

National Mental Health Study Field Test,  
Supporting Statement

Attachment I – Housing Unit and Group  
Quarters Unit Screening Questions

# **2017 NATIONAL MENTAL HEALTH STUDY (NMHS): OMB DRAFT SCREENER SPECIFICATIONS FOR PROGRAMMING**

Substance Abuse and Mental Health Services Administration  
Center for Behavioral Health Statistics and Quality  
Rockville, Maryland

National Institute of Mental Health  
Rockville, Maryland

Last Revised: March 13<sup>th</sup>, 2017

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# NMHS Screening Application Specifications

## Section 1

### HU Screening

#### Document Format:

- Screen names bolded
- Screen/question/instructional text designated by black and non-italicized text in parenthesis. In the program, upper-lower black text to be read and red text is instructions to FI
- Fills designated by parenthesis and italics
- Logic designated by brackets
- Text of instructional message boxes provided in bracketed logic
- Response categories underlined

*The line number and address are located at the top of each screen. During the roster questions asking about age through military, touch the address line to see DU LINE box, an enlarged display of the CaseID and address. If a case is an Added DU, the DU LINE box displays the link line number.*

#### STUDY INTRODUCTION

Hello, my name is (*FI NAME*) with RTI International in North Carolina. We are conducting a nationwide study sponsored by the U.S. Department of Health and Human Services.

[IF NOT ADDED DU] You should have received a letter explaining the study.

[IF NOT ADDED DU] HAND R COPY OF LETTER IF NEEDED

[IF ADDED DU] HAND R LEAD LETTER, ALLOW TIME TO READ

Next [**IDENTIFY SR**]

#### IDENTIFY SR [IF STUDY INTRODUCTION = NEXT]

First, just let me verify: do you live here?

IF NOT OBVIOUS:

And are you 18 or older?

IF NO TO EITHER, ASK FOR AN ADULT RESIDENT, TOUCH “PREVIOUS”, AND BEGIN AGAIN.

SR Available [**ADDRESS VERIFICATION**]

SR Not Available [**EXIT SCREENING**: “ARE YOU SURE YOU WANT TO EXIT SCREENING?” IF Yes, **RECORD OF CALLS**. IF No, **IDENTIFY SR**.]

#### ADDRESS VERIFICATION [IF IDENTIFY SR = SR AVAILABLE]

I just need to verify -- is this

STREET: (*NUMBER AND STREET*)

CITY: (*CITY*)

STATE: (*STATE*)

ZIP: (*ZIP*)

Address Is Correct [**INFORMED CONSENT**]

Need to Edit Address [**EDIT ADDRESS**]

FI At Wrong Address [**SELECT CASE**]

**EDIT ADDRESS** [IF ADDRESS VERIFICATION = NEED TO EDIT ADDRESS]

TOUCH THE ITEM YOU NEED TO EDIT

STREET # (*NUMBER*)

STREET: (*STREET*)

CITY: (*CITY*)

STATE: (*STATE*)

ZIP: (*ZIP*)

Update [SAVE UPDATED ADDRESS, THEN **ADDRESS VERIFICATION**]

**INFORMED CONSENT** [IF ADDRESS VERIFICATION = ADDRESS IS CORRECT]

GIVE PERSON STUDY DESCRIPTION AND SAY

Please read this statement. It describes the survey and the legislation that assures the confidentiality of any information you provide. It also explains that your answers are used for statistical purposes only and that your participation is voluntary. First I need to ask a few general questions. As a thank you for completing this screening, you will receive [FILL \$5/\$10] in cash. If anyone is selected for the full interview, that person will receive \$40 in cash after the interview is completed.

Next [**MISSED DUs**]

**MISSED DUs** [IF INFORMED CONSENT = NEXT]

FOR REGULAR HUs SUCH AS INDIVIDUAL HOUSES, TOWNHOUSES, DUPLEXES, TRAILERS, COTTAGES

Are there any other living quarters within this structure or on this property, such as a separate apartment with a separate entrance?

Yes [**MISSED DU ADDRESS**]

No [**OCCUPANCY**]

[IF MISSED DU: **CANNOT ADD UNIT**

“YOU CANNOT ADD A MISSED DU FROM A DU THAT HAS BEEN ADDED”

**MISSED DUs**]



FOR APARTMENT/CONDO HUs: DON'T ASK, JUST TOUCH "APT/CONDO" (BELOW) TO CONTINUE.

APT/CONDO [**OCCUPANCY**]

**MISSED DU ADDRESS** [IF MISSED DUs = YES]

RECORD STREET ADDRESS OR DESCRIPTION OF UNIT

STREET #:  
STREET:

Update [**OCCUPANCY**]

Cancel [**CANCEL DU: "ARE YOU SURE YOU WANT TO CANCEL ADDITION OF THIS DU? IF Yes, OCCUPANCY. IF No, MISSED DU ADDRESS.]**]

**OCCUPANCY** [IF MISSED DUs = NO OR APT/CONDO OR MISSED DU ADDRESS = UPDATE OR CANCEL MISSED DU = YES]

(*Have/Will*) you or anyone else in this household (*lived/live*) here for most of the time during the months of (*CURRENT QUARTER*)?

Yes [**TOTAL SDU MEMBERS**]

No [**OCCUPANCY – CONFIRMATION: YOUR 'NO' RESPONSE WILL CONCLUDE THIS SCREENING AND FINALIZE THIS CASE. DO YOU WANT TO CHANGE YOUR ANSWER? ('YES' WILL CONTINUE SCREENING. 'NO' WILL FINALIZE THE CASE.) IF Yes, OCCUPANCY. IF No, OCCUPANCY-CLOSE CASE: ARE YOU SURE YOU WANT TO CLOSE OUT THIS CASE? IF Yes, VERIFICATION. IF No, OCCUPANCY]**]

**TOTAL SDU MEMBERS** [IF OCCUPANCY= YES]

(Including yourself), how many people in this household (*lived/will live*) here for most of the time during (*CURRENT QUARTER*)? (Do not include anyone who (*lived/will live*) at school or somewhere else for most of the time during (*CURRENT QUARTER*).)

ENTER NUMBER 1-20 [**MEMBERS 13 OR OLDER**]

[IF 1 TOTAL SDU MEMBERS = 1, **ONLY HOUSEHOLD MEMBER: "CONFIRM RESPONSE: IS THERE ONLY 1 PERSON IN THIS HOUSEHOLD?" IF No, TOTAL SDU MEMBERS. IF Yes, ONLY ELIGIBLE HH MEMBER: "Is that you?" IS THIS SCREENING RESPONDENT THE ONE ELIGIBLE RESIDENT OF THE DU? IF No, HOUSEHOLDER AGE USING 'THIS PERSON' FILL. IF Yes, HOUSEHOLDER AGE USING 'YOUR' FILL.]**

**MEMBERS 13 OR OLDER** [IF TOTAL SDU MEMBERS NE BLANK AND >1]

Of these (*TOTAL SDU MEMBERS*) people, how many are now age 13 or older?

ENTER SUBSET OF TOTAL SDU MEMBERS [**ROSTER INTRO**]

[IF MEMBERS 13 OR OLDER = 1, **ONLY ELIGIBLE MEMBER: “CONFIRM RESPONSE: IS THERE ONLY 1 PERSON AGE 13 OR OLDER IN THIS HOUSEHOLD?”** IF No, **MEMBERS 13 OR OLDER**. IF Yes, **ONLY ELIGIBLE HH MEMBER: “(Is that you?) IS THIS SCREENING RESPONDENT THE ONE ELIGIBLE RESIDENT OF THE DU? IF No, **HOUSEHOLDER AGE** USING ‘THIS PERSON’ FILL. IF Yes, **HOUSEHOLDER AGE** USING ‘YOUR’ FILL.]**

**ROSTER INTRO** [IF MEMBERS 13 OR OLDER NE 1 OR BLANK]

Next I'll ask a few questions about the people who live here. Let's start with the person or one of the persons living here who owns or rents this home. We'll refer to this person as the householder.

Next [**HOUSEHOLDER AGE**]

**HOUSEHOLDER AGE** [IF ROSTER INTRO NE BLANK OR ROSTER NE BLANK OR CONFIRM ROSTER FOR HOUSEHOLDER = NO]

Please tell me the age of this person on his or her last birthday.

IF SR IS HOUSEHOLDER:

Please tell me your age on your last birthday.

ENTER AGE [**SCREENING RESPONDENT**]

[TO CHANGE THE SR, TOUCH FUNCTIONS MENU, **CHANGE SR: DO YOU WANT TO CHANGE THE SR, IF No, **HOUSEHOLDER AGE**. IF Yes, **THIS PERSON: IS THIS PERSON THE SR? IF Yes OR No, **CONFIRM CHANGE: PLEASE CONFIRM RESPONSE. IS THIS PERSON THE SR? IF RESPONSE CHANGES, **CONFIRM CHANGE: PLEASE CONFIRM RESPONSE. IS THIS PERSON THE SR? IF RESPONSE DOES NOT CHANGE AND = No, PERSON NE SCREENING RESPONDENT. IF RESPONSE DOES NOT CHANGE AND = Yes, PERSON = SCREENING RESPONDENT.]********

**SCREENING RESPONDENT** [IF HOUSEHOLDER AGE NE BLANK OR IF AGE NE BLANK AND SCREENING RESPONDENT NE YES]

IS THIS (*HOUSEHOLDER AGE/AGE*) YEAR OLD PERSON THE SCREENING RESPONDENT? IF UNSURE ASK: “Is that you?”

Yes [SETS LANGUAGE FOR SUBSEQUENT ROSTER QUESTIONS USING ‘YOU/YOUR’]

No [SETS LANGUAGE FOR SUBSEQUENT ROSTER QUESTIONS USING ‘THIS PERSON.’]

[IF HOUSEHOLDER, **HOUSEHOLDER GENDER** OTHERWISE, **RELATION**]

**HOUSEHOLDER GENDER** [IF SCREENING RESPONDENT NE BLANK FOR HOUSEHOLDER]

ASK ONLY IF NOT OBVIOUS  
(Are you/Is this person) male or female?

Male  
Female

**[HOUSEHOLDER HISPANIC]**

[TO CHANGE THE SR, TOUCH FUNCTIONS MENU, **CHANGE SR**: DO YOU WANT TO CHANGE THE SR, IF No, **HOUSEHOLDER GENDER**. IF Yes, **THIS PERSON**: IS THIS PERSON THE SR? IF Yes OR No, **CONFIRM CHANGE**: PLEASE CONFIRM RESPONSE. IS THIS PERSON THE SR? IF RESPONSE CHANGES, **CONFIRM CHANGE**: PLEASE CONFIRM RESPONSE. IS THIS PERSON THE SR? IF RESPONSE DOES NOT CHANGE AND = No, PERSON NE SCREENING RESPONDENT. IF RESPONSE DOES NOT CHANGE AND = Yes, PERSON = SCREENING RESPONDENT.]

**HOUSEHOLDER HISPANIC** [IF HOUSEHOLDER GENDER NE BLANK]

(Are you/Is he/Is she) of Hispanic, Latino or Spanish origin?

(That is, do any of these groups describe (your/his/her) national origin or ancestry – Puerto Rican, Cuban, Cuban-American, Mexican, Mexican-American, Chicano, Central or South American, or origin in some other Spanish-speaking country?)

Yes  
No

**[HOUSEHOLDER RACE]**

[TO CHANGE THE SR, TOUCH FUNCTIONS MENU, **CHANGE SR**: DO YOU WANT TO CHANGE THE SR, IF No, **HOUSEHOLDER HISPANIC**. IF Yes, **THIS PERSON**: IS THIS PERSON THE SR? IF Yes OR No, **CONFIRM CHANGE**: PLEASE CONFIRM RESPONSE. IS THIS PERSON THE SR? IF RESPONSE CHANGES, **CONFIRM CHANGE**: PLEASE CONFIRM RESPONSE. IS THIS PERSON THE SR? IF RESPONSE DOES NOT CHANGE AND = No, PERSON NE SCREENING RESPONDENT. IF RESPONSE DOES NOT CHANGE AND = Yes, PERSON = SCREENING RESPONDENT.]

**HOUSEHOLDER RACE** [IF HOUSEHOLDER HISPANIC NE BLANK]

(Are you/Is he/Is she) White, Black or African American, American Indian or Alaska Native, Native Hawaiian or other Pacific Islander, or Asian?

