

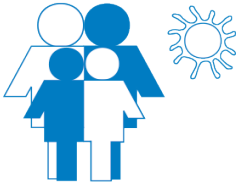
APPENDIX F: Lead Letters and Fact Sheets

Caregiver and Legal Guardian Lead Letters and Fact Sheets.....	F-1
Caregiver Lead Letter.....	F-2
Caregiver Fact Sheet.....	F-3
Legal Guardian Lead Letter.....	F-5
Legal Guardian Fact Sheet.....	F-6
Caregiver of Emancipated Youth Lead Letter.....	F-8
Caregiver of Emancipated Youth Fact Sheet.....	F-9
Emancipated Youth and Young Adult Lead Letters and Fact Sheets.....	F-11
Emancipated Youth Lead Letter.....	F-12
Emancipated Youth Fact Sheet.....	F-13
Young Adult Lead Letter.....	F-15
Young Adult Fact Sheet.....	F-16
Caseworker Lead Letters and Fact Sheets.....	F-18
Baseline Caseworker Lead Letter.....	F-19
Baseline (Investigative or Foster Care) Caseworker Fact Sheet.....	F-20
Follow-up (Services) Caseworker Lead Letter.....	F-22
Follow-up (Services) Caseworker Fact Sheet.....	F-24
New Agency (Services) Caseworker Lead Letter.....	F-26
New Agency (Services) Caseworker Fact Sheet.....	F-28

Caregiver and Legal Guardian Lead Letters and Fact Sheets

Caregiver Lead Letter

National Survey of Child and Adolescent Well-Being



RTI International • PO Box 12194 • Research Triangle Park, North Carolina 27709 | USA

Sponsored by: Administration for Children and Families

Conducted by: RTI International • The University of North Carolina at Chapel Hill • Washington University in St. Louis

[CAREGIVER NAME]

[Date]

[Address]

[Address #2]

[City, State, Zip]

Dear Parent,

The Administration for Children and Families (ACF), an agency within the U.S. Department of Health and Human Services, provides funding for activities related to the interests of children and families. ACF has hired RTI International (RTI) to conduct the **National Survey of Child and Adolescent Well-Being (NSCAW)**. You have been selected to take part in the NSCAW. Our country relies on this source of information to understand the children and families served by the child welfare system. RTI has partnered with the University of North Carolina at Chapel Hill and Washington University in St. Louis to conduct this national study. We will use the results from the study to make improvements to the child welfare system.

By taking part in the survey, you have a chance to talk about your experiences with the child welfare system. The survey includes questions about your child's development and their needs from your own point of view. With your permission, we would also like to observe or talk with [NAME OF CHILD] as a part of this research. This will help us better understand what needs families have and what services they access. You will receive [INCENTIVE AMOUNT] to thank you for sharing your input with us. Your child will also receive a gift card for participating. Children ages 11 and older receive a \$20 gift card plus a small gift of equal value, while children 10 and under receive a \$10 gift card. To help us understand changes over time, we may contact you again in eighteen months. You can decide at that time if you want to take part.

We realize you are busy, taking care of a family, working outside the home, or going to school — perhaps all three. The interviewer in your area will contact you to schedule a time for the interviews. We will conduct the in-person interviews with you and your child at a time and place convenient for you.

Your decision to take part in this study is up to you. **We hope you will contribute to this important effort. We will keep the information you and your child provide private to the extent permitted by law. Neither this project nor the local interviewer who will contact you is connected with the child welfare agency.** Reports or data files released by RTI will not identify a single person or family. Your involvement does not affect any benefits or services you or your child receive.

The enclosed fact sheet describes the study in more detail. Our interviewer will try to reach you by telephone to schedule the interview. If we cannot reach you by telephone, the interviewer will come in person to explain the survey. They will answer any questions you have at that time. Please ask to see their ID card; we included an example of the ID card below.

The success of the study depends on those selected to take part. I thank you in advance for your support.

Sincerely yours,

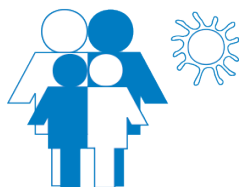


Christine Fortunato, Ph.D.
Administration for Children and Families

Name of Interviewer Who Will Contact You: _____

Participation in the described collection of information is voluntary. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. The OMB number for this information collection is 0970-0202 and the expiration date is 09/30/2023.

Caregiver Fact Sheet



Questions and Answers about the National Survey of Child and Adolescent Well-Being

We invite you to take part in an important study called the *National Survey of Child and Adolescent Well-Being* (NSCAW). Below you will find answers to some of the most common questions asked about the survey.

The NSCAW is the first ever nationwide study of children and families who have come into contact with the child welfare system. As a part of this study, we will examine different reasons families come into contact with the system and the different ways agencies handle situations like yours.

What is the National Survey on Child and Adolescent Well-Being?

We designed the NSCAW to collect data directly from children and their parents or guardians. We will also collect information from caseworkers and agency records. We use this information to learn about the needs of children and families, about the kinds of services used by children and families, and about other services provided by child welfare agencies.

Why should I participate?

By taking part in this survey, you have a chance to have your voice heard, to talk about your child's needs from your own point of view, and to help other families in similar situations.

Who sponsors and conducts this study?

The Administration for Children and Families (ACF) of the U.S. Department of Health and Human Services sponsors this study. ACF hired a team of researchers from RTI International (RTI), the University of North Carolina at Chapel Hill, and Washington University in St. Louis to conduct the study. The research team is not connected with the child welfare agency.

Who is RTI International?

RTI International (RTI) is a research company located in North Carolina. RTI conducts research projects for a wide variety of government agencies, universities, and private companies. Our local interviewers will contact and schedule interviews with selected children, families, and caseworkers.

How was I chosen?

In doing this survey, we cannot talk to everyone in the country. That would cost too much and take too long. We selected a sample of children at random who came into contact with the child welfare system during a 12-month period. We want to interview you about your child, your experiences with the child welfare system, and your family. As a token of our appreciation, you will receive [INCENTIVE AMOUNT] for your time and your child will receive a gift card for participating. Children ages 11 and older receive a \$20 gift card plus a small gift of equal value and children 10 and under receive a \$10 gift card.

What does my involvement require?

We ask questions about your child's development, including his or her learning, behavior, health, and friendships. We also ask questions about your family's situation and any services your family may receive.

To help us understand changes over time, we will contact you in eighteen months for another set of interviews. You can decide to join the study at that time.

What is my child's involvement in the study?

The interviewer will ask for your permission to observe or talk with your child selected for NSCAW. Your child's involvement varies depending on his or her age. We will observe young children to assess their development and language skills. The interviewer will ask older children about their development, family experiences, school, and friends.

How will you conduct the study?

Our interviewer will make a personal visit to interview the child's primary caregiver, usually the child's mother, foster mother, stepmother, or father. The interviewer will read the questions from a computer screen and type the answers into the computer. We will also ask your permission to use information outside of the interview that we may obtain about you or your child for research purposes only.

How will I recognize the RTI interviewer?

The interviewer carries an ID badge with his or her picture on it. The interviewer also carries an approval letter from the U.S. Department of Health and Human Services and RTI.

How long will it take?

The interview length varies by the age of the child and his or her family experiences. The interview with you lasts about 100 minutes. The child's interview is expected to last, on average, about 105 minutes. It may take your child more or less time. We will schedule the interviews at a convenient time for you and your child.

Are the questions personal?

Some questions may seem personal to some people. We keep your information private to the extent permitted by law. No one else (even other household members) will know what you said during the interview. You do not have to answer any question that you do not want to answer.

What happens to the information?

