National Survey of Family Growth, Verification Questionnaires

Overview of Procedures

The NSFG selects a random ten percent sub-sample of the cases completed by each interviewer (both screener and main) to be rechecked using a brief interview to verify the completeness and accuracy of the interviewer's work. To describe the results of this effort, an Interview Verification Report is constructed on a daily basis.

Verifications are conducted by the Field Quality Control Coordinator using our field sample management system, WebTrak. WebTrak is programmed to automatically flag a random ten percent of completed cases for verification. Project management staff members can hand-flag additional cases for verification as necessary. Verifications are conducted promptly after the cases have been finalized. WebTrak preloads the questionnaire responses from the informant/respondent and allows the verifier to enter the answers to the verification questions into the system in order to check for accuracy.

Main Interview Verification

Main verification includes two different situations:
- Each NSFG interviewer will have her first two completed interviews verified. WebTrak automatically flags the first two completed interviews.
- Ten percent of all completed interviews thereafter are randomly and automatically flagged and verified throughout the course of production. Flagging occurs daily.

Main Verification Questionnaire

{ THIS ITALICIZED TEXT APPEARS ON SCREEN, BUT IS NOT READ.

{ THIS TEXT COMPLIES WITH OMB GUIDELINES.

> *Public reporting burden of this collection of information is estimated to average 5 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. An agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a currently valid OMB control number. Send comments regarding this burden estimate or any other aspects of this collection of information, including suggestions for reducing this burden to CDC/ATSDR Reports Clearance Officer; 1600 Clifton Road NE, MS D-74, Atlanta, GA 30333; ATTN: PRA **(OMB No. 0920-0314)***

(Introduction: Hello, my name is [NAME] with the Institute for Social Research at the University of Michigan.)

1. Our records show that one of our interviewers recently interviewed you for the National Survey of Family Growth. The University of Michigan contacts people who were interviewed to check the work of our interviewers. May I take about two minutes of your time to ask you about the interview and the interviewer?

2. First, I would like to verify that one of our interviewers, [IWER NAME], conducted an interview with you on [DATE OF INTERVIEW] for the National Survey of Family Growth.

3. Do you remember Ms. [IWER NAME] contacting you?

4. Ms. [IWER NAME] would have asked you about child bearing, contraceptive use, sexual activity, marriage and divorce, and your attitudes about marriage, children and family life. Do you remember a visit where someone asked you questions about such things?

5. How long did the interview take?

6. Was the interview conducted in person or over the phone?

7. I have just a few questions to get your reaction to the interview… To verify our records, what is your date of birth?

8. Did you sign a form agreeing to participate in the survey, or give verbal agreement to participate in the survey?

9. Did you receive a token of appreciation for completing the interview?

10. Did you enter some of your responses into the computer yourself?

11. In your opinion, did the interviewer conduct herself in a professional manner?

12. Are there any additional comments that you want to share about the interview or the interviewer?

Verification outcomes are:
VERIFIED (all verification data match),
VERIFIED WITH DISCREPANCY (one or two pieces of verification data do not match), FAILS VERIFICATION (more than two pieces of verification data do not match),
UNABLE TO VERIFY (respondent is contacted, but unwilling to participate in verification
      OR the verifier is unable to reach the respondent).