

Housing Collection Instrument Screen Shots

Last Modified: April 19, 2018

Assignment Organizer - Housing DC March 2018

Organizer View Print Help

	Wild Card	Int Line	Schedule Status	egmer	Coll PSU	Line	Index PSU	IG	Unit Address	Prev Resp	Prev Respondent	Mgr Name / Mgmt Company
▶	TELE...	SP	Hold	A1011	S305	1	S12A		144 WALNUT ST, PISCATAWAY, NJ, 08854-1672	P	JEFFREY fields	
	PVN...	SP	Hold	A1011	S305	3	S12A		375 RUSHMORE AVE, PISCATAWAY, NJ, 0885...	T	REGINA HENDRICKS	
	TELE...	SP	Hold	A1011	S305	4	S12A		1750 S 2ND ST APT 2, PISCATAWAY, NJ, 0885...	T	JOSEPH ZIMBARDO	
	EVEA...	SP	Hold	A1011	S305	5	S12A		347 ROCK AVE APT 2, PISCATAWAY, NJ, 0885...	P	nancy	
	PVN...	SP	Hold	A1165	S305	1	S12A		251 MOUNTAIN AVE A1, SOMERVILLE, NJ, 08...	T	HEATHER HILL PROP....	HEATHER HILL P...
	TELD...	SP	Hold	A1165	S305	2	S12A	SM2	150 MERCER ST 7B, SOMERVILLE, NJ, 08876...	T	ASHLEY MACARONE	ASHLEY MACAR...
	TELD...	SP	Hold	A1165	S305	3	S12A	SM2	11 BROOKSIDE AVE 4B, SOMERVILLE, NJ, 08...	T	ASHLEY MACARONE	ASHLEY MACAR...
	TELA...	SP	No Action	A1177	S305	4	S12A		29 FIELDSTONE RD, BEDMINSTER, NJ, 0792...	P	greg gorelick	
	TELE...	SP	No Action	A1178	S305	1	S12A		81 WENTWORTH RD, BEDMINSTER, NJ, 079...	T	MARK MIX	
	TELE...	SP	No Action	A1178	S305	2	S12A		30 WENTWORTH RD, BEDMINSTER, NJ, 079...	P	William Randazzo	
	TELE...	SP	No Action	A1179	S305	1	S12A		87 PARKSIDE RD, BEDMINSTER, NJ, 07921-1...	T	MS. HEBA SADEK	
	TELD...	SP	Hold	A1179	S305	2	S12A		17 KENSINGTON RD, BEDMINSTER, NJ, 0792...	T	Kathleen Carlin RJB As...	
	NED...	SP	Hold	A1179	S305	3	S12A		5 MORGAN CT, BEDMINSTER, NJ, 07921-1864	P	VERONICA DONNER	
	TELE...	SP	No Action	A1179	S305	4	S12A		397 TERRACE LN, BEDMINSTER, NJ, 07921-1...	T	Jacqueline Mccune	
	TELD...	SP	No Action	A1180	S305	1	S12A		24 SPRUCE CT, BEDMINSTER, NJ, 07921-1630	T	NOEL CAGNASSOLA	

Unit Addr: 144 WALNUT ST
PISCATAWAY, NJ 08854-1672

Prev Resp: JEFFREY FIELDS,
OCCUPANT

RESPONDENT INFO

IG Interview Group:

WC Wild Card: TELEVE

MESSAGES TELEPHONE PERSONAL VISIT

Disagg.	Messages	DCM	KB	Incomplete	Previous	Jump	Return	Next
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1 ANY S 1 ANY ST, ANYTOWN, US, 99999			
QUIT	INTERVIEW TYPE SI	CLOSE-OUT DATE 1999/01/30	ARRANGEMENT CODE (Wild Card)
UNIT ADDRESS	1 ANY ST, ANYTOWN, US, 99999		
UNIT DESCRIPTION			
COMPLEX			
MESSAGES	NO		
MAP	LATITUDE (15.0 to 70.0) LONGITUDE (-179.0 to -50.0)		

OBSERVATION - TYPE OF STRUCTURE SCREEN

Disagg.	Messages	DCM	KB	Incomplete	Previous	Jump	Return	Next
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1 ANY S 1 ANY ST, ANYTOWN, US, 99999
(OBSERVE): Select type of structure from the following list:

The following 2 screen shots are non-substantive changes to the housing survey questions that OMB approved in August 2017. The non-substantive changes were supposed to be updated in January 2018 but due to lack of resources the changes will not be updated until FY19.