White  
Black or African American  
American Indian or Alaska Native  
Native Hawaiian/other Pacific Islander  
Asian  
Other  
(CHECK ALL THAT APPLY)

**[HOUSEHOLDER MILITARY OR IF HOUSEHOLDER AGE NE 17-65 CONFIRM ROSTER]**

[TO CHANGE THE SR, TOUCH FUNCTIONS MENU, **CHANGE SR:** DO YOU WANT TO CHANGE THE SR, IF No, **HOUSEHOLDER RACE**. IF Yes, **THIS PERSON:** IS THIS PERSON THE SR? IF Yes OR No, **CONFIRM CHANGE:** PLEASE CONFIRM RESPONSE. IS THIS PERSON THE SR? IF RESPONSE CHANGES, **CONFIRM CHANGE:** PLEASE CONFIRM RESPONSE. IS THIS PERSON THE SR? IF RESPONSE DOES NOT CHANGE AND = No, PERSON NE SCREENING RESPONDENT. IF RESPONSE DOES NOT CHANGE AND = Yes, PERSON = SCREENING RESPONDENT.]

**HOUSEHOLDER MILITARY** [IF HOUSEHOLDER RACE NE BLANK AND HOUSEHOLDER AGE = 17-65

*(Are you/Is he/Is she)* currently on active duty in the United States military?

Yes

No

Refused

**[CONFIRM ROSTER]**

[TO CHANGE THE SR, TOUCH FUNCTIONS MENU, **CHANGE SR:** DO YOU WANT TO CHANGE THE SR, IF No, **HOUSEHOLDER MILITARY**. IF Yes, **THIS PERSON:** IS THIS PERSON THE SR? IF Yes OR No, **CONFIRM CHANGE:** PLEASE CONFIRM RESPONSE. IS THIS PERSON THE SR? IF RESPONSE CHANGES, **CONFIRM CHANGE:** PLEASE CONFIRM RESPONSE. IS THIS PERSON THE SR? IF RESPONSE DOES NOT CHANGE AND = No, PERSON NE SCREENING RESPONDENT. IF RESPONSE DOES NOT CHANGE AND = Yes, PERSON = SCREENING RESPONDENT.]

**CONFIRM ROSTER** [IF HOUSEHOLDER MILITARY NE BLANK OR IF HOUSEHOLDER AGE NE 17-65 AND HOUSEHOLDER RACE NE BLANK]

[IF RACE, HISPANIC, AND/OR MILITARY IS 'OTHER', 'DK', OR 'REF' OMIT RESPECTIVE FILLS FROM CONFIRM ROSTER SCREEN.]

I have listed (a/an, IF SR: you as a/an) (*AGE*) year old (*GENDER*) householder. (She is/He is/IF SR: You are) (*RACE*), (*HISPANIC*), and (*is/is not/IF SR: are/are not*) on active duty in the United States military.

Is this correct?

Yes [**OTHER MEMBERS**] [IF **ROSTER** NE BLANK , THEN **VERIFY ROSTER DATA**]

No [**HOUSEHOLDER AGE**]

**OTHER MEMBERS** [IF CONFIRM ROSTER = YES AND MEMBERS 13 OR OLDER  $\geq$  2]

READ TO RESPONDENT:

Now I need some general information about (*the other person/all of the other people*) in this household who (*is/are*) 13 years old or older. [IF MEMBERS 13 OR OLDER >2] Let's start with the oldest and work down to the youngest.

Next [**AGE**]

**AGE** [IF OTHER MEMBERS NE BLANK OR CONFIRM ROSTER = NO]

[IF MEMBERS 13 OR OLDER = 2] Please tell me the age of this person on his or her last birthday.

[IF MEMBERS 13 OR OLDER > 2 HH MEMBERS] Please tell me the age of the (*oldest/next oldest*) person on his or her last birthday.

ENTER AGE [IF ANY SCREENING RESPONDENT = YES, **RELATION**. IF ALL SCREENING RESPONDENT = BLANK OR NO, **SCREENING RESPONDENT**]

[TO CHANGE THE SR, TOUCH FUNCTIONS MENU, **CHANGE SR**: DO YOU WANT TO CHANGE THE SR, IF No, **AGE**. IF Yes, **THIS PERSON**: IS THIS PERSON THE SR? IF Yes OR No, **CONFIRM CHANGE**: PLEASE CONFIRM RESPONSE. IS THIS PERSON THE SR? IF RESPONSE CHANGES, **CONFIRM CHANGE**: PLEASE CONFIRM RESPONSE. IS THIS PERSON THE SR? IF RESPONSE DOES NOT CHANGE AND = No, PERSON NE SCREENING RESPONDENT. IF RESPONSE DOES NOT CHANGE AND = Yes, PERSON = SCREENING RESPONDENT.]

**RELATION** [IF AGE NE BLANK AND ANY SCREENING RESPONDENT =YES]

[IF SCREENING RESPONDENT = YES FOR THIS MEMBER] How are you related to the householder?

[IF SCREENING RESPONDENT = YES FOR HOUSEHOLDER] How is this person related to you, the householder?

[IF SCREENING RESPONDENT = NO FOR THIS MEMBER AND SCREENING RESPONDENT = NO FOR HOUSEHOLDER] How is this person related to the householder?

Husband

Wife

Son (includes step, foster, or adoptive)

Daughter (includes step, foster, or adoptive)

Son-in-law/Daughter-in-law

Brother (includes half, step, foster, or adoptive)

Sister (includes half, step, foster, or adoptive)

Brother-in-law/Sister-in-law

Parent/Guardian (incl. step, foster, or adoptive)

Parent-in-law

Aunt/Uncle

Nephew/Niece

Grandparent

Grandchild

Cousin

Ex-Spouse  
Unmarried Partner  
Housemate or Roommate  
Tenant/Boarder/Exch Student  
Other relative  
Other Non-relative  
Relationship Unspecified

[IF RELATION = HUSBAND, WIFE, SON, DAUGHTER, BROTHER OR SISTER  
**HISPANIC, OTHERWISE GENDER**]

[TO CHANGE THE SR, TOUCH FUNCTIONS MENU, **CHANGE SR:** DO YOU WANT TO CHANGE THE SR, IF No, **RELATION**. IF Yes, **THIS PERSON:** IS THIS PERSON THE SR? IF Yes OR No, **CONFIRM CHANGE:** PLEASE CONFIRM RESPONSE. IS THIS PERSON THE SR? IF RESPONSE CHANGES, **CONFIRM CHANGE:** PLEASE CONFIRM RESPONSE. IS THIS PERSON THE SR? IF RESPONSE DOES NOT CHANGE AND = No, PERSON NE SCREENING RESPONDENT. IF RESPONSE DOES NOT CHANGE AND = Yes, PERSON = SCREENING RESPONDENT.]

**GENDER** [IF RELATION NE HUSBAND, WIFE, SON, DAUGHTER, BROTHER OR SISTER]

ASK ONLY IF NOT OBVIOUS

*(Are you/Is this person) male or female?*

Male  
Female  
Refused

**[HISPANIC]**

[TO CHANGE THE SR, TOUCH FUNCTIONS MENU, **CHANGE SR:** DO YOU WANT TO CHANGE THE SR, IF No, **GENDER**. IF Yes, **THIS PERSON:** IS THIS PERSON THE SR? IF Yes OR No, **CONFIRM CHANGE:** PLEASE CONFIRM RESPONSE. IS THIS PERSON THE SR? IF RESPONSE CHANGES, **CONFIRM CHANGE:** PLEASE CONFIRM RESPONSE. IS THIS PERSON THE SR? IF RESPONSE DOES NOT CHANGE AND = No, PERSON NE SCREENING RESPONDENT. IF RESPONSE DOES NOT CHANGE AND = Yes, PERSON = SCREENING RESPONDENT.

**HISPANIC** [IF GENDER NE BLANK]

*(Are you/Is he/Is she/Is this person) of Hispanic, Latino or Spanish origin?*

*(That is, do any of these groups describe (your/his/her/their) national origin or ancestry – Puerto Rican, Cuban, Cuban-American, Mexican, Mexican-American, Chicano, Central or South American, or origin in some other Spanish-speaking country?)*

Yes  
No  
Refused  
Unknown

**[RACE]**

[TO CHANGE THE SR, TOUCH FUNCTIONS MENU, **CHANGE SR:** DO YOU WANT TO CHANGE THE SR, IF No, **HISPANIC**. IF Yes, **THIS PERSON:** IS THIS PERSON THE SR? IF Yes OR No, **CONFIRM CHANGE:** PLEASE CONFIRM RESPONSE. IS THIS PERSON THE SR? IF RESPONSE CHANGES, **CONFIRM CHANGE:** PLEASE CONFIRM RESPONSE. IS THIS PERSON THE SR? IF RESPONSE DOES NOT CHANGE AND = No, PERSON NE SCREENING RESPONDENT. IF RESPONSE DOES NOT CHANGE AND = Yes, PERSON = SCREENING RESPONDENT.]

**RACE** [IF HISPANIC NE BLANK]

*(Are you/Is he/Is she/Is this person)* White, Black or African American, American Indian or Alaska Native, Native Hawaiian or other Pacific Islander, or Asian?

White

Black or African American

American Indian or Alaska Native

Native Hawaiian/other Pacific Islander

Asian

Other

(CHECK ALL THAT APPLY)

Refused

Unknown

[IF AGE 17-65, **MILITARY**, OTHERWISE **CONFIRM ROSTER**]

[TO CHANGE THE SR, TOUCH FUNCTIONS MENU, **CHANGE SR:** DO YOU WANT TO CHANGE THE SR, IF No, **RACE**. IF Yes, **THIS PERSON:** IS THIS PERSON THE SR? IF Yes OR No, **CONFIRM CHANGE:** PLEASE CONFIRM RESPONSE. IS THIS PERSON THE SR? IF RESPONSE CHANGES, **CONFIRM CHANGE:** PLEASE CONFIRM RESPONSE. IS THIS PERSON THE SR? IF RESPONSE DOES NOT CHANGE AND = No, PERSON NE SCREENING RESPONDENT. IF RESPONSE DOES NOT CHANGE AND = Yes, PERSON = SCREENING RESPONDENT.]

**MILITARY** [IF RACE NE BLANK AND AGE 17-65 AND SCREENING RESPONDENT = NO FOR THIS MEMBER]

*(Are you/Is he/Is she/Is this person)* currently on active duty in the United States military?

Yes

No

Refused

Unknown

[**CONFIRM ROSTER**]

[TO CHANGE THE SR, TOUCH FUNCTIONS MENU, **CHANGE SR:** DO YOU WANT TO CHANGE THE SR, IF No, **MILITARY**. IF Yes, **THIS PERSON:** IS THIS PERSON THE SR? IF Yes OR No, **CONFIRM CHANGE:** PLEASE CONFIRM RESPONSE. IS THIS PERSON THE SR? IF RESPONSE CHANGES, **CONFIRM CHANGE:** PLEASE CONFIRM

RESPONSE. IS THIS PERSON THE SR? IF RESPONSE DOES NOT CHANGE AND = No, PERSON NE SCREENING RESPONDENT. IF RESPONSE DOES NOT CHANGE AND = Yes, PERSON = SCREENING RESPONDENT.

**CONFIRM ROSTER** [IF AGE 17-65 AND MILITARY IS NE BLANK, OTHERWISE RACE NE BLANK]

[IF RACE, HISPANIC, AND/OR MILITARY IS 'OTHER', 'DK', OR 'REF' OMIT RESPECTIVE FILLS FROM CONFIRM ROSTER SCREEN.]

I have listed a/an (*AGE*) year old (*RELATIONSHIP*). (*He/She*) is (*RACE*), (*HISPANIC*) [IF AGE 17-65] and (*is/is not*) on active duty the United States military.

Is this correct?

Yes [AGE FOR NEXT HH MEMBER, OTHERWISE **VERIFY ROSTER DATA**]  
No [AGE]

**VERIFY ROSTER DATA** [IF CONFIRM ROSTER = YES ]

[IF CONFIRM ROSTER = YES AND MEMBERS 13 OR OLDER=1]

DO NOT READ TO RESPONDENT. WHEN READY, TOUCH NEXT TO MAKE SELECTION.

TO MAKE CORRECTIONS: TOUCH AND HOLD THE ROSTER LINE THAT YOU WANT TO EDIT, THEN TOUCH 'EDIT' FROM THE POP-UP MENU.

[IF CONFIRM ROSTER = YES AND MEMBERS 13 OR OLDER>=2]

I need to make sure this list is accurate. I have listed...

[READ AGES AND RELATIONSHIPS ROSTERED].

TO MAKE CORRECTIONS: TOUCH AND HOLD THE ROSTER LINE THAT YOU WANT TO EDIT, THEN TOUCH 'EDIT' FROM THE POP-UP MENU.

Relation (*Relationship*)  
AGE (*Age*)  
SR (*Y for Screening Respondent*)

[TOUCH AND HOLD ANY ROSTER LINE, SELECT Show Details]

Relation: *Relationship*  
Age: *Age*  
Gender: *M, F, R*  
Hispanic: *Y, N, U, R*  
Race: *W, B, I, P, A, O*  
Military: *Y, N, U, R*



Eligible: *E, I*)

[TOUCH AND HOLD ANY ROSTER LINE, SELECT Edit. **EDIT ROSTER RECORD**: DO YOU WANT TO EDIT THE ROSTER INFORMATION FOR THE (*AGE*) YEAR OLD (*RELATION*)? IF Yes, **EDIT ROSTER MEMBER**. IF No, **VERIFY ROSTER DATA**.]