We collect your responses using a secure computer. We send the collected information to RTI by the computer in a safe and secure way. We combine your answers with other interviews and report in summary form. We do not link your name or your child's name to the information you provide. We keep your names and other identifiers separate from your answers. We only use your name and address to contact you in the future for another interview. We may telephone you or send a letter to check on the quality of the interviewer's work.

What will you ask child welfare agency personnel?

We ask the caseworker about the kinds of child welfare services provided to your child and family. We also ask the caseworker to refer to your child's service records when answering our questions.

What about Privacy?

All RTI staff members and interviewers signed a Privacy Agreement pledging that they will not reveal any information to anyone other than authorized project staff. RTI also obtained a federal Certificate of Confidentiality for this study to protect the identity of the research participants. We keep all information private to the extent permitted by law and we never identify a single person or family in our reports.

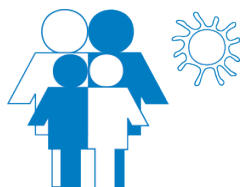
Three important exceptions to note. (1) If the interviewer or project staff think your child's life or health is in danger, they will tell the appropriate authorities. (2) Also, if they feel your life or health is in serious danger, they will contact someone qualified to assist you. (3) At some point in the future, a different research company may take over this study. If that happens, with your consent, we would give you and your child's contact information to the other company.

The interviewer will ask for your permission before approaching your child for an interview. At that point, your child may choose whether or not to participate in the study. To protect your privacy and that of your child, neither of you will know the other's answers to the interview questions. We combine your answers with responses from thousands of others from around the country. We report results only in percentages, averages, and other statistics.

Where do I get more information about the study?

If you have questions, please call toll-free: Jennifer Keeney at RTI, 1-800-334-8571, extension 23525. If you have questions about your rights as a study participant, call toll-free: **RTI's Office of Human Research Protections** at 1-866-214-2043.

Legal Guardian Lead Letter



National Survey of Child and Adolescent Well-Being

RTI International • PO Box 12194 • Research Triangle Park, North Carolina 27709 • USA
Sponsored by: Administration for Children and Families

Conducted by: RTI International • The University of North Carolina at Chapel Hill • Washington University in St. Louis

[LEGAL GUARDIAN]

[Date]

[Address]

[Address #2]

[City, State, Zip]

Dear Legal Guardian,

The Administration for Children and Families (ACF), an agency within the U.S. Department of Health and Human Services, provides funding for activities related to the interests of children and families. ACF has hired RTI International (RTI) to conduct the **National Survey of Child and Adolescent Well-Being (NSCAW)**. Our country relies on this source of information to understand the children and families served by the child welfare system. RTI has partnered with the University of North Carolina at Chapel Hill and Washington University in St. Louis to conduct this national study. We will use the results from the study to make improvements to the child welfare system.

We selected **[NAME OF CHILD]** for participation in the study because of their involvement with the child welfare system. By taking part, participants have a chance to talk about their experiences with the child welfare system. This can help us better understand how the system serves children with different needs. Older children receive questions on their development, family experiences, school, and friends. We observe younger children to assess their development and language skills. Children will receive a gift card for participating. Children ages 11 or older receive a \$20 gift card plus a small gift of equal value; children 10 and under receive a \$10 gift card.

We realize you are busy. Our local interviewer will contact you to discuss the consent process for the child interview. They will schedule this at a time that is convenient for you.

The child's involvement in the study rests on you. We hope you will allow the child to participate. Each child taking part in the study helps us learn about the child welfare system from a child's point of view. The information the child provides will be held private to the extent permitted by law. The research team is not connected to the child welfare agency. Reports released by RTI will not identify a single person or family. The child's involvement does not affect any benefits or services they may receive.

The enclosed fact sheet provides more information about the study. Our interviewer will try to reach you by telephone. If they are unable to reach you by telephone, they will come in person to explain the study. They will answer any questions you have at that time. Please ask to see their ID card; we included an example of the ID card below.

The success of this study depends on those selected to take part. I thank you in advance for your support.

Sincerely yours,

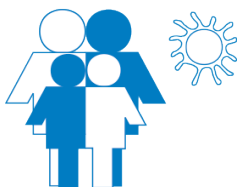


Christine Fortunato, Ph.D., Project Officer
Administration for Children and Families

Name of Interviewer Who Will Contact You: _____

Participation in the described collection of information is voluntary. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. The OMB number for this information collection is 0970-0202 and the expiration date is 09/30/2023.

Legal Guardian Fact Sheet



Questions and Answers about the National Survey of Child and Adolescent Well-Being

What is the National Survey on Child and Adolescent Well-Being?

We designed the National Survey of Child and Adolescent Well-Being (NSCAW) to collect data directly from children and families involved in the child welfare system. We also collect information from case workers and child welfare agency records. Researchers use this information to learn about the needs of children and families, about the kinds of services used by children and families, and about other services provided by child welfare agencies.

Who conducts this study?

The Administration for Children and Families, an agency within the U.S. Department of Health and Human Services, sponsors this study. ACF hired a team of researchers from RTI International (RTI), the University of North Carolina at Chapel Hill, and Washington University to conduct the study. The research team is not connected with the child welfare agency.

Who is RTI International?

RTI International (RTI) is a research company located in North Carolina. RTI conducts research projects for a wide variety of government agencies, universities, and private companies.

How was the child chosen?

In doing this survey, we cannot talk to everyone in the country. That would cost too much and take too long. We selected a sample of children at random who came into contact with the child welfare system during a 12-month period of time.

We must have permission from a parent or legal guardian before we observe or talk with the child. At that point, the child may choose whether or not to participate in the study. We want to interview the child about his or her experiences with the child welfare system, school, friends, and his or her family. The child will receive a gift card for participating in this round of interviews. Children ages 11 and older receive a \$20 gift card plus a small gift of equal value and children 10 and under receive a \$10 gift card. The child's caregiver receives \$50 for taking part in this round of interviews.

What is the child's involvement?

The child's involvement varies depending on his or her age. We observe young children to assess their development and language skills. The interviewer will talk with older children about their development, family experiences, school, and friends. The interviewer will ask your permission to observe or talk with the sampled child.

How will you conduct the study?

Our local interviewer will make a personal visit to interview the child's primary caregiver, usually the child's mother, foster mother, grandmother, stepmother, or father. The interviewer will read the questions from a computer screen and type the answers into the computer.

We will ask your permission to use in our research any information outside of the interview that we may obtain about the child.

How long will it take?

The length of the interview varies by the age of the child and his or her family experiences. The interview is expected to last, on average, about 105 minutes. It may take the child more or less time. We will schedule the interview at a time convenient for the child and the family.

Are the questions personal?

Some questions may seem personal to some people. We keep all answers private to the extent permitted by law. No one else (even other household members) will know what was said during the interview. Respondents do not have to answer any question they do not want to answer.

What happens to the information?

The interviewer enters the information into a secure computer. We send the collected information to RTI by the computer in a safe and secure way. We combine answers with other interviews and report in a summary form. We do not link the child's name with the

information they provide. We keep names and other identifying information separate from the child's answers. RTI may telephone the child's caregiver or send a letter to check on the quality of the interviewer's work.

How will child welfare agency personnel be contacted?

We ask the child's caseworker about the child welfare services provided to the child and his or her family. We also ask the caseworker to refer to the child's service record to assist them in our answering questions.

What about Privacy?

To protect the privacy of the child, neither the child nor the caregivers will know the other's answers to the interview questions. Answers obtained during all NSCAW surveys will be combined with those from thousands of others from around the country. We report the results in percentages, averages and other statistics. We hold all information collected for this study private to the extent permitted by law. All RTI staff members and interviewers have signed a Privacy Agreement promising they will not reveal any information to anyone other than authorized project staff. In addition, RTI obtained a federal Certificate of Confidentiality for this study to protect the identity of the research subjects.