“Type of Structure”

OBSERVATION - ELEVATOR - PRACTICE COLLECTION

Disagg. Messages DCM KB Incomplete Previous Jump Return Next

1002 S 25T
1002 S 25TH ST, Mount Vernon, IL, 62864

Addition of 'type of structure' question: Does this 'type of structure' have an elevator?

YES NO

☐ YES ☐ NO

OBSERVATION - TYPE OF STRUCTURE SCREEN

Disagg. Messages Pen Panel KB Incomplete Previous Jump Return Next

1784 S 290
1784 S 290 EAST ST, Orem city (pt.), UT, 84058

(OBSERVE):

Select type of structure from the following list:

SINGLE DETACHED
SINGLE ATTACHED
MOBILE HOME TRAILER
MULTI-UNIT WITH ELEVATOR
MULTI-UNIT WITHOUT ELEVATOR
OTHER-SPECIFY

OBSERVATION - ELIGIBILITY SCREEN

Disagg.

Messages

DCM

KB

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1 ANY S

1 ANY ST, ANYTOWN, US, 99999

(OBSERVE): Is this house eligible?

YES

NO

☐ YES☒ NO*Display
Ineligible*

- * COLLEGE DORMITORY
- CONVENT, MONASTERY, RELIGIOUS GROUP RESIDENCE
- * CORRECTIONAL INSTITUTION
- FARM WITH INCOME FROM MORE THAN 10 ACRES
- FRATERNITY OR SORORITY HOUSE
- HALFWAY HOUSE
- * HOSPITAL
- * LICENSED NURSING HOME
- * MENTAL INSTITUTION

* Units in the above structures that provide housing for staff or maintenance personnel and meet the housing unit definition are eligible



(OBSERVE): Is this house Public Housing?

Definition

YES

NO

DON'T KNOW

1 ANY ST

☐ YES

☐ NO

☐ DON'T KNOW

PUBLIC HOUSING -

Housing units which are subsidized and owned or operated by a Federal, State, City, or other government agency. Rent paid by the occupant is usually based on income and the additional rental cost covered by the government agency.

Housing units that are covered by government rent assistance programs (subsidized housing, such as Section 8 Housing) are eligible for inclusion in the Housing Survey.

Close Window

UNIT RESPONDENT SCREEN

Disagg.	Messages	DCM	KB	Incomplete	Previous	Jump	Return	Next
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1 ANY S

1 ANY ST, ANYTOWN, US, 99999

*** (Select Respondent Type and Indicate Same or Different.
Update Respondent Information as necessary.)***

QUIT

☐ OCCUPANT	Update Occupant Info	PREVIOUS RESP: KIM TYLER, MANAGER
JESSE HIGGINS		
PHONE: (555)555-7777		ALT.PHONE:
CONTACT TIME:		
☐ LANDLORD	Update Landlord Info	
PHONE:		ALT.PHONE:
CONTACT TIME:		
☒ MANAGER	Update Manager Info	
KIM TYLER		
PHONE: (555)555-1234		ALT.PHONE:
CONTACT TIME:		☒ SAME ☐ DIFFERENT
☐ AUTH.REP.	Update Auth.Rep. Info	
PHONE:		ALT.PHONE:
CONTACT TIME:		

IG RESPONDENT SCREEN									
Disagg.	Messages	DCM	KB	Incomplete	Previous	Jump	Return	Next	
1 ANY S 1 ANY ST, ANYTOWN, US, 99999 *** (Select Respondent Type and Indicate Same or Different. Update Respondent Information as necessary.)***									
QUIT					Display IG Address				
☒ LANDLORD		Update Landlord Info		PREVIOUS RESP: James Katz, MANAGER					
PHONE: CONTACT TIME: ALT.PHONE:									
☒ MANAGER		Update Manager Info		James Byers PHONE: (202)555-1522 CONTACT TIME: ALT.PHONE: ☐ SAME ☒ DIFFERENT					
☐ AUTH.REP.		Update Auth.Rep. Info		PHONE: CONTACT TIME: ALT.PHONE:					

UNIT OCCUPANT SCREEN

Disagg.

