



SURVEY INSTRUMENT

FOR COLORADO ALLIANCE FOR DRUG ENDANGERED CHILDREN

RESEARCH GOALS

- ➔ Gather feedback from DECSYS users (both law enforcement and child welfare) to assess outcomes.
 - ⇒ Capture how reliably sites are using DECSYS and why or why not.
 - ⇒ Capture whether users feel DECSYS provides a valuable service.
 - ⇒ Explore whether sites have a system in place for ongoing use – is it part of the culture? Do new employees get trained on it?
 - ⇒ Measure impacts on relationships between law enforcement and child welfare.
- ➔ Assess best practices and lessons learned.
 - ⇒ How are agencies using DECSYS – who is entering/retrieving data?
 - ⇒ Do users feel they have sufficient training to use DECSYS?
 - ⇒ Have agencies had any challenges with the logistical process of using DECSYS?
 - ⇒ Is there any additional information agencies would like to provide or receive from DECSYS?



LOGISTICS

- Online survey; include save button & progress bar features
- Sample will be provided by CODEC, including names and email addresses for all individuals with a DECSYS account. Each contact will be labeled as a law enforcement or child welfare user.
- Survey announcement (in advance of invitation) – does CODEC want to send an announcement letting users know that Corona Insights will be conducting a survey about DECSYS, responses will be confidential, etc.?
- Invitations sent via email.
- Email invites and reminders will be sent from Corona Insights. Reminder emails will only be sent to those individuals who have not completed the survey. Reminders are sent approximately 5 to 7 days after the initial email, depending on holidays and weekends. A third and final reminder will be sent 2-3 days before the close of the survey.
- Incentives: No incentives are planned at this time.
- All contacts with valid emails will be sent a survey invitation. As many responses as possible will be collected. Final response rate cannot be guaranteed. Based on similar experience, 10% is reasonable.
- Survey length is 10-12 minutes.
- Programming notes are in [RED] and research design notes are in [BLUE].

INVITATION & REMINDER EMAILS

INITIAL EMAIL INVITATION

From: Beth Mulligan

Subject: DECSYS Requests Your Input

Dear [NAME],

We are conducting a survey of DECSYS users as part of an evaluation of the Drug Endangered Children Tracking System (DECSYS), and we are asking for your participation. Your input will help guide the Colorado Alliance for Drug Endangered Children and the COPS Office in their efforts to support and improve DECSYS. We would like to hear from everyone engaged with DECSYS, even if you are not the primary person at your agency responsible for entering or retrieving information from DECSYS. Your responses will remain confidential and only aggregated results for all respondents will be provided to the Colorado Alliance for Drug Endangered Children.

This confidential survey takes only 10 to 12 minutes, and we ask that you complete it by [DATE]. To thank you for your time, the first 25 respondents to complete the survey will receive a complimentary DEC water bottle. (Enter to win at the end of the survey.)

To take the survey, please click here [AUTOLINK]. (or copy and paste the following link into your browser: [SURVEY LINK])

In case you are not logged in automatically, please use the following username and password:

Username: [USERNAME/EMAIL] (case sensitive)

Password: [4 DIGIT PIN]

Thank you in advance for your time.

Sincerely,

Beth Mulligan, *Principal*, Corona Insights

If you have any difficulty in accessing this survey, please contact Beth@CoronaInsights.com or at (303)894-8246.



Corona Insights, a Denver-based market research firm, was retained by the Colorado Alliance for Drug Endangered Children (CODEC) to conduct this survey. Your responses will be sent securely to Corona Insights for review. Corona Insights received your contact information from CODEC for the specific purpose of this survey. Your contact information will not be used for any other purpose by Corona Insights, nor will be sold or otherwise distributed. CODEC and Corona Insights respect your privacy. To view our privacy policy please visit: <http://coronainsights.com/research-privacy-policy/>. If you have additional questions or concerns about this survey or would like to verify its authenticity, please contact Name with the CLIENT at (xxx) xxx-xxxx.

To unsubscribe from future reminders for this survey, please click here [\[LINK\]](#).

FOLLOW-UP EMAIL REMINDER

From: Beth Mulligan

Subject: Provide feedback on DECSYS

Dear [\[NAME\]](#),

We recently asked if you had a few minutes to provide input on the Drug Endangered Children Tracking System (DECSYS). We know you are busy, but we really value your input, which will help the Colorado Alliance for Drug Endangered Children (CODEC) and the COPS Office to evaluate DECSYS. We would like to hear from everyone engaged with DECSYS, even if you are not the primary person at your agency responsible for entering or retrieving information from DECSYS. Your responses will remain confidential and only aggregated results for all respondents will be provided to CODEC.

This confidential survey takes only 10 to 12 minutes, and we ask that you complete it by [\[DATE\]](#). To thank you for your time, the first 25 respondents to complete the survey will receive a complimentary DEC water bottle. (Enter to win at the end of the survey.)

