

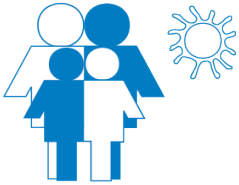
APPENDIX F-2: Follow-Up Lead Letters and Fact Sheets

Follow-up Caregiver and Legal Guardian Lead Letters and Fact Sheets.....	F2-1
Follow-up Caregiver Lead Letter.....	F2-2
Follow-up Caregiver Fact Sheet.....	F2-3
Follow-up Legal Guardian Lead Letter.....	F2-5
Follow-up Legal Guardian Fact Sheet.....	F2-6
Follow-up Caregiver of Emancipated Youth Lead Letter.....	F2-8
Follow-up Caregiver of Emancipated Youth Fact Sheet.....	F2-9
Follow-up Emancipated Youth and Young Adult and Lead Letters and Fact Sheets.....	F2-11
Follow-up Emancipated Youth Lead Letter.....	F2-12
Follow-up Emancipated Youth Fact Sheet.....	F2-13
Follow-up Young Adult Lead Letter.....	F2-15
Follow-up Young Adult Fact Sheet.....	F2-16
Follow-up Caseworker Lead Letters and Fact Sheets.....	F2-18
Follow-up (Services) Caseworker Lead Letter.....	F2-22
Follow-up (Services) Caseworker Fact Sheet.....	F2-24
New Agency (Services) Caseworker Lead Letter.....	F2-26
New Agency (Services) Caseworker Fact Sheet.....	F2-28

Follow-up Caregiver and Legal Guardian Lead Letters and Fact Sheets

Follow-up 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 *National Survey of Child and Adolescent Well-Being (NSCAW)* is currently conducting the next round of interviews with selected children and families. Your child is among more than 4,000 children randomly selected and taking part in this study. The NSCAW is the country's only source of information on children and families served by the child welfare system. The study is sponsored the Administration for Children and Families (ACF), an agency within the U.S. Department of Health and Human Services. ACF has 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. If you took part in our earlier round of interviews, we would like to 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.

By participating in the survey, you will have a unique opportunity to talk about your experiences with the child welfare system, your level of satisfaction with the services your family may have received, and about your child, **[NAME OF CHILD]**. This will help us better understand the issues that affect children and families like yours. The results of the study will be used to make improvements to the child welfare system. Because your contribution is important, you will receive a \$50 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 for participating.

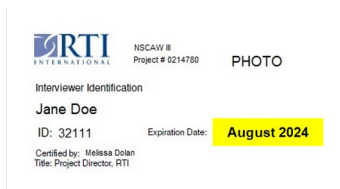
We realize you are busy, taking care of a family, working outside the home, or going to school — possibly all three. For this round of interviews, you can complete the survey by telephone and over the Internet.

Your help in this study is voluntary, but we hope you will participate. The information you provide will be completely confidential, as required by law. Neither this project nor the local representative who will contact you is affiliated with the child welfare agency. No individual participant or family will be identified in reports or data files released by RTI. Your participation will not affect any benefits or services you or your child receive.

Additional information about the study is in the enclosed fact sheet. A professional RTI representative will try to reach you by telephone to schedule the interview. However, if the interviewer is not able to reach you by telephone, she/he will come to your home to explain the survey in person, answer any questions you have, and schedule your telephone interview. Please ask to see her/his personal identification card; an example of the ID card is shown below.

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

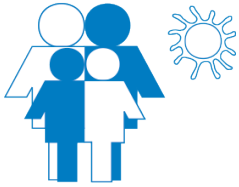
Sincerely yours,



Christine Fortunato, Ph.D.
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.

Follow-up 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 of 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. The selected child named in the accompanying letter and/or a caregiver were interviewed before in our first round of interviews. You may have participated in that earlier round of interviews. We are now following up with families approximately 36 months after that last interview to see how things may have changed.

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. Your child is among 4,000 randomly selected and taking part in the study. 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 a \$50 gift card for your time. Children ages 11 and older receive a \$20 gift card plus a small gift of equal value 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 questions about your family's situation and any services your family may receive.

To help us understand changes over time, we may contact you and your child in the future to update our information. 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 talk with your child. The interview will take place over the telephone and the Internet. 1 The interview asks children about their development, family experiences, school, and friends.

How will you conduct the study?