Messages

DCM

KB

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Next

1 ANY S

1 ANY ST, ANYTOWN, US, 99999

*** (Since the last collection period, is the occupancy...?) ***

- ☐ Same
- ☒ Different - Please update Name and enter a Move-In Date
- ☐ Vacant

OCCUPANT

Update Occupant Info

SALLY JONES

02/1991

SALLY JONES

PHONE: (555)555-7777

ALT.PHONE:

CONTACT TIME:

When did the person, who has lived in this apartment the
longest, move in?

MONTH

/

YEAR

TENURE SCREEN

Disagg.

Messages

DCM

KB

Incomplete

Previous

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Next

Is this house/apt. occupied by the owner or is it rented?

OWNER

RENTED

1 ANY ST

☐ OWNER

☐ RENTED

PUBLIC HOUSING SCREEN

(Screen appears if data collector cannot determine if unit is public housing through observation)

PUBLIC HOUSING SCREEN								
Disagg.	Messages	DCM	KB	Incomplete	Previous	Jump	Return	Next
Is this house Public Housing?								
<i>Definition</i>				YES		NO		
1 ANY ST				☐ YES		☐ NO		
				PUBLIC HOUSING - Housing units which are subsidized and owned or operated by a Federal, State, City, or other government agency. Rent paid by the occupant is usually based on income and the additional rental cost covered by the government agency. Housing units that are covered by government rent assistance programs (subsidized housing, such as Section 8 Housing) are eligible for inclusion in the Housing Survey. Close Window				

Disagg.	Messages	DCM	KB	Incomplete	Previous	Jump	Return	Next
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Is it owned or operated by a government agency?

	☐ YES	☐ NO
1 ANY ST	☐ YES	☐ NO

ASSISTED LIVING SCREEN

Disagg.	Messages	DCM	KB	Incomplete	Previous	Jump	Return	Next
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(ASK ONLY IN A HOUSING COMPLEX OR MULTI-UNIT SITUATION; OTHERWISE CODE "NO".)

Is this apartment part of an assisted living program?	ASSISTED LIVING		Definition	
Does the program provide ADL assistance to an occupant of this apartment?	YES	NO	ADL INCLUDED	
			YES	NO
1 ANY ST	☒ YES	☐ NO	☐ YES	☐ NO

Definitions Window for ASSISTING LIVING SCREEN

ASSISTED LIVING SCREEN

ASSISTED LIVING PROGRAM -

Close Window

- Any group residential program that is not licensed as a nursing home and that provides personal care and support services to people who need help with the activities of daily living (ADL)* as a result of physical or cognitive disability.

- Assisted living communities are designed for individuals who cannot function in an independent living environment but do not need nursing care on a daily basis. Many assisted living facilities also have professional nurses and other health care professionals on staff or available on call should a resident require special care.

- These communities go by a variety of names: adult homes, personal care homes, retirement residences, and sheltered housing. Local jurisdictions vary in their definitions and requirements. Assisted living communities are often affiliated with independent living communities or nursing care facilities offering residents a continuum of care for changing needs.

*ACTIVITIES OF DAILY LIVING (ADL)-

ADL's are considered to be everyday activities, such as walking, getting in and out of bed, dressing, bathing, eating, and using the bathroom.

PRIMARY RESIDENCE SCREEN

Disagg.	Messages	DCM	KB	Incomplete	Previous	Jump	Return	Next
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Is this house the primary residence of at least one of the occupants?

	YES	NO
1 ANY ST	☐ YES	☐ NO

RELATIVE OF THE LANDLORD SCREEN

Disagg.	Messages	DCM	KB	Incomplete	Previous	Jump	Return	Next
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Is anyone living in this house a relative of the landlord?

YES

NO

1 ANY ST

☐ YES

☐ NO

NUMBER OF ROOMS SCREEN

Disagg.	Messages	DCM	KB	Incomplete	Previous	Jump	Return	Next
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1 ANY S

1 ANY ST, ANYTOWN, US, 99999

***** Please verify the number of rooms in this apartment. *****

BEDROOMS	1		
FULL BATHS	1		
HALF BATHS	0		
OTHER ROOMS	2		
TOTAL ROOMS	4		

What is the reason for the change?

- ☐ SPLIT, USE FACESHEET TO ENTER UNIT APARTMENT, ENTER MSG
- ☒ MERGE, USE FACESHEET TO ENTER UNIT APARTMENT, ENTER MSG
- ☐ PREVIOUS DATA INCORRECT
VERIFY UNIT ADDRESS
- ☐ RECONFIGURATION - NO SPLIT OR MERGE

Has there been a change in the number of rooms?

