

**APPENDIX X**  
**INITIAL VISIT SCRIPT REVISED PER COGNITIVE TESTS**



## SCRIPT FOR INITIAL VISIT

START COMPUTER	<p>I am going to let my computer startup while we cover some preliminary items.</p> <p>First I'd like to review the consent form with you. Then, I'll ask you to read and sign the form to show that that you agree to take part in the study.</p>
<b>CONSENT FORM</b>  POINT TO EACH SECTION AS YOU READ SCRIPT	<ul style="list-style-type: none"> <li>• The top of the form explains the <b>sponsor</b> and <b>purpose of the study</b>.</li> <li>• <b>Procedures to follow</b> explains what we will ask you to do for the study. <b>READ SECTION.</b></li> <li>• <b>Incentives for participation</b> explains the incentives that your household will receive. <b>READ SECTION.</b></li> <li>• The back page explains that <b>participation is voluntary</b>, there are <b>no discomforts or risk</b> from participation, and you can choose to <b>terminate or withdraw</b> from the study at any time. <b>READ TERMINATION SECTION 2ND SENTENCE.</b></li> <li>• The <b>statement of confidentiality</b> explains that all information that you provide will be kept private and will be used only for statistical purposes. <b>READ 2ND SENTENCE.</b> The box explains that if we release your name or other information that identifies you, we could be subject to a jail term or fines.</li> <li>• <b>Use of administrative data</b> explains that we may obtain information about you from State agencies that run food assistance programs. You do not need to agree to this to take part in the study. If you agree, you should initial here. <b>POINT TO USE OF ADMINISTRATIVE DATA AND READ 1ST SENTENCE.</b></li> </ul> <p>Take some time and read through the form. Please tell me if you would like me to read all or part of this to you. If you agree to take part in the study, sign both copies. <b>POINT TO SIGNATURE LINE.</b> You keep one copy and I will take the other.</p> <p>Now I'm going to play a video that explains the purpose of the study in more detail. If you have any questions during the video, just let me know and we can pause it.</p>
START VIDEO; PAUSE AT 2:00*	
<b>COMPLETE INITIAL INTERVIEW</b>	I'm going to interview you by reading questions from the computer and entering your responses in the computer. Do you have any questions before we begin?
AFTER INITIAL INTERVIEW	The next part of the video explains what we would like you to do for the next week. We ask you to keep track of all the foods and drinks that you get. The video explains how to use this book. <b>HAND PRIMARY RESPONDENT BOOK TO RESPONDENT.</b> Use the book to follow along with the video.
PLAY VIDEO TO 7:45	

\*All video times correspond to the English version

<p><b>DAILY LIST PRACTICE</b></p>	<p>Before we practice a Daily List page, I'd like you to write your name on the book and read and sign the consent.</p> <p>Now we'll complete a practice page to see if you have any questions about the Daily List. Remember that you will use the Daily List to tell us about the <b>places</b> where you got food. Write the names of places, <u>do not</u> write the foods and drinks that you got.</p> <p>Did you get any food from any places yesterday? <b>IF NO, ASK ABOUT DAY BEFORE YESTERDAY.</b></p> <p>Use the practice page to write the places where you got food.</p> <p><b>IF R DOES NOT LIST SOMETHING IN SECTIONS A &amp; B, PROBE FOR PLACES WHERE THEY MIGHT GET FOOD TO LIST IN THOSE SECTIONS. EXPLAIN THAT THIS IS JUST AN EXAMPLE AND NOT PART OF THE STUDY WEEK.</b></p> <p><b>AFTER COMPLETING PRACTICE PAGE, USE 2 OR 3 EXAMPLES OF LOCAL PLACES AND ASK RESPONDENT WHERE THEY WOULD WRITE THAT PLACE ON THE DAILY LIST.</b></p> <p>Now I'll restart the video and we'll learn about the next section of the book.</p>
<p>PLAY VIDEO TO 13:30</p>	
<p><b>RED PAGE PRACTICE</b></p>	<p>Now let's go through an example Red Page together to see if you have any questions.</p> <p>Here is a McDonald's receipt and pictures of items purchased for two people.</p> <p><b>IF HHSIZE=1:</b> Let's pretend that you and I went to lunch and you paid for both of our lunches. Go ahead and complete the Red page. <b>RESPONDENT SHOULD LIST ALL FOODS AND DRINKS, THE TOTAL AMOUNT PAID, AND INDICATE THAT THEY BOUGHT FOOD FOR 1 PERSON NOT IN THE HOUSEHOLD.</b></p> <p><b>IF HHSIZE&gt;1:</b> Let's pretend that you and [NAME OF OTHER PERSON IN HOUSEHOLD] went to lunch together. Go ahead and complete the Red page.</p> <p>It's okay if you can't fill out everything in this practice. Do you have any questions about the Red page? <b>SHOW THE MODEL RED PAGE W/RECEIPT TO CONFIRM THAT RESPONDENT DID IT CORRECTLY OR TO SHOW THEM HOW TO IMPROVE.</b></p> <p>How would you complete the page differently if you did not have the receipt? <b>SHOW THE MODEL RED PAGE WITHOUT RECEIPT.</b></p> <p>I have two completed Red pages to show you perfect examples of completed Red pages. The next section of the video is about Blue pages.</p>
<p>PLAY VIDEO TO 23:30</p>	
<p><b>BLUE PAGE PRACTICE</b></p>	<p>Did you see any mistakes in the video? The person in the video wrote Progresso Chicken Noodle on the bottom of her Blue page. This was a mistake. She should have written "Progresso Chicken Noodle Soup" so that we know exactly what the item is.</p> <p>Now we'll do one practice Blue page all the way through, just like in the video. I brought a bag of groceries and a receipt with me so that you can practice. Let's start with the step-by-step guide across from the Blue page.</p>