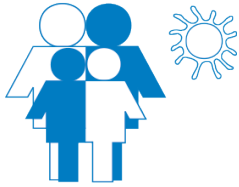
Two important exceptions to note. (1) If the interviewer or project staff think the child's life or health is in danger, they will tell the appropriate authorities. (2) At some point in the future, a different research company may take over the study. If that happens, with your consent, we would give contacting information for the child to the other company.

In addition to getting your signed consent, the interviewer will ask for the caregiver's permission before approaching the child for an interview. At that point, the child may choose whether or not to participate in the study.

Where do I get more information about the study?

If you have other questions, you may call toll-free: Jennifer Keeney at RTI, 1-800-334-8571, extension 23525. If you have any questions about your rights, or that of the child as a study participant, call toll-free: **RTI's Office of Human Research Protections** at 1-866-214-2043.

Caregiver of Emancipated Youth Lead Letter



National Survey of Child and Adolescent Well-Being

RTI International • PO Box 12194 • Research Triangle Park, North Carolina 27709 | USA

Sponsored by: Administration for Children and Families

Conducted by: RTI International • The University of North Carolina at Chapel Hill • Washington University in St. Louis

[CAREGIVER OF EMANCIPATED YOUTH NAME]

[Date]

[Address]

[Address #2]

[City, State, Zip]

Dear Parent,

The Administration for Children and Families (ACF), an agency within the U.S. Department of Health and Human Services, provides funding for activities related to the interests of children and families. ACF has hired RTI International (RTI) to conduct the **National Survey of Child and Adolescent Well-Being (NSCAW)**. We randomly selected 4,500 children to join this study. [NAME OF CHILD] was selected to take part in this effort and gave us permission to contact you. Our country relies on this source of information to understand the children and families served by the child welfare system. RTI has partnered with the University of North Carolina at Chapel Hill and Washington University in St. Louis to conduct this national study. We will use the results from the study to make improvements to the child welfare system.

By taking part in the survey, you have a chance to talk about your experiences with the child welfare system. The survey includes questions about your child's development and their needs from your own point of view. We will also ask questions about your level of satisfaction with the services your family may have received. This will help us better understand the issues that affect children and families like yours. You will receive [INCENTIVE AMOUNT] to thank you for sharing your input with us.

We realize you are busy, taking care of a family, working outside the home, or going to school — perhaps all three. The interviewer in your area will contact you to schedule your interview whenever it is convenient for you.

Your decision to take part in this study is up to you. We hope you will contribute to this important effort. We will keep the information you provide private to the extent permitted by law. The research team is in no way connected to the child welfare agency. Reports released by RTI will not identify a single person or family. Your involvement will not affect any benefits or services you or your child receive.

The enclosed fact sheet describes the study in more detail. Our interviewer will try to reach you by telephone to schedule the interview. If the interviewer cannot reach you by telephone, they will come in person to explain the survey. They will answer any questions you have at that time. Please ask to see their ID card; we included an example of the ID card below.

The success of the study depends on those selected to take part. I thank you in advance for your support.

Sincerely yours,

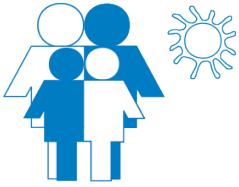


Christine Fortunato, Ph.D., Project Officer
Administration for Children and Families

Name of Interviewer Who Will Contact You: _____

Participation in the described collection of information is voluntary. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. The OMB number for this information collection is 0970-0202 and the expiration date is 09/30/2023.

Caregiver of Emancipated Youth Fact Sheet



Questions and Answers about the National Survey of Child and Adolescent Well-Being

We invite you to participate in an important study called the *National Survey of Child and Adolescent Well-Being* (NSCAW). Below you will find answers to some of the most common questions asked about the survey.

The NSCAW is the first ever nationwide study of children and families who have come into contact with the child welfare system. As a part of this study, we will examine different reasons families come into contact with the system and different ways agencies handle situations like yours.

What is the National Survey on Child and Adolescent Well-Being?

We designed the NSCAW to collect data directly from children and their parents or guardians. We will also collect information from caseworkers and agency records. We use the information to learn about the needs of children and families, about the kinds of services used by children and families, and about other services provided by child welfare agencies.

Why should I participate?

By taking part in this study, you have a chance to have your voice heard, to talk about your child's needs from your own point of view, and help other families in similar situations.

Who conducts this study?

The Administration for Children and Families (ACF) of the U.S. Department of Health and Human Services sponsors the study. ACF hired a team of researchers from RTI International (RTI), the University of North Carolina at Chapel Hill, and Washington University in St. Louis to conduct the study. The research team is not connected with the child welfare agency.

Who is RTI International?

RTI International (RTI) is a research company located in North Carolina. RTI conducts research projects for a wide variety of government agencies, universities, and private companies. Our local interviewers will schedule and conduct interviews with children, families, and caseworkers.

How was I chosen?

In doing this survey, we cannot talk to everyone in the country. That would cost too much and take too long. We selected a sample of children at random who came into contact with the child welfare system during a 12-month period. We selected a child currently or very recently in your care to join the study along with 4,500 other children across the nation. This child gave us permission to contact you. You will receive [INCENTIVE AMOUNT] to thank you for participating.

What does my involvement require?

We ask questions about your child's development, including his or her learning, behavior, health, and friendships. We also ask about your family's situation and any services your family may receive.

We may contact you in the future to update our information.

How will I recognize the RTI interviewer?

The interviewer carries an ID badge with his or her picture on it. The interviewer also carries approval letters from the U.S. Department of Health and Human Services, and RTI.

How long will it take?

The caregiver interview lasts about 100 minutes. We will schedule the interviews at a time convenient for you.

Are the questions personal?

Some questions may seem personal to some people. We keep your answers private to the extent permitted by law. You do not have to answer any question that you do not want to answer.

What happens to the information?

We collect your responses using a secure computer. We send the collected information to RTI by the computer in a safe and secure way. We combine your answers with other interviews and report in a summary form. We do not link your name or your child's name to the information you provide. We keep your names and other identifiers separate from your answers. We only use your name and address to contact you in the future for another interview. We may telephone you or send a letter to check on the quality of the interviewer's work.

What will you ask child welfare agency personnel?

We ask the caseworker about the kinds of child welfare services provided to you and your family. We also ask the caseworker to refer to your child's service records when answering our questions.

What about Privacy?

All RTI staff members and interviewers have signed a Privacy Agreement pledging they will not reveal any information to anyone other than authorized project staff. RTI also obtained a federal Certificate of Confidentiality for this study to protect the identity of the research subjects. We keep all information private to the extent permitted by law and we never identify a single person or family in our reports.

Three important exceptions to note. (1) If the interviewer or project staff think your child's life or health is in danger, they will tell the appropriate authorities. (2) Also, if they feel your life or health is in serious danger, they will contact someone qualified to assist you. (3) At some point in the future this research may be done by another research group. If that happens, with your consent, we would give contacting information for you to the other group.

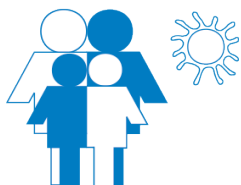
To protect your privacy and that of your child, neither of you will know the other's answers to the interview questions. We combine your answers with responses from thousands of others from around the country. We report results only in percentages, averages and other statistics.

Where do I get more information about the study?

If you have other questions, please call toll-free: Jennifer Keeney at RTI, 1-800-334-8571, extension 23525. If you have questions about your rights as a study participant, call toll-free: **RTI's Office of Human Research Protections** at 1-866-214-2043.

