token of our appreciation, we will give you \$50 at the end of the focus group.

In order to make sure that you are eligible to participate in the study, I need to ask you a few questions. This will take about 5 minutes. Do you have any questions before I begin?

\*\*\*\*\*

Before we start, I want to assure you that your participation is completely voluntary and that your responses, which will be combined with those of others, will remain confidential. If we come to a question you do not wish to answer, please let me know and we will move on to the next question.

1. Can you tell me how you learned about the study?

- Local newspaper/weekly, specify which one \_\_\_\_\_
- Flyer, specify where \_\_\_\_\_
- Craigslist
- Program/clinic/center, specify \_\_\_\_\_
- Child Trends staff announcement
- Other, specify \_\_\_\_\_

2. Do you:

- Teach or care for children at a preschool, Head Start center, or child care center (**GO TO QUESTION 3**)
- Are you a Family Service Worker or work directly with families at a Head Start? (**GO TO QUESTION 3**)
- Help care for your grandchildren on a regular basis while their parent is at work or school (**GO TO STOP SCREENER**)
- Care for two or more children out of your own home or the home of someone else (**SKIP TO QUESTION 4**)
- Help care for the child(ren) of a relative, friend, or neighbor (while their parent is at work or school) (**GO TO STOP SCREENER**)
- None of the above (**GO TO STOP SCREENER**)

**(INTERVIEWER: REGULAR BASIS IS TEN OR MORE HOURS)**

3. Is it:

- A Head Start  
**IF HEAD START, ASK:** Do you have a child of your own who attends this Head Start program?
  - Yes (**GO TO STOP SCREENER**)
  - No (**SKIP TO QUESTION 5**)
- A Pre-school (**SKIP TO QUESTION 5**)
- A Child care center (**SKIP TO QUESTION 5**)
- Other: please explain: \_\_\_\_\_

4. Did you have a relationship with any of the children or their families before you started to care for them? If so, what was your relationship?

- Related/family member
- Neighbor
- Friend
- Some other relationship \_\_\_\_\_

**INTERVIEWER: IF RESPONDENT HAS A PRIOR RELATIONSHIP WITH ALL CHILDREN THEY ARE CARING FOR THEN THEY SHOULD BE CONSIDERED FNN AND GO TO STOP SCREENER**

5. How old is/are the child/children you (care for/teach/of the families you work with)?
- 0-2 years old
  - 3-5 years old
  - 6 and older (**GO TO STOP SCREENER**)
6. How many hours a week do you provide care for this child/these children/work with families?
- 1-9 (**GO TO STOP SCREENER**)
  - 10-20
  - 21-40
  - More than 40
7. What is your job title or role at the place where you provide care/work with families?
- 
8. How long have you been (providing care to/teaching children/working with the families of these children)?
- Less than a year
  - 1-3 years
  - 3-5 years
  - More than 5 years
9. What would you say the income is for most of the families you serve? Your best guess is fine.
- Less than \$15,000
  - Less than \$25,000
  - Less than \$35,000
  - Less than \$45,000
  - Less than \$55,000
  - More than \$55,000
10. Now, I'd like to ask you a few questions about your interactions with the parents/families of the children you care for. During an average week, how many of the parents (of the children you care for/teach/work with) do you communicate with (face-to-face, by phone, e-mail or text)?  
Would you say ...
- All or almost all
  - Most
  - Half
  - Some
  - or a few or none.
11. During an average week, how many of the parents (of the children you care for/teach/work with) do you communicate with (face-to-face, by phone, e-mail or text) about the child?
- All or almost all
  - Most
  - Half
  - Some
  - or a few or none.

12. During an average week, how many of the parents of the children (you care for/teach/work with) do you communicate with about what is going on with the parent or the family's life?
- All or almost all
  - Most
  - Half
  - Some
  - Or few or none
13. How many children/families do you provide care for/work with?
- 1
  - 2-5
  - 5-10
  - More than 10

**OKAY, NOW I HAVE SOME QUESTIONS ABOUT YOU**

14. Are you of Hispanic or Latino origin?
- Yes
  - No
15. What is your racial background? Mark one or more.
- American Indian or Alaska Native
  - Asian
  - Black or African American
  - Native Hawaiian or Other Pacific Islander
  - White
  - Other, specify \_\_\_\_\_
16. In what country were you born?
- Born in the U.S.
  - Born elsewhere (specify \_\_\_\_\_)
17. What is the highest level of school completed or the highest degree you have received?
- Up to 8<sup>th</sup> grade
  - Some high school but no diploma
  - High school diploma or equivalent
  - Some college or associates degree
  - Bachelor's degree or higher
18. What language do you use in the care setting?
- English only
  - English and Spanish
  - English and other: \_\_\_\_\_
  - Spanish only
  - Other: \_\_\_\_\_



**PROCEED TO FOCUS GROUP SCREENER MATRIX**

- Compare respondent’s characteristics with recruitment matrix.
- If prospective participant is eligible and target numbers for characteristics have not been met, proceed and schedule for the focus group.
- If target numbers for characteristics have been met, respondent is not eligible. **GO TO STOP SCREENER.**

**IF POTENTIAL PARTICIPANT IS ELIGIBLE, SCHEDULE FOR FOCUS GROUP.**

Based on what you have told me, you are eligible for the study.

**INTERVIEWER: CHECK FOCUS GROUP SCHEDULING GRID FOR AVAILABLE TIMES.**

The focus group(s) that we have available for you to attend is(are): **specify date(s) and time(s)**

Which of these times would work best for you?

The focus group is going to be held at **[FOCUS GROUP LOCATION]**. At the end of the focus group, you will receive \$50.

Within the next day, we will be mailing/emailing you a reminder letter with the time, date, and location of your focus group, along with a map and directions. The letter/email will also include a copy of the consent form describing the study, what we will be doing, your rights as a study participant, and other important information. We request that you read the consent form before you attend the focus group. We will also review the consent form before we begin the focus group discussion and you will have an opportunity to ask any questions or raise any concerns you may have. Can I get your mailing address/email so that I can send you this?

Street Address:

City:

State:

Zip Code:

Email:

You will also receive a reminder call or a text message, whichever one you prefer, the day before your focus group. How would you like us to remind you?

- Text or
- Phone call
- Both

Is the number you provided us the best number to reach you? If not, can I have a phone number where I can reach you?

\_\_\_ Phone number confirmed  
\_\_\_ New number provided (cell/landline)\_\_\_\_\_

Is there another number at which I can reach you?

Secondary phone number (cell/landline) \_\_\_\_\_

**IF APPROPRIATE:** Can I also get your e-mail address?

\_\_\_\_\_

Thank you for agreeing to participate in this important study. We look forward to meeting you on **[DATE]** at **[TIME]**. Again, the focus group will take place at **[FOCUS GROUP LOCATION]**. Please ask for **[MODERATOR NAME(S)]**. The day before the focus group you will also receive a reminder call from us. If you have any questions before then, please feel free to call us toll-free at 1-XXX-XXX-XXXX or Child Trends at 1-XXX-XXX-XXXX.

**IF NOT SURE WHETHER TO SCHEDULE POTENTIAL PARTICIPANT FOR FOCUS GROUP:**

I need to talk with my supervisor and review our interview calendar.

Could I have a phone number where I can reach you? \_\_\_\_\_

Thank you. You should hear back from me in a day or so.

**STOP SCREENER:**

**Thank you.** Unfortunately, you are not eligible to participate in our study. I'd like to thank you for your interest and time. If you are interested, we can keep your information and contact you if one of the focus group participants cancels.