

# SAMPLE DESIGN

## 2014 vs. 2013 National Survey on Drug Use and Health Sample Designs

Similar to the 2013 National Survey on Drug Use and Health (NSDUH), the 2014 NSDUH sample design is a stratified, multi-stage area probability design. Both sample designs provide for estimates by state in all 50 states and the District of Columbia (DC). However, the allocation of sample to states differs between the two surveys. As shown in **Table 1**, the 2014 survey will have a sample designed to yield 4,560 completed interviews in California; 3,300 completed interviews each in Texas, New York, and Florida; 2,400 completed interviews each in Illinois, Pennsylvania, Ohio, and Michigan; 1,500 completed interviews each in Georgia, North Carolina, New Jersey, and Virginia; 967 completed interviews in Hawaii; and 960 completed interviews in each of the remaining 37 states and DC, for a total national target sample size of 67,507. The sample will be selected from 6,000 area segments which vary in size according to state. As shown in **Table 2**, in the 2013 NSDUH design, the sample was divided into eight “large” states and 43 “small” states (including the District of Columbia), with the large and small sample states designed to yield 3,600 and 900 respondents per state, respectively. Unlike the 2014 design, the 2013 sample was designed to yield the same number of interviews from each area segment.

**Table 1. Sample Sizes and Projected Respondents by State and Age Group, 2014 NSDUH**

State	Age 12–17	Age 18–25	Age 26–34	Age 35–49	Age 50+	Total Age 12+	State Sampling Regions (SSRs)	Segment Size	No. of Segments
Total Population	16,877	16,877	10,126	13,501	10,126	67,507	750		6,000
CA	1,140	1,140	684	912	684	4,560	36	15.833	288
TX, NY, FL	825	825	495	660	495	3,300	30	13.75	240
IL, PA, OH, MI	600	600	360	480	360	2,400	24	12.5	192
GA, NC, NJ, VA	375	375	225	300	225	1,500	15	12.5	120
HI	242	242	145	193	145	967	12	10.07	96
Remaining 37 States and DC	240	240	144	192	144	960	12	10	96

**Table 2. Sample Sizes and Projected Respondents by State and Age Group, 2013 NSDUH**

State	Age 12–17	Age 18–25	Age 26+	Total Age 12+	State Sampling Regions (SSRs)	Segment Size	No. of Segments
Total Population	22,500	22,500	22,500	67,500	900	9.375	7,200
Large Sample State (CA, TX, NY, FL, IL, PA, OH, and MI)	1,200	1,200	1,200	3,600	48	9.375	384
Small Sample State (Remaining 42 States and DC)	300	300	300	900	12	9.375	96

In addition to moving towards a proportional allocation by state, the 2014 design places more sample in the 26 or older age groups to more accurately estimate drug use and related mental health measures among the aging drug use population. For the 2014 NSDUH, each state sample will be allocated to age groups as follows: 25 percent 12 to 17, 25 percent 18 to 25, 15 percent 26 to 34, 20 percent 35 to 49, and 15 percent 50 or older. This compares to the following sample allocation established in 2013: 33.3 percent 12 to 17, 33.3 percent 18 to 25, 8.9 percent 26 to 34, 13.3 percent 35 to 49, and 11.1 percent 50 or older.

Another difference in the 2014 sample design is that the sample will be designed to yield a minimum of 200 completed interviews in Kauai County, Hawaii over a three-year period. This will allow for Kauai County to be included as a separate entity in the production of substate estimates that are produced biennially and typically based on three years of data. To achieve this goal while maintaining precision at the state level, Kauai County will be treated separately from the remainder of Hawaii for sample allocation and sample size management purposes. The annual sample in Hawaii will consist of 67 completed interviews in Kauai and 900 completed interviews in the remainder of the state, for a total of 967 completed interviews each year.

Finally, the 2014 design includes the selection of Census block groups at the second stage of selection. This additional stage of selection was included to facilitate moving to an address-based sample (ABS) design in the future, if desired. Compared to geocoding at the Census block level, geocoding accuracy improves significantly at the Census block group level in both rural and urban areas. Thus, in an ABS design, Census block groups would serve as geographic clusters in areas with sufficient mailing address coverage. The selection of Census tracts at the first stage of selection and Census block groups at the second stage has the potential to reduce sampling variance by controlling the distribution of selected areas and reducing the chance of selecting neighboring and possibly similar areas within tracts and block groups. In addition, the merging of NSDUH data to external data sources for future analysis purposes is simplified when sampled areas are contained within tract and block group boundaries to the extent possible.

**First, Second, and Third Stages of Selection: Census Tracts, Census Block Groups and Segments**

A coordinated sample for the period 2014-2017 has been selected down to the area segment level as a means of coordinating the overlap of sample areas from year to year. The “first level” of stratification within the coordinated design is states. The larger sample sizes obtained at the state level along with small area estimation (SAE) techniques or direct estimation techniques will enable the development of estimates for all states, for several demographic subgroups within each state (e.g., age group and gender), for some Core Based Statistical Areas (CBSAs), and for other small areas.

The “second level” of stratification within the coordinated design was defined as contiguous geographic areas (groups of Census tracts) within each state. Within each state, state sampling regions (SSRs) are of approximately equal size in terms of the population and allocated state sample, except in Hawaii where Kauai County is its own SSR and the remainder of the state is divided into equal-sized regions.

The design of the first stage of selection began with the construction of an area sample frame that contained one record for each census tract in the United States. If necessary, census tracts were aggregated until each tract had a minimum number of dwelling units. In California, Texas, New York, Florida, Illinois, Pennsylvania, Ohio, Michigan, Georgia, North Carolina, New Jersey, and Virginia, this minimum size requirement was 250 dwelling units in urban areas and 200 dwelling units in rural areas. In the remaining states and DC, the minimum requirement was 150 dwelling units in urban areas and 100 dwelling units in rural areas. After primary sampling units (PSUs; one or more census tracts) were formed, a sample was selected within each SSR with probabilities proportionate to a composite size measure and with minimum replacement. Additional implicit stratification was achieved by sorting the first-stage sampling units by a CBSA/SES (socioeconomic status) indicator<sup>1</sup> and by percent non-Hispanic white prior to selection.

For the second stage of selection, adjacent Census block groups were aggregated within selected PSUs as necessary to meet the minimum dwelling unit requirements (150 or 250 dwelling units in urban areas and 100 or 200 dwelling units in rural areas, according to state). After the resulting secondary sampling units (SSUs; one or more census block groups) were formed, one SSU was selected per sampled PSU with probability proportionate to a composite size measure.

For the third stage of sampling for the coordinated sample, each of the selected Census block groups was partitioned into clusters of dwelling units by aggregating adjacent Census blocks. Consistent with the terminology used in previous surveys, these geographic clusters of blocks are referred to as *segments*. Segments were formed so that they contain the same minimum number of dwelling units as the PSU (i.e., Census tracts) and SSU (i.e., Census block groups) to which they belong. That is, area segments contain at least 150 or 250 dwelling units in urban areas and 100 or 200 dwelling units in rural areas according to state. Segments were constructed using

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<sup>1</sup> Four categories are defined as: (1) CBSA/low SES, (2) CBSA /high SES, (3) Non-CBSA /low SES, and (4) Non-CBSA /high SES.

2010 Decennial Census data supplemented with 2013 population projections obtained from outside sources. A sample *dwelling unit* in the survey refers to either a housing unit or a group quarters listing unit such as a dormitory room or a shelter bed.