Emancipated Youth and Young Adult Lead Letters and Fact Sheets

Emancipated Youth Lead Letter



National Survey of Child and Adolescent Well-Being

RTI International • PO Box 12194 • Research Triangle Park, North Carolina 27709 • USA

Sponsored by: Administration for Children and Families

Conducted by: RTI International • The University of North Carolina at Chapel Hill • Washington University in St. Louis

[EMANCIPATED YOUTH]

[Date]

[Address]

[Address #2]

[City, State, Zip]

Dear [NAME OF CHILD]

The Administration for Children and Families (ACF), an agency within the U.S. Department of Health and Human Services, provides funding for activities related to the interests of children and families. ACF has hired RTI International (RTI) to conduct the **National Survey of Child and Adolescent Well-Being (NSCAW)**. We selected you to take part in this study along with thousands of others. Our country relies on this source of information to understand the children and families served by the child welfare system. RTI has partnered with the University of North Carolina at Chapel Hill and Washington University in St. Louis to conduct this national study. We will use the results from the study to make improvements to the child welfare system.

By taking part in the survey, you will have the chance to talk about your experiences with the child welfare system. The interview focuses on your health, employment, relationships, and use of services. Your input will help us better understand the issues facing youth like yourself. We will use the results to make improvements to the child welfare system. You will receive \$50 to thank you for participating.

We realize you are busy, going to school, working outside the home, or helping to take care of a family — perhaps all three. Our local interviewer will contact you to schedule a time for the interview that suits your schedule.

Your decision to take part in this study is up to you. We hope you will contribute to this important effort. We will keep your information private to the extent permitted by law. Neither this project nor the local interviewer who will contact you is connected with the child welfare agency. Reports released by RTI will not identify a single person or family. Your involvement does not affect any benefits or services you receive.

The enclosed fact sheet contains more information about the study. Our interviewer will try to reach you by telephone to schedule the interview. If we cannot reach you by telephone, the interviewer will come to explain the survey in person. They will answer any questions you have at that time. Please ask to see their ID card; we included an example of the ID card below.

The success of the study depends on those selected to take part. Thank you in advance for your support.

Sincerely yours,

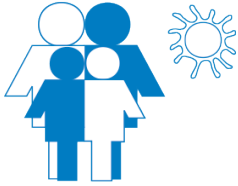


Christine Fortunato, Ph.D., Project Officer
Administration for Children and Families

Name of Interviewer Who Will Contact You: _____

Participation in the described collection of information is voluntary. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. The OMB number for this information collection is 0970-0202 and the expiration date is 09/30/2023.

Emancipated Youth Fact Sheet



Questions and Answers about the National Survey of Child and Adolescent Well-Being

We invite you to take part in an important study called the *National Survey of Child and Adolescent Well-Being* (NSCAW). Below you will find answers to some of the most common questions asked about the survey.

What is the National Survey on Child and Adolescent Well-Being?

The NSCAW is the first ever nationwide study of children and families who have come into contact with the child welfare system. We designed the NSCAW to collect data directly from children and their parents or guardians. We will also collect information from caseworkers and agency records. We use this information to learn about the needs of children and families, about the kinds of services used by children and families, and about other services provided by child welfare agencies.

Why should I participate?

By taking part in this survey, you have a chance to have your voice heard and to talk about your needs and experiences from your own point of view. You will receive \$50 to thank you for participating in the interview.

Who is doing this study?

The Administration for Children and Families (ACF) of the U.S. Department of Health and Human Services sponsors the study. ACF hired a team of researchers from RTI International (RTI), the University of North Carolina at Chapel Hill, and Washington University in St. Louis to conduct the study. None of the researchers hired by ACF are connected with the child welfare agency.

Who is RTI International?

RTI is a research company located in North Carolina. RTI conducts research projects for a wide variety of clients including government agencies and private companies. Our local interviewers will contact and schedule interviews with children, families, and caseworkers.

How was I chosen?

In doing this survey, we cannot talk to everyone in the country. That would cost too much and take too long. We selected a sample of children at random who have come into contact with the child welfare system during the past 12 months. We want to interview you about your life experiences, health, behaviors, and transition to adulthood.

Tell me more about my involvement.

An RTI interviewer will ask you questions about your life experiences. The questions will focus on your health, employment, relationships, social support system, behaviors, and use of services. The interviewer will also ask about the community in which you live, and about things that may happen in your life like violence in the home, involvement with the police and risky behaviors such as sexual activity and drug use.

How is the study conducted?

Our local interviewer will contact you to schedule a personal visit to your home (or other location) to interview you. The interviewer will read the questions from a computer screen and type the answers into the computer.

Upon completion of the interview, we will ask for your okay to keep and use in our research any information we may collect in talking to your caseworker. If you currently live with or have lived with a parent, grandparent, or other adult who took care of you in the last three months, we will request your permission to speak with that person.

How will I recognize the RTI interviewer?

The interviewer carries an ID badge with his or her picture on it. The interviewer also carries approval letters from ACF and RTI.

How long will it take?

The interview lasts between 60 and 100 minutes. We will schedule the interview at a time convenient for you.

Are the questions personal?

Some questions may seem personal to some people. We keep your information private; no one else (even other household members) will know what you said during the interview. You do not have to answer any question that you do not want to answer.

What happens to the information?

We collect your survey responses using a secure computer. We send the collected information to RTI through the computer in a safe and secure way. We combine your answers with other interviews and report in a summary form. We do not link your name or your child's name to the information you provide. We keep your name and other identifiers separate from your answers. We only use your name and other identifying information to locate you. RTI may also telephone you or send a letter to check on the quality of the interviewer's work.

How will you contact child welfare personnel and caregivers?

We will ask your caseworker about the child welfare services provided to you and your family. We will ask your caseworker to refer to your service records when answering our questions.

If you live with or have lived with a parent, grandparent, or other adult who took care of you in the last three months, we ask for your okay to speak with that person. We will ask this person questions about services your family receives, family relationships and support, life experiences, and involvement with school and community activities. We will also ask them about your learning, behavior, health, and friendships.

What about privacy?

All RTI staff members and interviewers have signed a Privacy Agreement promising they will not reveal any information to anyone other than authorized project staff. We have a paper from the government that promises that we do not have to give your information to anyone. We keep all information private to the extent permitted by law and we never identify a single person or family in our reports.

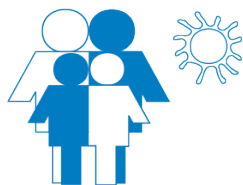
Three important exceptions to note. (1) If the interviewer or project staff think that your life or health is in serious danger, they will contact someone qualified to assist you. (2) Also, if you have a child whose life or health may be in serious danger, we will contact someone qualified to assist them. (3) At some point in the future, a different research company may take over this study. If that happens, with your consent, we would give contacting information for you to the other company.

We will ask for your permission before we contact your caregiver. To protect privacy, we combine your answers with the answers from thousands of others taking part in the study. We report our results in percentages, averages and other statistics.

Where do I get more information about the study?

If you have other questions, please call toll-free: Jennifer Keeney at RTI, 1-800-334-8571, extension 23525. If you have questions about your rights as a study participant, call toll-free: **RTI's Office of Human Research Protections** at 1-866-214-2043.

Young Adult Lead Letter



National Survey of Child and Adolescent Well-Being

RTI International • PO Box 12194 • Research Triangle Park, North Carolina 27709 • USA

Sponsored by: Administration for Children and Families

Conducted by: RTI International • The University of North Carolina at Chapel Hill • Washington University in St. Louis

[YOUNG ADULT]

[Date]

[Address]

[Address #2]

[City, State, Zip]

Dear [NAME OF YOUNG ADULT]

The *National Survey of Child and Adolescent Well-Being (NSCAW)* is currently conducting the next round of interviews with participating young adults. You are one of 4,500 other children and young adults randomly selected to take part in this study. We interviewed you in 2017-2020 in an earlier round of the study. We appreciate your past participation and would like to speak with you again.