☒ YES ☐ NO

ROOMS CHANGE MSG

MERGE,

WHEN BUILT SCREEN

Disagg.	Messages	DCM	KB	Incomplete	Previous	Jump	Return	Next
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1 ANY S

1 ANY ST, ANYTOWN, US, 99999

In what year was this structure built?

Select Decade

Select Year

Before 1900 >
1900 - 1909 >
1910 - 1919 >
1920 - 1929 >
1930 - 1939 >
1940 - 1949 >
1950 - 1959 >
1960 - 1969 >
1970 - 1979 >
1980 - 1989 >
1990 - 1999 >
2000 - 2009 >
2010 - 2019 >

1950
1951
1952
1953
1954
1955
1956
1957
1958
1959
DK

(The WO needs the actual year built for an important index calculation)

YEAR

DECADE

1955

1950 - 1959

☐ DON'T KNOW

CLEAR ALL

RENT CONTROL SCREEN

 Disagg.	 Messages	 DCM	 KB	 Incomplete	 Previous	 Jump	 Return	Next 
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Is this apartment under rent control?

YES	NO
-----	----

1 ANY ST

☐ YES ☐ NO

MOVE-IN DATE SCREEN

Disagg.

Messages

DCM

KB

Incomplete

Previous

Jump

Return

Next

1 ANY S

1 ANY ST, Anytown, US, 99999

When did the person, who has lived in this house the longest, move in?

/

MONTH

YEAR

RENT POD

"Respondent/Occupant" Window

RENT POD	
 Disagg.	 Messages
 DCM	 KB
 Incomplete	 Previous
 Jump	 Return
Next 	
1 ANY S 1 ANY ST, ANYTOWN, US, 99999	
RESPONDENT NAME (Curr. Rent)	
RESPONDENT TYPE (Curr. Rent)	
OCCUPANT NAME	
Close Window	

RENT POD

“Rent Amount”

RENT POD - PRACTICE COLLECTION

Disagg.

Messages

DCM

KB

Incomplete

Previous

Jump

Return

Next

105 NE 50 423

105 NE 50TH COURT 423, Kansas City, MO, 12345

RENT AMOUNT

How much rent (are you, is the tenant) paying for this apartment now?

What period of time does that rent cover?

RESPONDENT	On This Date
TENANT PAYS AND PERIOD	Select Period
SUBSIDY	One Month Two Weeks One Week Daily ☐ EST
WORK	☐ EST
REVIEW	☐ CERT

7

8

9

4

5

6

1

2

3

0

.

RENT POD

“Subsidy”

RENT POD

Disagg.

Messages

DCM

KB

Incomplete

Previous

Jump

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Next

1 ANY S
1 ANY ST, Anytown, US, 99999

SUBSIDY

Was the rent lowered because the landlord received a subsidy from a government program such as Section 8?

☐ Yes

☐ No

(IF YES) How much was the subsidy?

You may have to uncertify current month to make changes.

RESPONDENT	On This Date
TENANT PAYS AND PERIOD	Select Period
SUBSIDY	☐ EST
WORK	☐ EST
REVIEW	☐ CERT

7	8	9
4	5	6
1	2	3
	0	.

RENT POD

“Work Reduction”

RENT POD

Disagg.

Messages

DCM

KB

Incomplete

Previous

Jump

Return

Next

1 ANY S
1 ANY ST, Anytown, US, 99999

WORK REDUCTION

Was the rent lowered because someone did work for the landlord?

☐ Yes

☐ No

(IF YES) How much was the reduction?
You may have to uncertify current month to make changes.

RESPONDENT

On This Date

TENANT PAYS AND PERIOD

Select Period

SUBSIDY

☐ EST

WORK

☐ EST

REVIEW

☐ CERT

7

8

9

4

5

6

1

2

3

0

.

