

PROGRAM DIRECTOR INTERVIEW

Survey Section	Question Item	Question Response	Document Type (Program Recruitment Script/SAQ/PAPI by phone)
Program Approach	<p>1. Does your Early Head Start program offer center-based services in which Early Head Start services are provided primarily in a child development center but include two home visits per year? If you provide home visits more frequently than two times per year to the typical family, then answer no. If no, skip to item 2.</p> <p>1A. If yes, about what proportion of families are enrolled in this option? (If 100% skip to item xx)</p> <p>2. Do you offer home-based service in which Early Head Start services are offered primarily through visits to the child's home?</p> <p>2A. If yes, what proportion of families are enrolled in this option?</p> <p>2B. If yes, what frequency are home visits scheduled for a typical family?</p> <p>2C. If yes, what frequency are home visits provided for a typical family?</p> <p>3. Does your Early Head Start program offer center-based services in which Early Head Start services are provided primarily in a child development center but include more than two home visits per year for the typical family?</p> <p>3A. What proportion of families are enrolled in this option?</p> <p>3B. How frequently are home visits provided for the typical family? (monthly, tw</p>	<p>1 = Center only 2= Home visits only 3= Multiple 4= Combination</p>	Program Recruitment Script
Program Approach	What percentage of the families in your Early Head Start program are English Language Learners (ELL)?	Percentage	Program Recruitment Script
Program Approach	Does your Early Head Start program serve pregnant women?	Yes; No	Program Recruitment Script
Program Goals	Which of the following goals are most important to your Early Head Start program?	<p>INTERVIEWER MARK ALL THAT APPLY</p> <ol style="list-style-type: none"> 1. Enhance child development 2. Improve parenting 3. Improve parent self sufficiency 4. Foster appropriate parent-child relationships 5. Knowledge of child development 6. Child social emotional development 7. Child cognitive development 8. Child language development 9. Child health and physical development 10. Family Mental Health 	PAPI by phone

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Program Goals	You mentioned [FILL GOALS SELECTED]. Which of these is the single most important goal for your Early Head Start Program?	Most important goal	PAPI by phone
Program Goals	Does your Early Head Start program have any additional goals specifically for ELL families? IF YES: Which of the following goals is most important to your Early Head Start program when serving ELL families?	Yes; No; NA 1. To help them learn English/connect to ELL resources 2. Serve as a bridge for acculturation 3. Help them find services within the community. 4. Other- Specify	PAPI by phone
Program Approach	Does your Early Head Start program follow a specific curriculum in centers?	Yes, one curriculum; Yes, draws on multiple curricula; No	PAPI by phone
Program Approach	IF YES: What curriculum or curricula (does/do) your Early Head Start program use in centers to provide Early Head Start services for children? Please include center-based services provided by your partner(s).	MARK ALL THAT APPLY 1 Agency-created curriculum 2 Assessment, Evaluation and Programming System (AEPS) 3 Beautiful Beginnings 4 Creative Curriculum 5 Early Learning Accomplishments Profile 6 Emotional Beginnings 7 Games to Play with Babies 8 Games to Play with Toddlers 9 Hawaii Early Learning Profile 10 High/Scope 11 Learning Activities for Infants 12 Montessori 13 Ones and Twos 14 Partners as Primary Caregivers 15 Partners in Learning 16 Playtime Learning Games for Young Children 17 Resources for Infant Educators 18 Talking to Your Baby 19 The Anti-Bias Curriculum 20 Another curricula (Specify)	PAPI by phone

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Program Approach	Did any of the following factors make you choose this curriculum over another? a. Cost b. Recommendations from other Early Head Start programs c. Recommendations from teachers d. Personal experience using the curriculum in another early childhood setting e. Research findings or reports on the curriculum f. Availability/ curriculum was already being used g. It was required h. Other-- Specify	Yes; No	PAPI by phone
Program Approach	Does your Early Head Start program use a specific curriculum in your home visit services?	Yes; No	PAPI by phone
Program Approach	What curriculum or curricula (does/do) your Early Head Start program use in your home-visit services?	MARK ALL THAT APPLY 0 Does not provide home-based services 1 Agency-created curriculum 2 Beautiful Beginnings 3 Early Learning Accomplishments Profile 4 Games to Play with Babies 5 Games to Play with Toddlers 6 Hawaii Early Learning Profile 7 Healthy Families America 8 HIPPY 9 Learning Activities for Infants 10 Ones and Twos 11 Parents as Primary Caregivers 12 Partners for a Healthy Baby 13 Partners in Learning 14 Partners in Parenting Education 15 Playtime Learning Games for Young Children 16 Early Head Start Program for Infant/ Toddler Caregivers 17 Resources for Infant Educators 18 Talking to Your Baby 19 Another curriculum (Specify)	PAPI by phone