NSCAW is the first ever nationwide survey of children and families who have had contact with the child welfare system. The Administration for Children and Families (ACF), an agency within the United States Department of Health and Human Services, sponsors the study. By taking part, you will have a chance to talk about your life experiences and transition to adulthood. Your input will help us better understand the issues that affect young adults like you. We will use the results of the study to make improvements to the child welfare system. You will receive \$50 for sharing your input with us.

We realize you are busy, going to school, working outside the home, or helping to take care of a family — perhaps all three. Our local interviewer will contact you to schedule a time for the interview that suits your schedule.

Your decision to take part in the study is up to you. We hope you will contribute to this important effort. We will keep your information private to the extent permitted by law. The research team is not connected with the child welfare agency. Reports released by RTI will not identify a single person or family. Your involvement does not affect any benefits or services you receive.

The enclosed fact sheet contains additional information about the study. Our interviewer will try to reach you by telephone to schedule the interview. If we cannot reach you by telephone, the interviewer will come to explain the survey in person. The interviewer can answer any questions you have at that time. Please ask to see his/her ID card; we included an example of the ID card below.

The success of the study depends on those selected to take part. Thank you in advance for your support.

Sincerely yours,

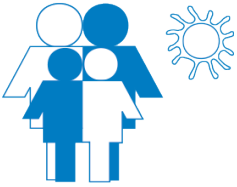


Christine Fortunato, Ph.D., Project Officer
Administration for Children and Families

Name of Interviewer Who Will Contact You: _____

Participation in the described collection of information is voluntary. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. The OMB number for this information collection is 0970-0202 and the expiration date is 09/30/2023.

Young Adult Fact Sheet



Questions and Answers about the National Survey of Child and Adolescent Well-Being

We invite you to take part in another round of interviews for the *National Survey of Child and Adolescent Well-Being* (NSCAW). Below you will find answers to some of the most common questions asked about the survey.

What is the National Survey on Child and Adolescent Well-Being?

The NSCAW is the first ever nationwide longitudinal study of children and families who have come into contact with the child welfare system. We designed the NSCAW to follow children and young adults as they grow older to collect data on their health and well-being. We use this information to learn about the needs of children and families and to make improvements to the child welfare system.

Why should I participate?

You took part in an earlier round of interviews in the past. At that time, we may have interviewed your parent or guardian. We want to follow up with those that took part in the initial interview to see how things may have changed. This is a chance have your voice heard and to talk about your needs and experiences from your own point of view. You will receive \$50 for sharing your input with us.

Who is doing this study?

The Administration for Children and Families (ACF) of the U.S. Department of Health and Human Services sponsors the study. ACF hired a team of researchers at RTI International (RTI), the University of North Carolina at Chapel Hill, and Washington University in St. Louis to conduct the study. No one from the research team works for the child welfare agency.

Who is RTI International?

RTI is a research company located in North Carolina. RTI conducts research projects for a wide variety of clients, including government agencies and private companies. Our local interviewers will contact and schedule interviews with children, families, and caseworkers.

How was I chosen?

In doing this survey, we cannot talk to everyone in the country. That would be costly and take too long. We selected a random sample of children and adolescents who had contact with the child welfare system in the past 12 months. We want to interview you about your life experiences, health, behaviors, and transition to adulthood.

Tell me more about my involvement. An RTI interviewer will ask you questions about your life experiences. The questions will focus on your health, employment, relationships, social support system, behaviors, and use of services. The interviewer will also ask you about the community in which you live, and about things that may happen in your life like violence in the home, involvement with the police, and risky behaviors such as sexual activity and drug use.

How is the study conducted?

Our local interviewer will contact you to schedule a personal visit to your home (or other location) to interview you. The interviewer will read the questions from a computer screen and type the answers into the computer.

Upon completion of the interview, we will ask for your okay to keep and use in our research any information we may obtain from child welfare agency records. If you have received services since the last interview, we may also interview your caseworker.

How will I recognize the RTI interviewer?

The interviewer carries an ID badge with his or her picture on it. The interviewer also carries letters of authorization from ACF and RTI.

How long will it take?

The interview lasts between 60 to 100 minutes. We will schedule the interview at a time convenient for you.

Are the questions personal?

Disposition: Original to RTI; Copy to Respondent, Version 2YA, October 2020

Some questions may seem personal to some people. We keep your information private; no one else (even other household members) will know what you said during the interview. You do not have to answer any question that you do not want to answer.

What happens to the information?

We collect your survey responses using a secure computer. We send the collected information to RTI through the computer in a safe and secure way. We combine your answers with other interviews and report in a summary form. We do not link your name to the information you provide. We keep your name separate from your answers. We only use your name and other identifying information to locate you. RTI may also telephone you or send a letter to check on the quality of the interviewer's work.

How will child welfare personnel be contacted?

We will also ask permission to keep and use in our research any information we may obtain from talking to your caseworker. We will ask the caseworker questions about child welfare services provided to you and your family. We also ask the caseworker to refer to your service records when answering our questions.

What about privacy?

All members of the research team have signed a Privacy Agreement promising they will not reveal any information to anyone other than authorized project staff. We have a paper from the government that promises that we do not have to give your information to anyone. We keep all information private to the extent permitted by law and we never identify a single person or family in our reports.

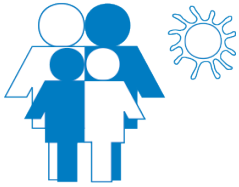
Two important exceptions to note. (1) If the interviewer or project staff think your life or health is in serious danger, they will contact someone qualified to assist you. (2) At some point in the future, a different research company may take over this study. If that happens, with your consent, we would give contacting information for you to the other company.

Where do I get more information about the study?

If you have other questions, please call toll-free: Jennifer Keeney at RTI, 1-800-334-8571, extension 23525. If you have questions about your rights as a study participant, call toll-free: **RTI's Office of Human Research Protections** at 1-866-214-2043.

Caseworker Lead Letters and Fact Sheets

Baseline Caseworker Lead Letter



National Survey of Child and Adolescent Well-Being

RTI International • PO Box 12194 • Research Triangle Park, North Carolina 27709I • USA
Sponsored by: Administration for Children and Families

Conducted by: RTI International • The University of North Carolina at Chapel Hill • Washington University in St. Louis

[CASEWORKER NAME]

[Date]

[Address]

[Address #2]

[City, State, Zip]

Dear Caseworker,

The Administration for Children and Families (ACF), an agency within the U.S. Department of Health and Human Services, provides funding for activities related to the interests of children and families. ACF has hired RTI International (RTI) to conduct the **National Survey of Child and Adolescent Well-Being (NSCAW)**. You have been selected to take part in the NSCAW. Our country relies on this source of information to understand the children and families served by the child welfare system. RTI has partnered with the University of North Carolina at Chapel Hill and Washington University in St. Louis to conduct this national study.

This study will provide policy-makers and practitioners with information about the service needs of children and families who enter the child welfare system, the kinds of services provided to them, and outcomes for children and families who enter the system. We will use the results to make improvements to child welfare policy and practice.

Your agency agreed to help us with this important study. During the next 12 months, we will select a small number of children from your agency each month for inclusion in the study. If you were the investigative caseworker or foster care caseworker for one of the selected children, the professional RTI interviewer assigned to your agency will contact you to schedule a convenient time to talk with you about the child and family. Your decision to take part in the study is up to you. We ask that you provide information about the investigation/assessment that led to the report or other situations that led the child to enter state custody. We are also interested in learning more about the child's family and other factors that contributed to your recommendation for the family. In addition, we ask questions about your work and background.

The interview takes 45 minutes to complete. We understand the heavy demands on your time, so we offer two ways for you to participate. You can complete the interview by telephone or schedule an in-person interview with one of our representatives. If you prefer to be interviewed in person, you can identify our field representative by their ID card. An example of the ID card appears below.