RENT POD

"Review"

RENT POD															
Disagg.	Messages	DCM	KB												
Incomplete	Previous	Jump	Return												
Next															
1 ANY S 1 ANY ST, Anytown, US, 99999															
REVIEW (Please review the rent data, making all necessary adjustments. When you are finished, please certify the data.)															
VERIFY PREVIOUSLY COLLECTED RENT (Please verify the rent from the last collection attempt displayed in the second column below. Explain in a field message.)															
RESPONDENT	On This Date	In July 1998													
TENANT PAYS AND PERIOD	800 Monthly	505 Monthly	<table border="1"><tr><td>7</td><td>8</td><td>9</td></tr><tr><td>4</td><td>5</td><td>6</td></tr><tr><td>1</td><td>2</td><td>3</td></tr><tr><td></td><td>0</td><td>.</td></tr></table>	7	8	9	4	5	6	1	2	3		0	.
7	8	9													
4	5	6													
1	2	3													
	0	.													
SUBSIDY	0 ☐ EST	0 ☐ EST													
WORK	0 ☐ EST	0 ☐ EST													
REVIEW	800 ☒ CERT	505 ☐ CERT													

“Extra Charges” Tab

26

EXTRA CHARGES SCREEN

"Collection Screen" Tab - SELECT EXTRA CHARGE" Window

EXTRA CHARGES SCREEN	
Air Conditioners	Pets
Alarm System/Security	Pool
Association Fee	Recreation Fee
Cable TV	Refrigerator
Carpet	Water/Sewer
Garbage Collection/Trash Collection	Storage
Gym/Health Club	Telephone
Lawn Care/Yard Maintenance	Utilities
Lease Charge	Washer/Dryer
Maintenance	YMCA/YWCA Membership
Meals	Other1
New windows	Other2
Parking - Off-Street	Other3
Pest Control	

KB

HW

NO PREVIOUS EXTRA CHARGES FOR THIS UNIT

Close Window

EXTRA CHARGES SCREEN

"Collection Screen" Tab - Amount

EXTRA CHARGES SCREEN

 Disagg.  Messages  DCM  KB  Incomplete  Previous  Jump  Return **Next** 

1 ANY S
1 ANY ST, ANYTOWN, US, 99999

What are they and how much is each one?

SELECT EXTRA CHARGE

#	EXTRA CHARGE	CURRENT	PREVIOUS
1.	Pets	.00	  
2.	Washer/Dryer	.00	  

(“Last interview” date is filled in with actual month and year)

29

FREE PARKING SCREEN

 Disagg.	 Messages	 DCM	 KB	 Incomplete	 Previous	 Jump	 Return	Next 
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Does the landlord provide free off-street parking for this house?

YES

NO

1 ANY ST

☐ YES

☐ NO

Who pays for the water?

	TENANT	LANDLORD	WELL/CISTERN	NONE
1 ANY ST	☐ TENANT	☐ LANDLORD	☐ WELL/CISTERN	☐ NONE

Who pays for the sewer service?

	TENANT	LANDLORD	SEPTIC	NONE
1 ANY ST	☐ TENANT	☐ LANDLORD	☐ SEPTIC	☐ NONE

WHO PAYS ELECTRICITY SCREEN

 Disagg.

 Messages

 DCM

 KB

 Incomplete

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Next 

Who pays for the electricity?

	TENANT	LANDLORD	NO ELECTRICITY
1 ANY ST	☐ TENANT	☐ LANDLORD	☐ NO ELECTRICITY

COST FOR ELECTRICITY INCLUDED IN RENT SCREEN

Disagg.	Messages	DCM	KB	Incomplete	Previous	Jump	Return	Next
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Is the cost for electricity included in the rent you reported earlier for this house ?

YES	NO
-----	----

1 ANY ST	☐ YES	☐ NO
----------	---------------------------	--------------------------

CHARGE FOR ELECTRICITY SCREEN

 Disagg.

 Messages

 DCM

 KB

 Incomplete

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Next 

How much is the charge for electricity for this house ?

1 ANY ST		.00	   
----------	--	-----	---

A/C EQUIPMENT SCREEN

Disagg.

Messages

DCM

KB

Incomplete

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Next

What type of A/C equipment does this house have?

	ALL	ALL	ALL	ALL	ALL
DEFINITIONS	Central	Swamp Cooler	Thru-the-wall A/C unit	Window A/C unit	None
1 ANY ST	☐	☐	☐	☐	☐

Definitions Window for A/C EQUIPMENT SCREEN

A/C EQUIPMENT SCREEN

Close Window

CENTRAL A/C

An A/C unit with ducts that can cool a number of rooms. These ducts may also carry warm air during the heating season.

SWAMP COOLER

A cooling unit that moistens and cools the air by saturating it with water vapor. Commonly found in the Southwestern United States.