One segment was selected within each selected Census block group with probability proportionate to a composite size measure. Segments were formed so that they will contain sufficient numbers of dwelling units to support one field test and two annual survey samples. This allows half of the segments used in any given year's main sample to be used again in the following year as a means of improving the precision of measures of annual change. This also allows for any special supplemental sample or field test that SAMHSA may wish to conduct within the same segments.

A sample of 8 segments per SSR will be used for the 2014 survey year. These 8 segments will be randomly assigned to quarters and to two panels within each quarter. The panels used in the 2014 survey will be designated as panels 1 and 2. Panel 1 segments will be used for the 2014 survey only. The panel 2 segments will be used for the 2014 survey and again in the 2015 survey, constituting the 50 percent overlap in survey samples. Dwelling units that are not selected for the 2014 survey will be eligible for selection in the panel 2 segments in 2015.

Approximately one-fourth of the final sample of respondents will be collected from each calendar quarter. This design feature will help control the influence of seasonal variation on drug use prevalence estimates and other important survey outcome measures of interest.

#### **Fourth Stage of Selection: Listed Lines**

Before any sample selection within selected segments can proceed, specially trained field household listers will list all dwelling units and potential dwelling units within each selected area segment. A dwelling unit is either a housing unit for a single household or one of the eligible noninstitutional group quarters listing units that are part of the defined target population. The listings will be based primarily on observations of the area segment and may include vacant dwelling units and units that appear to be dwelling units but may actually be used for nonresidential purposes. The objective of the listing is to attain as complete a listing of eligible residential addresses as possible; any false positives for residences will be eliminated during the household screening process after the sample is selected.

The sampling frame for the fourth stage of sample selection will be the lines of listed dwelling units and potential dwelling units. After accounting for eligibility, nonresponse, and the fifth-stage sample selection procedures, it was determined that roughly 165,330 lines will need to be selected in order to obtain a sample of 67,507 responding persons distributed by state and age-group as shown in **Table 1**. While fewer persons aged 12 to 17 will be sampled for the 2014 NSDUH, this age group continues to be sampled at the highest rate relative to its population and continues to drive the number of selected lines that are needed to yield the desired sample. For this reason, the number of selected lines required for the 2014 NSDUH is substantially lower than the number of selected lines required to yield a sample of 67,500 persons in previous years.

#### **Fifth Stage of Selection: Persons**

After dwelling units are selected within each segment, an interviewer will visit each selected dwelling unit to obtain a roster of all persons residing in the dwelling unit. This roster information will be used to select 0, 1, or 2 persons for the survey. Sampling rates will be pre-set by age group and State. Roster information will be entered directly into the electronic screening instrument which will automatically implement this fifth stage of selection based on the State and age group sampling parameters.

One exciting consequence of using an electronic screening instrument in the survey is the ability to efficiently sample from all possible pairs of respondents within a dwelling unit while preserving the target sampling rates for individuals within 5 age groups (12 to 17, 18 to 25, 26 to 34, 35 to 49, and 50 or older). Using an adaptation of Brewer’s method for samples of size 2, a sample of 0, 1, or 2 persons will be selected from each dwelling unit. As a consequence, *any* two survey-eligible people within a dwelling unit will have a known chance of being selected, that is, all survey eligible pairs of people will have some nonzero chance of being selected. This feature of the design is of interest to survey researchers because for example, it will allow analysts to examine how the drug use propensity of one individual in a family will relate to the drug use propensity of another family member residing in the same dwelling unit (e.g., the relationship of drug use between a parent and child).

As illustrated in **Table 3**, at the fifth stage of selection, roughly 86,883 people will be selected from within 119,181 screened and eligible dwelling units. Assuming an 87% screening completion rate and a 78% interview completion rate, these sample sizes are sufficient to obtain the desired 67,507 person respondents.

**Table 3. Summary of 2014 Main Study Design**

<b>Statistic</b>	<b>2012 NSDUH (Actual)</b>	<b>2014 NSDUH</b>	<b>2012 Rate (Actual)</b>	<b>2014 Rate</b>
State Sampling (SS) Regions	900	750		
Segments	7,200	6,000		
Selected Lines	214,274	165,330		
Eligible Dwelling Units	178,586	136,504	0.83	0.83
Completed Screening Interviews	153,873	119,181	0.86	0.87
Selected Persons	87,656	86,883	0.57	0.73
Completed Interviews	68,309	67,507	0.78	0.78

### **Expected Precision of Survey Estimates**

The multistage, stratified 2014 survey design has been designed to achieve acceptable precision for various person subpopulations of interest. The allocation of persons per state and age group (12-17, 18-25, 26-34, 35-49, and 50 or older) was also taken as a requirement to support direct estimation in some large sample states and SAE in the remaining states. **Table 4** shows the

projected relative standard errors for selected prevalence measures. Relative standard errors based on the current design are also shown for comparison.

**Table 4. Estimated Prevalences and Relative Standard Errors for Key Measures by Demographic Domain**

Measure	Domain	Prevalence	2010 RSE	Projected RSE
Past Month Alcohol Use	12+	0.5180	0.0075	0.0067
Past Month Alcohol Use	12-20	0.2616	0.0157	0.0208
Past Month Alcohol Use	50+	0.4787	0.0169	0.0129
Past Month Alcohol Use	API,12+	0.3861	0.0523	0.0422
Past Month Alcohol Use	AIAN, 12+	0.3659	0.1016	0.0762
Past Month Alcohol Use	Pregnant, 12-44	0.1085	0.1494	0.1391
Past Month Binge Alcohol Use	18-25	0.4049	0.0122	0.0128
Past Month Binge Alcohol Use	12+	0.2308	0.0129	0.0112
Past Month Marijuana Use	12+	0.0686	0.0234	0.0206
Past Month Marijuana Use	12-17	0.0740	0.0344	0.0372
Past Month Marijuana Use	18-25	0.1853	0.0205	0.0224
Past Month Marijuana Use	50+	0.0225	0.1056	0.0816
Past Month Marijuana Use	API,12+	0.0259	0.1827	0.1439
Past Month Marijuana Use	AIAN, 12+	0.1010	0.1857	0.1370
Past Month Marijuana Use	Pregnant, 12-44	0.0309	0.1558	0.2061
Past Month Cigarette Use	12-17	0.0838	0.0309	0.0357
Past Month Cigarette Use	12+	0.2300	0.0134	0.0125
Past Month Pain Reliever Use	18-25	0.0443	0.0422	0.0473
Past Month Pain Reliever Use	12+	0.0201	0.0422	0.0368
Past Year Alcohol Disorder	12+	0.0708	0.0229	0.0200
Past Year Illicit Drug Disorder	12+	0.0282	0.0344	0.0279
Substance Use Disorder	50+	0.0376	0.0770	0.0653
Past Year Specialty Substance Use Treatment	12+	0.0102	0.0596	0.0558
Past Year SMI	18+	0.0502	0.0319	0.0261
Past Year MDE	18+	0.0683	0.0280	0.0238

Note: Prevalence estimates and RSEs are based on data from the 2010 NSDUH while the projected RSEs were determined using 2014-2017 state and age sample allocations in a variance component model.



DEPARTMENT OF HEALTH & HUMAN SERVICES

U.S. Public Health Service

Center for Behavioral Health Statistics and Quality
Rockville, MD 20857

\_\_\_\_\_, 2014

Dear Resident:

To better serve all people across the nation, the United States Public Health Service (USPHS) is conducting a national study on health-related issues. Your address was randomly chosen along with more than 200,000 others. Research Triangle Institute (RTI) is under contract to carry out this study for the USPHS. Soon, an RTI interviewer will be in your neighborhood to give you more information.