The enclosed fact sheet describes the study in more detail and answers some of our most frequently asked questions. Before your interview, our field representative will review an informed consent statement with you. You will receive a copy of this form to keep. Our field representatives will also ask you to refer to some cards throughout the interview to answer certain questions. For those choosing to be interviewed by telephone, these materials can be sent to you by mail, e-mail, or even accessed online. You can review these materials now by visiting www.XXXX.rti.org.

We will use the information you share for research purposes only. We will keep your information private to the extent permitted by law. Reports released by RTI will not identify a single person or family.

The success of the study depends on those selected to take part. Thank you in advance for your support.

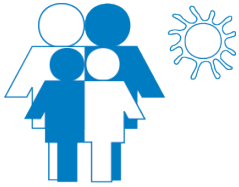


Sincerely yours,

Christine Fortunato, Ph.D., Project Officer
Administration for Children and Families

Participation in the described collection of information is voluntary. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. The OMB number for this information collection is 0970-0202 and the expiration date is 09/30/2023.

Baseline (Investigative or Foster Care) Caseworker Fact Sheet



Questions and Answers about the National Survey of Child and Adolescent Well-Being

We invite you to take part in an important study called the *National Survey of Child and Adolescent Well-Being*. Below you will find answers to some of the most common questions asked about the survey.

What is the National Survey of Child and Adolescent Well-Being (NSCAW)?

The National Survey of Child and Adolescent Well-Being (NSCAW) is the first ever nationwide study of children and families who have come into contact with the child welfare system. We designed the NSCAW to collect data directly from selected children and their parents or guardians. We also collect information from caseworkers and agency records. We use this information to learn about the needs of children and families, about the kinds of services used by children and families, and about other services provided by child welfare agencies.

Who sponsors and conducts this study?

The Administration for Children and Families (ACF) of the U.S. Department of Health and Human Services sponsors this study. ACF hired a team of researchers from RTI International (RTI), the University of North Carolina at Chapel Hill, and Washington University in St. Louis to conduct the study.

Who is RTI International (RTI)?

RTI is a private, research company located in North Carolina. RTI was founded in 1958 by the University of North Carolina at Chapel Hill, Duke University in Durham and North Carolina State University in Raleigh. RTI conducts research projects for a wide variety of government agencies, universities, and private companies.

How were children chosen to participate?

1Most surveys involve drawing a scientific sample from the population of interest and then concentrating the study on this relatively small sample. We use this approach for the NSCAW. First, we selected a random sample of over 80 child welfare agencies from the entire U.S. Within each of these agencies, we selected a sample of children at random who came into contact with the child welfare system during a 12-month period. This will result in a group of about 4,500 children for the study. They will represent children in child welfare agencies across the entire U.S.

What is the NSCAW Caseworker Survey?

1During the next 12 months, we will select children from your agency for inclusion in this study. We may ask you to complete interviews for more than one child during the year. The interviewer will work with you to find a convenient time to do the interview. The interview can be completed over the telephone or in-person.

If you completed an investigation or assessment on any selected case, we ask that you complete an interview with us so we can obtain some basic information about the circumstances surrounding the report and the investigation/assessment. We also want to interview foster care caseworkers providing supervision and services for children who entered state custody through pathways other than an investigation. The interview collects information about the characteristics of the family and factors that contributed to your recommendation.

We complete interviews with caseworkers after we finish interviews with the selected child and their current caregiver. When we contact the family, we seek permission from the child's parent or legal guardian to keep and use these data in our research. If they deny this request, we retain only a small portion of the data for purposes of calculating weights for participants' data, to statistically adjust for those who choose not to participate.

How are children involved in NSCAW?

1The child's involvement will vary depending on his or her age. We observe young children to assess their development and language skills. The interviewer will talk with older children about their development, family experiences, school, and friends. The interviewer will obtain permission from the child's legal guardian before observing or talking with him or her.

How are parents/guardians involved in NSCAW?

We ask parents or caregivers of selected children¹ to answer questions about the child's development, including his or her learning, behavior, health, and friendships. We also ask about the services the family receives and their family environment. Additional questions focus on their attitudes about raising children, family support, involvement with school and community activities, and their interaction with the selected child.

How was my name associated with this case?

Our local interviewer working this case obtained your name from either the child's current caregiver/legal guardian, who has agreed to participate in the study, or from the participating local agency. As the investigative or foster care caseworker for the sampled child's case, you were named as the person most knowledgeable about the child.

How is the survey conducted?

Our local interviewer will contact you in advance to schedule a convenient time to complete the interview. In conducting the interview, the interviewer will read the questions off of a computer screen and type the answers into the computer. You may need to refer to your records to answer some questions.

How will I recognize the RTI interviewer?

If you choose to be interviewed in person, the interviewer carries an ID badge with his or her picture on it. The interviewer also carries letters of authorization from the U.S. Department of Health and Human Services and RTI.

How long will the interview take?

The interview lasts about 45 minutes. We will schedule the interview at a time convenient for you. You can complete the interview either by telephone or in-person depending on your schedule or preference.

Will the selected child or his/her guardian know my answers?

No. We keep your information private to the extent permitted by law. The selected child, his/her guardian, and agency staff will not know any of your responses to the interview questions. We use the information we collect for research purposes only. We keep your name and other identifying information separate from your survey responses.

What happens to the information?

We collect your responses to the survey using a secure computer. We send the collected information to RTI through the computer in a safe and secure way. We combine your answers with other interviews and report our findings in a summary form. We keep your name and other identifiers separate from your answers. We only use your name and other identifying information to contact you to schedule the interviews. RTI may also telephone you or send a letter to check on the quality of the interviewer's work.

What about privacy?

All RTI staff members and interviewers have signed a Privacy Agreement pledging that they will not reveal any information to anyone other than authorized project staff. RTI also obtained a federal Certificate of Confidentiality for this study to protect the identity of the research subjects. We keep all information private to the extent permitted by law and we never identify a single person or family in our reports.

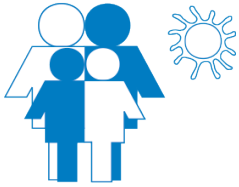
The selected child and his/her guardian, and other agency staff will not know any of your responses to the interview questions. You do not have to answer any question you do not want to answer and you can stop the interview at any time.

We keep information provided by all study participants, including caregivers and children, to the extent permitted by law. We report the results only in percentages, averages and other statistics so no single participant can be identified.

Where do I get more information?

If you have other questions, please call toll-free: Jennifer Keeney at RTI, 1-800-334-8571, extension 23525. If you have questions about your rights as a study participant, call toll-free: **RTI's Office of Human Research Protections** at 1-866-214-2043.

Follow-up (Services) Caseworker Lead Letter



National Survey of Child and Adolescent Well-Being

RTI International • PO Box 12194 • Research Triangle Park, North Carolina 27709I • USA
Sponsored by: Administration for Children and Families

Conducted by: RTI International • The University of North Carolina at Chapel Hill • Washington University in St. Louis

[CASEWORKER NAME]

[Date]

[Address]

[Address #2]

[City, State, Zip]

Dear Caseworker,

The **National Survey of Child and Adolescent Well-Being (NSCAW)** is currently conducting the next round of interviews with selected children and families. . If you took part in one of our earlier rounds of interviews, thank you for your participation. If this is the first time you have been contacted about the NSCAW, the study may be new to you. The NSCAW is a nationally representative, longitudinal study of children and families who have had contact with the child welfare system. The study is sponsored by the Administration for Children and Families (ACF) an agency within the U.S. Department of Health and Human Services. ACF hired a team of researchers from RTI International (RTI), the University of North Carolina at Chapel Hill, and Washington University in St. Louis to conduct the study.

