

# **MIECHV Benchmarks Listening Sessions**

**OMB Information Collection Request**

**0970 - 0356**

## **Supporting Statement**

### **Part B**

**December 2014**

Submitted By:

Office of Planning, Research and Evaluation  
Administration for Children and Families  
U.S. Department of Health and Human Services

7<sup>th</sup> Floor, West Aerospace Building  
370 L'Enfant Promenade, SW  
Washington, D.C. 20447

Project Officer:  
Lauren Supplee

## **B1. Respondent Universe and Sampling Methods**

The respondents for this data collection effort will include a minimum of 80 and a maximum of 200 Maternal, Infant and Early Childhood Home Visiting program grantees, home visiting model developers and experts in the following areas:

- Maternal and newborn health
- Child maltreatment
- School readiness
- Crime and domestic violence
- Coordination and referrals for community resources
- Economic self-sufficiency
- Data systems alignment at the state-level
- Performance measurement
- Tribal home visiting

All respondents will be selected by the Health Resources and Services Administration (HRSA) and the Administration for Children and Families (ACF) based on their area(s) of expertise.

## **B2. Procedures for Collection of Information**

The study design is based on methods suitable for exploratory research, in which the primary purpose is to gather information about the lay of the land, rather than to test hypotheses or evaluate outcomes. Participants will be recruited via email. All potential respondents will be selected by HRSA and ACF based on their area of expertise and fit with the topic(s) of each listening session. HRSA and ACF will determine areas of expertise based on personal experiences with individuals, internet searches, and recommendations from other federal colleagues.

Selected participants will then be sent a recruitment email (Appendix C) inviting them to participate in one of the eight sessions. As part of the recruitment email for each session, participants will be sent a link to an online meeting scheduler, doodle poll, to indicate their availability. Two to four dates and times will be listed on the doodle poll so that individuals can select the dates that they are available. We will use that information to select a date that is convenient for the majority of individuals invited. Once the date is selected, the participants will receive a link to the webinar that includes the date of the listening session.

During each listening session, a facilitator will use a discussion guide (see Appendix A and Appendix B) to get stakeholders' thoughts and opinions about the reporting requirements. The discussion guide for the performance measurement session (Appendix A) will be used to facilitate the discussion in first session around the best approach to simplify the performance measures and the use of standardized measures. In the remaining seven sessions, the facilitator will use the discussion guide for the benchmarks sessions (Appendix B) and will focus on gathering stakeholders' recommendations for the specific constructs that should be included in the performance measurement system and the use of standardized measures. These sessions will focus specifically on recommendations regarding one or more of the six MIECHV benchmark areas:

- o Improved maternal and newborn health;
- o Prevention of child injuries, child abuse, neglect, or maltreatment, and reduction of emergency department visits;
- o Improvement in school readiness and achievement;
- o Reduction in crime or domestic violence;
- o Improvements in family economic self-sufficiency; and
- o Improvements in the coordination and referrals for other community resources and supports.

Participants will also be shown several powerpoint slides (Appendix D) to help facilitate the discussion. These slides will include lists of various performance measures and benchmarks that they will be asked to provide feedback on (see Appendix A and Appendix B)

A note taker will record participants' responses.

### **B3. Methods to Maximize Response Rates and Deal with Nonresponse**

We anticipate that each session will have a minimum of 10 participants which is a good number for group discussions. We anticipate inviting anywhere from 15 to 25 individuals for each session. Based on the general interest in performance measurement and the MIECHV performance measurement requirements in the home visiting field, we anticipate that many experts will be willing to participate. In addition, this data collection effort will place a low burden on participants and should not disrupt their normal activities. We will do our best to work with the experts to find a time that is convenient for most participants. However, given the general scheduling challenges we do not expect all invited individuals to participate in the sessions.

### **B4. Tests of Procedures or Methods to be Undertaken**

This data collection will involve discussions using a topical guide. The guide has not been formally pretested given the qualitative, descriptive nature of the proposed data collection effort.

### **B5. Individual Consulted on Statistical Aspects and Individuals Collecting and/or Analyzing Data**

The data collected will not be formally analyzed. The consultant for this project, Kimberly Boller, will compile the key themes and recommendations that emerged during the listening sessions in an internal report to be submitted to Lauren Supplee, the Federal Project Officer.