To take the survey, please click here [\[AUTOLINK\]](#). (or copy and paste the following link into your browser: [\[SURVEY LINK\]](#))

In case you are not logged in automatically, please use the following username and password:

Username: [\[USERNAME/EMAIL\]](#) (case sensitive)

Password: [\[4 DIGIT PIN\]](#)

Thank you in advance for your time.



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To unsubscribe from future reminders for this survey, please click here [\[LINK\]](#).

SURVEY INSTRUMENT

INTRODUCTION

Thank you for providing input on the Drug Endangered Children Tracking System (DECSYS). Your input will help guide the Colorado Alliance for Drug Endangered Children and the COPS Office in their efforts to support and improve DECSYS.

Your responses will remain confidential and only aggregated results for all respondents will be provided to the Colorado Alliance for Drug Endangered Children.

This confidential survey takes about 10 to 12 minutes. Please click next to begin.

If you have any difficulty with this survey, please contact Beth@CoronaInsights.com or at (303) 894-8246.

QUESTIONS FOR ALL DECSYS USERS

**Please note, section headers are for organization only and will not appear in the online survey.*

1. What type of organization are you with?
 - a. Law enforcement

b. Child welfare / Child protective services

2. **[If law enforcement]** What type of agency are you with? *Check all that apply.*

- a. State Police Department
- b. County Sherriff's Department
- c. City Police Department
- d. Tribal Law Enforcement
- e. Drug Task Force
- f. Other _____

3. **[If law enforcement]** Which of the following best describes your position?

- a. Law enforcement supervisor
- b. Law enforcement officer
- c. Administrative personnel
- d. Other _____

4. **[If child welfare]** Which of the following best describes your position?

- a. Supervisor or manager
- b. Social worker / Case worker
- c. Screening
- d. Other _____

5. Have you ever personally entered or retrieved data from DECSYS?

- a. Yes
- b. No

6. **[If Yes]** How often do you personally enter or retrieve data from DECSYS?

- a. Every day
- b. Several times a week
- c. Once per week

- d. At least once per month, but less than once per week
- e. Less than once per month

7. **[If No]** Why have you not used DECSYS yet? *Check all that apply.*

- a. Have not had anything to enter
- b. Someone else in my agency handles my DECSYS needs
- c. It feels redundant or unnecessary
- d. Other _____

8. Does your agency have a system in place for teaching new employees about DECSYS?

- a. Yes
- b. No
- c. Not sure / Don't know

Please indicate your level of agreement or disagreement for each of the following statements. **[Randomize statements]**

	Strongly Agree	Somewhat Agree	Neither Agree nor Disagree	Somewhat Disagree	Strongly Disagree	N/A
9. DECSYS is easy to use.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
10. DECSYS provides a valuable service.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
11. I received sufficient training on how to use DECSYS.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
12. I would like more training on how to use	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

DECSYS.						
13. DECSYS helps identify drug endangered children.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
14. Using DECSYS gives me peace of mind.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
15. DECSYS creates more work for me.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
16. Using DECSYS is a burden for me.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

QUESTIONS FOR LAW ENFORCEMENT USERS

Please indicate your level of agreement or disagreement for each of the following statements. **[Randomize statements]**

	Strongly Agree	Somewhat Agree	Neither Agree nor Disagree	Somewhat Disagree	Strongly Disagree	N/A
17. DECSYS supports my communication with Child Welfare.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
18. Using DECSYS has made me more aware of drug endangered	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

children.						
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19. Since you began using DECSYS, has your direct communication with child welfare workers (via phone, email, or in-person visits) ...

- a. Increased
- b. Remained the same
- c. Decreased
- d. Not sure / Don't know

20. Since you began using DECSYS, has the number of cases you share information with child welfare about (considering sharing through DECSYS as well as direct communication) ...

- a. Increased
- b. Remained the same
- c. Decreased
- d. Not sure / Don't know

21. Since you began using DECSYS, has the quality of your relationships with child welfare workers ...

- a. Improved
- b. Remained the same
- c. Declined
- d. Not sure / Don't know

22. Is there any additional information that you would like DECSYS to capture from you to provide to child welfare?

23. Is the feedback you receive about the status of the case from child welfare sufficient?

- a. Yes
- b. No

24.**[If No]** What additional feedback would you like to receive?

25.In an ideal world, is there any additional information you would like DECSYS to provide to you from child welfare, recognizing that it may not be possible to provide certain information because of legal constraints or other technical limitations?

26.Do you see any other ways that DECSYS could be useful to you that are not currently part of the system?