There are over 4,500 children and families participating in this important study of the child welfare system. You are being contacted because at least one of the families you work with or worked with in the recent past participated in our first round of interviews and received services through the agency. As the primary caseworker for one of these families, we would like to interview you to learn more about the services provided to or needed by the family and update the information we collected in our earlier round of interviews.

The NSCAW will make available nationally representative longitudinal data drawn from first-hand reports from children and their caregivers, and service providers. This study will provide policy makers and practitioners with information about the service needs of children and families who enter the child welfare system, the kinds of services provided to them, and outcomes for children and families who enter the system. Information gathered will be used to improve child welfare policy and practice.

Your participation is vital to helping us better understand the issues that face children and families in the child welfare system and how the system serves children of different ages with different needs. We recognize some families receive extensive services, while others receive few or no services. To obtain a complete picture of the service system, it is important that we talk with caseworkers regardless of the amount or type of services provided or paid for by the agency.

The interview will take 60 minutes to complete and will be conducted by the professional RTI representative in your area listed below. Please ask to see her/his personal identification card ; an example of the ID card is shown below. We appreciate the heavy demands on your time and want to stress the interviewer will work with you to schedule the interview at a convenient time.

The enclosed fact sheet provides additional information about this important study. Please be assured the information you share with us will be used for research purposes only and will be completely confidential, as required by law. No individual participant or family will be identified in reports or data files that are released.

Your help is extremely important to the success of the study, and I thank you in advance for your cooperation.



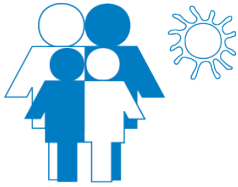
Sincerely yours,

Christine Fortunato, Ph.D., Project Officer
Administration for Children and Families

Name of Interviewer Who Will Contact You: _____

Participation in the described collection of information is voluntary. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. The OMB number for this information collection is 0970-0202 and the expiration date is 09/30/2023.

Follow-up (Services) Caseworker Fact Sheet



Questions and Answers about the National Survey of Child and Adolescent Well-Being

We invite you to take part in an important study called the *National Survey of Child and Adolescent Well-Being*. Below you will find answers to some of the most common questions asked about the survey.

What is the National Survey of Child and Adolescent Well-Being (NSCAW)?

The National Survey of Child and Adolescent Well-Being (NSCAW) is the first ever nationwide study of children and families who have come into contact with the child welfare system. We designed the NSCAW to collect data directly from selected children and their parents or guardians. We also collect information from caseworkers and agency records. We use this information to learn about the needs of children and families, about the kinds of services used by children and families, and about other services provided by child welfare agencies.

Who sponsors and conducts this study?

The Administration for Children and Families (ACF) of the U.S. Department of Health and Human Services sponsors this study. ACF hired a team of researchers from RTI International (RTI), the University of North Carolina at Chapel Hill, and Washington University in St. Louis to conduct the study.

Who is RTI International (RTI)?

RTI is a private, research company located in North Carolina. RTI was founded in 1958 by the University of North Carolina at Chapel Hill, Duke University in Durham and North Carolina State University in Raleigh. RTI conducts research projects for a wide variety of government agencies, universities, and private companies.

How were children chosen to participate?

Most surveys involve drawing a scientific sample from the population of interest and then concentrating the study on this relatively small sample. We used this approach on the NSCAW. First, we selected a random sample of over 60 child welfare agencies from the entire U.S. Within each of these agencies, we selected a sample of children at random who came into contact with the child welfare system during a 12-month period of time. This resulted in a group of about 4,500 children who took part in the study. They represent children in child welfare agencies across the entire U.S.

What is the NSCAW Caseworker Survey?

During the reference period, we selected 1 children from your agency for inclusion in this study. We are now following up with those same children and their caregiver 18 months after the first round of interviews. You have been identified as the primary caseworker or service provider for one of the participating children. The caseworker survey focuses on the child's history in the child welfare system and the services he/she receives. We may ask you to complete interviews for more than one child during the year. The interviewer will work with you to find a convenient time to do the interview.

How are children involved in NSCAW?

The child's involvement varies depending on his or her age. We observe young children to assess their development and language skills. The interviewer will talk with older children about their development, family experiences, school, and friends. The interviewer obtains permission from the child's legal guardian before observing or talking with him or her.

How are parents/guardians involved in NSCAW?

We ask parents or caregivers of selected children to answer questions about the child's development, including his or her learning, behavior, health, and friendships. We also ask them about the services the family receives and their family environment. Additional questions focus on their attitudes about raising children, family support, involvement with school and community activities, and their interaction with the selected child.

How was my name associated with this case?

Our local interviewer working this case obtained your name from either the child's current caregiver/legal guardian, who has agreed to participate in the study, or from the participating local agency. As the primary caseworker or service provider for the sampled child's case, you were named as the person most knowledgeable about the services the child and family may have received.

How is the survey conducted?

Our local interviewer will contact you in advance to schedule a convenient time to complete the interview. In conducting the interview, the interviewer will read the questions from a computer screen and type the answers into the computer. You may need to refer to your records to answer some questions.

How will I recognize the RTI interviewer?

The interviewer carries an ID badge with his or her picture on it. The interviewer also carries letters of authorization from the U.S. Department of Health and Human Services and RTI.

How long will the interview take?

The services caseworker interview lasts 50 minutes. We will schedule the interview at a time convenient for you.

Will the selected child or his/her guardian know my answers?

No. We keep your information private to the extent permitted by law. The selected child, his/her guardian, and agency staff will not know any of your responses to the interview questions. We use the information we collect for research purposes only. We keep your name and other identifying information separate from your survey responses.

What happens to the information?

We collect your survey responses using a secure computer. We send the collected information to RTI through the computer in a safe and secure way. We combine your answers with other interviews and report our findings in a summary form. We keep your name and other identifiers separate from your answers. We only use your name and other identifying information to contact you to schedule the interview. RTI may also telephone you or send a letter to check on the quality of the interviewer's work.

What about privacy?

All RTI staff members and interviewers have signed a Privacy Agreement pledging that they will not reveal any information to anyone other than authorized project staff. RTI also obtained a federal Certificate of Confidentiality for this study to protect the identity of the research subjects. We keep all information private to the extent permitted by law and we never identify a single person or family in our reports.

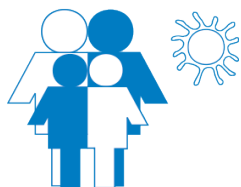
The selected child and his/her guardian, and other agency staff will not know any of your responses to the interview questions. You do not have to answer any question you do not want to answer and you can stop the interview at any time.

We keep information provided by all study participants, including caregivers and children, completely private to the extent permitted by law. We combine answers obtained from all NSCAW interviews with those from thousands of others from around the country. We report the results only in percentages, averages, and other statistics so no single participant can be identified.

Where do I get more information?

If you have other questions, please call toll-free: Jennifer Keeney at RTI, 1-800-334-8571, extension 23525. If you have questions about your rights as a study participant, call toll-free: **RTI's Office of Human Research Protections** at 1-866-214-2043.

New Agency (Services) Caseworker Lead Letter



National Survey of Child and Adolescent Well-Being

RTI International • PO Box 12194 • Research Triangle Park, North Carolina 27709 | USA
Sponsored by: Administration for Children and Families

Conducted by: RTI International • The University of North Carolina at Chapel Hill • Washington University in St. Louis

[NEW AGENCY CASEWORKER NAME]

[Date]

[Address]

[Address #2]

[City, State, Zip]

Dear Caseworker,

The **National Survey of Child and Adolescent Well-Being (NSCAW)** is currently conducting the second round of interviews with selected children and families. The NSCAW is a nationally representative, longitudinal study of children and families who have had contact with the child welfare system. The study is sponsored by the Administration for Children and Families (ACF), an agency within the U.S. Department of Health and Human Services. . ACF hired a team of researchers at RTI International (RTI), the University of North Carolina at Chapel Hill, and Washington University in St. Louis, to conduct the study.