THRU-THE-WALL A/C

An A/C unit built into a wall that provides refrigerated air for that room only. There is no ductwork to carry cool air to several rooms.

WINDOW A/C UNIT

An A/C unit located in a window that provides refrigerated air for that room only. There is no ductwork to carry cool air to several rooms.

NONE

The house/apartment does not contain any type of A/C equipment.

THRU-THE-WALL A/C UNITS SCREEN

 Disagg.

 Messages

 DCM

 KB

 Incomplete

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Next 

How many thru-the-wall air conditioners does this house have?

1 ANY ST	0 Units	
----------	---------	---

How many window air conditioners does this house have?
How many are provided by the landlord?

	# UNITS		# PROVIDED	
1 ANY ST	1 Unit		0 Units	

What is the primary type of heating fuel used by this house?
(A "Don't Know" response will be treated as a missing answer. Try to collect the heating fuel from an alternate respondent.)

DEFINITIONS	ALL	ALL	ALL	ALL	ALL	ALL
	Electricity	Gas	Fuel Oil	Alternate Fuels	None/No Heat	Don't Know
1 ANY ST	☐	☐	☐	☐	☐	☐

Definitions Window for HEATING FUEL SCREEN

HEATING FUEL SCREEN

Close Window

ELECTRICITY - Metered electric power supplied by a central utility to a residence via underground or aboveground power lines. If an on-site generator produces the electricity, code the fuel used in the generator unit. If the electricity is generated by on-site water or wind systems, use the Fuel Type "Alternate fuels."

GAS - Includes metered natural gas supplied by underground pipelines to residences by a central utility company or Liquefied Petroleum Gas which is any fuel gas supplied to a residence in liquid form such as propane or butane. The liquid gas is normally delivered by tank truck and stored near the residence in a gas tank or cylinder. Capture privately owned and operated gas wells as "Alternate fuels. "

FUEL OIL - No. 1, 2, or 4 grade fuel oil or residual oil that is burned for space or water heating purposes.

ALTERNATE FUEL - Fuels not specified in one of the three other categories, including kerosene, coal, firewood/charcoal, solar, geothermal and electricity generated from wind or water. Steam and hot water are not heating fuels; please try to determine the fuel used to produce the steam or hot water.

NONE/NO HEAT - No fuel used for heat/hot water.

WHO PAYS FOR HEATING FUEL SCREEN

(Wording substituted with selected fuel, such as “gas”, “fuel oil” or “alternate fuel”)

WHO PAYS FOR THE HEATING FUEL SCREEN

 Disagg.

 Messages

 DCM

 KB

 Incomplete

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 Jump

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Next 

Who pays for the fuel oil for this house?

TENANT

LANDLORD

1 ANY ST

☐ TENANT

☐ LANDLORD

COST FOR HEATING FUEL INCLUDED IN RENT SCREEN

(Wording substituted with selected fuel, such as “gas”, “fuel oil” or “alternate fuel”)

COST FOR HEATING FUEL INCLUDED IN RENT SCREEN			
Disagg.	Messages	DCM	KB
Incomplete	Previous	Jump	Return
Next			
Is the cost for fuel oil included in the rent you reported earlier for this house?			
		☐ YES	☐ NO
1 ANY ST		☐ YES	☐ NO

CHARGE FOR HEATING FUEL SCREEN

(Wording substituted with selected fuel, such as “gas”, “fuel oil” or “alternate fuel”)

CHARGE FOR HEATING FUEL SCREEN	
Disagg.	Messages
DCM	KB
Incomplete	Previous
Jump	Return
Next	
How much is the charge for the fuel oil for this house?	
1 ANY ST	.00

What is the primary type of hot water fuel used in this house?
(A "Don't Know" response will be treated as a missing answer. Try to collect the hot water fuel from an alternate respondent.)

	ALL	ALL	ALL	ALL	ALL	ALL
DEFINITIONS	Electricity	Gas	Fuel Oil	Alternate Fuels	None	Don't Know
1 ANY ST	☐	☐	☐	☐	☐	☐

Definitions Window for HOT WATER SCREEN

HOT WATER SCREEN

Close Window

ELECTRICITY - Metered electric power supplied by a central utility to a residence via underground or aboveground power lines. If an on-site generator produces the electricity, code the fuel used in the generator unit. If the electricity is generated by on-site water or wind systems, use the Fuel Type "Alternate fuels."