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Program Approach	<p>Did any of the following factors make you choose this curriculum over another?</p> <ul style="list-style-type: none"> a. Cost b. Recommendations from other Early Head Start programs c. Recommendations from teachers d. Personal experience using the curriculum in another early childhood setting e. Research findings or reports on the curriculum f. Availability/ curriculum was already being used g. It was required h. Other-- Specify 	Yes; No	PAPI by phone
Program Approach	<p>Which of the following factors does your Early Head Start program consider when determining whether a family receives home-based or center-based services? Does your Early Head Start program consider...</p>	<p>INTERVIEWER MARK ALL THAT APPLY</p> <ul style="list-style-type: none"> 1. Parent's employment status 2. The family needs or preferences 3. Needs determined by staff 4. The age of the child 5. The availability of slots in each service option 6. Family structure (i.e., whether two-parent or single-parent family) 7. Do you consider anything else? Specify 	PAPI by phone
Program Approach	<p>Do families ever change between service options?</p>	Yes; No	PAPI by phone
Program Approach	<p>Which of the following are reasons families change from one option to another? Do families change between options due to a change in [FILL]...</p>	<p>MARK ALL THAT APPLY</p> <ul style="list-style-type: none"> 1. Parent's employment status 2. Family needs or preferences 3. Staff assessment of family needs 4. The age of child 5. The availability of slots in each service option 6. Anything else? Specify 	PAPI by phone

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Program Approach	<p>What different languages do the families in your Early Head Start program speak?</p> <p>COLUMN 1:</p> <p>a. Spanish</p> <p>b. Native Central American, South American and Mexican Languages (e.g., Mexican, Quichean)</p> <p>c. Caribbean languages (e.g., French-Creole, Haitian)</p> <p>d. Middle Eastern and Indic languages (e.g., Arabic, Hindi)</p> <p>e. Far Eastern Asian languages (e.g., Japanese, Vietnamese)</p> <p>f. Native North American or Alaska Native languages</p> <p>g. Pacific Island languages (e.g., Palauan, Fijian)</p> <p>h. European and Slavic languages (e.g., Italian, Croatian)</p> <p>i. African languages (e.g., Swahili, Wolof)</p> <p>j. American Sign Language</p> <p>k. Some other language (Specify)</p>	<p>Yes; No</p> <p>Yes; No</p> <p>COLUMN 2: Do you have staff that speak [LANGUAGE REPORTED]?</p> <p>COLUMN 3: IF YES: What percentage of families receive services in [LANGUAGE REPORTED]?</p>	PAPI by phone
Program Approach	<p>How does you Early Head Start program staff communicate with families who speak [FILL LANGUAGES REPORTED AS NO IN COLUMN 2]? Do they use...</p> <p>a. Hired translators</p> <p>b. A telephone translation service</p> <p>c. Family members or other informal translators</p> <p>c. Other Specify</p>	Yes; No	PAPI by phone
Program Approach	<p>Does your Early Head Start program try to match families and staff based on language or cultural background?</p> <p>IF YES: What percentage of families are you able to match with staff of similar cultural background or language?</p>	<p>Yes; No</p> <p>Percentage</p>	PAPI by phone
Processes for Individualization	<p>What percentage of families currently receiving services are English Language Learners (ELL)?</p>	Percentage	PAPI by phone
Program Approach	<p>Are there any pregnant women currently enrolled in your Early Head Start program?</p> <p>IF YES: Is enrollment higher or lower than normal?</p>	<p>1. Yes, enrollment is higher than normal</p> <p>2. Yes, enrollment is lower than normal</p> <p>3. No</p>	PAPI by phone
Program Approach	<p>What is the typical enrollment of pregnant women at any given time?</p>	Number	PAPI by phone