<p>DON'T FORGET TO SCAN END OF TRAINING BARCODE</p>	<p><b>ALLOW RESPONDENT TO FOLLOW THE STEP-BY-STEP GUIDE ON HIS/HER OWN. OFFER ASSISTANCE AND ANSWER QUESTIONS AS NEEDED.</b></p> <p>Do you have any questions about the Blue page? <b>SHOW THE MODEL BLUE PAGE AND PROVIDE GUIDANCE ON THINGS RESPONDENT MISSED, IF APPLICABLE.</b></p> <p>I'm scanning a barcode to indicate that we have finished the training and that all the barcodes that you scan next will be items you get during the week <b>SCAN END OF TRAINING BARCODE ON CHECKLIST.</b></p> <p>If you (<b>or other household members</b>) want to practice scanning during the week just scan the practice barcode first so that we know you are practicing. <b>SHOW RESPONDENT THE PRACTICE BARCODE ON THE "HOW TO USE THE SCANNER" PAGE.</b></p> <p>Now we'll finish the video.</p>
<p>PLAY VIDEO TO END</p>	
<p>ADULT AND YOUTH BOOKS</p>	<p><b>I have Adult and Youth Books for other members of your household. Please ask all adults over age 18 to read and sign the cover of the book to show that they are willing to take part in the study. A parent or guardian should sign the Youth Book on behalf of children under age 18.</b></p>
<p><b>CALENDAR MAGNET</b></p> <p><u>WRITE:</u></p> <p>1.DAYS OF WEEK</p> <p>2.YOUR NAME</p> <p>3.YOUR PHONE#</p> <p>4.DAY 8 APPT</p> <p>5.DATES ON BACK OF FOOD BOOK</p>	<p>I have a magnet to help you remember what happens during the week. The study lasts 7 days starting tomorrow. <b>WRITE DAYS AND YOUR CONTACT INFORMATION.</b></p> <ul style="list-style-type: none"> <li>• Tomorrow is Day 1, the first day of the study. Starting tomorrow, you (<b>and other members of your household</b>) will track the foods and drinks you get.</li> <li>• On Days 2, 5, and 7, <b>READ DAYS OF WEEK ON CALENDAR</b>, we would like you to call our toll-free number to tell us what your household has recorded in your book up to that point. These calls usually last 15 minutes, and you receive \$10 for each time you call us (a maximum of \$30 for three calls).</li> <li>• On the 8th day, I will come back to pick up all of the study materials, conduct a final interview, and give you your check and gift cards. I'd like to make an appointment now. Do you know when we can meet on <b>DAY 8?</b></li> </ul> <p>You can put this magnet on your refrigerator to remind you to call in. Do you have any questions about the schedule?</p> <p>Before we move on, I'm going to copy the days and dates from the calendar to the back page of the food book(s).</p>
<p><b>MEALS AND SNACKS FORM</b></p>	<p>Probably the easiest thing that you will do for us is to fill out the <b>Meals and Snacks Form. SHOW FORM.</b></p> <p>I'd like you to write the names of each member of your household on this form. <b>WAIT WHILE RESPONDENT WRITES NAMES IN FIRST COLUMN.</b></p> <ul style="list-style-type: none"> <li>• On this form, check the boxes to show which meals and snacks each person <i>ate</i>. This is the only form where we ask what you ate. All other forms ask about what you get, not what you eat.</li> <li>• If someone did not eat a meal, you leave that box blank. For example, if you skipped lunch on Tuesday, do not check the box for lunch on Tuesday.</li> </ul>