When the interviewer arrives, please ask to see his or her personal identification card. An example of the ID card is shown below. The interviewer will ask you a few questions, and then may ask one or two members of your household to complete an interview. It is possible that no one from your household will be chosen to be interviewed. You may choose not to take part in this study, but no one else can take your place. Every person who is chosen and completes the interview will receive \$30 in cash.

All the information collected is confidential and will be used only for statistical purposes. This is assured by federal law. This letter is addressed to "Resident" because your address was selected, and we do not know your name. Feel free to ask the interviewer any questions you have about the study.

Your help is very important to this study's success. Thank you for your cooperation.

Sincerely,

Handwritten signature of Joel Kennet

Joel Kennet, Ph.D.
National Study Director,
Center for Behavioral Health Statistics
and Quality

Handwritten signature of Ilona S. Johnson

Ilona S. Johnson
National Field Director, RTI
(800) 848-4079



Assigned Field Interviewer



## Interview Appointment



## Interview Appointment



## Interview Appointment



## Interview Appointment



## Interview Appointment

**Just a reminder:** I appreciate you taking time for this important study and look forward to our appointment to complete the interview. You will receive **\$30** in cash upon completion of the interview!

I have you scheduled for the following:

Day: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_

Interviewer: \_\_\_\_\_



Research Triangle Institute  
Research Triangle Park, NC 27709-2194



## Interview Appointment

**Just a reminder:** I appreciate you taking time for this important study and look forward to our appointment to complete the interview. You will receive **\$30** in cash upon completion of the interview!

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Day: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_

Interviewer: \_\_\_\_\_



Research Triangle Institute  
Research Triangle Park, NC 27709-2194





**Sorry I  
Missed You...**

**Sorry I  
Missed You...**

**Dear Resident:**

**I stopped by today to talk to you about an important research study being conducted by RTI.**

**I am sorry that I did not find you at home. I will return to talk with you in the next few days.**

**Thank you in advance for your participation.**

**Sincerely, \_\_\_\_\_**

**Date: \_\_\_\_\_ Time: \_\_\_\_\_**

**Dear Resident:**

**I stopped by today to talk to you about an important research study being conducted by RTI.**

**I am sorry that I did not find you at home. I will return to talk with you in the next few days.**

**Thank you in advance for your participation.**

**Sincerely, \_\_\_\_\_**

**Date: \_\_\_\_\_ Time: \_\_\_\_\_**



# Study Description

## U.S. Public Health Service Center for Behavioral Health Statistics and Quality

Your address is one of several in this area randomly chosen for the 2014 National Survey on Drug Use and Health. This study, sponsored by the United States Public Health Service, collects information for research and program planning by asking about:

- tobacco, alcohol, and drug use or non-use,
- knowledge and attitudes about drugs,
- mental health, and
- other health issues.

You cannot be identified through any information you give us. Your name and address will never be connected to your answers. Also, federal law requires us to keep all of your answers confidential. Any data that you provide will only be used by authorized personnel for statistical purposes according to the Confidential Information Protection and Statistical Efficiency Act of 2002.

The screening questions take just a few minutes. If anyone is chosen, the interview will take about an hour. You can refuse to answer any questions, and you can quit at any time. **Each person who is chosen and completes the interview will receive \$30 in cash.**

If you have questions about the study, call the Project Representative at 1-800-848-4079. If you have questions about your rights as a study participant, call RTI's Office of Research Protection at 1-866-214-2043 (a toll-free number). You can also visit our project website: <http://nsduhweb.rti.org/> for more information.

Thank you for your cooperation and time.

Peter Tice, Ph.D.  
Project Officer  
Center for Behavioral Health Statistics and Quality  
Substance Abuse and Mental Health Services Administration (SAMHSA)  
U.S. Public Health Service  
Department of Health and Human Services

Your confidentiality is protected by the Confidential Information Protection and Statistical Efficiency Act of 2002 (CIPSEA, PL 107-347). Any project staff or authorized data user who violates CIPSEA may be subject to a jail term of up to 5 years, a fine of up to \$250,000, or both.

## INTRODUCTION AND INFORMED CONSENT FOR INTERVIEW RESPONDENTS AGE 18+

**IF INTERVIEW RESPONDENT IS NOT SCREENING RESPONDENT,**  
INTRODUCE YOURSELF AND STUDY AS NECESSARY: Hello, I'm \_\_\_\_\_,  
and I'm working on a nationwide study sponsored by the U.S. Public Health  
Service. You should have received a letter about this study. (SHOW LEAD  
LETTER, IF NECESSARY.)

### READ THE BOXED INFORMATION BELOW BEFORE STARTING EVERY INTERVIEW

This year, we are interviewing about 70,000 people across the nation. You have been randomly chosen to take part. You will represent over 4,500 other people who are similar to you. You may choose not to take part in this study, but no one else can take your place. We will give you \$30 when you finish the interview.

### **GIVE STUDY DESCRIPTION TO R IF YOU HAVE NOT ALREADY DONE SO.**

This study asks about tobacco, alcohol, and drug use or non-use, knowledge and attitudes about drugs, mental health, and other health issues. It takes about an hour. You will answer most of the questions on the computer, so I will not see your answers. We are only interested in the combined responses from all 70,000 people, not just one person's answers. This is why we do not ask for your name and we keep your answers separate from your address. RTI may contact you by phone or mail to ask a few questions about the quality of my work. This is why we ask for your phone number and **mailing current** address at the end of the interview.

While the interview has some personal questions, federal law keeps your answers private. We hope that protecting your privacy will help you to give accurate answers. You can quit the interview at any time and you can refuse to answer any questions.

If it is all right with you, let's get started.

(Can we find a private place to complete the interview?)



## **INTRODUCTION AND INFORMED CONSENT FOR INTERVIEW RESPONDENTS AGE 12-17**

**FIRST, READ THE PARENTAL PERMISSION SCRIPT BELOW AND  
OBTAIN PERMISSION FROM THE PARENT**

Your (AGE) year-old child has been selected to be in this study. Your child's participation is voluntary. This interview asks about tobacco, alcohol, and drug use or non-use, knowledge and attitudes about drugs, mental health, and other health related issues. All of your child's answers will be confidential and used only for statistical purposes. Since your child will answer most of the questions on the computer, I will never see the answers, and you are not allowed to see them either. If it is all right with you, we'll get started.

(Can we find a private place to complete the interview?)

**THEN, READ THE BOXED INFORMATION BELOW BEFORE STARTING EVERY  
INTERVIEW WITH A 12-17 YEAR OLD**

This year, we are interviewing about 70,000 people across the nation. You have been randomly chosen to take part. You will represent over 1,000 young people in this country who are similar to you. You may choose not to take part in this study, but no one else can take your place. We will give you \$30 when you finish the interview.

### **GIVE STUDY DESCRIPTION TO R IF YOU HAVE NOT ALREADY DONE SO.**

This study asks about tobacco, alcohol, and drug use or non-use, knowledge and attitudes about drugs, mental health, and other health issues. It takes about an hour. You will answer most of the questions on the computer, so I will not see your answers. Your answers will never be seen by either your parents or your school. We are only interested in the combined responses from all 70,000 people, not just one person's answers. This is why we do not ask for your name and we keep your answers separate from your address. RTI may contact you by phone or mail to ask a few questions about the quality of my work. This is why we ask for your phone number and **mailing current** address at the end of the interview.

While the interview has some personal questions, federal law keeps your answers private. We hope that protecting your privacy will help you to give accurate answers. You can quit the interview at any time and you can refuse to answer any questions.

If it is all right with you, let's get started.