[+MEMBER OR FUNCTIONS TO ADD ROSTER MEMBERS]

Next [**START SELECTION**]

## **START SELECTION**

THE PROGRAM WILL START THE SELECTION PROCESS. ARE YOU SURE YOU ARE READY TO MAKE THE SELECTIONS?

Yes [**RESPONDENT SELECTION**]

No [**VERIFY ROSTER DATA**]

## **ADOL INITIALS**

### **NICKNAME**

[IF ONE ADOLESCENT SELECTED] The [*AGE*] child who lives in this house has been selected for an interview. Please tell me the initials of this [*AGE*] (child). We use this information only as a reminder about which child was selected. We will get permission from a parent or guardian and the child before conducting an interview.

---

ALLOW 10 CHARACTERS

### **NICKNAME2**

[IF TWO ADOLESCENTS SELECTED] Both the [*AGE*] child and [*AGE*] child who live in this house have been selected for an interview. Please tell me the initials of [*AGE*] (child). We use this information only as a reminder about which child was selected. We will get permission from a parent or guardian and the child before conducting an interview.

---

ALLOW 10 CHARACTERS

### **NICKNAME2b**

[IF TWO ADOLESCENTS SELECTED] Please tell me the initials of [*AGE*] child.

---

ALLOW 10 CHARACTERS

## **RESPONDENT SELECTION [START SELECTION = YES]**

Interview A

Roster #: (*Roster # of selected member, None*)

QuestID: (*7-digit Questionnaire ID, BLANK*)

Relation: (*Relationship to householder, BLANK*)

Age: (AGE, BLANK)  
Race: (W, B, I, P, A, O, BLANK)

Sex: (M, F, BLANK)  
Hispanic: (Y, N, BLANK)

Interview B  
Roster #: (Roster # of selected member, None)  
QuestID: (7-digit Questionnaire ID, BLANK)  
Relation: (Relationship to householder, BLANK)

Age: (AGE, BLANK)  
Race: (W, B, I, P, A, O, BLANK)

Sex: (M, F, BLANK)  
Hispanic: (Y, N, BLANK)

**ALL INELIGIBLE** [START SELECTION = YES AND ALL ROSTER MEMBERS MILITARY OR INELIGIBLE]

ALL MEMBER(S) WERE INDICATED AS MILITARY OR INELIGIBLE. NO ONE IS ELIGIBLE FOR SELECTION.

**OK [VERIFICATION]**

ADDITIONAL SCREEN SHOULD DISPLAY AFTER RESPONDENT SELECTION COMPLETED

**SINCENT01** HAND RESPONDENT [FILL \$5/\$10] CASH.

MARK THE APPROPRIATE “CASH ACCEPTANCE” BOX ON THE INTERVIEW INCENTIVE RECEIPT.

SIGN AND DATE INTERVIEW INCENTIVE RECEIPT AND GIVE TOP COPY TO RESPONDENT.

I have signed this form to indicate that I have given you [FILL \$5/\$10] for this screening. Thank you for your help.

Next [**INCENT01**]

**INCENT01** Did this respondent accept the [FILL \$5/\$10] screening incentive payment?

- 1 YES
- 2 NO

Next [**INCENT02**]

**INCENT02** [IF INCENT01 = 2] Why **didn't** this respondent accept the screening incentive payment?

TO SELECT MORE THAN ONE CATEGORY, PRESS THE SPACE BAR BETWEEN EACH CATEGORY YOU SELECT.

- 1 DIDN'T FEEL IT WAS NECESSARY
  - 2 DIDN'T WANT TO ACCEPT MONEY FROM THE GOVERNMENT
  - 3 DIDN'T NEED THE MONEY
  - 4 FELT IT WAS INAPPROPRIATE TO OFFER MONEY IN EXCHANGE FOR PARTICIPATION
  - 5 SOME OTHER REASON
- DK

Next [INCENT03]

**INCENT03** [IF INCENT02 = 5] Why didn't this respondent accept the screening incentive payment?

[ALLOW 200 CHARACTERS]

DK

Next [INCENT04]

**INCENT04** [IF INCENT01 = 1] How much do you think the screening incentive payment influenced this respondent's decision to participate in the screening?

- 1 A LOT
  - 2 A LITTLE
  - 3 NOT AT ALL
- DK

Next [INCENT05]

**INCENT05** [IF INCENT04 = 1 OR 2] Do you think you would have been successful in convincing this respondent to participate in the screening if you had **not** been able to offer the screening incentive payment?

- 1 DEFINITELY YES
  - 2 PROBABLY YES
  - 3 PROBABLY NOT
  - 4 DEFINITELY NOT
- DK

Next [INCENT06]

**INCENT06** [IF INCENT01 = 1] Do you think the screening incentive payment allowed you to work this case more efficiently, that is, make fewer visits to the household or spend less time gaining cooperation than you would have?

- 1 YES
- 2 NO
- DK

Next [INCENT07]

**INCENT07** [IF INCENT01 = 1] Did this respondent make any comments that suggested [he/she] would have participated in the survey without the screening incentive?

- 1 YES
- 2 NO
- DK

Next [INCENT08]

**INCENT08** Did the respondent already know about the screening incentive before you told [him/her]?

- 1 YES
- 2 NO
- DK

Next [INCENT09]

**INCENT09** [IF INCENT08 = 2] Did this respondent show any reluctance to participate in the interview before you mentioned the screening incentive payment to [him/her]?

- 1 YES
- 2 NO
- DK

Next [INCENT10]

**INCENT10** [IF INCENT08 = 1] How did this respondent find out about the screening incentive payment?

TO SELECT MORE THAN ONE CATEGORY, PRESS THE SPACE BAR BETWEEN EACH CATEGORY YOU SELECT.

- 1 FROM THE LEAD LETTER
- 2 FROM THE Q & A BROCHURE
- 3 FROM ANOTHER MEMBER OF THE HOUSEHOLD
- 4 FROM A NEIGHBOR/BUILDING MANAGER/ETC.
- 5 FROM ANOTHER INTERVIEWER
- 6 SOME OTHER WAY
- DK

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# NMHS Screening Application Specifications

## Section 2

### GQU Screening

Document Format:

- Screen names bolded
- Screen/question/instructional text designated by black and non-italicized text in parenthesis. In the program, upper-lower black text to be read and red text is instructions to FI
- Fills designated by parenthesis and italics
- Logic designated by brackets
- Text of instructional message boxes provided in bracketed logic
- Response categories underlined

#### STUDY INTRODUCTION

Hello, my name is (*FI NAME*) with RTI International in North Carolina. We are conducting a nationwide study sponsored by the U.S. Department of Health and Human Services.

You should have received a letter explaining the study.

Next [**IDENTIFY SR**]

#### **IDENTIFY SR** [IF STUDY INTRODUCTION = NEXT]

First, just let me verify: do you live here?

IF NOT OBVIOUS:

And are you 18 or older?

IF NO TO EITHER, ASK FOR AN ADULT RESIDENT, TOUCH “PREVIOUS”, AND BEGIN AGAIN.

SR Available [**ADDRESS VERIFICATION**]

SR Not Available [**EXIT SCREENING**: “ARE YOU SURE YOU WANT TO EXIT SCREENING?” IF Yes, **RECORD OF CALLS**. IF No, **IDENTIFY SR.**]

**ADDRESS VERIFICATION** [IF IDENTIFY SR = SR AVAILABLE]

I just need to verify -- is this

STREET: (*NUMBER AND STREET*)

CITY: (*CITY*)

STATE: (*STATE*)

ZIP: (*ZIP*)

Address Is Correct [**INFORMED CONSENT**]

Need to Edit Address [**EDIT ADDRESS**]

FI At Wrong Address [**SELECT CASE**]

**EDIT ADDRESS** [IF ADDRESS VERIFICATION = NEED TO EDIT ADDRESS]

TOUCH THE ITEM YOU NEED TO EDIT

STREET #: (*NUMBER*)

STREET: (*STREET*)

CITY: (*CITY*)

STATE: (*STATE*)

ZIP: (*ZIP*)

Update [SAVE UPDATED ADDRESS, THEN **ADDRESS VERIFICATION**]

**INFORMED CONSENT** [IF ADDRESS VERIFICATION = ADDRESS IS CORRECT]

GIVE PERSON STUDY DESCRIPTION AND SAY

Please read this statement. It describes the survey and the legislation that assures the confidentiality of any information you provide. It also explains that your answers are used for statistical purposes only and that your participation is voluntary. First I need to ask a few general questions. As a thank you for completing this screening, you will receive [FILL \$5/\$10] in cash. If anyone is selected for the full interview, that person will receive \$40 in cash after the interview is completed.

Next [**TRANSIENT**]

**TRANSIENT** [IF INFORMED CONSENT = NEXT]

INTERVIEWER: IS THIS GQU A TRANSIENT SHELTER?

Yes [UNIT TYPE]

No [OCCUPANCY]

**UNIT TYPE** [IF TRANSIENT = YES]

ARE THE LISTED UNITS...



ROOMS [TOTAL GQU MEMBERS]  
BEDS, OR [ROSTER #1 AGE]  
PERSONS? [ROSTER #1 AGE]

**OCCUPANCY** [IF TRANSIENT = NO]

(*Did/Will*) you or anyone else in this room live here for most of the time during the months of (*CURRENT QUARTER*)?

Yes [TOTAL GQU MEMBERS]

No [**OCCUPANCY – CONFIRMATION:**  
YOUR ‘NO’ RESPONSE WILL  
CONCLUDE THIS SCREENING  
AND FINALIZE THIS CASE. DO  
YOU WANT TO CHANGE YOUR  
ANSWER? (‘YES’ WILL CONTINUE  
SCREENING. ‘NO’ WILL FINALIZE THE  
CASE.) IF Yes, **OCCUPANCY**. IF No,  
**OCCUPANCY-CLOSE CASE:** ARE YOU SURE  
YOU WANT TO CLOSE OUT THIS CASE? IF  
Yes, **VERIFICATION**. IF No, **OCCUPANCY**]

**TOTAL GQU MEMBERS** [IF OCCUPANCY = YES OR IF UNIT TYPE = ROOMS]

[IF TRANSIENT = YES AND UNIT TYPE = ROOMS] (Including yourself) How many people are staying in this room?

[IF TRANSIENT = NO] (Including yourself) How many people (*lived/will live*) in this room for most of the time during (*CURRENT QUARTER*)?

ENTER NUMBER 1-20 [**MEMBERS 13 OR OLDER**]

[IF TOTAL GQU MEMBERS = 1, **ONLY MEMBER: CONFIRM RESPONSE:** IS THERE ONLY 1 PERSON LIVING HERE? IF No, **TOTAL GQU MEMBERS**. IF Yes AND UNIT TYPE = ROOMS, **ROSTER #1 AGE**. IF Yes AND TRANSIENT = NO, **ROSTER:** IS THIS SCREENING RESPONDENT THE ONE ELIGIBLE RESIDENT OF THE DU? IF Yes, **ROSTER #1 AGE** USING ‘YOUR’ FILL. IF No, **ROSTER #1 AGE** USING ‘THIS PERSON’ FILL].

**MEMBERS 13 OR OLDER** [IF TOTAL GQU MEMBERS NE BLANK AND >1]

[IF TRANSIENT = YES] How many of these [*TOTAL GQU MEMBERS*] people are now age 13 or older.

[IF TRANSIENT = NO] Of these [*TOTAL GQU MEMBERS*] people, how many are now age 13 or older?

ENTER SUBSET OF TOTAL GQU MEMBERS **ROSTER # AGE**

[IF MEMBERS 13 OR OLDER = 1, **ONLY ELIGIBLE MEMBER: “CONFIRM RESPONSE:** IS THERE ONLY 1 PERSON AGE 13 OR OLDER IN THIS UNIT?” IF

No, **MEMBERS 13 OR OLDER**. IF Yes AND UNIT TYPE = ROOMS **ROSTER # 1 AGE**. IF Yes AND TRANSIENT = NO, **ROSTER:** IS THIS SCREENING RESPONDENT THE ONE ELIGIBLE RESIDENT OF THE DU? IF Yes, **ROSTER #1 AGE** USING 'YOUR' FILL. IF No, **ROSTER #1 AGE** USING 'THIS PERSON' FILL].

**ROSTER #1 AGE** [IF MEMBERS 13 OR OLDER NE BLANK OR TOTAL GQU MEMBERS = 1 OR IF UNIT TYPE = BEDS OR PERSONS]

Please tell me your age on your last birthday.

ENTER AGE [**ROSTER #1 NAME**]

**ROSTER #1 NAME** [IF ROSTER #1 AGE NE BLANK]

What is your first name?