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Program Services	Which of the following services does your Early Head Start program offer to pregnant women?	MARK ALL THAT APPLY a Case management b Parental home visits c Referrals d Classes e. Some other services	PAPI by phone
Program Services	Does your Early Head Start program offer any of the following activities for families? a Group socializations b Events for the entire family c Workshops on parenting d Training or workshops for ELL (English Language Learner) e. Parent training or workshops on subjects other than ELL, such as employment, job training, or financial counseling f. Information on sleep practices g. Some other services	Yes; No	PAPI by phone
Program Services	Which types of activities does your Early Head Start program do to involve fathers or father figures?	MARK ALL THAT APPLY a Hold events or activities specifically for fathers or fathers and children (not including mothers) b Host events for the entire family that include fathers c Provide employment or job training services for fathers d. FOR HOME-BASED FAMILIES: make a special effort to include fathers in home visits or group socialization activities e. FOR CENTER-BASED FAMILIES: Include fathers in parent education or group socialization activities	PAPI by phone

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Program Services	<p>Does your Early Head Start program offer any of the following services to families?</p> <p>ROWS</p> <ul style="list-style-type: none"> a Child care b Health care c Prenatal care e Transportation assistance f Disability services g Emergency assistance h Employment assistance I Education or job training j Drug or alcohol abuse k Legal assistance l Housing assistance m Financial counseling n Family literacy o English Language Learner (ELL) 	<p>COLUMNS: Yes/No</p> <p>IF YES, Is that service...</p> <p>MARK ONLY ONE ANSWER</p> <ol style="list-style-type: none"> 1. Offered directly by Early Head Start staff? 2. Offered by a community partner but provided at the center. 3. Offered through a community partner and provided off-site 	PAPI by phone
Program Services	<p>Does your Early Head Start program offer or make available any of the following ELL services?</p> <ul style="list-style-type: none"> a Assessment of English language skills b Assessment of basic reading and writing skills c Activities and Workshops for parents of English Language Learners d Assistance in applying for medical insurance e Assistance in scheduling appointments for pre-kindergarten screening f Information about: Head Start, Adult ESL or Education and Community Resources 	Yes; No	PAPI by phone
Program Services	<p>What methods does your Early Head Start program use to identify family needs?</p> <p>Do you use...</p> <ul style="list-style-type: none"> a. Family self-reports b. A checklist c. Screenings d. Something else. Specify 	Yes; No	PAPI by phone

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Program Services	What are the most important child assessment tools that your Early Head Start program uses with children?	<p>MARK ALL THAT APPLY</p> <p>0 Does not use</p> <p>1 Agency-Created Screening Assessment</p> <p>2 Achenbach Child Behavior Checklist (CBCL)</p> <p>3 Bayley Behavior Rating Scale (BRS)</p> <p>4 Bayley Mental Development Index (MDI)</p> <p>5 Creative Curriculum Tools</p> <p>6 High Scope COR</p> <p>7 Infant Toddler Developmental Assessment</p> <p>8 The Ounce Scale</p> <p>9 Infant Toddler Social Emotional Assessment and Brief Infant Toddler Social Emotional Assessment (ITSEA.BITSEA)</p> <p>10 Leiter International Performance Scale Revised (Leiter-R)</p> <p>11 Macarthur Communicative Development Inventories (CDI)</p> <p>12 Mullen Scales of Early Learning</p> <p>13 Preschool Language Scale (PLS-3)</p> <p>14 Receptive/Expressive Emergent Language Test-2nd Ed (REEL-2)</p> <p>15 Temperament and Atypical Behavior Scale (TABS)</p> <p>16 Vineland Adaptive Behavior Scales (VABS)</p> <p>17 Vineland Social-Emotional Early Childhood Scales (Vineland SEEC)</p> <p>18 Woodcock Johnson</p> <p>19 Another assessment tool (Specify)</p>	PAPI by phone

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Program Services	What parent or family assessments are most important for your Early Head Start program?	<p>INTERVIEWER MARK ALL THAT APPLY</p> <ul style="list-style-type: none"> 0 Does not use 1 Agency-Created Assessment 2 Adult-Adolescent Parenting Inventory 3 Beck Depression Inventory 4 CES-D Depression Scale 5 Child Abuse Potential Inventory (CAP) 6 Family Needs Scale 7 Family Partnership Agreement 8 Family Support Scale (FSS) 9 Home Observation for Measurement of the Environment (HOME) 10 Infant-Toddler and Family Instrument 11 Kempe Family Stress Inventory 12 Knowledge of Infant Development Inventory (KIDI) 13 Parenting Stress Index 14 Partners in Parenting Education (PIPE) 15 Parents as Primary Caregivers Parent Survey 16 Another parenting or family assessment (Specify) 	PAPI by phone
Program Services	What are some reasons you use these assessments?	<p>INTERVIEWER MARK ALL THAT APPLY (READ RESPONSE CATEGORIES ONLY IF NECESSARY)</p> <ul style="list-style-type: none"> a. Cost b. Recommendations from other Early Head Start programs c. Recommendations from teachers d. Personal experience using the curriculum in another early childhood setting e. Research findings or reports on the curriculum f. Availability/ curriculum was already being used g. It was required h. Other-- Specify 	PAPI by phone

