

MEMORANDUM

TO: Shelly Wilkie Martinez, OMB
FROM: Andy Zukerberg, NCES
SUBJECT: National Household Education Survey (NHES 2011/2012) Field Test Survey Revision Change Request (OMB# 1850-0768 v.8)
DATE: November 22, 2010
THROUGH: Kashka Kubzdela, NCES

This submission requests Office of Management of Budget’s (OMB) approval for minor changes done to the NHES 2011-12 survey that was approved by OMB on October 26, 2010 (OMB# 1850-0768 v.7). When the approved survey files were being formatted and converted into printer ready files, the changes outlined below were necessitated by operational issues or were done to make different versions of the same form consistent. The proposed changes are non-substantive and do not affect the estimated burden on respondents that was listed in the approved field test clearance package (OMB# 1850-0768 v.7).

Proposed Changes to the NHES 2011/12 Survey

1. ECPP Alternate

QUESTION #	OMB Version	FINAL Version	Reason
Section 5, Q75,B	An orthopedic impairment	An intellectual disability	Bring order and grammar of items in line with past studies
Section 5, Q75 B	An orthopedic impairment	Same wording, relocated from item g to b in Q75	
Section 5, Q75,G	Intellectual disabilities	An orthopedic impairment	
Section 5, Q75 G	Intellectual disabilities	An intellectual disability (Relocated from item g to item b)	
Section 5, Q75,K	Developmental delays	A Developmental delay	
Section 5, Q75,M	Another health impairment lasting 6 months or more	Due to change shown below this is now Q75 M, formerly was Q75 N	Item was modified and split out in response to recent recommendation from OSER (special Ed office)
Section 5, Q76	Infant or toddler under 3 years old is “at-risk” for substantial development delay Formerly Q75 M	(If child is under 3 years old) Has a health, education, or early intervention professional told you this child is “at-risk” for a substantial developmental delay?	

Section 5, Q77	Did you mark <u>yes</u> to any condition in question 75?	Did you mark yes to any condition in question 75 or question 76?	Formatting consistency
Section 5, Q82 C	The service provider's or school's ability to accommodate the child's special needs?	The service provider's or school's ability to accommodate this child's special needs?	Wording consistency
Section 5, Q82 D	The service provider's or school's commitment to help your child learn?	The service provider's or school's commitment to help this child learn?	Wording consistency

As a result of moving item 75m into its own item all subsequent item numbers increased by 1.

2. ECPP Main

QUESTION	OMB Version	FINAL Version	Reason
Section 2, Q52		Added response option: Have not tried to find care - GO TO question 54	Needed to make item mutually exclusive

3. Engaging screener with name

QUESTION #	OMB Version	FINAL Version	Reason
On commonly asked questions, Q	It should take 8 minutes	It should takes 5 minutes	Makes burden statement consistent with burden estimate in OMB part A

4. Engaging screener without name

QUESTION #	OMB Version	FINAL Version	Reason
On commonly asked questions, Q	It should take 8 minutes	It should takes 5 minutes	Makes burden statement consistent with burden estimate in OMB part A

5. Cover Letters

Letter	OMB Version	FINAL Version	Reason
<ul style="list-style-type: none"> Screenout screener 3 	No bullet notes	<ul style="list-style-type: none"> If your household does not include anyone age 20 or younger, answer the first question and return the form in the envelope that is provided. The brief questionnaire enclosed will help us find households with children and youths. This information is used to later ask those households about their educational experiences 	Bullets needed to differentiate screenout from engaging (maintains consistency with earlier letters)
<ul style="list-style-type: none"> Engaging 3 	No bullet notes	<ul style="list-style-type: none"> It should only take about 5 minutes or less to fill out this survey. 	
<ul style="list-style-type: none"> Screener Postcard 	<p>1st paragraph -- The National Household Education Survey</p> <p>3rd paragraph - If you have any questions, feel free...</p>	<p>1st paragraph - a study</p> <p>3rd paragraph - If you have any questions or need a questionnaire in a different language mailed to you, feel free...</p>	We decided to switch from the closed postcard used in 2009 to an open face postcard. For confidentiality reasons we do not want the name of the survey on the postcard.
<ul style="list-style-type: none"> Topical Postcard 	<p>1st paragraph -- The National Household Education Survey</p> <p>3rd paragraph - If you have any questions, feel free...</p>	<p>1st paragraph - a study</p> <p>3rd paragraph - If you have any questions or need a questionnaire in a different language mailed to you, feel free...</p>	

1 st Nonresponse follow up topical			
• ECPP	4 th paragraph ... final step is not underlined	4 th paragraph ... final step is underlined	Consistent emphasis
2 nd Nonresponse follow-up topical			
• ECPP	1 st paragraph I had written 4 th paragraph ... final step is not underline	1 st paragraph.... I wrote to you 4 th paragraph ... final step is underline	Consistency between letters
• PFI	4 th paragraph ... final step is not underlined	4 th paragraph ... final step is underlined	Consistent emphasis
3 rd Non response follow up topical			
• ECPP and PFI	We have mailed this third replacement questionnaire using rush delivery because of the importance of <u>your</u> response.	Deleted text indicating that letter was sent using "rush delivery"	Topical mailing experiment means that not all 3 rd mailing will use rush delivery.