ENTER FIRST NAME [**ROSTER #1 GENDER**]

**ROSTER #1 GENDER** [IF ROSTER #1 NAME NE BLANK]

ASK ONLY IF NOT OBVIOUS

Are you male or female?

Male

Female

[**ROSTER #1 HISPANIC**]

**ROSTER #1 HISPANIC** [IF ROSTER #1 GENDER NE BLANK]

Are you of Hispanic, Latino or Spanish origin?

(That is, do any of these groups describe your national origin or ancestry – Puerto Rican, Cuban, Cuban-American, Mexican, Mexican-American, Chicano, Central or South American, or origin in some other Spanish-speaking country?)

Yes

No

[**ROSTER #1 RACE**]

**ROSTER #1 RACE** [IF ROSTER #1 HISPANIC NE BLANK]

Are you White, Black or African American, American Indian or Alaska Native, Native Hawaiian or other Pacific Islander, or Asian?

White  
Black or African American  
American Indian or Alaska Native  
Native Hawaiian/other Pacific Islander  
Asian  
Other

(CHECK ALL THAT APPLY)

**[ROSTER #1 MILITARY OR IF ROSTER #1 AGE NE 17-65 CONFIRM ROSTER]**

**ROSTER #1 MILITARY** [IF ROSTER #1 RACE NE BLANK AND ROSTER #1 AGE = 17-65]

Are you currently on active duty in the United States military?

Yes  
No  
Refused

**[CONFIRM ROSTER]**

**CONFIRM ROSTER** [IF ROSTER #1 MILITARY NE BLANK OR IF  
ROSTER #1 AGE NE 17-65 AND ROSTER #1 RACE NE  
BLANK]

[IF RACE, HISPANIC, AND/OR MILITARY IS 'OTHER', 'DK', OR 'REF' OMIT  
RESPECTIVE FILLS FROM CONFIRM ROSTER SCREEN.]

I have listed you as a/an (*AGE*) year old (*GENDER*) resident. You are (*RACE*), (*HISPANIC*) [IF  
AGE =17-65] and (*are/are not*) on active duty in the United States military.

Is this correct?

Yes [IF MEMBERS 13 OR OLDER  $\geq$  2 **OTHER MEMBERS**. IF UNIT TYPE = BEDS OR  
PERSONS OR UNIT TYPE = ROOMS AND TOTAL GQU MEMBERS OR MEMBERS  
13 OR OLDER =1 **VERIFY ROSTER DATA**]

No [**ROSTER #1 AGE**]

**OTHER MEMBERS** [IF CONFIRM ROSTER = YES AND MEMBERS 13 OR OLDER  $\geq$  2]

READ TO RESPONDENT:

Now I need some general information about (*the other person/all of the other people*) who (*is/are*) 13 years old or older. [IF MEMBERS 13 OR OLDER >2] Let's start with the oldest and work down to the youngest.

Next [**AGE**]

**AGE** [IF OTHER MEMBERS NE BLANK OR CONFIRM ROSTER = NO]

[IF MEMBERS 13 OR OLDER = 2] Please tell me the age of this person on his or her last birthday.

[IF MEMBERS 13 OR OLDER > 2 HH MEMBERS] Please tell me the age of the (*oldest/next oldest*) person on his or her last birthday.

ENTER AGE [**NAME**]

**NAME** [IF AGE NE BLANK]

What is this person's first name?

ENTER FIRST NAME [**GENDER**]

**GENDER** [IF NAME NE BLANK]

ASK ONLY IF NOT OBVIOUS

Is this person male or female?

Male

Female

Refused

[**HISPANIC**]

**HISPANIC** [IF GENDER NE BLANK]

*(Is he/Is she/Is this person)* of Hispanic, Latino or Spanish origin?

(That is, do any of these groups describe *(his/her/their)* national origin or ancestry – Puerto Rican, Cuban, Cuban-American, Mexican, Mexican-American, Chicano, Central or South American, or origin in some other Spanish-speaking country?)

Yes

No

Refused

Unknown

**[RACE]**

**RACE** [IF HISPANIC NE BLANK]

*(Is he/Is she/Is this person)* White, Black or African American, American Indian or Alaska Native, Native Hawaiian or other Pacific Islander, or Asian?

White

Black or African American

American Indian or Alaska Native

Native Hawaiian/other Pacific Islander

Asian

Other

(CHECK ALL THAT APPLY)

Refused

Unknown

[IF AGE 17-65, **MILITARY**, OTHERWISE **CONFIRM ROSTER**]

**MILITARY** [IF RACE NE BLANK AND AGE 17-65]

*(Is he/Is she/Is this person)* currently on active duty in the United States military?

Yes

No

Refused

Unknown

**[CONFIRM ROSTER]**

**CONFIRM ROSTER** [IF AGE 17-65 AND MILITARY IS NE BLANK, OTHERWISE RACE NE BLANK]

[IF RACE, HISPANIC, AND/OR MILITARY IS 'OTHER', 'DK', OR 'REF' OMIT RESPECTIVE FILLS FROM CONFIRM ROSTER SCREEN.]

I have listed a/an (*AGE*) year old (*GENDER*) resident. (*He/She*) is (*RACE*), (*HISPANIC*) [IF AGE 17-65] and (*is/is not*) on active duty in the United States military.

Is this correct?

Yes [**AGE FOR NEXT GQU MEMBER, OTHERWISE VERIFY ROSTER DATA**]

No [**AGE**]

**VERIFY ROSTER DATA** [IF CONFIRM ROSTER = YES]

[IF CONFIRM ROSTER = YES AND MEMBERS 13 OR OLDER=1]

DO NOT READ TO RESPONDENT. WHEN READY, TOUCH NEXT TO MAKE SELECTION.

TO MAKE CORRECTIONS: TOUCH AND HOLD THE ROSTER LINE THAT YOU WANT TO EDIT, THEN TOUCH 'EDIT' FROM THE POP-UP MENU.

[IF CONFIRM ROSTER = YES AND MEMBERS 13 OR OLDER>=2]

I need to make sure this list is accurate. I have listed...

[READ LIST OF OCCUPANTS' AGES AND NAMES].

TO MAKE CORRECTIONS: TOUCH AND HOLD THE ROSTER LINE THAT YOU WANT TO EDIT, THEN TOUCH 'EDIT' FROM THE POP-UP MENU.

Name (*First Name*)

AGE (*Age*)

SR (*Y for Screening Respondent*)

[UPON TOUCHING ON ANY ROSTER LINE, SELECT SHOW DETAILS]

Name: *First Name*

Age: *Age*

Gender: *M, F, R*

Hispanic: *Y, N, U, R*

Race: *W, B, I, P, A, O*

Military: *Y, N, U, R*

Eligible: *E, I*

[+MEMBER OR FUNCTIONS TO ADD ROSTER MEMBERS]

Next [**START SELECTION**]

**START SELECTION**

THE PROGRAM WILL START THE SELECTION PROCESS. ARE YOU SURE YOU ARE READY TO MAKE THE SELECTIONS?

Yes [RESPONDENT SELECTION]

No [VERIFY ROSTER DATA]

**RESPONDENT SELECTION** [START SELECTION = YES]

Interview A

Roster #: (*Roster # of selected member, None*)

QuestID: (*7-digit Questionnaire ID, BLANK*)

Name: (*First Name, BLANK*)

Age: (*AGE, BLANK*)

Sex: (*M, F, BLANK*)

Race: (*W, B, I, P, A, O, BLANK*)

Hispanic: (*Y, N, BLANK*)

Interview B

Roster #: (*Roster # of selected member, None*)

QuestID: (*7-digit Questionnaire ID, BLANK*)

Name: (*First Name, BLANK*)

Age: (*AGE, BLANK*)

Sex: (*M, F, BLANK*)

Race: (*W, B, I, P, A, O, BLANK*)

Hispanic: (*Y, N, BLANK*)

ADDITIONAL SCREEN SHOULD DISPLAY AFTER RESPONDENT SELECTION COMPLETED

**SINCENT02** HAND RESPONDENT [FILL **\$5/\$10**] CASH.

MARK THE APPROPRIATE "CASH ACCEPTANCE" BOX ON THE INTERVIEW INCENTIVE RECEIPT.

SIGN AND DATE INTERVIEW INCENTIVE RECEIPT AND GIVE TOP COPY TO RESPONDENT.

I have signed this form to indicate that I have given you [FILL **\$5/\$10**] for this screening. Thank you for your help.

Next [INCENT01a]

**INCENT01a** Did this respondent accept the [FILL \$5/\$10] screening incentive payment?

- 1 YES
- 2 NO

Next [**INCENT02b**]

**INCENT02b** [IF INCENT01a = 2] Why **didn't** this respondent accept the screening incentive payment?

TO SELECT MORE THAN ONE CATEGORY, PRESS THE SPACE BAR BETWEEN EACH CATEGORY YOU SELECT.

- 1 DIDN'T FEEL IT WAS NECESSARY
- 2 DIDN'T WANT TO ACCEPT MONEY FROM THE GOVERNMENT
- 3 DIDN'T NEED THE MONEY
- 4 FELT IT WAS INAPPROPRIATE TO OFFER MONEY IN EXCHANGE FOR PARTICIPATION
- 5 SOME OTHER REASON

DK

Next [**INCENT03c**]

**INCENT03c** [IF INCENT02b = 5] Why didn't this respondent accept the screening incentive payment?

[ALLOW 200 CHARACTERS]

DK

Next [**INCENT04d**]

**INCENT04d** [IF INCENT01a = 1] How much do you think the screening incentive payment influenced this respondent's decision to participate in the screening?

- 1 A LOT
- 2 A LITTLE
- 3 NOT AT ALL

DK

Next [**INCENT05e**]



**INCENT05e** [IF INCENT04d = 1 OR 2] Do you think you would have been successful in convincing this respondent to participate in the screening if you had **not** been able to offer the screening incentive payment?

- 1 DEFINITELY YES
- 2 PROBABLY YES
- 3 PROBABLY NOT
- 4 DEFINITELY NOT
- DK

Next [**INCENT06f**]

**INCENT06f** [IF INCENT01a = 1] Do you think the screening incentive payment allowed you to work this case more efficiently, that is, make fewer visits to the household or spend less time gaining cooperation than you would have?

- 1 YES
- 2 NO
- DK

Next [**INCENT07g**]

**INCENT07g** [IF INCENT01a = 1] Did this respondent make any comments that suggested [he/she] would have participated in the survey without the screening incentive?

- 1 YES
- 2 NO
- DK

Next [**INCENT08h**]

**INCENT08h** [IF SCREENING INCENTIVE CASE AND R WAS ALSO SR] Did the respondent already know about the screening incentive before you told [him/her]?

- 1 YES
- 2 NO
- DK

Next [**INCENT09i**]

**INCENT09i** [IF INCENT08h = 2] Did this respondent show any reluctance to participate in the interview before you mentioned the screening incentive payment to [him/her]?

- 1 YES
- 2 NO
- DK

Next [**INCENT10j**]

**INCENT10j** [IF INCENT08h = 1] How did this respondent find out about the screening incentive payment?

TO SELECT MORE THAN ONE CATEGORY, PRESS THE SPACE BAR BETWEEN EACH CATEGORY YOU SELECT.

- 1 FROM THE LEAD LETTER
- 2 FROM THE Q & A BROCHURE
- 3 FROM ANOTHER MEMBER OF THE HOUSEHOLD
- 4 FROM A NEIGHBOR/BUILDING MANAGER/ETC.
- 5 FROM ANOTHER INTERVIEWER
- 6 SOME OTHER WAY
- DK

# NMHS FT Screening Application Specifications

## Section 3

### Parental Contact Information

*After the Respondent Selection Screen and parental consent popup, if at least one adolescent respondent is selected, the following module will appear.*

Your [AGE] (child/children) (has been/have been) selected to take part in an important study for the U.S. Department of Health and Human Services called the National Mental Health Study (NMHS). Knowledge gained from this study will improve our ability to describe and understand mental health issues in the United States. RTI International is conducting the NMHS on behalf of the Substance Abuse and Mental Health Services Agency (SAMHSA) and the National Institute of Mental Health (NIMH). Both of these agencies are part of the U.S. Department of Health and Human Services.

We would like you to take part in the National Mental Health Study Parent Interview to answer questions about [IF ONE ADOLESCENT SELECTED FILL: child; IF TWO ADOLESCENTS SELECTED FILL: children]'s health, development and family background. A parent's perspective is very important in getting an accurate description of a child's health and development so we hope you'll agree to participate. You will receive **\$30** as a token of our appreciation for completing the survey. It will take approximately 30 minutes to complete. If possible, please complete the interview in the next three days.

HAND PARENT STUDY DESCRIPTION TO RESPONDENT. Please read this statement. It describes the survey and the legislation that assures the confidentiality of information you provide.