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Program Services	Who picks which assessments to use?	INTERVIEWER CODE ALL THAT APPLY 1. Director (sample member) 2. Prior director 3. Program Staff 4. Program specialists 5. Other	PAPI by phone
Program Services	Who conducts these assessments.?	INTERVIEWER MARK ALL THAT APPLY 1. Program Staff 2. Lead teacher or Home Visitor 3. A specialist 4. An outside provider 5. Other: Specify	PAPI by phone
Program Services	Are the assessments typically conducted during program hours or outside of program hours? Are the assessments typically conducted at the center, at the family's home, or someplace else?	1. During program hours 2. Before or after program hours a. At the center b. At the family's home c. Someplace else; Specify	PAPI by phone
Program Services	Many Early Head Start families have health or developmental concerns that require some level of assessment and intervention. We would like to better understand what Early Head Start programs need do to obtain services for such families and children. If for example, a child in your program was recently screened for a developmental concern (such as a speech problem), what would be the first step you would have to take to gain intervention services for this child?	Probe: The process leading to intervention can include many steps such as the building of awareness, gaining cooperation, planning with families, referral for evaluation, etc. Probe: Ok, What would you do next? Probe: Then? Specify step 1 _____ Specify step 2 _____ Specify step 3 _____ Specify step 4 _____ Specify step 5 _____ Specify step 6 _____	PAPI by phone

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Program Services	<p>ROWS</p> <p>Does your Early Head Start program offer or make available any of the following mental health services ?</p> <ol style="list-style-type: none"> 1. Mental health screenings 2. Mental health assessments 3. Family therapy 4. Care coordination 5. Staff consultation 6. Something else (Specify) 	<p>COLUMNS: Yes/No</p> <p>IF YES, Is that service...</p> <p>MARK ONLY ONE ANSWER</p> <ol style="list-style-type: none"> 1. Offered directly by Early Head Start staff? 2. Offered by a community partner but provided at the center. 3. Offered through a community partner and provided off-site 	PAPI by phone
Program Services	<p>ROWS</p> <p>Does your Early Head Start program offer or make available any of the following oral health services?</p> <ol style="list-style-type: none"> 1. Oral health screenings 2. Oral health assessments 3. Family education on oral health 4. Staff consultation/ follow up with families 5. Something else (Specify) 	<p>COLUMNS: Yes/No</p> <p>IF YES, Is that service...</p> <p>MARK ONLY ONE ANSWER</p> <ol style="list-style-type: none"> 1. Offered directly by Early Head Start staff? 2. Offered by a community partner but provided at the center. 3. Offered through a community partner and provided off-site 	PAPI by phone
Program Services	Are there sleep routines in place at your centers?	Yes; No	PAPI by phone - For programs that provide center options
Program Services	Do home visitors talk with parents about providing adequate sleep for their infants/toddlers?	Yes; No	PAPI by phone - For programs that provide home options
Program Services	Does your program currently offer materials or workshops to educate parents on the importance of sleep?	Yes; No	PAPI by phone
Staff Structure	How many full-time employees does your Early Head Start program employ?	Number	PAPI by phone
Staff Structure	How many part-time employees does your Early Head Start program employ?	Number	PAPI by phone
Staff Structure	<p>Does your Early Head Start program employ or have access to the following specialists?</p> <ol style="list-style-type: none"> a. A father or male involvement specialist or coordinator b. Mental health specialist or coordinator c. Disability specialist d. Literacy specialist e. Speech or language specialist f. Health care professional or nurse g. Some other specialists; Specify 	Yes; No	PAPI by phone