**For more information on  
NSDUH or SAMHSA, contact:**

NSDUH National Study Director  
SAMHSA, Center for Behavioral  
Health Statistics and Quality  
1 Choke Cherry Road  
Room 2-1113  
Rockville, MD 20857

**For more information on  
NSDUH or RTI, contact:**

NSDUH National Field Director  
Research Triangle Institute  
3040 Cornwallis Road  
Research Triangle Park, NC 27709  
1-800-848-4079

**Internet Users:** You may access more  
information about SAMHSA at:

<http://www.samhsa.gov>

Additional information about RTI is available at:

<http://www.rti.org>

Additional information about the National  
Survey on Drug Use and Health is available at:

<http://nsduhweb.rti.org>

V.1.13

# National Survey on Drug Use and Health

Answering Your Important Questions



## What Is the National Survey on Drug Use and Health (NSDUH)?

The National Survey on Drug Use and Health (NSDUH) is the Federal Government's primary source of national data on the use of alcohol, tobacco, and illicit substances. The survey also contains questions on health, illegal behaviors, and other topics associated with substance use. The study was initiated in 1971 and currently is conducted on an annual basis. This year approximately 70,000 individuals, 12 years old and older, will be randomly selected and asked to voluntarily participate.

The primary objectives of NSDUH are:

- to provide accurate data on the level and patterns of alcohol, tobacco, and illegal substance use and abuse;
- to track trends in the use of alcohol, tobacco, and various types of drugs;
- to assess the consequences of substance use and abuse; and
- to identify those groups at high risk for substance use and abuse.

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### Sponsored by

Substance Abuse and Mental Health  
Services Administration

U.S. Public Health Service

U.S. Department of Health  
and Human Services

## Why Should I Participate?

- NSDUH is the primary source of national data on the use of alcohol, tobacco, and illicit substances. By volunteering in this study, you are helping us gather this important information that is needed to make accurate policy decisions.
- Individual residents of selected households, who are randomly chosen and agree to participate, are given \$30 in cash at the end of the interview.
- If selected to participate, you will represent over 4,500 other United States residents. Since our sample is selected based on scientific random sampling, no other household or person can be substituted.
- By participating in this study, you will be assisting with the formation of public policy.

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### Conducted by

Research Triangle Institute  
3040 Cornwallis Road  
Research Triangle Park, NC 27709

## What is the Substance Abuse and Mental Health Services Administration (SAMHSA)?

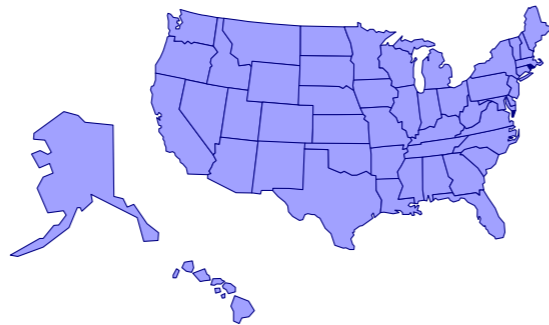
The Substance Abuse and Mental Health Services Administration (SAMHSA) is an agency of the U.S. Public Health Service in the U.S. Department of Health and Human Services (DHHS). SAMHSA provides leadership and a Federal focus for the Nation's mental health and substance abuse treatment and prevention programs. NSDUH is used to help facilitate this mission by monitoring the nature and extent of substance use in the United States, as well as the consequences of this use.

## How Does the Government Conduct the Study?

Under a competitive bidding process, SAMHSA selects a survey research organization to administer NSDUH. Currently, Research Triangle Institute (RTI) is under contract to conduct NSDUH through 2013. RTI, which is located in Research Triangle Park, North Carolina, and closely associated with the University of North Carolina, Duke University, and North Carolina State University, is a large, experienced research organization that has conducted NSDUH since 1988.

## How Was I Selected?

A scientific random sample of households is selected throughout the United States. Once selected, no other residence can be substituted for any reason. A professional RTI interviewer makes a personal visit to each household to ask several initial questions. One or possibly two residents of your household may be asked to voluntarily participate in the survey. If you are selected, no other person can be substituted. Since the survey is based on a random sample, you will represent over 4,500 other United States residents.



## How Will the Data Be Used?

Government agencies, private organizations, individual researchers, and the public at large use the data for a number of purposes. For example, the U.S. Public Health Service and state health agencies use data from NSDUH to estimate the need for drug treatment facilities. Other federal, state, and local agencies use the information to support their drug use prevention programs and to monitor drug control strategies.

## What if I Do Not Smoke, Drink or Use Illegal Drugs?

In order to know the percentage of people who do use these substances, we also have to know how many people do not. Therefore, the responses of people who do not use drugs are just as important as those of people who do. You do not need to know anything about drugs to answer the questions. In addition, we ask a number of health-related questions that are relevant for all people.

## How Is the Study Administered?

NSDUH data are collected in the privacy of the participant's home. A professional RTI interviewer personally visits each selected household to administer the NSDUH questionnaire using a laptop computer. For some items, the interviewer reads questions and enters the responses into the computer; however, the participant privately enters most responses directly into the computer. The survey takes about an hour to complete.



## What Happens to My Information?

Each computerized interview data file—which is identified only by a code number—is electronically transmitted to RTI on the same day the interview is conducted. The answers then are combined with all other participants' answers, and are coded, totaled, and turned into statistics for analysis. As a quality-control measure, you may receive a telephone call or a letter from RTI to verify that the interviewer did complete the survey with you.

**CONFIDENTIAL**

## Will My Answers Be Kept Confidential?

Both SAMHSA and RTI are committed to assuring complete confidentiality of responses. Our interest is only in the combination of all responses nationwide—not anyone's individual answers. Your full name is never recorded or associated with your answers. The information is only used for statistical purposes and cannot be used for any other purpose. Confidentiality of all answers to questions in this survey is assured under Federal law, the Confidential Information Protection and Statistical Efficiency Act of 2002 (CIPSEA). Any project staff or authorized data user who violates CIPSEA may be subject to a jail term of up to 5 years, a fine of up to \$250,000, or both.

Unable to Contact Letters

[DATE]

Resident  
[STREET ADDRESS]  
[CITY], [STATE] [ZIP]

Dear Resident:

Recently, a Field Interviewer from Research Triangle Institute attempted to contact your household about participating in the National Survey on Drug Use and Health. So far, we have been unable to speak with anyone in your household. Your participation in this study is important—this is why we continue to try and reach you.

Some people are cautious about speaking to a stranger at the door, and that is understandable. Please know that we are not soliciting or selling anything—we have just a few general questions to ask that will take about five minutes.

It is not necessary for you to let the interviewer into your home—you can answer the questions right at your door.

After these initial questions, someone in your household may or may not be randomly selected to participate in the full interview. **If anyone is selected for the full interview, that person will receive \$30 in cash at the end of the interview as a token of appreciation for participating.**

A limited number of households were randomly selected to represent the population of the U.S. Your household cannot be replaced. If you choose not to participate, your experiences and views—as well as the thousands of people you represent—will not have a chance to be heard.

Thank you for your time. I hope you'll choose to participate in this extremely important and beneficial study.

Sincerely,

[FS NAME], Field Supervisor

P.S. Please, if you have any questions or would like to set up an appointment, telephone me toll-free at [TOLL FREE NUMBER].