If you decide to take part, we will ask you some questions over the telephone and others you will answer privately on the Internet. We will also ask your permission to use in our research any information outside of the interview that we may obtain about you or your child for research purposes only.

How long will it take?

The interview with you and the interview with your child will last about 45 minutes. We will schedule the telephone portion of the interview at a convenient time for you and your child. The section over the Internet can be completed at our own pace.

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 telephone 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?

We keep your responses private to the extent permitted by the law. We keep your interview answers on a secure computer labeled with an ID number. We do not identify you by name. All staff involved in this research signed a Privacy Pledge.

Part of the study will ask you to enter information in a secure website. We anticipate that your participation in this study presents no greater risk than everyday use of the Internet. Though we are taking precautions to protect your privacy, you should be aware that if you email information in an unsecure manner, it could be read by a third party before it reaches our secure environment.

This research is covered by a federal protection called a Certificate of Confidentiality. This means the researchers cannot share the information they gather that may identify you. This paper prevents researchers from revealing this information even if it is subpoenaed by a court.

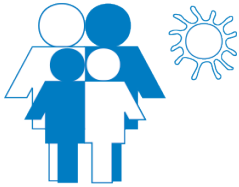
However, this paper does allow researchers to share information in some situations. For example, researchers must follow reporting laws about child or adult abuse. Also, as part of agreeing to be in this study, you are giving permission for researchers to share information in the rare circumstances that it is needed to prevent serious risk to yourself or others. In addition, the agency that funds this research (ACF), is permitted to access information to confirm that the research is being conducted properly.

The interviewer will ask for your permission before approaching your child for an interview. At that point, your child may choose whether 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 or send us an email via our study email box, NSCAW@rti.org. 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 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 **National Survey of Child and Adolescent Well-Being (NSCAW)** is currently conducting the next round of interviews with selected children and families. The NSCAW is the country's only source of information on children and families served by 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 has 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. The results of this study will be used to make improvements to the child welfare system.

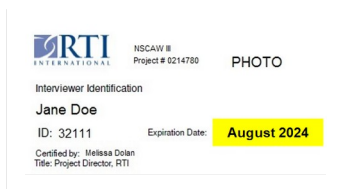
[NAME OF CHILD], a child for whom you (or your state or agency) are the legal guardian, is among more than 4,000 children randomly selected and participating in the study. By participating, respondents have a unique opportunity to talk about their experiences with the child welfare system. This can help us better understand the issues that affect children and families. We would like to talk with the child to learn how the system serves children with different needs. Children ages 11 and older receive a \$20 gift card plus a small gift of equal value for participating.

We realize you are busy. The professional interviewer who will contact you can meet with you to discuss the consent for the child interview whenever it is convenient for you.

Your consent for the child's participation in this study is voluntary, but we urge you to allow the child to participate. Each child's participation will help us learn about the child welfare system from a child's point of view. The information the child provides will be completely confidential, as required by law. Neither this project nor the local representative who will contact you and the child is affiliated with the child welfare agency. No individual participant or family will be identified in reports or data files released by ACF. The child's participation will not affect any benefits or services the child or his/her family receives.

Additional information about the study is in the enclosed fact sheet along with a copy of the permission form. A professional RTI representative in your area will contact you by telephone. However, if the interviewer is not able to reach you by telephone, she/he may come to explain the survey in person and will be glad to answer any questions you have. Please ask to see her/his personal identification card; an example of the ID card is shown below.

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

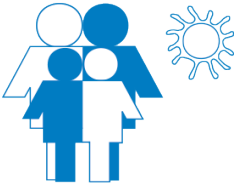


Sincerely yours,

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.

Follow-up 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 caseworkers 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 (ACF), 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 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.

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 in contact with the child welfare system during a 12-month period of time. The selected child may have participated in an earlier round of interviews. We want to talk with the child again to find out how things may have changed since we last spoke.

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 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. Children ages 11 and older receive a \$20 gift card plus a small gift of equal value for participating in this round of interviews. The child's caregiver receives a \$50 gift card for taking part in this round of interviews.

What is the child's involvement?

The interviewer will ask for your permission to talk with children about their development, family experiences, school, and friends. The interview will take place over the telephone and the Internet.

How will you conduct the study?