FI\_CARD FI: COMPLETE A CARD FOR EACH SELECTED ADOLESCENT. RECORD THE ADOLESCENT'S INITIALS AND THE CORRECT CASE ID ON THE CARD. BE SURE TO WRITE LEGIBLY!

**INSTRUCT1** [IF ONE ADOLESCENT SELECTED] Thank you. I've recorded the information you'll need to access the interview on this card. You can participate via the web or over the phone. If you want to do the interview via the web you just need to type this website into your internet browser (POINT TO WEBSITE ON CARD) and once you're connected to the website you'll use this access code (POINT TO ACCESS CODE ON CARD) to start your interview. If you want to complete the interview via phone call 1-800-XXX-XXXX. Please be sure to answer the questions about the child I've listed on the card.

[IF TWO ADOLESCENTS WERE SELECTED] Thank you. I've recorded the information you'll need to access the survey for each of your children on these two cards. You can participate via the web or over the phone. If you want to do the interview via

the web you just need to type this website into your internet browser (POINT TO WEBSITE ON CARD) and once you're connected to the website you'll use this specific access code (POINT TO ACCESS CODES ON EACH CARD) to start your interview. If you want to complete the interview via phone call 1-800-XXX-XXXX. Please be sure to answer the questions about the child I've listed on the card. After you complete the survey for one of your children you'll be able to enter the access code for your other child who was selected and answer the same questions about them.

Do you have any questions? (ANSWER QUESTIONS AS NEEDED)

**EMAIL**

Next, in case we need to follow up with you I need a couple of pieces of information. What is your email address?

(IF NO EMAIL ADDRESS, TAP NEXT)

\_\_\_\_\_  
REF  
ALLOW 50 CHARACTERS

**CELL**

What is your cell phone number?  
PLEASE ENTER 3 DIGIT AREA CODE AND 7 DIGIT NUMBER.

(IF NO CELL PHONE, TAP NEXT)

\_\_\_\_\_  
REF

[ALLOW 3+3+4 NUMERIC AND BLANKS AND CHECK AGAINST LOOK-UP TABLE OF VALID AREA CODE. ADMINISTER A SOFT CHECK IF NOT FOUND, "PLEASE VERIFY THIS AREA CODE WITH RESPONDENT. PRESS "CANCEL" TO CORRECT AREA CODE, OR "OK" TO CONTINUE.]  
DK/REF

ALLOW 10 CHARACTERS AND BLANKS

**PHONE**

IF R DOESN'T HAVE CELL PHONE: What is your telephone number?  
PLEASE ENTER 3 DIGIT AREA CODE AND 7 DIGIT NUMBER.

\_\_\_\_\_  
REF

[ALLOW 3+3+4 NUMERIC AND BLANKS AND CHECK AGAINST LOOK-UP TABLE OF VALID AREA CODE. ADMINISTER A SOFT CHECK IF

NOT FOUND, "PLEASE VERIFY THIS AREA CODE WITH RESPONDENT.  
PRESS "CANCEL" TO CORRECT AREA CODE, OR "OK" TO CONTINUE.]  
DK/REF

**PINCENT01** HAND RESPONDENT **\$30** CASH.

MARK THE APPROPRIATE "CASH ACCEPTANCE" BOX ON THE  
INTERVIEW INCENTIVE RECEIPT.

SIGN AND DATE INTERVIEW INCENTIVE RECEIPT AND GIVE TOP  
COPY TO RESPONDENT.

I have signed this form to indicate that I have given you **\$30** for this interview. At  
the bottom of this form, we have included national hotline numbers that you can  
call if you ever feel you need to talk to someone about mental health or drug use  
issues.

Thank you in advance for your participation.

PRESS [ENTER] TO CONTINUE.

*PROGRAMMERS: We need the QUESTIDs generated by the screener to link correctly with NICKNAME  
and NICKNAME2.*

*This page intentionally left blank.*

# NMHS Screening Application Specifications

## Section 4

### Select Case Screen Options

Document Format:

- Screen/menu names bolded
- Screen/question/instructional text designated by black and non-italicized text in parenthesis. In the program, upper-lower black text to be read and red text is instructions to FI
- Fills designated by parentheses and italics
- Logic designated by brackets
- Text of instructional message boxes provided in bracketed logic
- Response categories underlined
- Explanatory text in italics.

*Select Case screen contains the date, time, battery level, CaseID, (list of cases), Address, Results for S (Screening), A (Interview A), and B (Interview) and menus detailed below.*

**ACTIONS MENU** [ TOUCH AND HOLD CASE UNTIL ACTIONS MENU APPEARS]

*Items on the Actions Menu are case specific. First a case is selected on the screen, then the action from the Actions Menu is selected.*

Screen DU/Re-Open Case  
Go To Record Of Calls  
View Selections  
View Roster  
Edit Address  
Add Missed DU  
Place Case On Hold/Take Case Off Hold  
View Verification Information  
Add Appointment  
View Call Distribution  
View Letters

**SCREEN DU** [SELECT CASE, SCREEN DU]

[IF SCREENING COMPLETED, **RE-OPEN CASE** DISPLAYS ON ACTIONS MENU. **RE-OPENING CONFIRMATION:** “CASE (CASEID) HAS ALREADY BEEN COMPLETED. DO YOU WISH TO RE-OPEN THIS CASE? IF No, **SELECT CASE**. IF Yes, **CASE RE-OPEN CODE:** “ENTER THE CODE TO RE-OPEN THIS CASE, THEN TOUCH ‘OK’ TO CONTINUE.” ENTER CORRECT CODE, OK, **STUDY INTRODUCTION**]

**GO TO RECORD OF CALLS** [SELECT CASE, GO TO RECORD OF CALLS – FOR DETAILS SEE SECTION 6]

**VIEW SELECTIONS** [SELECT CASE, VIEW SELECTIONS]

**RESPONDENT SELECTION** [IF CASE COMPLETED WITH FINAL  
RESULT CODE = [31, 32]

Interview A

Roster #: (Roster # of selected member, None)

QuestID: (7-digit Questionnaire ID, BLANK)

Relation: (Relationship to householder, BLANK)

Age: (AGE, BLANK)

Sex: (M, F, BLANK)

Race: (W, B, I, P, A, O, BLANK)

Hispanic: (Y, N, BLANK)

Interview B

Roster #: (Roster # of selected member, None)

QuestID: (7-digit Questionnaire ID, BLANK)

Relation: (Relationship to householder, BLANK)

Age: (AGE, BLANK)

Sex: (M, F, BLANK)

Race: (W, B, I, P, A, O, BLANK)

Hispanic: (Y, N, BLANK)

Done [SELECT CASE]

Roster [VERIFY ROSTER DATA]

ROC [RECORD OF CALLS]

**VIEW ROSTER** [SELECT CASE, VIEW ROSTER]

[IF CASE COMPLETED WITH FINAL RESULT CODE = 30, 31, 32, **VERIFY  
ROSTER DATA**]

[**VERIFY ROSTER DATA** – FOR DETAILS, SEE SECTIONS 1 & 2]

Done [SELECT CASE]

Selections [RESPONDENT SELECTION]

ROC [RECORD OF CALLS]

**EDIT ADDRESS** [SELECT CASE, EDIT ADDRESS]

[**EDIT ADDRESS** – FOR DETAILS, SEE SECTIONS 1 & 2]

**ADD MISSED DU** [SELECT CASE, ADD MISSED DU]

[**MISSED DU ADDRESS** – FOR DETAILS, SEE SECTION 1]

[IF CASE SELECTED IS MISSED DU: **CANNOT ADD UNIT**: “YOU CANNOT  
ADD A MISSED DU FROM A DU THAT HAS BEEN ADDED.” OK, **SELECT  
CASE**.]

[IF ATTEMPTING TO ADD A DU TO A GQU: **MISSED GQU**: “YOU CANNOT  
ADD MISSED GROUP QUARTERS UNITS (GQUS). YOU CAN ONLY ADD A  
MISSED HOUSING UNIT THAT IS ASSOCIATED WITH A SELECTED LINE IN A  
GROUP QUARTERS STRUCTURE. ARE YOU CERTAIN THE UNIT YOU WANT  
TO ADD IS A HOUSING UNIT AND NOT A GROUP QUARTERS UNIT?”]



Yes [**READY TO ADD:** “DO YOU WANT TO ADD AN HU LINKED TO CASE (CASEID)?” IF Yes, **MISSED DU ADDRESS**. IF No, **SELECT CASE**]

No [**CALL FS:** “IF THERE ARE MISSED GROUP QUARTERS UNITS IN THE STRUCTURE, OBTAIN INFORMATION ABOUT ALL MISSED UNITS THEN CALL YOUR FS.” OK, **SELECT CASE**.]

## **PLACE CASE ON HOLD** [SELECT CASE, PLACE CASE ON HOLD]

*This menu option toggles between “Place Case On Hold” and “Take Case Off Hold,” depending on the on-hold status of the case. When a case is on hold, data for that case are transmitted, but are not pulled into the control system—the data is maintained in a separate location to be accessed, as necessary. This allows putting a case ‘On Hold’ for troubleshooting.*

[IF CASE NOT ON HOLD, **PLACE CASE ON HOLD:** “ARE YOU SURE YOU WANT TO PUT CASE (CASEID) ON HOLD?” IF No, **SELECT CASE** WITH CASE NOT ON HOLD. IF Yes, **SELECT CASE** WITH ‘On Hold’ NEXT TO CASEID.]

[IF CASE ON HOLD, **TAKE CASE OFF HOLD:** “ARE YOU SURE YOU WANT TO TAKE CASE (CASEID) OFF HOLD?” IF No, **SELECT CASE** WITH CASE ON HOLD. IF Yes, **SELECT CASE** WITH ‘On Hold’ REMOVED AND CASE NOT ON HOLD.]

## **VIEW VERIFICATION INFORMATION** [SELECT CASE, VIEW VERIFICATION INFORMATION]

[IF VERIFICATION INFORMATION AVAILABLE, **VERIFICATION**.]

[IF NO VERIFICATION INFORMATION AVAILABLE: “No Verification data found” OK, **SELECT CASE**]

## **ADD APPOINTMENT** [SELECT CASE, ADD APPOINTMENT]

*This optional calendar can be used to post work and personal appointments to help with time management and scheduling of interview appointments.*

### **NEW APPOINTMENT**

SHOW CALENDAR WHEN DONE? (*check box*)

CASE: (*Case ID*)

FROM: (*current date with link to calendar to select a beginning date*) (*time of day*)

[IF SELECT A DIFFERENT DATE, Set CHANGES DATE,  
Cancel MAINTAINS CURRENT DATE]

IF SELECT A DIFFERENT TIME, Set CHANGES TIME,  
Cancel MAINTAINS CURRENT TIME]

TO: (*current date with link to calendar to select an ending date*) (*time of day*)

[IF SELECT A DIFFERENT DATE, Set CHANGES DATE,  
Cancel MAINTAINS CURRENT DATE]

IF SELECT A DIFFERENT TIME, Set CHANGES TIME,  
Cancel MAINTAINS CURRENT TIME]

ALL DAY? (*check box*)

REMINDER: (*Drop-down box with incremental time choices*)

TYPE: (*Drop-down box with: Select Type, Screening, Interview A, Interview B, S/I Other, Other*)

DESCRIPTION: (*text entry with comments describing appointment*)

Done [Detail View containing appointment information, then side arrow to display CALENDAR.] *This calendar is an interactive stock tablet tool that allows calendar viewing by day, week, month and list. Touching the day on the calendar will show any entered appointments. New appointments can be added, and appointments for the current day display at the bottom of the screen.*

Back Arrow [SELECT CASE]

## **VIEW CALL DISTRIBUTION** [SELECT CASE, VIEW CALL DISTRIBUTION]

*This optional case management feature can be used to view past work patterns based on ROC data and to determine the times/days when contact has not been attempted at SDUs.*

### **CALL DISTRIBUTION**

Link: (*line number and address of link line case*)

SELECT A CASE OR SEGMENT (*Drop-down list of cases and segments that have associated ROC data entered. FI chooses desired selection criteria.*) [IF SELECT ALL CASES ROC INFORMATION ON ALL CASES IS DISPLAYED. IF SELECT AN INDIVIDUAL CASE, ONLY ROC DATA FROM THAT CASE DISPLAYED. IF SELECT AN INDIVIDUAL SEGMENT, ROC DATA FROM CASES WITHIN THAT SEGMENT ONLY IS DISPLAYED.]

SCREENING RECORDS ONLY (*Drop-down list of selection criteria to customize ROC data displayed.*) [IF SELECT ALL ROC TYPE RECORDS, ALL ROCS ENTERED DISPLAY. IF SELECT SCREENING RECORDS ONLY, ONLY SCREENING RECORDS DISPLAY. IF SELECT INTERVIEW A OR B RECORDS ONLY, ONLY INTERVIEW A AND B RECORDS DISPLAY. IF SELECT INTERVIEW A RECORDS ONLY, ONLY INTERVIEW A ROCS DISPLAY. IF SELECT INTERVIEW B RECORDS ONLY, ONLY INTERVIEW B ROCS DISPLAY. IF SELECT CHOOSE ROC CODE(S), A DROP DOWN LIST OF ALL ROC CODES APPEARS TO CHOOSE FROM.]