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\*The National Survey on Drug Use and Health is conducted by Research Triangle Institute for the Substance Abuse and Mental Health Services Administration, an agency of the U.S. Public Health Service in the Department of Health and Human Services.  
[http://nsduhweb.rti.org] [http://www.samhsa.gov] [http://www.rti.org]

Unable to Contact Letters

[DATE]

Resident  
[STREET ADDRESS]  
[CITY], [STATE] [ZIP]

Attention: [age] year old [gender] resident

Dear Resident:

Recently, a Field Interviewer from Research Triangle Institute came to your home and asked you to participate in the National Survey on Drug Use and Health. You were not available to complete the interview at that time and have been away or unavailable each time the interviewer has returned since then. Your participation in this study is important—this is why we continue to try and reach you.

A limited number of people were randomly selected to represent the population of the U.S. You cannot be replaced. If you choose not to participate, your experiences and views—as well as the thousands of people you represent—will not be heard.

Your answers to the survey questions are combined with the answers of thousands of other people and reported only as overall numbers. To further protect your privacy, the survey is set up so that you record most of your own answers—the interviewer never sees or hears them. Also, the option to refuse to answer any question is always available.

The results of this study help state and national policymakers learn about health issues—including information on alcohol, tobacco, and drug use, non-use, and opinions—so that informed decisions about policies and programs can be made. By participating in this study, you will make a direct impact on important health-related decisions.

Your participation is critical to the success of this study, and we are happy to make a special effort to work around your schedule so that you can be included. Please feel free to call me to set up an appointment time—the interview can also be conducted at a neutral location such as a public library.

We appreciate that your time is a precious. **As a token of our appreciation, you will receive \$30 in cash at the end of the interview.**

Thank you for your time. I hope you'll choose to participate in this extremely important and beneficial study.

Sincerely,  
[FS NAME], Field Supervisor

P.S. Please, if you have any questions or would like to set up an appointment, telephone me toll-free at [TOLL FREE NUMBER].

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\*The National Household Survey on Drug Abuse is conducted by Research Triangle Institute for the Substance Abuse and Mental Health Services Administration, an agency of the U.S. Public Health Service in the Department of Health and Human Services.  
[http://nsduhweb.rti.org] [http://www.samhsa.gov] [http://www.rti.org]

# ATTENTION RESIDENTS!

The U.S. Public Health Service, a part of the Department of Health and Human Services (DHHS), is conducting a national survey on health-related issues in order to provide better future services to all segments of the population. Research Triangle Institute has been contracted to complete the work.

Some residences in this building were randomly selected for participation in this survey. A field representative, **[FIELD INTERVIEWER]**, will be at your complex:

- **[DATE]**
- **[TIMES]**
- **[LOCATION]**

The initial questions will only take a few minutes and then one or two persons from your household may be asked to participate in a voluntary interview. It is also possible that no one will be selected to participate. All data collected will be kept completely confidential. This survey is covered by the Confidential Information Protection and Statistical Efficiency section of the E-Government Act of 2002 (Public Law 107-347) which ensures that any information provided will only be used for statistical purposes and cannot be used for any other purpose.

Our field representative is registered with your local police department.

You may contact Field Supervisor **[FS NAME]** at **[FS PHONE NUMBER]** or visit <https://nsduhweb.rti.org/> on the internet to verify the legitimacy of the survey.

**Your participation is extremely important to the success of this study and we thank you in advance for your cooperation.**

Call Me Letters

[DATE]

Resident

[COMPLEX/COMMUNITY NAME]

[ADDRESS]

[CITY], [STATE] [ZIP]

Dear Resident:

Recently we sent a letter requesting your help with a national study on health-related issues conducted by Research Triangle Institute (RTI) for the U.S. Public Health Service.

A limited number of household addresses—including yours—were randomly chosen to take part in this important study. No other household or person can take your place. Information gathered from this study is used by researchers and local, state and federal health agencies in developing various medical and health-related policies and programs.

Typically, a professional RTI interviewer visits each selected residence in person. We respect the policies of [COMPLEX/COMMUNITY NAME] and appreciate your desire for privacy, so we are contacting you by mail instead. Your participation in this study is very important or we would not continue to try to reach you.

Since we cannot contact you in person, we ask you to please call our supervisor for your area, [FIRST & LAST NAMES] to set an appointment for an RTI interviewer to visit your household.

<p>Please call:</p> <p style="text-align: center;"><b>[FIRST &amp; LAST NAME]</b> <b>[PHONE NUMBER] (toll free)</b></p>
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The interviewer only needs a few minutes of your time to see if someone in your household will be chosen for an interview. Every person who **is chosen and completes the full interview will receive \$30 in cash at the end of the interview.** Any information you provide is kept completely confidential and will be used only for statistical purposes.

For more details about the study, please visit <http://nsduhweb.rti.org>.

Your call to [MR./MS. LAST NAME] is extremely important to the success of this study, and I thank you in advance for your cooperation.

Sincerely,

Ilona S. Johnson  
National Field Director

Call Me Letters

[DATE]

Resident  
[NAME OF COMPLEX/COLLEGE/UNIVERSITY]  
[ADDRESS]  
[CITY], [STATE] [ZIP]

Attention: [age and gender of respondent]

Dear Resident:

Recently, an interviewer from Research Triangle Institute (RTI) came to your [HOME /RESIDENCE HALL] and asked you to participate in the National Survey on Drug Use and Health (NSDUH)\*. **Your participation in this study is important—which is why we continue to try to reach you.**

We want to provide you with additional information about the study:

- A limited number of individuals—including you—were randomly chosen to take part. No other person can take your place in this study.
- As a token of our appreciation, you will receive \$30 in cash at the end of the interview.
- Any information you provide is kept completely confidential and will be used only for statistical purposes.
- For more details about the study, please visit <http://nsduhweb.rti.org>.

We are happy to work around your schedule so that you can be included. Please contact our supervisor for your area, [FIRST & LAST NAME], to set up an appointment.

Please call:

**[FIRST & LAST NAME]**

**[PHONE NUMBER] (toll free)**

If [MR./MS. LAST NAME] is not available when you call, please leave your phone number, address and the time you wish to be interviewed. [HE/SHE] will call you to confirm your appointment.

Thank you for your time. Your call to [MR./MS. LAST NAME] is very important to the success of this study, and I thank you in advance for your cooperation.

Sincerely,

Ilona S. Johnson  
National Field Director

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\*The National Survey on Drug Use and Health is conducted by Research Triangle Institute for the Substance Abuse and Mental Health Services Administration, an agency of the U.S. Public Health Service in the Department of Health and Human Services.

Call Me Letters

[DATE]

Resident  
[NAME OF COMPLEX]  
[ADDRESS]  
[CITY], [STATE] [ZIP]

Attention: Parent of [age and gender of respondent]

Dear Resident:

Recently, an interviewer from Research Triangle Institute (RTI) came to your home and asked your [SON/DAUGHTER] to participate in the National Survey on Drug Use and Health (NSDUH)\*. **[HIS/HER] participation in this study is important—which is why we continue to try to reach you.**

We want to provide you with additional information about the study:

- A limited number of individuals—including your [SON/DAUGHTER]—were randomly chosen to take part. No other person can take [HIS/HER] place in this study.
- As a token of our appreciation, [HE/SHE] will receive \$30 in cash at the end of the interview.
- All information provided is kept completely confidential and will be used only for statistical purposes.
- For more details about the study, please visit <http://nsduhweb.rti.org>.

We are happy to work around your family's schedule so that your [SON/DAUGHTER] can be included. Please contact our supervisor for your area, [FIRST & LAST NAME], to set up an appointment.

Please call:

**[FIRST & LAST NAME]**

**[PHONE NUMBER] (toll free)**

If [MR./MS. LAST NAME] is not available when you call, please leave your phone number, address and the time you wish to be visited for your [SON'S/DAUGHTER'S] interview. [HE/SHE] will call you to confirm the appointment.