If the child decides to take part, we will ask the child to answer some questions over the telephone and to answer some questions privately on the Internet. For the telephone part, 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 interview lasts about 45 minutes. We will schedule the telephone portion of the interview at a time convenient for the child and the family. The child can complete the section over the Internet at their own pace.

Are the questions personal?

Some questions may seem personal to some people. We keep all answers private to the extent required 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?

We store the child's responses to the survey in a safe and secure way. The interviewer enters the information collected by telephone 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?

We keep the child's responses private to the extent permitted by the law. We keep the child's interview answers on a secure computer labeled with an ID number. We do not identify the child by name. All staff involved in this research signed a Privacy Pledge.

Part of the study will ask the child to enter information in a secure website. We anticipate the child's participation in this study presents no greater risk than everyday use of the Internet. Though we are taking precautions to protect the child's privacy, you should be aware that if the child emails information in an unsecure manner, it could be read by a third part before it reaches our secure environment.

The research is covered by a federal protection called a Federal Certificate of Confidentiality. This means the researchers cannot share the information they gather that may identify the child. This paper prevents researchers from revealing this information even if it is subpoenaed by a court.

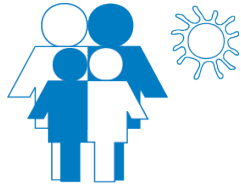
However, this paper does allow researchers to share information in some situations. For example, researchers must follow reporting laws about child or adult abuse. Also, as part of agreeing to be in this study, you are giving permission for researchers to share information in the rare circumstances that it is needed to prevent serious risk to the child or others. In addition, the agency that funds this research (ACF), is permitted to access information to confirm that the research is being conducted properly.

In addition to obtaining your permission, the interviewer will ask for the caregiver's permission before asking the child to take part in this research. At that point, the child may choose whether 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 or send us an email via our study email box, NSCAW@rti.org. 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.

Follow-up 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 *National Survey of Child and Adolescent Well-Being (NSCAW)* is currently conducting the next round of interviews with selected children and families. Your child is among more than 4,000 children randomly selected and participating in this study. The NSCAW is the country's only source of information on children and families served by 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 has 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. If you took part in our earlier round of interviews, we would like to 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.

By participating in the survey, you will have a unique opportunity to talk about your experiences with the child welfare system, your level of satisfaction with the services your family may have received, and about your child, [NAME OF CHILD]. This will help us better understand the issues that affect children and families like yours. The results of the study will be used to make improvements to the child welfare system. Because your contribution is important, you will receive a **\$50** gift card for participating in this round of interviews.

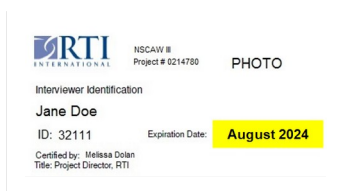
We realize you are busy, taking care of a family, working outside the home, or going to school — possibly all three. A professional RTI representative will contact you to schedule the interview whenever it is convenient for you. The interview will happen on the telephone and the Internet.

Your help in this study is voluntary, but we hope you will participate. The information you provide will be completely confidential, as required by law. Neither this project nor the local representative who will contact you is affiliated with the child welfare agency. No individual participant or family will be identified in reports or data files released by RTI. Your participation will not affect any benefits or services you or your child receive.

Additional information about the study is in the enclosed fact sheet. A professional RTI representative will try to reach you by telephone to schedule the interview. However, if the interviewer is not able to reach you by telephone, she/he will come to your home to explain the survey in person, answer questions, and schedule your telephone interview. Please ask to see her/his personal identification card; an example of the ID card is shown below.

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

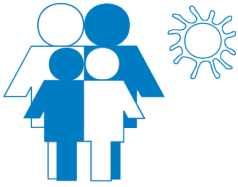
Sincerely yours,



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.

Follow-up 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 in contact with the child welfare system. As a part of this study, we will examine different reasons families come in 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. We are following up with families approximately 36 months after the last interview to see how things may have changed.

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. A child currently or very recently in your care is among 4,000 other children taking part in this study across the nation. This child gave us permission to contact you. You will receive a \$50 gift card to thank you for participating.

What does my involvement require?

If you agree to take part, we will ask you some questions over the telephone and others you will answer privately on the Internet. We will schedule the telephone portion of the interview at a time convenient for you. The section over the Internet can be completed on your own time and at your own pace. 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 long will it take?