GAS - Includes metered natural gas supplied by underground pipelines to residences by a central utility company or Liquefied Petroleum Gas which is any fuel gas supplied to a residence in liquid form such as propane or butane. The liquid gas is normally delivered by tank truck and stored near the residence in a gas tank or cylinder. Capture privately owned and operated gas wells as "Alternate fuels. "

FUEL OIL - No. 1, 2, or 4 grade fuel oil or residual oil that is burned for space or water heating purposes.

ALTERNATE FUEL - Fuels not specified in one of the three other categories, including kerosene, coal, firewood/charcoal, solar, geothermal and electricity generated from wind or water. Steam and hot water are not heating fuels; please try to determine the fuel used to produce the steam or hot water.

NONE/NO HEAT - No fuel used for heat/hot water.

WHO PAYS FOR THE HOT WATER FUEL SCREEN

(Wording substituted with selected fuel, such as “gas”, “fuel oil” or “alternate fuel”)

WHO PAYS FOR THE HOT WATER FUEL SCREEN		
Disagg.	Messages	DCM
KB	Incomplete	Previous
Jump	Return	Next
Who pays for the gas for this house?		
	<i>TENANT</i>	<i>LANDLORD</i>
1 ANY ST	☐ TENANT	☐ LANDLORD

COST FOR HOT WATER FUEL INCLUDED IN RENT SCREEN

(Wording substituted with selected fuel, such as “gas”, “fuel oil” or “alternate fuel”)

COST FOR HOT WATER FUEL INCLUDED IN RENT SCREEN		
Disagg.	Messages	DCM
KB	Incomplete	Previous
Jump	Return	Next
Is the cost for gas included in the rent you reported earlier for this house?		
	<i>YES</i>	<i>NO</i>
1 ANY ST	☐ YES	☐ NO

CHARGE FOR HOT WATER FUEL SCREEN

(Wording substituted with selected fuel, such as “gas”, “fuel oil” or “alternate fuel”)

CHARGE FOR HOT WATER FUEL SCREEN	
Disagg.	Messages
DCM	KB
Incomplete	Previous
Jump	Return
Next	
How much is the charge for the gas for this apartment?	
1 ANY ST	.00

INCOMPLETE INTERVIEW POD DURING SCOPE DETERMINATION

INCOMPLETE INTERVIEW POD								
 Disagg.	 Messages	 DCM	 KB	 Incomplete	 Previous	 Jump	 Return	Next 
1 ANY S								
1 ANY ST, ANYTOWN, US, 99999								
INCOMPLETE INTERVIEW POD DURING SCOPE DETERMINATION Why are the current data incomplete? ☐ Respondent(s) unable to answer all questions ☐ Respondent(s) refuses to answer one or more questions ☐ No eligible respondent contacted/Not vacant ☐ Vacant but habitable ☐ No housing unit available ☐ Dangerous situation ☐ Other								

INCOMPLETE INTERVIEW POD DURING INITIATION/PRICING

INCOMPLETE INTERVIEW POD								
 Disagg.	 Messages	 DCM	 KB	 Incomplete	 Previous	 Jump	 Return	Next 
1 ANY S								
1 ANY ST, ANYTOWN, US, 99999								
INCOMPLETE INTERVIEW POD DURING INITIATION/PRICING Why are the current data incomplete? ☐ Respondent(s) unable to answer all questions ☐ Respondent(s) refuses to answer one or more questions ☐ No eligible respondent contacted/Not vacant ☐ Vacant but habitable ☐ Converted to ineligible housing ☐ No housing unit available ☐ Dangerous situation ☐ Other								

UNIT SI FACESHEET and UNIT FACESHEET

(Basically have the same content but different screen titles)

"Unit" Tab

UNIT SI FACESHEET						
Disagg. Messages DCM KB Incomplete Previous Jump Return Next						
1 ANY S						
1 ANY ST, ANYTOWN, US, 99999						
SSR	HOUSING UNIT CODE	INDEX PSU	SEGMENT	SECTOR	LINE	Unit Occ/Resp/EA Ld/Id/Mgr/Auth Messages
	0	A209	0001C	1	216	
COLLECTION PERIOD	1999/01	PANEL 1	INTERVIEW TYPE		SI	
UNIT ADDRESS	1 ANY ST					
	ANYTOWN		US	99999		
COMPLEX NAME						
	STRUCTURE TYPE		SINGLE DETACHED			
					MAP	