Thank you for your time. Your call to [MR./MS. LAST NAME] is very important to the success of this study, and I thank you in advance for your cooperation.

Sincerely,

Ilona S. Johnson  
National Field Director

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\*The National Survey on Drug Use and Health is conducted by Research Triangle Institute for the Substance Abuse and Mental Health Services Administration, an agency of the U.S. Public Health Service in the Department of Health and Human Services.



Call Me Letters

[DATE]

Resident

[COMPLEX/COMMUNITY NAME]

[ADDRESS]

[CITY], [STATE] [ZIP]

Dear Resident:

Recently we sent a letter requesting your help with a national study on health-related issues conducted by Research Triangle Institute (RTI) for the U.S. Public Health Service.

A limited number of household addresses—including yours—were randomly chosen to take part in this important study. No other household or person can take your place. Information gathered from this study is used by researchers and local, state and federal health agencies in developing various medical and health-related policies and programs.

Typically, a professional RTI interviewer visits each selected residence in person. We appreciate your desire for privacy, so we are contacting you by mail instead. Your participation in this study is very important or we would not continue to try to reach you.

Since we cannot contact you in person, we ask you to please call our supervisor for your area, [FIRST & LAST NAMES] to set an appointment for an RTI interviewer to visit your household.

Please call:

**[FIRST & LAST NAME]**

**[PHONE NUMBER] (toll free)**

The interviewer only needs a few minutes of your time to see if someone in your household will be chosen for an interview. Every person who **is chosen and completes the full interview will receive \$30 in cash at the end of the interview**. Any information you provide is kept completely confidential and will be used only for statistical purposes.

For more details about the study, please visit <http://nsduhweb.rti.org>.

Your call to [MR./MS.] [LAST NAME] is extremely important to the success of this study, and I thank you in advance for your cooperation.

Sincerely,

Ilona S. Johnson  
National Field Director

Call Me Letters

[DATE]

Resident

[NAME OF RESIDENCE HALL/STUDENT APTS]

[ADDRESS]

[CITY], [STATE] [ZIP]

Dear Resident:

We need your assistance with an important national study on health-related issues conducted by Research Triangle Institute (RTI) for the U.S. Public Health Service.

A limited number of addresses—including yours—were randomly chosen to take part in this study. No other household or person can take your place. Information gathered from this study is used by researchers and local, state and federal health agencies in developing various medical and health-related policies and programs.

Typically, a professional RTI interviewer visits each selected residence in person. We respect the policies of [DORMITORY/RESIDENCE HALL NAME OR COLLEGE/UNIVERSITY NAME] and appreciate your desire for privacy, so we are contacting you by mail instead. Your participation in this study is very important or we would not continue to try to reach you.

Since we cannot contact you in person, we ask you to please call our supervisor for your area, [FIRST & LAST NAMES] to set an appointment for an RTI interviewer to visit your residence.

<p>Please call:</p> <p style="text-align: center;"><b>[FIRST &amp; LAST NAME]</b> <b>[PHONE NUMBER] (toll free)</b></p>
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The interviewer only needs a few minutes of your time to see if someone living at your residence will be chosen for an interview. Every person who **is chosen and completes the full interview will receive \$30 in cash at the end of the interview.** Any information you provide is kept completely confidential and will be used only for statistical purposes.

For more details about the study, please visit <http://nsduhweb.rti.org>.

Your call to [MR./MS.] [LAST NAME] is extremely important to the success of this study, and I thank you in advance for your cooperation.

Sincerely,

Ilona S. Johnson  
National Field Director

Call Me Letters

[DATE]

Resident  
[COMPLEX/COMMUNITY NAME]  
[ADDRESS]  
[CITY], [STATE] [ZIP]

Dear Resident:

Recently we sent a letter requesting your help with a national study on health-related issues conducted by Research Triangle Institute (RTI) for the U.S. Public Health Service.

A limited number of household addresses—including yours—were randomly chosen to take part in this important study. No other household or person can take your place. Information gathered from this study is used by researchers and local, state and federal health agencies in developing various medical and health-related policies and programs.

Typically, a professional RTI interviewer visits each selected residence in person. We have been unable to contact you in this manner, so we are contacting you by mail instead. Your participation in this study is very important or we would not continue to try to reach you.

Since we cannot contact you in person, we ask you to please call our supervisor for your area, [FIRST & LAST NAMES] to set an appointment for an RTI interviewer to visit your household.

Please call:  
**[FIRST & LAST NAME]**  
**[PHONE NUMBER] (toll free)**

The interviewer only needs a few minutes of your time to see if someone in your household will be chosen for an interview. Every person who **is chosen and completes the full interview will receive \$30 in cash at the end of the interview**. Any information you provide is kept completely confidential and will be used only for statistical purposes.

For more details about the study, please visit <http://nsduhweb.rti.org>.

Your call to [MR./MS.] [LAST NAME] is extremely important to the success of this study, and I thank you in advance for your cooperation.

Sincerely,

Ilona S. Johnson  
National Field Director

Controlled Access Letters

[DATE]

[NAME], [TITLE]  
[COLLEGE/UNIVERSITY NAME]  
[ADDRESS]  
[CITY], [STATE] [ZIP]

Dear [DR./MR./MS.] [NAME]:

Recently one of our interviewers, [FIRST & LAST NAMES], attempted to contact specific [ROOMS/RESIDENCES] on the [COLLEGE/UNIVERSITY NAME] campus that were randomly selected to participate in the National Survey on Drug Use and Health (NSDUH), a study conducted by Research Triangle Institute (RTI) for the U.S. Public Health Service. So far, [MR./MS.] [LAST NAME] has been unable to [GAIN ACCESS/GAIN FULL ACCESS] to [NAME OF RESIDENCE HALL/STUDENT APTS], and we are asking for your help.

We understand your responsibility to protect the students on campus and want to provide you with additional information about the study:

- We are not selling anything. This is not a marketing survey.
- The NSDUH provides valuable national and state-level information about important health-related issues including experiences with and opinions about the use or non-use of alcohol, drugs, and tobacco. For this reason, it is just as important that we talk to people who have not used drugs as it is that we talk to people who have.
- A limited number of [ROOMS/HOUSEHOLDS] were randomly chosen to take part. We do not have any information about the residents other than an address.
- The RTI interviewer only needs a few minutes of the residents' time to see if someone in the [ROOM/HOUSEHOLD] will be asked to participate in an interview. If selected, those completing the interview receive a cash incentive.
- All information provided is kept completely confidential and used for statistical purposes only in compliance with the Confidential Information Protection and Statistical Efficiency Act of 2002 (PL 107-347).
- For more details about the study, please visit <http://nsduhweb.rti.org>.

A current Institutional Review Board (IRB) summary package is included for your review. By helping us access the selected [ROOMS/HOUSEHOLDS] at [COLLEGE/UNIVERSITY NAME], you will make a direct contribution to this important research effort. [FIRST & LAST NAMES], our supervisor in your area, will contact you soon to address any questions, or you may call [HIM/HER] toll free at [TOLL FREE NUMBER].

Your assistance is extremely important, and I thank you in advance for your help.