Your interview lasts about 45 minutes. We will schedule the telephone interview 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. 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 store your survey responses 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 you and your family. We also ask the caseworker to refer to your child's service records when answering our questions.

What about Privacy?

We keep your responses private to the extent permitted by the law. We keep your interview answers on a secure computer labeled with an ID number. We do not identify you by name. All staff involved in this research signed a Privacy Pledge.

Part of the study will ask you to enter information in a secure website. We anticipate that your participation in this study presents no greater risk than everyday use of the Internet. Though we are taking precautions to protect your privacy, you should be aware that if you email information in an unsecure manner, it could be read by a third party before it reaches our secure environment.

This research is covered by a federal protection called a Certificate of Confidentiality. This means the researchers cannot share the information they gather that may identify you. This paper prevents researchers from revealing this information even if it is subpoenaed by a court.

However, this paper does allow researchers to share information in some situations. For example, researchers must follow reporting laws about child or adult abuse. Also, as a part of agreeing to be in this study, you are giving permission for researchers to share information in the rare circumstances that it is needed to prevent serious risk to yourself or others. In addition, the agency that funds this research (ACF), is permitted to access information to confirm that the research is being conducted properly.

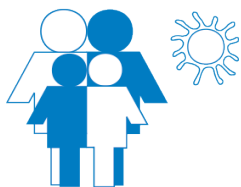
We never identify a single person in our reports. Your information will be combined with information from other people taking part in the study. When we write up the study to share it with other researchers, we will write about the combined information. You will not be identified in any published or presented materials.

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 or send us an email via our study email box, NSCAW@rti.org. 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 Emancipated Youth and Young Adult Lead Letters and Fact Sheets

Follow-up 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 National Survey of Child and Adolescent Well-Being (NSCAW) is currently conducting the next round of interviews with participating children and families. You are one of 4,000 children and young adults randomly selected to take part in this study. We interviewed you 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 the chance to talk about your experiences with the child welfare system. Your input will help us better understand the issues that affect youth like you. We will use the results of the study to make improvements to the child welfare system. You will receive a **\$50** gift card 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. The interview will happen on the telephone and the Internet.

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 to 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, answer questions, and schedule your interview. 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.

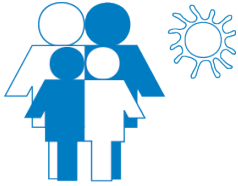
Sincerely yours,



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

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 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 in 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 a \$50 gift card 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 came in contact with the child welfare system during a 12-month period. You are among 4,000 children taking part in this study. We want to interview you about your life experiences, health, behaviors, and transition to adulthood.

How is the study conducted?

If you decide to take part, we will ask you some questions over the telephone and others you will answer privately on the Internet. 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.

Tell me more about my involvement.

The interview will last about 45 minutes, including both the telephone survey and the web survey. An RTI interviewer will read the questions over the telephone and type the answers into a computer. After you finish the telephone part of the survey, we will tell you how to log on to a secure web site to finish the survey on the Internet. The interview includes questions about your life experiences. The questions will focus on your health, employment, relationships, social support system, behaviors, and use of services. The interview also includes questions about the community in which you live, involvement with police and risky behaviors such as sexual activity and drug use.

With your permission, we would also like to contact your caregiver if you are currently living with or have recently lived with a caregiver. If you have lived with or have recently lived with a caregiver, we would like to interview your caregiver by phone and over the Internet.

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 summary form. We do not link your 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?

We keep your responses private to the extent permitted by the law. We keep your interview answers on a secure computer labeled with an ID number. We do not identify you by name. All staff involved in this research signed a Privacy Pledge.

Part of the study will ask you to enter information in a secure website. We anticipate that your participation in this study presents no greater risk than everyday use of the Internet. Though we are taking precautions to protect your privacy, you should be aware that if you email information in an unsecure manner, it could be read by a third party before it reaches our secure environment.

The research is covered by a federal protection called a Certificate of Confidentiality. This means the researchers cannot share this information they gather that may identify you. This paper prevents researchers from revealing this information even if it is subpoenaed by a court.

However, this paper does allow researchers to share information in some situations. For example, researchers must follow reporting laws about child or adult abuse. Also, as a part of agreeing to be in this study, you are giving permission for researchers to share information in the rare circumstances that it is needed to prevent serious risk to yourself or others. In addition, the agency that funds this research (ACF), is permitted to access information to confirm that the research is being conducted properly.

