

# **Safety Communication Campaign Survey**

## ***Section 1: All Respondents***

### ***Burden Disclosure***

Public reporting burden for this collection of information is estimated to average 30 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to: NIH, Project Clearance Branch, 6705 Rockledge Drive, MSC 7974, Bethesda, MD 20892-7974, ATTN: PRA (0925-0648). Do not return the completed form to this address.

### **Introduction:**

The purpose of this study is to learn more about safety perceptions, attitudes, and behaviors of NIH employees through semi-structured interviews. These interviews will be approximately 30 minutes in length. The interview questions are provided below. Since interviews are semi-structured, it is possible that the researcher may ask participants additional probing questions. Probing questions are used when the researcher is interested in learning more about a specific topic or issue that has arisen in conversation with an interviewee.

Try to answer each question within the survey as honestly and accurately as possible.

### **Instructions:**

Please see the potential Interview Questions for your reference and use. The survey will be conducted in an interview format; however a hard copy of the survey questions is included to assist in the evaluation process. In addition, please note the following below:

Questions about this survey may be sent to Carolyn Lagoe at [Carolyn.Lagoe@nih.gov](mailto:Carolyn.Lagoe@nih.gov).

## Safety Communication Formative Research

OMB#: 0925-0648, Expiration Date: 05/31/2021

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### Recruitment Script:

Hello.

The Division of Occupational Health and Safety is seeking volunteers to participate in a short interview about health and safety on campus. We would like to learn more about your thoughts, perspectives, and behaviors related to safety in your own working environment. We are seeking information from federal employees and contractors. The interview should take no longer than 30 minutes to complete; it is completely voluntary, and information collected will remain secure to the extent permitted by law.

Only key themes from these interviews will be summarized and reported in a general results report.

Would you be interested in participating in this interview?

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### Interview Introduction

Thank you for taking the time to participate in this interview.

The purpose of this study is to learn more about safety perceptions, attitudes, and behaviors of NIH employees through semi-structured interviews. These interviews will approximately 30 minutes in length. The interview questions are provided below. Since interviews are semi-structured, it is possible that the researcher may ask participants additional probing questions. Probing questions are used when the researcher is interested in learning more about a specific topic or issue that has arisen in conversation with an interviewee.

## Interview Questions

1. What is the general nature of your position here? For example, do you work in a clerical position? A research position? A construction position? Etc.
  - a. Follow up: What type of environment do you primarily work in? An office? A lab? Etc.
2. How often do you think about safety in your working environment?
  - a. Follow up: Why is this the case?
3. What are the primary workplace safety issues that employees in your working environment are or should be aware of?
  - a. Follow up: Why do you say this?
4. Do you or fellow employees encounter any difficulty engaging in safe practices and procedures in the workplace? Do you have any concerns about workplace safety?
  - a. Follow up: Why do you say this?
5. Have you heard of the Division of Occupational Health and Safety?
  - a. Follow up: If so, what do you know about the division?
6. From your perspective, what are the most effective ways to communicate information across campus?
  - a. Follow up: Why do you say this?
7. From your perspective, what are the least effective ways to communicate information across campus?
  - a. Follow up: Why do you say this?
8. Is there anything else you want me to know about these topics?