27.Have you had any challenges with the logistical process of using DECSYS?

a. Yes

b. No

28.**[If Yes]** Please describe. _____

QUESTIONS FOR CHILD WELFARE USERS

29.Please indicate your level of agreement or disagreement for each of the following statements. **[Randomize statements]**

	Strongly Agree	Somewhat Agree	Neither Agree nor Disagree	Somewhat Disagree	Strongly Disagree	N/A
30. DECSYS supports my communication with Law Enforcement.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
31. I get more information from Law Enforcement than I got	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

before using DECSYS.						
32. DECSYS helps me do my job.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

33. Does DECSYS provide all of the information you need about drug arrests from law enforcement?

- a. Yes
- b. No

34. [If No] What additional information would you like DECSYS to provide to you?

35. Since you began using DECSYS, has your direct communication with law enforcement personnel (via phone, email, or in-person visits) ...

- a. Increased
- b. Remained the same
- c. Decreased
- d. Not sure / Don't know

36. Since you began using DECSYS, has the number of incidents you receive information about from law enforcement (considering sharing through DECSYS as well as direct communication) ...

- a. Increased
- b. Remained the same
- c. Decreased
- d. Not sure / Don't know

37. Since you began using DECSYS, has the quality of your relationships with law enforcement personnel ...

- a. Improved
- b. Remained the same

- c. Declined
- d. Not sure / Don't know

38. As a result of using DECSYS, has your workload ...

- a. Increased
- b. Remained the same
- c. Decreased
- d. Not sure / Don't know

39. On average, how much time do you spend doing research for each DECSYS case?

- a. 0 to 5 minutes
- b. 6 to 10 minutes
- c. 11 to 15 minutes
- d. 16 to 20 minutes
- e. More than 20 minutes

40. What research do you do for each DECSYS case? *Check all that apply.*

- a. Benefits management system
- b. Child welfare case management system
- c. City/county court records
- d. State court records
- e. Other _____

41. [If more than one option checked, display the checked options] Of this time you spend on research for each DECSYS case, what element takes the most time?

- a. Benefits management system
- b. Child welfare case management system
- c. City/county court records
- d. State court records

e. Other _____

42. Is there any additional information that you would like DECSYS to capture from you to provide to law enforcement?

43. Is there any additional information you would like DECSYS to provide to you from law enforcement?

44. Do you see any other ways that DECSYS could be useful to you that are not currently part of the system?

45. Have you had any challenges with the logistical process of using DECSYS?

a. Yes

b. No

46. [If Yes] Please describe. _____

DEMOGRAPHICS

These final questions are for classification purposes only. Again, your responses are completely confidential and will never be associated with you, personally.
[Repeat statement at top of each demographics page on survey.]

47. In which state do you work? [Provide drop down list.]

48. Are you ...

a. Female

b. Male

49. What year were you born?

a. ____ Please enter 4-digit year.

50. How do you typically get to the DECSYS website?

a. Type in the website address (URL) by hand

b. Bookmark for the website

c. Shortcut in browser (e.g., Home page is set to DECSYS)

d. Other _____

51. Which browser(s) do you use to access DECSYS? *Check all that apply.*

a. Internet Explorer

b. Firefox

c. Google Chrome

d. Safari

e. Other _____

52. Have you ever tried to access DECSYS from a mobile device (e.g., phone, iPad, tablet)?

a. Yes

b. No

53. **[If Yes]** Please describe the device you were using

54. What type of geographical area does your agency serve?

a. A city or town

b. A county

c. More than one county

d. Other regional jurisdiction

e. Entire state

55. What is the approximate total population living within the jurisdiction of your agency?

a. 1 million or more people

b. 50,000 to 999,999 people

c. 10,000 to 49,999 people

d. 1 to 9,999 people

56. **[If law enforcement]** Approximately how many drug arrests does your agency make in a typical month?

- a. 0 to 10
- b. 11 to 30
- c. 31 to 50
- d. More than 50

57.[If child welfare] Approximately how many child abuse or neglect reports does your agency get in a typical month?

- a. 0 to 10
- b. 11 to 50
- c. 51 to 100
- d. 101 to 200
- e. 201 to 500
- f. More than 500

CLOSING COMMENTS

58.Do you have any success stories that resulted from using DECSYS? Please share.

59.If you have any additional comments, please provide them in the space below.

(OPTIONAL) INCENTIVE ENTRY

As a thank you gift, the first 25 survey respondents will receive a complimentary DEC water bottle. If you would like to be entered for the giveaway, please provide your contact information below. We must have your mailing address in order to send your prize in the event that you are among the first 25 respondents. By entering this contest, you agree to Corona Insights' Official Contest Rules [Link].

Corona Insights will not share, sell, or otherwise use your contact information for purposes other than this research. Your survey responses will remain confidential and you will not personally be associated with your feedback. To view our privacy policy visit: <http://coronainsights.com/research-privacy-policy/>

Name: _____

Street Address: _____

City, ST Zip: _____

Please click submit below to record your responses. Thank you for your time!