In the first round, RTI worked with a child welfare agency in your area to sample families who had come into contact with the child welfare system. RTI conducted interviews or assessments with sampled children and interviews their caregivers and investigative caseworkers. For this round, we are re-contacting the sampled families and caseworkers to conduct additional interviews to learn about families' continuing experiences with the child welfare system and the types of services they may receive over time.

Nationwide, there are over 4,500 children and families participating in this important study. You are being contacted because at least one of these families is receiving services through your agency. You were named as the primary caseworker or service provider for the child. Because of your involvement with the child, we would like to interview you to learn more about the services provided to or needed by the child and his/her family, and update the information we collected in our first round of interviews.

The NSCAW will make available nationally representative longitudinal data drawn from first-hand reports from children and their caregivers, and service providers. This study will provide policy makers and practitioners with information about the service needs of children and families who have contact with the child welfare system, the kinds of services provided to them, and outcomes for children and families. Information gathered will be used to improve child welfare policy and practice.

The interview takes about 60 minutes to complete and will be conducted by the professional RTI representative in your area listed below. Please ask to see his/her personal identification card; an example of the ID card is shown below. We appreciate the heavy demands on your time and want to stress that the interviewer will work with you to schedule the interview at a convenient time.

The enclosed fact sheet provides more additional information about this important study. Please be assured that the information you share with us will be used for research purposes only and will be completely confidential, as required by law. No individual participant or family will be identified in reports or data files that are released.

Your help is extremely important to the success of the study, and I thank you in advance for your cooperation.

Sincerely yours,

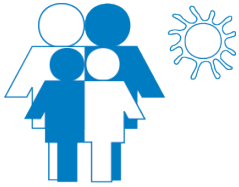


Christine Fortunato, Ph.D., Project Officer
Administration for Children and Families

Name of Interviewer Who Will Contact You: _____

Participation in the described collection of information is voluntary. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. The OMB number for this information collection is 0970-0202 and the expiration date is 09/30/2023.

New Agency (Services) Caseworker Fact Sheet



Questions and Answers about the National Survey of Child and Adolescent Well-Being

We invite you to take part in an important study called the *National Survey of Child and Adolescent Well-Being*. Below you will find answers to some of the most common questions asked about the survey.

What is the National Survey of Child and Adolescent Well-Being (NSCAW)?

The National Survey of Child and Adolescent Well-Being (NSCAW) is the first ever nationwide study of children and families who have come into contact with the child welfare system. We designed the NSCAW to collect data directly from selected children and their parents or guardians. We also collect information from caseworkers and agency records. We use this information to learn about the needs of children and families, about the kinds of services used by children and families, and about other services provided by child welfare agencies.

Who is doing this study?

The Administration for Children and Families (ACF) of the U.S. Department of Health and Human Services sponsors this study. ACF hired a team of researchers from RTI International (RTI), the University of North Carolina at Chapel Hill, and Washington University in St. Louis to conduct the study.

Who is RTI International (RTI)?

RTI is a private, research company located in North Carolina. RTI was founded in 1958 by the University of North Carolina at Chapel Hill, Duke University in Durham and North Carolina State University in Raleigh. RTI conducts research projects for a wide variety of government agencies, universities, and private companies.

How were children chosen to participate?

Most surveys involve drawing a scientific sample from the population of interest and then concentrating the study on this relatively small sample. We used this approach for the NSCAW. We selected a random sample of over 60 child welfare agencies from the entire U.S. Within each of these agencies, we selected a sample of children at random who came into contact with the child welfare system during a 12-month period of time. This resulted in a group of about 4,500 children who are taking part in the study. They represent children in child welfare agencies across the entire U.S.

What is the NSCAW Caseworker Survey?

During the reference period, we selected children from your agency for inclusion in this study. During this period, children were randomly selected from a child welfare agency in your area for inclusion in this study. At least one caseworker from that agency was asked to complete an initial interview that focused on the investigation that led to the family's inclusion in the study.

We are now following up with those same children and their caregivers 18 months after the first round of interviews. You have been identified as the primary caseworker or service provider for one of the participating children. The caseworker survey focuses on the child's history in the child welfare system and the services he/she receives. In answering these questions, it may be necessary for you to refer to the child's service records.

We may ask you to complete interviews for more than one child during the year. The interviewer will work with you to find a convenient time to do the interview(s).

How are children involved in NSCAW?

The child's involvement will vary depending on his or her age. We observe young children to assess their development and language skills. The interviewer will talk with older children about their development, family experiences, school, and friends. The interviewer obtains permission from the child's legal guardian before observing or talking with him or her.

How are parents/guardians involved in NSCAW?

We ask parents or caregivers of selected children to answer questions about the child's development, including his or her learning, behavior, health, and friendships. We also ask about the services the family receives and their family environment. Additional

questions focus on their attitudes about raising children, family support, involvement with school and community activities, and their interaction with the selected child.

How was my name associated with this case?

Our local interviewer working this case obtained your name from either the child’s current caregiver/legal guardian, who has agreed to participate in the study, or from the participating local agency. As the primary caseworker or service provider for the sampled child’s case, you were named as the person most knowledgeable about the services the child and family may have received.

Does the local child welfare agency approve of NSCAW?

Yes. In 2017-2019, a child welfare agency in your area signed a Letter of Agreement with RTI. The letter outlined the NSCAW project’s responsibilities with respect to issues such as data collection and the confidentiality of data. The letter also provided the agency’s responsibilities including the provision of data for sampling purposes, provision of current caregiver contact information, and support of caseworker participation in NSCAW.

How is the survey conducted?

Our local interviewer will contact you in advance to schedule a convenient time to complete the interview. In conducting the interview, the interviewer will read the questions from a computer screen and type the answers into the computer. You may need to refer to your records to answer some questions.

How will I recognize the RTI interviewer?

The interviewer carries an ID badge with his or her picture on it. The interviewer will carry letters of authorization from the U.S. Department of Health and Human Services and RTI.

How long will the interview take?

The interview lasts 50 minutes. We will schedule the interview at a time convenient for you.

Will the selected child or his/her guardian know my answers?

No. We keep your information private. The selected child, his/her guardian, and agency staff will not know any of your responses to the interview questions. We use the information we collect for research purposes only. We keep your name and other identifying information separate from your survey responses.

What happens to the information?

We collect your survey responses using a secure computer. We send the collected information to RTI through the computer in a safe and secure way. We combine your answers with other interviews and report our findings in a summary form. We keep your name and other identifying information separate from your answers. We only use your name other identifying information to contact you to schedule the interviews. RTI may also telephone participants or send a letter to check on the quality of the interviewer’s work.

What about privacy?

All RTI staff members and interviewers have signed a Privacy Agreement pledging that they will not reveal any information to anyone other than authorized project staff. RTI also obtained a federal Certificate of Confidentiality for this study to protect the identity of the research subjects. We keep all information private to the extent permitted by law and we never identify a single person or family in our reports.

The selected child and his/her guardian, and other agency staff will not know any of your responses to the interview questions. You do not have to answer any question you do not want to answer and you can stop the interview at any time.

We keep information provided by all study participants, including caregivers and children, completely private to the extent permitted by law. We combine answers obtained from all NSCAW interviews with those from thousands of others from around the country. We report the results only in percentages, averages, and other statistics.

Where do I get more information?

If you have other questions, please call toll-free: Jennifer Keeney at RTI, 1-800-334-8571, extension 23525. If you have questions about your rights as a study participant, call toll-free: **RTI’s Office of Human Research Protections** at 1-866-214-2043.