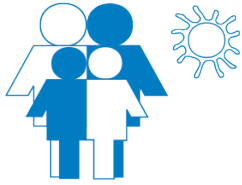
We never identify a single person in our reports. Your information will be combined with information from other people taking part in the study. When we write up the study to share it with other researchers, we will write about the combined information. You will not be identified in any published or presented materials.

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 or send us an email via our study email box, NSCAW@rti.org. 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 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 4,000 children and young adults randomly selected to take part in this study. We interviewed you 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 the 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 a **\$50** gift card for sharing your input with us.

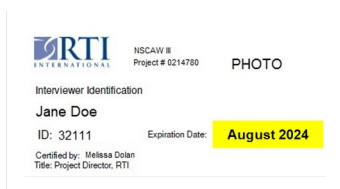
We realize you are busy, going to school, working outside the home, or helping to take care of a family — perhaps all three. Our local interviewer will contact you to schedule a time for the interview that suits your schedule. The interview will happen over the telephone and the Internet.

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 to 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 in person to explain the survey, answer questions, and schedule your interview. 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.

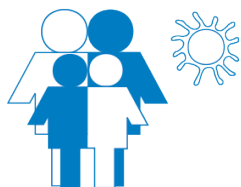
Sincerely yours,



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

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 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 had 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 will 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 are following up with those that took part approximately 36 months after that last interview to see how things may have changed. This is a chance to have your voice heard and to talk about your needs and experiences from your own point of view. You will receive a **\$50** gift card 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 from 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. You are among 4,000 randomly selected children and adolescents who had contact with the child welfare system during a 12-month period. We want to interview you about your life experiences, health, behaviors, and transition to adulthood.

How is the study conducted?

If you decide to take part, we will ask you some questions over the telephone and others you will answer privately on the Internet. 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.

Tell me more about my involvement.

The interview will last about 45 minutes, including both the telephone survey and the web survey. An RTI interviewer will read the questions over the telephone and type the answers into a computer. After you finish the telephone part of the survey, we will tell you how to log on to a secure web site to finish the survey on the Internet. The interview includes questions about your life experiences. The questions will focus on your health, employment, relationships, social support system, behaviors, and use of services. The interview also includes questions about the community in which you live, involvement with the police, and risky behaviors such as sexual activity and drug use.

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 store your survey responses in a safe and secure way. We combine your answers with other interviews and report in 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 you contact child welfare personnel?

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

What about privacy?

We keep your responses private to the extent permitted by the law. We keep your interview answers on a secure computer labeled with an ID number. We do not identify you by name. All staff involved in this research signed a Privacy Pledge.

Part of the study will ask you to enter information in a secure website. We anticipate that your participation in this study presents no greater risk than everyday use of the Internet. Though we are taking precautions to protect your privacy, you should be aware that if you email information in an unsecure manner, it could be read by a third party before it reaches our secure environment.

This research is covered by a federal protection called a Certificate of Confidentiality. This means the researchers cannot share the information they gather that may identify you. This paper prevents researchers from revealing this information even if it is subpoenaed by a court.

However, this paper does allow researchers to share information in some situations. For example, researchers must follow reporting laws about child or adult abuse. Also, as part of agreeing to be in this study, you are giving permission for researchers to share information in the rare circumstances that it is needed to prevent serious risk to yourself or others. In addition, the agency that funds this research (ACF), is permitted to access information to confirm that the research is being conducted properly.

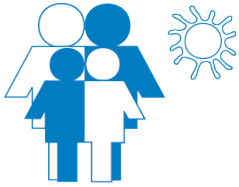
We never identify a single person in our reports. Your information will be combined with information from other people taking part in the study. When we write up the study to share it with other researchers, we will write about the combined information. You will not be identified in any published or presented materials.

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 or send us an email via our study email box, NSCAW@rti.org. 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 Caseworker Lead Letters and Fact Sheets

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, we would like to 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 4,000 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 took part 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 interview will take place by telephone.