DATE RANGE (INCLUSIVE)

BEGIN DATE: [SELECT A DATE] *Date appears allowing beginning date selection to narrow down the ROC results SET chooses the date entered* [CALL DISTRIBUTION], CANCEL, [CALL DISTRIBUTION].)

END DATE: [SELECT A DATE] *Date appears allowing beginning date selection to narrow down the ROC results SET chooses the date*

entered [CALL DISTRIBUTION], CANCEL, [CALL DISTRIBUTION].)

	6A-10A	10A-12P	12P-4P	4P-6P	6P-10P	10P-6A	All
Su	-	-	-	-	-	-	-
M	-	-	-	-	-	-	-
Tu	-	-	-	-	-	-	-
W	-	-	-	-	-	-	-
Th	-	-	-	-	-	-	-
F	-	-	-	-	-	-	-
Sa	-	-	-	-	-	-	-
All	-	-	-	-	-	-	-

Done [SELECT CASE]

Refresh (*Refreshes displayed data based on most recent selection criteria entered.*) [IF NO CASE SELECTED, “PLEASE SELECT A CASE OR SEGMENT FROM THE LIST THEN TOUCH “REFRESH”]

OK [CALL DISTRIBUTION]

ROC [IF CASE SELECTED, RECORD OF CALLS]

VIEW LETTERS [SELECT CASE, VIEW LETTERS]

[IF LETTER SENT, LETTERS. IF NO LETTER SENT, “NO LETTERS FOUND” OK, SELECT CASE]

**LETTERS** [IF REFUSAL LETTER HAS BEEN SENT AND IF RECORD OF CALLS = CALL RECORD SELECTED, FUNCTIONS, VIEW LETTERS]

(*Date letter requested – letter code – result code – FS that submitted request*)

**ADMINISTRATIVE TOOLS MENU** [SELECT CASE, FUNCTIONS, ADMINISTRATIVE TOOLS]

*Items on Administrative Tools Menu are administrative.*

- Set Name and Id
- Reconcile Missed DUs
- Reload Training Cases
- Erase Training Cases

**SET NAME AND ID** [SELECT CASE, FUNCTIONS, ADMINISTRATIVE TOOLS, SET NAME AND ID]

**NMHS SYSTEM IDENTIFICATION** [SELECT CASE, ADMINISTRATIVE TOOLS, SET NAME AND ID]

Government ID: (*Government ID issued to iPAQ*)  
FIID: (*RTI FI ID Number*)

First Name: *(FI First Name to be used on Study Introduction screen)*

Last Name: *(FI Last Name to be used on Study Introduction screen)*

Save [SELECT CASE]

Cancel [SELECT CASE]

**RECONCILE MISSED DUS** [SELECT CASE, FUNCTIONS, ADMINISTRATIVE TOOLS, RECONCILE MISSED DUS]

[IF NO MISSED DUS TO BE RECONCILED, **NO MISSED DUS**: “THERE ARE NO MISSED DUS TO RECONCILE.” OK, **SELECT CASE**.]

[IF MISSED DUS TO BE RECONCILED, **SEGMENTS AND MISSED DUS**]

**SEGMENTS AND MISSED DUS** [SELECT CASE, FUNCTIONS, ADMINISTRATIVE TOOLS, RECONCILE MISSED DUS]

SEGMENT (*SEGID*)

STREET ADDRESS (*MISSED DU STREET ADDRESS*)

TO RECONCILE A SEGMENT: TOUCH AND HOLD ON THE LINE, THEN TOUCH ‘RECONCILE’ FROM THE POP-UP MENU.

Reconcile [**RECONCILIATION CONFIRMATION**: “YOU WILL BE REQUIRED TO RECONCILE ALL DUS WITHIN THE SELECTED SEGMENTS. ARE YOU READY TO PROCEED?” IF No, **SEGMENTS AND MISSED DUS**. IF Yes, **MDU-SEGMENT KIT CHECK**.]

Exit [SELECT CASE]

**MDU-SEGMENT KIT CHECK** [SEGMENTS AND MISSED DUS = RECONCILE AND RECONCILIATION CONFIRMATION = YES]

Link: *(line number and address of link line case)*

INTERVIEWER: CONSULT YOUR SEGMENT KIT AND ANSWER THE FOLLOWING QUESTION(S):

IS THE UNIT THAT YOU ARE ATTEMPTING TO ADD

*(Missed DU Street Address)*

ALREADY ON THE HANDWRITTEN LIST OF DWELLING UNITS?

(MAKE SURE YOU ARE LOOKING AT THE FULL LIST OF DWELLING UNITS, NOT THE SELECTED DU LIST.)

Yes (UNIT NOT ADDED) [IF ANOTHER MISSED DU, **NEXT MISSED DU**: “PLEASE ANSWER THE FOLLOWING QUESTIONS TO RECONCILE THE NEXT MISSED DU.” OK, **MDU-SEGMENT KIT CHECK** FOR NEXT MISSED DU.]

[IF NO OTHER MISSED DU, **SELECT CASE**]  
No [**MDU SDU CHECK**]  
Exit [**SELECT CASE**]

## **MDU SDU CHECK** [MDU-SEGMENT KIT CHECK = NO]

Link: *(line number and address of link line case)*

IS THE MISSED UNIT LOCATED WITHIN THE SDU OR ON THE SDU PROPERTY, AS WELL AS LOCATED WITHIN THE SEGMENT BOUNDARIES?

REFER TO YOUR FI MANUAL AND YOUR SEGMENT MAPS OR CALL YOUR FS IF YOU ARE UNSURE WHETHER THIS UNIT SHOULD BE ADDED. IF YOU CANNOT DO THAT RIGHT NOW, TOUCH THE Exit BUTTON TO EXIT THIS SCREEN. YOU CAN RECONCILE THIS DU LATER.

Yes (UNIT ADDED) [**MDU-ADDRESS VERIFICATION**]  
No (UNIT NOT ADDED) [IF ANOTHER MISSED DU, **NEXT MISSED DU**: “PLEASE ANSWER THE FOLLOWING QUESTIONS TO RECONCILE THE NEXT MISSED DU.” OK, **MDU-SEGMENT KIT CHECK** FOR NEXT MISSED DU.]  
[IF NO OTHER MISSED DU, **SELECT CASE**]  
Exit [SELECT CASE]

## **MDU-ADDRESS VERIFICATION**

Link: *(line number and address of link line case)*

THIS UNIT WILL BE ADDED TO THE SAMPLE. PLEASE VERIFY THE INFORMATION BELOW. TOUCH ANY LINE TO EDIT IT.

STREET #: *(street number)*  
STREET: *(street name)*  
CITY: *(city)*  
STATE: *(state)*  
ZIP: *(zip code)*  
CASE #: *(CaseID assigned to Added DU)*

Update [IF ADDITIONAL MISSED DUs TO RECONCILE, **RECONCILE NEXT**: “THE ADDED DU HAS BEEN SUCCESSFULLY RECONCILED. PLEASE ANSWER THE FOLLOWING QUESTIONS TO RECONCILE THE NEXT MISSED DU.” OK, **MDU-SEGMENT KIT CHECK** FOR NEXT MISSED DU]  
[IF NO ADDITIONAL MISSED DUs TO RECONCILE, **SELECT CASE**]  
Exit [**SELECT CASE**, WITH RECONCILIATION PENDING]

**RELOAD TRAINING CASES** [SELECT CASE, FUNCTIONS, ADMINISTRATIVE TOOLS,RELOAD TRAINING CASES]

**RE-LOAD TRAINING CASES:** “ARE YOU SURE YOU WANT TO REMOVE AND RELOAD ALL TRAINING CASES?” IF No, **SELECT CASE**. IF Yes, **SELECT CASE WITH TRAINING CASES REMOVED AND RELOADED**.

**ERASE TRAINING CASES** [SELECT CASE, FUNCTIONS, ADMINISTRATIVE TOOLS, ERASE TRAINING CASES]

**ERASE TRAINING CASES:** “ARE YOU SURE YOU WANT TO ERASE ALL TRAINING CASES?” IF No, **SELECT CASE**. IF Yes, **SELECT CASE WITH TRAINING CASES REMOVED**.

**VIEW/SORT MENU** [SELECT CASE, FUNCTIONS, VIEW/SORT]

*View/Sort is a case management feature that allows an FI to view and sort cases in his/her assignment by subgroups and varying orders on the Select Case screen. The View and Sort options can be used in a variety of combinations.*

**VIEW/SORT PREFERENCES**

To modify the View and Sort options, Touch “View” and “Sort” then select an option from the list.

To go back to “SELECT CASE”, touch the Done button.

View [**VIEW**]

Sort [**SORT**]

Done [**SELECT CASE**]

**VIEW**

Pending Cases *(All Screening and Interview cases with Result Codes 00-09, 50-59)*

Pending Screenings *(All Screening cases with Result Codes 00-09)*

Pending Interviews *(All Interview cases with Result Codes 50-59)*

Group Quarters Units *(All GQU cases)*

All Cases *(All cases)*

Final Screenings *(Screening cases with Result Codes 10-32)*

Final Interviews *(Interview cases with Result Codes 70-79)*

Added DUs *(All added DUs)*

On Hold Cases *(All cases on hold)*

Segment *(View cases for each segments)*

Cancel [**VIEW/SORT PREFERENCES**]

**SORT**

By Case ID *(Alphanumerical order by CaseID)*

By Street *(Alphanumerical order by street name within segment and number)*

By Screening Code *(Numerical order by Screening Result Code)*

By Interview A Code *(Numerical order by Interview A Result Code)*

By Interview B Code *(Numerical order by Interview B Result Code)*

By ROC Date, Ascending (*Ascending date order using most recent Record of Calls entry*)  
By ROC Date, Descending (*Descending date order using most recent Record of Calls entry*)

Cancel [**VIEW/SORT PREFERENCES**]

**CALL DISTRIBUTION** [SELECT CASE, FUNCTIONS, CALL DISTRIBUTION] (*See Call Distribution explanation under Actions Menu above*)

**ADD APPOINTMENT** [SELECT CASE, FUNCTIONS, ADD APPOINTMENT] (*See Add Appointment explanation under Actions Menu above*)

**CALENDAR** [SELECT CASE, FUNCTIONS, CALENDAR] (*See Calendar explanation within the Add Appointment portion under Actions Menu above*)

**TRANSMIT** [SELECT CASE, FUNCTIONS, TRANSMIT]

**TRANSMISSION LOG**

Done [SELECT CASE]

Transmit [BEGINS DATA TRANSMISSION]

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# NMHS Screening Application Specifications

## Section 5

### Record of Calls

#### Document Format:

- Screen names bolded
- Screen/question/instructional text designated by black and non-italicized text in parenthesis. In the program, upper-lower black text to be read and red text is instructions to FI
- Fills designated by parentheses and italics
- Logic designated by brackets
- Text of instructional message boxes provided in bracketed logic
- Response categories underlined

**RECORD OF CALLS** [SELECT CASE, GO TO RECORD OF CALLS OR ON ANY SUBSEQUENT SCREEN EXIT OR VERIFICATION, DONE OR RESPONDENT SELECTION, DONE]

Type (*Data Type: S, A, B*)

Result (*Result Code*)

Date/time (*Date, time, and day of the week ROC entered*)

Done [**SELECT CASE**]

Add [IF CODE = PENDING SCREENING CODE, **SCREENING CALL RECORD**. FOR PENDING INTERVIEW CODES, **CHOOSE ROC TYPE**]

CD [IF CALL RECORD ENTERED, **CALL DISTRIBUTION FOR DETAILS SEE SECTION 5**]

Roster [IF CODE = 22, 25, 26, 30, 31, OR 32, VERIFY ROSTER DATA *FOR DETAILS SEE SECTION 1*]

Selections [If CODE = 31 or 32, **RESPONDENT SELECTION**]

**ACTIONS MENU** [RECORD OF CALLS, TOUCH AND HOLD CASE UNTIL ACTIONS MENU APPEARS]

Edit [IF ROC EVENT SELECTED, **SCREENING CALL RECORD** or **INTERVIEW CALL RECORD**]

Delete [IF UNTRANSMITTED, NON-SYSTEM-GENERATED ROC EVENT (NE 26, 30, 31, 32), DELETES EVENT, **RECORD OF CALLS**]

View Refusal [IF CODE 07, 17, 57, 58, 77, 78, **REFUSAL REPORT -FOR DETAILS SEE SECTION 7**]

View Other Specify [IF CODE 09, 23, 59, or 79, **CODE [fill with 09, 23, 59, or 79]: OTHER SPECIFY CATEGORIES**]

**FUNCTIONS MENU** [RECORD OF CALLS, FUNCTIONS]

Add [IF PENDING CODE, **CALL RECORD**]

Call Distribution [IF ROCs ENTERED, **CALL DISTRIBUTION**]  
View Roster [IF CODE = 22, 25, 26, 30, 31, OR 32, **VERIFY ROSTER DATA**]  
View Selections [IF CODE 31 OR 32 **RESPONDENT SELECTION**]  
Add Appointment [**NEW APPOINTMENT**]  
Calendar [**CALENDAR**]  
View Verification Information [IF CODE 10, 13, 18, 26, OR 30, **VERIFICATION**]

**CHOOSE ROC TYPE** [IF CODE = 32, AND BOTH INTERVIEW CASES NOT FINAL, RECORD OF CALLS, ADD]

WHICH TYPE OF CALL RECORD DO YOU WANT TO ENTER?