Sincerely,

Ilona S. Johnson  
National Field Director

Controlled Access Letters

[DATE]

[NAME], [TITLE]

[GQU NAME]

[ADDRESS]

[CITY], [STATE] [ZIP]

Dear [MR./MS.] [LAST NAME]:

Recently one of our field interviewers, [FIRST & LAST NAME], attempted to contact specific [RESIDENCES/UNITS] within your [TYPE OF GQU] that were randomly selected to participate in a national study conducted by Research Triangle Institute (RTI) for the U.S. Public Health Service. So far, [MR./MS.] [LAST NAME] has been unable to [GAIN ACCESS/GAIN FULL ACCESS] to [GQU NAME OR ADDRESS], and we are asking for your help.

We understand your responsibility to protect your residents and want to provide you with additional information about the study:

- We are not selling anything. This is not a marketing survey.
- The National Survey on Drug Use and Health (NSDUH) provides valuable national and state-level information about important health-related issues including experiences with and opinions about the use or non-use of alcohol, drugs, and tobacco. For this reason, it is just as important that we talk to people who have not used drugs as it is that we talk to people who have.
- A limited number of addresses were randomly chosen to take part. We do not have any information about the residents other than an address.
- The RTI interviewer only needs a few minutes of the residents' time to see if someone in the [HOUSEHOLD/UNIT] will be asked to participate in an interview. If selected, those completing the interview receive a cash incentive.
- All information provided is kept completely confidential.
- For more details about the study, please visit <http://nsduhweb.rti.org>.

By helping our interviewer access the selected [RESIDENCES/UNITS] in [NAME OF GQU], **you** will make a direct contribution to this important research effort. [FIRST & LAST NAMES], our supervisor in your area, will contact you soon to address any questions, or you may call [HIM/HER] toll free at [TOLL FREE NUMBER].

Your assistance is extremely important to the success of this study, and I thank you in advance for your help.

Sincerely,

Ilona S. Johnson  
National Field Director

Controlled Access Letters

[DATE]

[FIRST NAME] [LAST NAME]  
[POSITION], [LAW ENFORCEMENT AGENCY]  
[ADDRESS]  
[CITY], [STATE] [ZIP]

Dear [TITLE/MR./MS.] [LAST NAME]:

Research Triangle Institute (RTI) will be in your area conducting a research study for the U.S. Department of Health and Human Services (DHHS) during the months of [FILL IN MONTHS OF QUARTER].

We understand your responsibility to protect the residents of [CITY/COUNTY NAME]. Since the public may ask your department about the legitimacy of this national study, we seek your cooperation in providing information about the study to staff members who may receive such inquiries.

- We are not selling anything. This is not a marketing survey.
- The National Survey on Drug Use and Health (NSDUH)<sup>1</sup> is the primary source of national and state-level data concerning alcohol, tobacco, and drug use. Information from this study is used by government agencies, policy makers, and researchers to monitor substance abuse trends, design and support prevention, treatment, and education programs.
- A limited number of household addresses are randomly selected to represent the population of the U.S. Once a household has been chosen, it cannot be replaced.
- An RTI interviewer will only visit the selected households and needs a few minutes of the residents' time to see if someone in the household will be asked to participate in an interview. If selected, those completing the interview will receive a cash incentive.
- All information provided is kept completely confidential as required by federal law.<sup>2</sup>
- For more details about the study, please visit <http://nsduhweb.rti.org>.

Thank you in advance for sharing this information with all pertinent staff in your department. Your efforts are important to the success of this study, and I thank you in advance for your help. If you have any questions, please contact our supervisor for your area, [FIRST & LAST NAME] toll free at [**TOLL FREE NUMBER**].

Sincerely,

Ilona S. Johnson  
National Field Director

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<sup>1</sup> The NSDUH is authorized by Section 505 of the Public Health Service Act (42 USC 290aa4) and is sponsored by the Substance Abuse and Mental Health Services Administration (SAMHSA), U.S. Department of Health and Human Services (OMB No. 0930-0110).

<sup>2</sup> The Confidential Information Protection and Statistical Efficiency section of the E-Government Act of 2002 (Public Law 107-347) ensures that any information residents provide will only be used for statistical purposes and cannot be used for any other purpose. Any unlawful use of these data may result in a jail term of up to 5 years, a fine of \$250,000, or both.

## Controlled Access Letters

### List of Enclosures

#### 2014 National Survey on Drug Use and Health

##### A. Lead Letter

Prior to the interviewer's arrival at a household, a "lead letter" will be mailed to the selected address briefly explaining the survey and requesting the residents' assistance. The interviewer will visit the household a few days later, refer the resident to this letter, and answer questions if necessary. If the resident has no knowledge of the lead letter, the interviewer will provide another copy. All NSDUH interviewers prominently display their ID badge, which is referenced on this letter.

##### B. Authorization Letter

Each NSDUH field interviewer will carry a personal identification letter which is provided by the Substance Abuse and Mental Health Services Administration (SAMHSA), the agency within DHHS that sponsors the study. This letter serves as documentation that SAMHSA formally authorizes the interviewer to work on the NSDUH for RTI.

##### C. Study Description

When an in-person contact is made with an adult member of a selected household and an introductory exchange is completed, the interviewer will follow consent procedures that include presenting a "Study Description" and answering any questions the respondent might have. Upon respondent permission, the interviewer will proceed to create a list of all members of the household using a hand-held computer called an iPAQ. This list includes information such as the member's age, gender, and race, but does not include names or any other personally identifying information. The iPAQ will process this roster of the household members and apply a statistical algorithm to randomly select zero, one, or two persons age 12 and older to be interviewed. The selected respondent(s) will be asked to complete an interview using a laptop computer.

##### D. Question and Answer Brochure

Entitled "Answering Your Important Questions," the NSDUH Question and Answer Brochure provides a ready reference to the study, including answers to commonly asked questions. This brochure is given to each adult interview respondent or parent or guardian of youth respondents.

##### E. Highlights from the 2012 Study

Each year SAMHSA releases results of the study, and this document highlights some of the findings from the 2012 NSDUH.

Controlled Access Letters

[DATE]

[RANK] [FULL NAME], [TITLE]  
[NAME OF BASE]  
[ADDRESS]  
[CITY], [STATE] [ZIP]

Dear [RANK/MR./MS.] [LAST NAME]:

Please be advised that [MR./MS.] [FIRST & LAST NAMES], an authorized representative of Research Triangle Institute (RTI), is collecting data for the National Survey on Drug Use and Health (NSDUH). This important research study is sponsored by the U.S. Public Health Service in the Department of Health and Human Services (OMB No. 0930-0110).

We understand and respect your responsibility to protect individuals living on [NAME OF BASE] and want to provide you with additional information about the study:

- We are not selling anything. This is not a marketing survey.
- The NSDUH provides valuable national and state-level information about important health-related issues including experiences with and opinions about the use or non-use of alcohol, drugs, and tobacco. For this reason, it is just as important that we talk to people who have not used drugs as it is that we talk to people who have.
- The RTI interviewer only needs a few minutes of the residents' time to see if any **civilian** members of the household will be asked to participate in an interview (*active-duty members of the military are not eligible for this study*). If selected, those completing the interview receive a cash incentive at the end of the interview.
- All information provided is kept completely confidential and used for statistical purposes only in compliance with the Confidential Information Protection and Statistical Efficiency Act of 2002 (PL 107-347).
- For more details about the study, please visit <http://nsduhweb.rti.org>.

An Institutional Review Board (IRB) summary package is included for your review. By helping us access the selected households on [NAME OF BASE], you will make a direct contribution to this important research effort. [FIRST & LAST NAMES], our supervisor in your area, will contact you soon to address any questions, or you may call [HIM/HER] toll free at [**TOLL FREE NUMBER**].

Your assistance is extremely important to the success of this study, and I thank you in advance for your help.