<p><b>MEALS AND SNACKS FORM (continued)</b></p>	<ul style="list-style-type: none"> <li>• We have some instructions here to help you use the form. <b>POINT TO INSTRUCTIONS ON BOTTOM.</b></li> </ul> <p>We explain that:</p> <ul style="list-style-type: none"> <li>○ Breakfast, lunch, and dinner are whenever you normally have them. If you eat breakfast at noon, check breakfast.</li> <li>○ For snacks, we want to know if you had <u>any</u> snack within each of three time periods. Morning is before noon, afternoon is from noon to 6 pm, evening is from 6 pm to midnight. If you have two snacks in the evening, you just check the box once.</li> </ul> <p>You should fill this out at the end of each day. You can use the magnet to put this form on your refrigerator so that you remember it.</p>									
<p><b>INCOME WORKSHEET</b></p>	<p>This is the last form that I have for you. It is a worksheet that you can fill out at any time during the week.</p> <p>When I return at the end of the week, I am going to do another interview with the computer. One of the topics is your household income. We ask households about their income in order to understand how much money households have available to spend on food.</p> <p>If you fill out this form, the final interview will go much faster. I am not going to collect this worksheet, so feel free to write notes on it as you fill it out.</p> <p>The worksheet has space to write the income of each household member. At the bottom of the page there are definitions for the types of income to include in each category.</p> <p>Do you have any questions about this worksheet? <b>ANSWER QUESTIONS.</b></p>									
<p><b>RECAP</b></p>	<p>After I leave, there are four ways to get answers to any questions that you have:</p> <ol style="list-style-type: none"> <li>1. <b>Common questions and answers</b> are located in the back of the food book. The questions are color-coded: questions about Daily List pages are in green, questions about Red pages are in red, and questions about Blue pages are in blue. General questions are in black.</li> <li>2. <b>Our toll-free telephone number</b> is at the bottom of each page in the food books, and on all other study materials.</li> <li>3. <b>My phone number</b> is on the magnet. You can call me with any questions you have during the study week.</li> <li>4. <b>The DVD</b> that I will leave with you contains the same video that we watched today. If you do not have a DVD player, you can watch the video on the study website. The website address is listed in your food book. <b>POINT TO WEBSITE ADDRESS ON INSIDE COVER OF FOOD BOOK.</b></li> </ol>									
<p><b>CHECK MATERIALS</b></p>	<p><b>HOUSEHOLD SHOULD HAVE:</b></p> <table border="0"> <tr> <td>1. FOOD BOOKS</td> <td>4. TRAINING DVD</td> <td>7. INCOME WORKSHEET</td> </tr> <tr> <td>2. SCANNER</td> <td>5. MAGNET</td> <td>8. ONE CONSENT FORM</td> </tr> <tr> <td>3. SCOTCH TAPE &amp; PENS</td> <td>6. MEALS AND SNACKS FORM</td> <td></td> </tr> </table>	1. FOOD BOOKS	4. TRAINING DVD	7. INCOME WORKSHEET	2. SCANNER	5. MAGNET	8. ONE CONSENT FORM	3. SCOTCH TAPE & PENS	6. MEALS AND SNACKS FORM	
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	<p>Okay, good luck! Remember to call the telephone center on <b>DAY 2</b> and feel free to call me anytime this week if you have questions or run into problems.</p>									