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Staff Education/credentials	For each job title, please mark the highest degree held by each staff member. Each row should total the number of staff in that position in your program. If a staff member holds more than one job title please count only the highest one. ROWS 1. Directors/ Assistant Directors 2. Managers/ Supervisors 3. Teachers/ Primary Caregivers 4. Home Visitors	COLUMNS Please specify the number who hold... 1. Graduate/Professional degree 2. Bachelors Degree Associates Degree 3.High School Diploma/Equivalent 4. CDA 5. State-awarded certification, credential, or licensure that meets or exceeds CDA requirements 6. If no CDA, in training for CDA 7. Total number of staff	SAQ
Staff Education/credentials	On average, how long does it take for a teacher /primary caregiver or home visitor to earn a CDA?	Number of months	SAQ
Staff Education/credentials	Of the staff without an AA, how many are enrolled in an Early Childhood Education or related degree program at an accredited institution of higher education	Number in ___ position Number in ___ position Number in ___ position	SAQ
Staff Education/credentials	On average, how long does it take for a teacher/primary caregiver or home visitor to earn an AA?	Number of months	SAQ
Staff Education/credentials	For each position, please tell me the percentage of your program staff who have increased their credentials since they were hired. What percent of [FILL POSITION] have increased their credentials since they were hired at your Early Head Start program?	1. Percent of Directors/ Assistant Directors 2. Percent of Managers/ Supervisors 3. Percent of Teachers/Primary Caregivers 4. Percent of Home Visitors	SAQ
Staff Education/credentials	Does your Early Head Start program have difficulty retaining staff once they have obtained a higher credential? IF YES: What is the average length of time a staff member stays at your Early Head Start program once they have earned a higher credential?	Yes; No Number of weeks	PAPI by phone
Staff Training/Development	Do your Early Head Start program staff have individual development plans?	Yes; No	PAPI by phone

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Staff Training/ Development	What are the training requirements for... 1. Directors/ Assistant Directors 2. Managers/ Supervisors 3. Teachers/ Primary Caregivers 4. Home Visitors	Number of hours per year for Directors/ Assistant Directors Number of hours per year for Managers/ Supervisors Number of hours per year for Teachers/ Primary Caregivers Number of hours per year for Home Visitors No training requirements	SAQ
Staff Training/ Development	Approximately how many hours of training are provided at your Early Head Start program each year for... 1. Directors/ Assistant Directors 2. Managers/ Supervisors 3. Teachers/ Primary Caregivers 4. Home Visitors How often do trainings occur?	Number Number of times per year	SAQ
Staff Training/ Development	Which of the following have been topics of your Early Head Start program's staff trainings since January 1, 2009?	MARK ALL THAT APPLY 1. Time management/ classroom management 2. Parent and community relations 3. Child development 4. Assessing family needs 5. Curriculum/ lesson plans/ best practices 6. Other Specify	PAPI by phone
Staff Training/ Development	What accommodations does your Early Head Start program make for staff to attend trainings outside of program? Do they... 1. Pay registration fees 2. Pay for travel 4. Provide staff coverage 5. Tuition reimbursement for relevant college courses 4. Other Specify	Yes; No for each column COLUMNS: Teachers/ Primary Caregivers; Managers/ Supervisors; Home Visitors	PAPI by phone

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Hiring Practices	Does your Early Head Start program seek any of the following specific qualifications or qualities in a home visitor, primary care provider, or manager? 1. ECE Education/ degree/ credentials 3. Experience in Early Childhood settings 4. Management experience 5. Parents of enrolled children 6. People from the community 7. Males 8. Multilingual applicants 9. Other	Yes; No	PAPI by phone
Hiring Practices	Is your Early Head Start program able to hire people with these qualifications	Always, Usually, Sometimes, Never IF NO: Why aren't you able to hire people with these desired qualifications?	PAPI by phone
Hiring Practices	Is your program able to retain people with these qualifications	Always, Usually, Sometimes, Never	PAPI by phone
Hiring Practices	How do you assess if a bilingual staff member has a proficient command of each language?	INTERVIEWER MARK ALL THAT APPLY 1. Observe the staff member 2. Have other staff interview them in their language. 3. Based on recommendations from people in the community 4. Something else. Specify	PAPI by phone
Turnover	What is the overall percentage of staff who left your Early Head Start program in the past year?	Percentage	PAPI by phone
Turnover	How many Teachers/ Primary Caregivers left your Early Head Start program during the past 12 months? Please do not include floaters or rovers, home visitors, or family care providers.	_ #	PAPI by phone
Turnover	How many home visitors left your Early Head Start program during the past 12 months? Do not include other staff.	_ #	PAPI by phone
Turnover	Has the Early Head Start director or have any of the coordinators or managers left your Early Head Start program during the past 12 months? How many?	1. Yes, the Early Head Start director 2. Yes, Early Head Start coordinators or managers Number	PAPI by phone