Screening [Option listed but not available as screening is final]  
Interview A [**INTERVIEW A CALL RECORD**]  
Interview B [**INTERVIEW B CALL RECORD**]  
Cancel [**RECORD OF CALLS**]

**SCREENING CALL RECORD** [IF AT COMPLETION OF SCREENING PROCESS  
RESPONDENT SELECTION = DONE OR IF VERIFICATION = DONE AND CODE = 22, 25,  
26 OR 30 OR IF RECORD OF CALLS = ADD]

RESULT (01-23, 25, 26, 29-32)

01 No one at DU  
02 SR Unavailable  
03 Neighbor Indicates Occupancy  
04 Pending Incapable  
05 Pending Lang. Barrier (Spanish)  
06 Pending Lang. Barrier (Other)  
07 Pending Refusal  
08 Unable to Locate SDU  
09 Pending Other – Specify  
10 Vacant  
11 No one at DU - Repeated  
12 SR Unavailable - Repeated  
13 Not Primary Residence  
14 Final Incapable  
15 Final Lang. Barrier (Spanish)  
16 Final Lang. Barrier (Other)  
17 Final Refusal  
18 Not a Dwelling Unit  
19 GQU Listed as HU  
20 HU Listed as GQU  
21 Denied Access  
22 All Military  
23 Final Other – Specify  
25 No Eligible Members  
26 R in DU Less Than ½ Quarter  
29 Listing Error  
30 No one selected  
31 One person selected

32 Two persons selected

COMMENTS: *(text entry)*

DO NOT CHANGE ROC DATE/TIME UNLESS INSTRUCTED BY TECH SUPPORT OR FS.

DAY/DATE: *(Day of week and Date ROC event entered)*

TIME: HOUR (1-12) MINUTE (00-59) AM/PM (AM, PM)

Commit [IF CODE = 32, **INTERVIEW EVENT**: “REMEMBER TO ENTER CALL RECORDS FOR INTERVIEWS A AND B.” OK, **RECORD OF CALLS.**] [IF CODE = 31, **INTERVIEW EVENT**: “REMEMBER TO ENTER INTERVIEW CALL RECORD FOR INTERVIEW A.” OK, **RECORD OF CALLS**] [IF CODE = 10, 13, 18, 26, OR 30, **VERIFICATION**] [IF 07 OR 17, **REFUSAL REPORT -FOR DETAILS SEE SECTION 7**] [IF 09 OR 23, **OTHER, SPECIFY**] [IF 6 OR 16, **OTHER LANGUAGE**] [IF 04, 14, 54 OR 74, **INCAPABLE, SPECIFY**]

Cancel [**ARE YOU SURE?:** “ARE YOU SURE YOU WANT TO CANCEL THIS CALL RECORD?” IF Yes, **SELECT CASE**. IF No, **SCREENING CALL RECORD**]

**INTERVIEW CALL RECORD** [RECORD OF CALLS, ADD, IF CODE 32 AND BOTH INTERVIEW CASES NOT FINAL, CHOOSE ROC TYPE, A OR B]

RESULT (50-59, 70-79)

- 50 Appointment for Interview
- 51 No one at DU
- 52 R Unavailable
- 53 Pending Break-off (Partial Interview)
- 54 Pending Incapable
- 55 Pending Lang. Barrier (Spanish)
- 56 Pending Lang. Barrier (Other)
- 57 Pending Refusal
- 58 Pending Parental Refusal for age 13-17
- 59 Pending Other – Specify
- 70 Interview complete
- 71 No One at DU - Repeated
- 72 R Unavailable - Repeated
- 73 Final Break-off (Partial Interview)
- 74 Final Incapable
- 75 Final Lang. Barrier (Spanish)
- 76 Final Lang. Barrier (Other)
- 77 Final Refusal
- 78 Final Parental Refusal for age 13-17
- 79 Final Other - Specify

COMMENTS: *(text entry)*

DO NOT CHANGE ROC DATE/TIME UNLESS INSTRUCTED BY TECHNICAL SUPPORT OR FS.

DAY/DATE: (Day of week and Date ROC event entered)  
TIME: HOUR (1-12) MINUTE (00-59) AM/PM (AM, PM)  
Relation (HU) or Name (GQU), Gender, Age, Race of selected respondent displays

Commit [SAVES DATA, **RECORD OF CALLS**]  
[IF 57, 58, 77, 78, **REFUSAL REPORT** -FOR DETAILS SEE SECTION 7]  
[IF 59 OR 79, **OTHER, SPECIFY**]

Cancel [**ARE YOU SURE?:** "ARE YOU SURE YOU WANT TO CANCEL THIS CALL RECORD?" Yes, **SELECT CASE**, No, **INT. CALL RECORD-A OR B**]

**CODE 09: OTHER SPECIFY CATEGORIES** [SCREENING CALL RECORD = RESULT CODE 09]

**OTHER SPECIFY CATEGORIES**

Screening breakoff  
Selected wrong line number  
Added in error  
Safety issue  
Controlled access  
Possible vacant  
Possible vacation/not primary residence  
GQU is institution (ONLY ACTIVE FOR GQU CASES)  
Other listing problem  
Need to discuss with FS  
Something else, Specify

Done [**RECORD OF CALLS**]

**CODE 23: OTHER SPECIFY CATEGORIES** [SCREENING CALL RECORD = FINAL RESULT CODE 23]

**OTHER SPECIFY CATEGORIES**

Added in error  
Safety issue  
GQU is institution (ONLY ACTIVE FOR GQU CASES)  
Something else, Specify

Done [**RECORD OF CALLS**]

**CODE 59: OTHER SPECIFY CATEGORIES** [INTERVIEW A CALL RECORD OR INTERVIEW B CALL RECORD = RESULT CODE 59]

**OTHER SPECIFY CATEGORIES**

R moved  
R under age 13  
R in military  
R rostered in error  
R deceased  
Interviewed wrong person

Screened wrong line  
Safety issue  
Controlled access  
Need to discuss with FS  
Something else, Specify

Done [**RECORD OF CALLS**]

**CODE 79: OTHER SPECIFY CATEGORIES** [INTERVIEW A CALL RECORD OR INTERVIEW B CALL RECORD = RESULT CODE 79]

**OTHER SPECIFY CATEGORIES**

R moved  
R under age 13  
R in military  
R rostered in error  
R deceased  
Interviewed wrong person  
Screened wrong line  
Safety issue  
Controlled access  
Something else, Specify

Done [**RECORD OF CALLS**]

**OTHER LANGUAGE** [SCREENING CALL RECORD = 06 OR 16, INTERVIEW A CALL RECORD OR INTERVIEW B CALL RECORD = 56 OR 76]

**LANGUAGE CATEGORIES**

Arabic  
Chinese  
French  
German  
Italian  
Korean  
Polish  
Portuguese  
Russian  
Tagalog  
Vietnamese  
Other, Specify

Specify other language or comments: *(text entry)*

Done [**RECORD OF CALLS**]

**INCAPABLE, SPECIFY** [SCREENING CALL RECORD = 04 OR 14, INTERVIEW A CALL RECORD OR INTERVIEW B CALL RECORD = 54 OR 74]

CODE [fill with 04 or 14 or 54 or 74]: INCAPABLE CATEGORIES

Physically Incapable  
Mentally Incapable

Done [**RECORD OF CALLS**]

# NMHS Screening Application Specifications

## Section 6

### Screening and Interview Refusals

Document Format:

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- Fills designated by parentheses and italics
- Logic designated by brackets
- Text of instructional message boxes provided in bracketed logic
- Response categories underlined

**REFUSAL REPORT** [IF SCREENING CALL RECORD = 07 P REFUSAL OR IF SCREENING CALL RECORD = 17 F REFUSAL AND ALREADY HAS A PENDING REFUSAL ENTERED OR IF INTERVIEW CALL RECORD = 57 P REFUSAL OR IF INTERVIEW CALL RECORD = 58 P PARENTAL REFUSAL OR IF INTERVIEW CALL RECORD = 77 F REFUSAL AND ALREADY HAS A PENDING REFUSAL ENTERED OR IF INTERVIEW CALL RECORD = 78 F PARENTAL REFUSAL AND ALREADY HAS A PENDING REFUSAL ENTERED]

[IF SCREENING CALL RECORD = 17 F REFUSAL AND DOES NOT ALREADY HAVE A PENDING REFUSAL ENTERED: **RESULT CODE ERROR:** “TRY AT LEAST ONE MORE TIME BEFORE ASSIGNING THIS FINAL CODE.” OK. **SCREENING CALL RECORD**]

[IF INTERVIEW CALL RECORD = 77 F REFUSAL AND DOES NOT ALREADY HAVE A PENDING REFUSAL ENTERED, OR IF INTERVIEW CALL RECORD = 78 F PARENTAL REFUSAL AND DOES NOT ALREADY HAVE A PENDING REFUSAL ENTERED: **RESULT CODE ERROR:** “TRY AT LEAST ONE MORE TIME BEFORE ASSIGNING THIS FINAL CODE.” OK. **INTERVIEW CALL RECORD**]

Too busy/no time/did too many already  
Surveys/Govt. invasive/teen exposure  
Clarify confidentiality, legitimacy, selection  
“Nothing in it for me”/Uncooperative  
Gatekeeper/Parent/HH member disallow  
Welfare/INS/ICE/USCIS concern  
Too ill/house messy/not dressed  
Need to discuss with FS

Comment: *(text entry)*

Done [SAVES REASON FOR REFUSAL AND COMMENTS ENTERED, **RECORD OF CALLS**]

## Screening and Interview Refusal Functions on ROC

### 1. View refusal report or edit refusal report prior to transmission:

**REFUSAL REPORT** [IF RECORD OF CALLS = TOUCH AND HOLD CALL RECORD, ACTION MENU, VIEW REFUSAL]

Reason for refusal

Too busy/no time/did too many already  
Surveys/Govt. invasive/teen exposure  
Clarify confidentiality, legitimacy, selection  
“Nothing in it for me”/Uncooperative  
Gatekeeper/Parent/HH member disallow  
Welfare/INS/ICE/USCIS concern  
Too ill/house messy/not dressed  
Need to discuss with FS

Comment: *(text entry)*

Done [IF EDITED (BEFORE TRANSMISSION) SAVES REASON FOR REFUSAL AND COMMENTS ENTERED, THEN **RECORD OF CALLS**]



# NMHS Screening Application Specifications

## Section 7

### Verification

Document Format:

- Screen names bolded
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- Fills designated by parentheses and italics
- Logic designated by brackets
- Text of instructional message boxes provided in bracketed logic
- Response categories underlined

**VERIFICATION** [IF SCREENING RESULT CODE = 10, 13, 18, 22, 26 OR IF RESPONDENT SELECTION = 'NONE' FOR BOTH A AND B INTERVIEW]

So that my supervisor may check the quality of my work, may I please have your first name and telephone number?

FIRST NAME: *(Screening Respondent's first name)*

Not Avail.      Ref.

PHONE: *(Area code and phone number)*

Home              Cell              Work

Not Avail.      Ref.

CONFIRM NUMBER WITH R.

NOTES TO VERIFICATION CALLER: *(Text field for notes about best times to call screening respondent or clarification about work number if caller has to go through an operator.)*

Done [CHECKS FOR COMPLETE DATA ENTRY, **RECORD OF CALLS**]

Clear [**VERIFICATION** WITH ENTRY CLEARED]

*This page intentionally left blank.*

**NMHS Screening Application Specifications**  
**Section 8**  
**GPS Data Collection**

*After a code 70 has been entered in the ROC for each interview generated at an SDU:*

**GPS1**                    Did this respondent give permission for GPS data to be collected?

                              YES

                              NO

*If two interviews generated at this SDU, stop at GPS1 until second interview has been completed.*

If only one interview generated at this SDU or two interviews generated and GPS1 = YES for both cases:

**GPS2**    INTERVIEWER ENTER GPS DATA NOW OUTSIDE THE ENTRANCE TO THE RESIDENCE

# NMHS Screening Application Specifications

## Section 9

### FI Debriefing Questions

Document Format:

- Screen names bolded
- Screen/question/instructional text designated by black and non-italicized text in parenthesis. In the program, upper-lower black text to be read and red text is instructions to FI
- Fills designated by parentheses and italics
- Logic designated by brackets
- Text of instructional message boxes provided in bracketed logic
- Response categories underlined

#### **INTERVIEW DEBRIEFING QUESTIONS:**

THESE QUESTIONS ARE FOR YOU TO ANSWER. DO NOT READ TO THE R.