Sincerely,

Ilona S. Johnson  
National Field Director

Enclosures



Controlled Access Letters

[DATE]

[NAME], [TITLE]  
[COMPLEX/COMMUNITY NAME]  
[ADDRESS]  
[CITY], [STATE] [ZIP]

Dear [MR./MS.] [NAME]:

One of our field interviewers, [FIRST & LAST NAMES], needs to contact specific residences within [COMPLEX/COMMUNITY NAME] that were randomly selected to participate in a national study conducted by Research Triangle Institute (RTI) for the U.S. Public Health Service.

We understand your responsibility to protect your residents and want to provide you with additional information about the study:

- We are not selling anything. This is not a marketing survey.
- The National Survey on Drug Use and Health (NSDUH) provides valuable national and state-level information about important health-related issues including experiences with and opinions about the use or non-use of alcohol, drugs, and tobacco. For this reason, it is just as important that we talk to people who have not used drugs as it is that we talk to people who have.
- A limited number of household addresses were randomly chosen to take part. We do not have any information about the residents other than an address.
- The RTI interviewer only needs a few minutes of the residents' time to see if someone in the household will be asked to participate in an interview. If selected, those completing the interview receive a cash incentive.
- All information provided is kept completely confidential.
- For more details about the study, please visit <http://nsduhweb.rti.org>.

By helping our interviewer access the selected households in [NAME OF COMPLEX/COMMUNITY], **you** will make a direct contribution to this important research effort. [FIRST & LAST NAMES], our supervisor in your area, will contact you soon to address any questions, or you may call [HIM/HER] toll free at [**TOLL FREE NUMBER**].

Your assistance is extremely important to the success of this study, and I thank you in advance for your help.

Sincerely,

Ilona S. Johnson  
National Field Director, RTI

Enclosures

Controlled Access Letters

[DATE]

[NAME], [TITLE]  
[COMPLEX/COMMUNITY NAME]  
[ADDRESS]  
[CITY], [STATE] [ZIP]

Dear [MR./MS.] [NAME]:

Recently one of our field interviewers, [FIRST & LAST NAMES], attempted to contact specific residences within [COMPLEX/COMMUNITY NAME] that were randomly selected to participate in a national study conducted by Research Triangle Institute (RTI) for the U.S. Public Health Service. So far, [MR./MS.] [LAST NAME] has been unable to [GAIN ACCESS/GAIN FULL ACCESS] to [NAME OF COMPLEX/COMMUNITY], and we are asking for your help.

We understand your responsibility to protect your residents and want to provide you with additional information about the study:

- We are not selling anything. This is not a marketing survey.
- The National Survey on Drug Use and Health (NSDUH) provides valuable national and state-level information about important health-related issues including experiences with and opinions about the use or non-use of alcohol, drugs, and tobacco. For this reason, it is just as important that we talk to people who have not used drugs as it is that we talk to people who have.
- A limited number of household addresses were randomly chosen to take part. We do not have any information about the residents other than an address.
- The RTI interviewer only needs a few minutes of the residents' time to see if someone in the household will be asked to participate in an interview. If selected, those completing the interview receive a cash incentive.
- All information provided is kept completely confidential.
- For more details about the study, please visit <http://nsduhweb.rti.org>

By helping our interviewer access the selected households in [NAME OF COMPLEX/COMMUNITY], **you** will make a direct contribution to this important research effort. [FIRST & LAST NAMES], our supervisor in your area, will contact you soon to address any questions, or you may call [HIM/HER] toll free at [TOLL FREE NUMBER].

Your assistance is extremely important to the success of this study, and I thank you in advance for your help.

Sincerely,

Ilona S. Johnson  
National Field Director, RTI

Enclosures

Public Health Authorization Letter

[DATE]

[NAME], [TITLE]  
[COMPLEX/COMMUNITY NAME]  
[ADDRESS]  
[CITY], [STATE] [ZIP]

Dear [MR./MS.] [NAME]:

This letter is to confirm that Research Triangle Institute (RTI) is authorized to conduct data collection for the 2013 National Survey on Drug Use and Health (NSDUH) for the U.S. Public Health Service, a part of the Department of Health and Human Services.

The NSDUH began in 1971 and has maintained an outstanding level of participation, primarily through a rigorous commitment to respondent confidentiality as well as an increased public awareness of the effects of drug abuse. The data from this study provide information for tracking drug use in the general population and for monitoring drug control policies.

I want to assure you that this agency and RTI are committed to full compliance with all policies regarding security on your property. RTI's representative will work with you to develop a mutually agreeable procedure for contacting selected units for voluntary participation in our study.

Thank you for your assistance. If you have any questions, you may call me at (240) 276-1265 (9:00 a.m. to 5:00 p.m., ET, Monday through Friday).

Sincerely,

Joel Kennet, Ph.D.  
National Study Director  
Center for Behavioral Health Statistics and Quality

Meet Me Letter

[DATE]

Resident

[NAME OF COMPLEX/UNIVERSITY]

[STREET ADDRESS]

[CITY], [STATE] [ZIP]

Dear Resident:

We need your help with an important national study conducted by Research Triangle Institute (RTI) for the U.S. Public Health Service.

A limited number of addresses—including yours—were randomly chosen to take part in this important study. No other household or person can take your place.

Typically a professional RTI interviewer visits each selected residence in person. We respect the policies of [NAME OF COMPLEX/UNIVERSITY] so we are asking you to speak with our interviewer, who only needs a few minutes of your time to see if someone in your [HOUSEHOLD/ROOM] will be chosen for an interview. Every person who **is chosen and completes the full interview will receive \$30 in cash at the end of the interview.**

Please meet with our interviewer [FI FIRST/LAST NAME] in [MEETING PLACE]:

Please meet in [MEETING PLACE]:

- [DAY OF WEEK], [MONTH] [DATE] [TIME]

**OR**

- [DAY OF WEEK], [MONTH] [DATE] [TIME]

If you are unable to speak with [MR/MS] [LAST NAME], call [FS FIRST/LAST NAME], our supervisor for your area, at [TOLL FREE NUMBER] (toll free) to request another meeting time.

Any information you provide is kept completely confidential and used only for statistical purposes. Information gathered from this study is used by researchers and local, state and federal health agencies in developing various medical and health-related policies and programs.

For more details about the study, please visit <http://nsduhweb.rti.org>.

Your visit with [MR/MS] [FI LAST NAME] or call to [MR/MS] [FS LAST NAME] is extremely important to the success of this study, and I thank you in advance for your cooperation.

Sincerely,

Ilona S. Johnson  
National Field Director

Thank You Letter

[DATE]

[NAME], [TITLE]  
[NAME OF COMPLEX/COMMUNITY]  
[ADDRESS]  
[CITY], [STATE] [ZIP]

Dear [MR./MS.] [LAST NAME]:

On behalf of our client, the U.S. Public Health Service, a part of the Department of Health and Human Services (DHHS), I would like to express our most sincere appreciation for the assistance you recently provided our [FI/FS] [CIRCUMSTANCES] at [NAME OF COMPLEX/COMMUNITY]. It was your cooperation that made it possible for us to meet our response rate goals in this important national study. Every completed interview helps ensure that the data collected for the 2014 National Survey on Drug Use and Health (NSDUH) are statistically sound. The information generated from the 2014 NSDUH will provide the nation's policymakers with accurate data on a number of important health issues.

If you have any questions, please do not hesitate to call me during 9:00 am and 5:00 pm (Eastern Time), Monday through Friday, at 1-800-848-4079. Once again, thank you for your cooperation.

Sincerely,

Ilona S. Johnson  
National Field Director