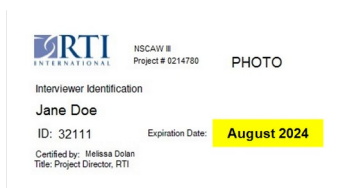
The NSCAW will make available nationally representative longitudinal data drawn from first-hand reports from children and their caregivers, and service providers. This study will provide policy makers and practitioners with information about the service needs of children and families who enter the child 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 and 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 about 50 minutes to complete and will be conducted by telephone with an RTI representative. If we are unable to reach you by phone, our representative may contact you in person. 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 telephone interview at a time convenient to your schedule.

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 this study, and I thank you in advance for your cooperation.

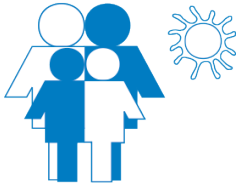


Sincerely yours,

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.

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?

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 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. This resulted in a group of about 4,000 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?

1During the reference period, we randomly selected children from your agency for inclusion in this study. We are now following up with those same children and their caregivers approximately 36 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. The interview can be completed by telephone.

How are children involved in NSCAW?

1The interviewer will talk with youth about their development, family experiences, school, and friends. The interviewer will obtain permission from the child's legal guardian before talking with him or her.

How are parents/guardians involved in NSCAW?

We ask parents or caregivers of selected children¹ to answer questions by telephone and over the Internet 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.

How is the survey conducted?

If you agree to take part, the interview will take place over the telephone. 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 long will the interview take?

The interview over the telephone lasts about 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 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 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?

We keep your responses private to the extent permitted by the law. We keep your interview answers on a secure computer labeled with an ID number. We do not identify you by name. All staff involved in this research signed a Privacy Pledge.

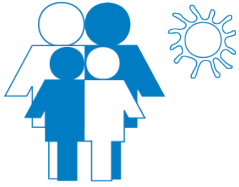
This research is covered by a federal protection called a Certificate of Confidentiality. This means the researchers cannot share the information they gather that may identify you. This paper prevents researchers from revealing this information even if it is subpoenaed by a court.

However, this paper does allow researchers to share information in some situations. For example, researchers must follow reporting laws about child or adult abuse. In addition, the agency that funds this research (ACF), is permitted to access information to confirm that the research is being conducted properly.

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 or send us an email via our study email box, NSCAW@rti.org. 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 has 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 contact with the child welfare system. RTI conducted interviews or assessments with the sampled children and interviews with 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. Interviews with caregivers and youth will take place over the telephone and on the Internet.

Nationwide, there are over 4,000 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 by telephone 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.


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 and 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 we talk with caseworkers regardless of the amount or type of services provided or paid for by the agency.

The interview will take about 50 minutes to complete and will be conducted by telephone with an RTI representative. If we are unable to reach you by phone, our representative may contact you in person. 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 that the interviewer will work with you to schedule the telephone interview at a convenient time.

The enclosed fact sheet provides 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 this study, and I thank you in advance for your cooperation

Sincerely yours,

 NSCAW III
Project # 0214780 PHOTO

Interviewer Identification

Jane Doe

ID: 32111

Expiration Date: **August 2024**

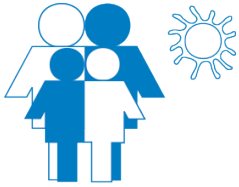
Certified by: Melissa Dolan
Title: Project Director, RTI



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.

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, 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 use this approach for 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 had contact with the child welfare system during a 12-month period. This resulted in a group of about 40,500 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 randomly selected children from your agency 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 approximately 36 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 services 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. The interview can be completed by telephone.

How are children involved in NSCAW?

The interviewer will talk with youth 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 by telephone and over the Internet 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 agency approve of NSCAW?

Yes. An agency local to your area signed a Letter of Agreement with RTI. The letter outlined the project's responsibilities with respect to issues such as data collection and 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 telephone 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 long will the interview take?

The interview over the telephone lasts about 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 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 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?

We keep your responses private to the extent permitted by the law. We keep your interview answers on a secure computer labeled with an ID number. We do not identify you by name. All staff involved in this research signed a Privacy Pledge.

This research is covered by a federal protection called a Certificate of Confidentiality. This means the researchers cannot share the information they gather that may identify you. This paper prevents researchers from revealing this information even if it is subpoenaed by a court.

However, this paper does allow researchers to share information in some situations. For example, researchers must follow reporting laws about child or adult abuse. In addition, the agency that funds this research (ACF), is permitted to access information to confirm that the research is being conducted properly.

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 or send us an email via our study email box, NSCAW@rti.org. 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.