#### **FIDBF1**

Did you conduct this interview at the respondent's home, either inside or outside?

YES

NO

Next [IF FIDBF1=YES, GO TO FIDBF3]

#### **FIDBF2** [IF FIDBF1=NO]

Where did you conduct this interview?

1. AT THE RESPONDENT'S WORKPLACE
2. AT THE HOME OF THE RESPONDENT'S RELATIVE OR FRIEND
3. IN SOME TYPE OF CONFERENCE ROOM IN A RESIDENCE HALL, SCHOOL OR APARTMENT COMPLEX
4. AT A LIBRARY
5. IN SOME TYPE OF COMMON AREA, SUCH AS A LOBBY, HALLWAY, STAIRWELL, OR LAUNDRY ROOM
6. SOME OTHER PLACE

Next [IF FIDBF2=6, GO TO FIDBF2a]

#### **FIDBF2a** [IF FIDBF2=6]

Where did the interview take place?

ALLOW 140 CHARACTERS

Next [FIDBF3]

**FIDBF3**

Please estimate for how much of the ACASI interview the respondent had their headphones on.

1. NONE/R TOOK HEADPHONES OFF IMMEDIATELY
2. LESS THAN HALF OF THE ACASI INTERVIEW
3. ABOUT HALF OF THE ACASI INTERVIEW
4. MORE THAN HALF OF THE ACASI INTERVIEW
5. ALL OF THE ACASI INTERVIEW

Next [FIDBF4]

**FIDBF4**

How cooperative was the respondent?

1. VERY COOPERATIVE
2. FAIRLY COOPERATIVE
3. NOT VERY COOPERATIVE
4. OPENLY HOSTILE

Next [FIDBF5]

**FIDBF5**

Please indicate how private the interview was. Do not count yourself or a project observer as another person in the room.

1. COMPLETELY PRIVATE – NO ONE WAS IN THE ROOM OR COULD OVERHEAR ANY PART OF THE INTERVIEW
2. MINOR DISTRACTIONS – PERSON(S) IN THE ROOM OR LISTENING LESS THAN 1/3 OF THE TIME
3. PERSON(S) IN THE ROOM OR LISTENING ABOUT 1/3 OF THE TIME
4. SERIOUS INTERRUPTIONS OF PRIVACY MORE THAN HALF THE TIME
5. CONSTANT PRESENCE OF OTHER PERSON(S)

Next [IF FIDBF5=1, GO TO FIDBF8; IF FIDBF5 NE1, GO TO FIDBF6]

**FIDBF6** [IF FIDBF5 NE1]

Not including yourself or project observers, who were the other people present or listening to the interview?

*Check all that apply*

1. PARENT(S)

2. SPOUSE
3. LIVE-IN PARTNER/BOYFRIEND/GIRLFRIEND
4. OTHER ADULT RELATIVE(S)
5. OTHER ADULT(S)
6. CHILD(REN) UNDER 18
7. OTHER

Next [IF FIDBF6=1, 2, 3, 4, 5, OR 6, GO TO FIDBF8]

**FIDBF7** [IF FIDBF6=7]

Please enter a description of the other person(s) present or listening to the interview. This description may be relationship to the respondent if you have this information, or simply the gender and estimated age.

ALLOW 140 CHARACTERS

Next [FIDBF8]

**FIDBF8** [IF FIDBF5=1; OR IF FIDBF6=1, 2, 3, 4, 5, OR 6; OR IF FIDBF7 NE BLANK]

Did the respondent make any comments about the interview being too long?

YES

NO

Next [FIDBF9]

**FIDBF9**

Did the respondent have trouble understanding any **questions** asked during the interview?

YES

NO

Next [IF FIDBF9=NO, GO TO FIDBF10]

**FIDBF9a** [IF FIDBF9=YES]

Enter the screen name and a brief description of what the respondent found confusing. If you do not know the screen name, please provide as much information as possible.

ALLOW 140 CHARACTERS

Next [FIDBF10]

**FIDBF10**

How often did this respondent let you know what his or her answers were as he or she completed

the ACASI portion of the interview?

1. NONE OF THE TIME – I DO NOT KNOW WHAT ANY OF THE ANSWERS ARE
2. A LITTLE OF THE TIME – I KNOW WHAT A FEW OF THE ANSWERS ARE
3. SOME OF THE TIME – I KNOW WHAT SOME OF THE ANSWERS ARE
4. A LOT OF THE TIME – I KNOW WHAT A LOT OF THE ANSWERS ARE
5. ALL OF THE TIME – I KNOW WHAT ALL OF THE ANSWERS ARE

Next [**FIDBF11**]

### **FIDBF11**

Please note anything else you think would be helpful for the interpretation and understanding of this interview.

ALLOW 250 CHARACTERS

### **IF PARENT SELECTED FOR PARENT INTERVIEW**

Next

#### **PAR1a**

### **IF NO PARENT INTERVIEW AND R SELECTED FOR CRS**

Next **CRS1a**

### **IF NO PARENT INTERVIEW AND NO CRS INTERVIEW GO TO RECORD OF CALLS**

### **IF PARENT SELECTED FOR PARENT INTERVIEW**

**PAR1a** Did the parent agree to participate in the parent interview?

1 YES

2 NO

DK

Next [**PAR1**]

**PAR1** [IF PAR1a = 1] Did the parent respondent accept the \$30 parent interview incentive payment?

3 YES

4 NO

DK

Next [**PAR2**]

**PAR2** [IF PAR1 = 2] Why **didn't** this respondent accept the parent interview incentive payment?

TO SELECT MORE THAN ONE CATEGORY, PRESS THE SPACE BAR BETWEEN EACH CATEGORY YOU SELECT.

- 1 DIDN'T FEEL IT WAS NECESSARY
- 2 DIDN'T WANT TO ACCEPT MONEY FROM THE GOVERNMENT
- 3 DIDN'T NEED THE MONEY
- 4 FELT IT WAS INAPPROPRIATE TO OFFER MONEY IN EXCHANGE FOR PARTICIPATION
- 6 SOME OTHER REASON
- DK

Next [PAR3]

**PAR3** [IF PAR2 = 6] Why didn't this respondent accept the parent interview incentive payment?

[ALLOW 200 CHARACTERS]  
DK

Next [PAR4]

**PAR4** [IF PAR1 = 1] How much do you think the parent interview incentive payment influenced this respondent's decision to participate in the parent interview?

- 1 A LOT
- 2 A LITTLE
- 3 NOT AT ALL
- DK

Next [PAR5]

**PAR5** [IF PAR4 = 1 OR 2] Do you think you would have been successful in convincing this respondent to participate in the parent interview if you had **not** been able to offer the parent interview incentive payment?

- 1 DEFINITELY YES
- 2 PROBABLY YES
- 3 PROBABLY NOT
- 4 DEFINITELY NOT
- DK

Next [PAR6]



**PAR6** [IF PAR1 = 1] Did this respondent show any reluctance to participate in the parent interview before you mentioned the incentive payment to [him/her]?

1 YES

2 NO

DK

Next [PAR7]

**PAR7** [IF PARENT SELECTED FOR PARENT INTERVIEW] Please note anything else you think would be helpful in terms of the parent interview gaining cooperation process.

ALLOW 250 CHARACTERS

**IF R SELECTED FOR CRS: Next CRS1a**

**IF NO CRS INTERVIEW GO TO RECORD OF CALLS**

**IF SELECTED FOR CRS**

**CRS1a** Did the respondent agree to participate in the CRS interview?

1 YES

2 NO

DK

Next [CRS1]

**CRS1** [IF CRS1a = 1] Did the respondent accept the \$40 CRS interview incentive payment?

1 YES

2 NO

DK

Next [CRS2]

**CRS1P** [IF SELECTED FOR A PARENT CRS INTERVIEW AND CRS1a = 1] Did the parent respondent accept the \$30 CRS interview incentive payment?

1 YES

2 NO

DK

Next [CRS2]

**CRS2** [IF CRS1 OR CRS1P = 2] Why **didn't** this respondent accept the CRS interview incentive payment?

TO SELECT MORE THAN ONE CATEGORY, PRESS THE SPACE BAR BETWEEN EACH CATEGORY YOU SELECT.

- 1 DIDN'T FEEL IT WAS NECESSARY
- 2 DIDN'T WANT TO ACCEPT MONEY FROM THE GOVERNMENT
- 3 DIDN'T NEED THE MONEY
- 4 FELT IT WAS INAPPROPRIATE TO OFFER MONEY IN EXCHANGE FOR PARTICIPATION
- 6 SOME OTHER REASON

DK

Next [CRS3]

**CRS3** [IF CRS2 = 6] Why didn't this respondent accept the CRS interview incentive payment?

[ALLOW 200 CHARACTERS]

DK

Next [CRS4]

**CRS4** [IF CRS1 OR CRS1P = 1] How much do you think the CRS interview incentive payment influenced this respondent's decision to participate in the CRS interview?

- 1 A LOT
- 2 A LITTLE
- 3 NOT AT ALL

DK

Next [CRS5]

**CRS5** [IF CRS4 = 1 OR 2] Do you think you would have been successful in convincing this respondent to participate in the CRS interview if you had **not** been able to offer the CRS interview incentive payment?

- 1 DEFINITELY YES

- 2 PROBABLY YES
- 3 PROBABLY NOT
- 4 DEFINITELY NOT
- DK

Next [CRS6]

**CRS6** [IF CRS1 OR CRS1P = 1] Did this respondent show any reluctance to participate in the CRS interview before you mentioned the incentive payment to [him/her]?

- 1 YES
- 2 NO
- DK

Next [CRS7]

**CRS7** [IF SELECTED FOR CRS INTERVIEW] Please note anything else you think would be helpful in terms of the CRS interview gaining cooperation process.

ALLOW 250 CHARACTERS

Next [CHKPT]

**CHKPT**

**IF PARENT CRS RESPONDENT QUESTIONS NOT ASKED SET CHKPT = 1**

**IF PARENT CRS RESPONDENT QUESTIONS ASKED SET CHKPT = 2**

**IF NO PARENT CRS RESPONDENT SET CHKPT = 3**

**IF CHKPT = 1 GO TO CRS1P**

**IF CHKPT = 2 GO TO RECORD OF CALLS**

**IF CHKPT = 3 GO TO RECORD OF CALLS**

# NMHS Screening Application Specifications

## Section 10

### Parental Introductory Script

Document Format:

- Screen/question/instructional text designated by black and non-italicized text in parenthesis. In the program, upper-lower black text to be read and red text is instructions to FI
- Fills designated by parentheses and italics
- Logic designated by brackets
- Text of instructional message boxes provided in bracketed logic
- Response categories underlined

#### **INTRODUCE YOURSELF/STUDY AS NECESSARY:**

Hello, I'm \_\_\_\_\_ with RTI International. We are conducting a nationwide study sponsored by the U.S. Department of Health and Human Services. You should have received a letter about this study. (SHOW LEAD LETTER, IF NECESSARY.)

#### **ONE YOUTH IS SELECTED:**

Your (AGE) year-old child has been **selected for an interview**. I would like to **talk with him/her** to see if he/she is interested in participating in **this study which asks about** various common mental health issues that children face, such as depression or sadness, anxiety and fears, attention and concentration difficulties, **and other health related issues**.

If your child is interested, I will give both of you more information and ask for permission to complete the interview. (Is [he/she] available?)

#### **TWO YOUTHS ARE SELECTED:**

Your (AGE) year-old and (AGE) year-old children have been **selected for an interview**. I would like to **talk with them** to see if they are interested in participating in **this study which asks about** various common mental health issues that children face, such as depression or sadness, anxiety and fears, attention and concentration difficulties-**and other health related issues**.

If they are interested, I will give all of you more information and ask for permission to complete the interview. (Are they available?)

## **NMHS Interview Verification Specifications Section 11**

**CASEID**      PREFILLED BY SCREENER PROGRAM.

**PHONE**      ENTER 10 DIGIT PHONE NUMBER INTO TABLET AND PRESS ENTER. IF  
R REFUSES, MARK "REFUSED" ON TABLET AND PRESS ENTER.

**ADDRESS**    CONFIRM ADDRESS PREFILED BY SCREENER PROGRAM.

**PARENTAL PERMISSION**      IF MINOR RESPONDENT, ENTER PARENT OR  
GUARDIAN WHO PROVIDED PERMISSION FOR  
MINOR TO COMPLETE THE INTERVIEW