

## **Instrument 3**

### **Program Director Check-ins (Treatment and Comparison Sites)**

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## **Instrument 3a**

### **Program Director Check-ins (Treatment Sites)**

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# 1. CHECK-IN GUIDE FOR PATHWAYS SITES

## Introductory script

Thank you for your time and for agreeing to participate in this interview. I'm \_\_\_\_\_, and I work for Mathematica, an independent social policy research company.

We are conducting a study for the Office of Planning, Research, and Evaluation (OPRE) in the Administration for Children and Families (ACF) at the U.S. Department of Health and Human Services. The goal is to understand how [name of agency] implemented the Pathways to Success Program (Pathways). We want to understand the services the Pathways Program is delivering and the factors that helped or hindered [name of agency]'s success in delivering those services to youth.

I would like to talk with you about your experience with and perceptions of the Pathways Program. Your responses will be kept private to the extent permitted by law and used only for research purposes. I will not share your comments with anyone other than members of the Mathematica study team. Our team will use your responses, along with other information we collect about the Pathways Program, to help describe the services delivered. When we report information from this study to OPRE and ACF, we will not attribute any comments to you or your organization, and no individuals will be quoted by name.

In the future, information from this study may be securely shared with qualified individuals to help learn more about the experiences of young adults who have been in foster care. The information that is shared will be de-identified, meaning it would only include a study ID number and not your name.

All of my questions are open-ended. There are no right or wrong answers. You may choose not to answer any questions you don't want to answer. You are the expert on your experience with the program, and I would like to learn from you during the discussion.

Your participation in this discussion is voluntary. Being part of this discussion is up to you, and it will not affect your employment. Nothing you share will be shared with your employer.

I would like to record this discussion. We will transcribe the recording to help summarize information from all the interviews we are conducting. No one besides the transcription service and members of the Mathematica study team will have access to or listen to the recording. If you want to say anything that you do *not* want recorded, please let me know, and I will be glad to pause the recorder. Do you have any concerns about being part of this interview or to my recording our discussion?

The discussion will last no more than 30 minutes.

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 control number for this collection is 0970-XXXX, and it expires XX/XX/20XX.

If you would like more information about this study, please contact Dr. M.C. Bradley at Mathematica at 855-888-2092 or by email at [SYSIL@mathematica-mpr.com](mailto:SYSIL@mathematica-mpr.com).

Do you have any questions before I turn on the recorder?

## Design of Pathways services

*[These questions will be asked of leadership and supervisors]*

Now I have some questions about the services that you provide to youth, especially through the Pathways to Success Program.

**1) In the past year, have you made any changes to the services offered to youth under the Pathways Program? If yes, what are the changes?**

*[For each service listed below, probe on the following to generate a detailed narrative about the service/support provided]*

- i) What does the service entail?
- ii) Who provides the service?
- iii) How often does each youth receive the service? (i.e., hours)
- iv) For how long does each youth receive the service?
- a) What services are provided to youth by your agency?
  - i) Meeting with youth one on one?
  - ii) Helping youth establish goals?
  - iii) Helping youth when they are having an emergency?
  - iv) Helping youth find stable housing?
  - v) Providing financial support to youth?
  - vi) Organizing roundtables or meetings with others to support youth in achieving their goals?
  - vii) Connecting youth with other services and supports?
  - viii) Other services?

**2) In the past year, have you made any changes to how you determine the services that are provided to each youth? If yes, what are the changes?**

**3) In the past year, have you made any changes to the process for referring youth to other services?**

## Service, resource, and policy context

*[These questions will be asked of leadership and supervisors.]*

Next, I'd like to speak with you about the services and resources that are generally available to youth in this area, especially youth and young adults transitioning out of foster care.

**4) In the past year, has anything changed about the how your agency or other services in the area meet the needs of youth? If yes, how?**

## **Instrument 3b**

### **Program Director Check-ins (Comparison Sites)**

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## 2. CHECK-IN GUIDE FOR COMPARISON SITES

### Introductory script

Thank you for your time and for agreeing to participate in this interview. I'm \_\_\_\_\_, and I work for Mathematica, an independent social policy research company.

We are conducting a study for the Office of Planning, Research, and Evaluation (OPRE) in the Administration for Children and Families (ACF) at the U.S. Department of Health and Human Services. The goal is to understand how [name of agency] implemented the Chafee Foster Care Program. We want to understand the services the Chafee Foster Care Program is delivering and the factors that helped or hindered [name of agency]'s success in delivering those services to youth.

I would like to talk with you about your experience with and perceptions of the Chafee Foster Care Program. Your responses will be kept private to the extent permitted by law and used only for research purposes. I will not share your comments with anyone other than members of the Mathematica study team. Our team will use your responses, along with other information we collect about the Chafee Foster Care Program, to help describe the services delivered. When we report information from this study to OPRE and ACF, we will not attribute any comments to you or your organization, and no individuals will be quoted by name.

In the future, information from this study may be securely shared with qualified individuals to help learn more about the experiences of young adults who have been in foster care. The information that is shared will be de-identified, meaning it would only include a study ID number and not your name.

All of my questions are open-ended. There are no right or wrong answers. You may choose not to answer any questions you don't want to answer. You are the expert on your experience with the program, and I would like to learn from you during the discussion.

Your participation in this discussion is voluntary. Being part of this discussion is up to you, and it will not affect your employment. Nothing you share will be shared with your employer.

I would like to record this discussion. We will transcribe the recording to help summarize information from all the interviews we are conducting. No one besides the transcription service and members of the Mathematica study team will have access to or listen to the recording. If you want to say anything that you do *not* want recorded, please let me know, and I will be glad to pause the recorder.

Do you have any concerns about being part of this interview or to my recording our discussion?

The discussion will last no more than 30 minutes.

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 control number for this collection is 0970-XXXX, and it expires XX/XX/20XX.

If you would like more information about this study, please contact Dr. M.C. Bradley at Mathematica at 855-888-2092 or by email at [SYSIL@mathematica-mpr.com](mailto:SYSIL@mathematica-mpr.com).

Do you have any questions before I turn on the recorder?

## Design of comparison services

*[These questions will be asked of leadership and supervisors]*

Now I have some questions about the services that you provide to youth, especially through the Chafee Foster Care Program for Successful Transition to Adulthood.

**2) In the past year, have you made any changes to the services offered to youth under the Chafee Foster Care Program? If yes, what are the changes?**

*[For each service listed below, probe on the following to generate a detailed narrative about the service/support provided]*

- i) What does the service entail?
  - ii) Who provides the service?
  - iii) How often does each youth receive the service? (i.e., hours)
  - iv) For how long does each youth receive the service?
  - b) What services are provided to youth by your agency?
    - i) Meeting with youth one on one?
    - ii) Helping youth establish goals?
    - iii) Helping youth when they are having an emergency?
    - iv) Helping youth find stable housing?
    - v) Providing financial support to youth?
    - vi) Organizing roundtables or meetings with others to support youth in achieving their goals?
    - vii) Connecting youth with other services and supports?
    - viii) Other services?
- 5) In the past year, have you made any changes to how you determine the services that are provided to each youth? If yes, what are the changes?**
- 6) In the past year, have you made any changes to the process for referring youth to other services?**

## Service, resource, and policy context

*[These questions will be asked of leadership and supervisors.]*

Next, I'd like to speak with you about the services and resources that are generally available to youth in this area, especially youth and young adults transitioning out of foster care.

**7) In the past year, has anything changed about the how your agency or other services in the area meet the needs of youth? If yes, how?**