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Turnover	Of the Early Head Start director or managers who left the Early Head Start program, did any leave... a For a higher compensation or benefits package in the same field b For a change in job field c Because they were fired or laid off d For personal reasons e For another reason. Specify	Yes; No	PAPI by phone
Turnover	What is the average seniority among staff members for each position? 1. Directors/ Assistant Directors 2. Managers/ Supervisors 3. Teachers/ Primary Caregivers 4. Home Visitors	__Number of years __Number of years __Number of years __Number of years	PAPI by phone
Turnover	What is the range in seniority among staff members per position? 1. Directors/ Assistant Directors 2. Managers/ Supervisors 3. Teachers/ Primary Caregivers 4. Home Visitors	__Range of years __Range of years __Range of years __Range of years	PAPI by phone
Turnover	Are there currently any unfilled full time staff positions? If yes, how many? Which positions?	Yes; No # per position	PAPI by phone
Turnover	What is the average length of time a staff position goes unfilled?	1. Less than 1 month 2. 1-3 months 3. 4-6 months 4. More than 6 months	PAPI by phone
Turnover	What strategies does your Early Head Start program use to recruit staff? Do you...	MARK ALL THAT APPLY 1. Advertise on the internet 2. Advertise in the newspaper 3. Recruit from local colleges 4. Recruit among parents of enrolled children 5. Other Specify	PAPI by phone
Compensation	Would you say staff salaries and benefits are...	1. Below average for the surrounding area 2. The same as the average for the surrounding area 3. Above average for the surrounding area	PAPI by phone

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Work Environment / Staff Morale	<p>Please tell me the extent to which you agree or disagree with the following statements:</p> <ol style="list-style-type: none"> 1. Overall, our Early Head Start Program has high morale 2. Our Early Head Start program allows teachers/ home visitors input into planning curriculum. 3. Our Early Head Start program helps teachers/ home visitors to work effectively with children with disabilities. 	<p>1. Strongly disagree, 2. Disagree, 3. Neutral, 4. Agree, 5. Strongly Agree, NA, DK</p>	PAPI by phone
Community Partnerships	<p>ROWS</p> <p>Does your Early Head Start program have a formal written partnership with any of the following:</p> <ol style="list-style-type: none"> a. Local Part C agency b. Child care providers c. Health care providers d. Mental health care providers e. Oral health care providers 	<p>COLUMNS</p> <p>1. Yes; No</p> <p>2. Do you currently serve families through this partner? Yes; No</p> <p>IF YES, Do you or your staff have regularly scheduled contacts with this partner?</p> <p>IF YES, About how frequently would you say that these contacts occur?</p> <ol style="list-style-type: none"> 1. Annually 2. A few times a year 3. Every few months 4. Monthly 5. More than once a month. <p>IF NO, Why are you not currently providing families with part C services through this partner?</p> <ol style="list-style-type: none"> 1. Inadequate quality 2. No slots available 3. Funding issues 4. Some other reason. Specify 	PAPI by phone
Processes for Individualization	<p>Does your Early Head Start program create Individual Family Partnership Agreements (IFPA) for families?</p>	Yes; No	PAPI by phone
Processes for Individualization	<p>IF YES: What proportion of the families in your Early Head Start program have an IFPA?</p>	Percentage	PAPI by phone

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Processes for Individualization	IF YES: how many times a year are the Individual Family Partnership Agreements updated?	Number per year	PAPI by phone
Processes for Individualization	IF NO: what are your reasons for not using Individual Family Partnership Agreements (IFPA)?	1. Lack of resources 2. Assessment tool not available 3. No staff qualified to develop the IFPA's 4. IFPA process not useful 5. Use alternative process (please specify) 4. Other. Specify	PAPI by phone
Use of data	Do your frontline staff have access to a computer?	Yes; No	PAPI by phone
Use of data	Do home visitors have laptops for use during home visits?	Yes; No	PAPI by phone
Use of data	Does your Early Head Start program have internet access?	Yes; No	PAPI by phone
Use of data	Does your Early Head Start program have access to any of the following reports? a. Enrollment lists b. Reports on characteristics of Early Head Start program families c. Reports on services provided d. Reports on child's health/immunization status e. Reports on staff characteristics f. Reports on staff training/in-service g. Progress reports on individual children h. Something else (Specify)	Yes; No IF YES: How frequently do you use them? 1. Daily 2. Weekly 3. Monthly 4. Annually 5. Never use the report	PAPI by phone