UNIT SI FACESHEET and UNIT FACESHEET

(Basically have the same content but different screen titles)

"Occ/Resp/EA" Tab

UNIT SI FACESHEET			
 Disagg.	 Messages	 DCM	 KB
 Incomplete	 Previous	 Jump	 Return
		 Next	
1 ANY S 1 ANY ST, ANYTOWN, US, 99999			
OCCUPANT		Update Occupant Info	
Mary			
PHONE:		ALT. PHONE:	
CONTACT TIME:			
RESPONDENT		Jim, LANDLORD	
PREVIOUS TYPE OF CONTACT	CURRENT TYPE OF CONTACT	PREVIOUS EA ID	
	P		
PREVIOUS COLLECTION DATE	COLLECTION PERIOD OF LAST PERSONAL VISIT	CURRENT EA ID	

Unit
Occ/Resp/EA
Lcd/Mgr/Auth
Messages

UNIT SI FACESHEET and UNIT FACESHEET

(Basically have the same content but different screen titles)

"Lldl/Mgr/Auth." Tab

UNIT SI FACESHEET								
 Disagg.	 Messages	 DCM	 KB	 Incomplete	 Previous	 Jump	 Return	Next 
1 ANY S 1 ANY ST, ANYTOWN, US, 99999								
LANDLORD	Update Landlord Info							
JIM LANDLORD								
1 OVER RD, CITY, MR 12345								
PHONE: (555)555-1234 ALT.PHONE:								
CONTACT TIME: WEEKDAYS BEFORE 5 PM								
MANAGER	Update Manager Info							
PHONE: ALT.PHONE:								
CONTACT TIME:								
AUTH.REP.	Update Auth.Rep. Info							
PHONE: ALT.PHONE:								
CONTACT TIME:								

Unit
Occ/Resp/EA
Lldl/Mgr/Auth
Messages

UNIT SI FACESHEET and UNIT FACESHEET

(Basically have the same content but different screen titles)

"Messages" Tab

UNIT SI FACESHEET

Disagg. Messages DCM KB Incomplete Previous Jump Return Next

1 ANY S
1 ANY ST, ANYTOWN, US, 99999

PERM. SPECIAL INSTRUCTIONS		Unit
PREVIOUS TEMP. SPECIAL INSTRUCTIONS		Unit
TEMP. SPECIAL INSTRUCTIONS		Occ/Resp/EA
PREVIOUS FIELD MSG. TO WASH.		FieldMsg/Auth
FIELD MSG. TO WASH.		Messages
PREV. INCOMPLETE REASON		
WO MESSAGE TO FIELD		
SMD SPECIAL INSTRUCTIONS		

UNIT

SI FACESHEET and UNIT FACESHEET

(Basically have the same content but different screen titles)

Field MSG. TO WASH. Button on the "Messages" Tab. Tap this to display standardized field message to Washington

POP UP

Code	General Reason	Specific Reason
H1A	Answering machine	Both tenant and landlord
H1B	Answering Machine	Tenant Only
H1C	Answering Machine	Landlord only
H2	Secure building/Locked gate	
H3A	Dangerous situation (InterComm required)	Neighborhood
H3B	Dangerous situation (InterComm required)	Tenant
H3C	Dangerous situation (InterComm required)	Landlord
H3D	Dangerous situation (InterComm required)	Other
H4A	Foreign language barrier	Tenant
H4B	Foreign language barrier	Landlord
H4C	Foreign language barrier	Other
H5	New tenant	
H6	See InterComm	

OK Cancel

WRAP SCREEN

Disagg.

Messages

DCM

KB

Incomplete

Previous

Jump

Return

Next

TRANSMIT

TEMPORARY HOLD

1 ANY ST

Ready to transmit

☐ TRANSMIT

☐ HOLD

JUMP Screen with JUMP MENU

EXTRA CHARGES SCREEN - PRACTICE COLLECTION

Disagg.

Messages

DCM

KB

Incomplete

Previous

Jump

Return

Next

5218 N WAS

Does the rent include any o

No unit(s) have a previous

JUMP MENU

UNIT FACESHEET
ASSIGNMENT SCREEN VERSION 34.5 04/07/17
UNIT OCCUPANT SCREEN
TENURE SCREEN
RENT POD

Close Window

Extra Charges

Collection Screen