

## NCVS-500 Control Card (2010 Sample Design)

KEY
<ul style="list-style-type: none"> <li>◆ <b>Blue Diamond and text</b> = Field Representative Instructions</li> <li>[ ] <b>Red Brackets and text</b> = Instrument Instructions/Skip Instructions</li> <li>[Green Text] = Automatically filled by instrument as appropriate</li> <li><b>Bold Text</b> = Question text is read aloud to the respondent</li> <li><b>Gray Text</b> = Optional for Field Representative to read out loud</li> </ul>
NOTES
<p>“Empty” means never previously answered</p> <p>“Verify” means the Field Representative sees the answer prefilled from the previous enumeration period</p>

Instrument Screen Name

### START\_CP

*[Appears during ALL Enumeration Periods]*

CENSUS CATI/CAPI SYSTEM  
National Crime Victimization Survey

Case Status is: New Case

Date is: [Today's Date Appears]

Time is: [Current Time Appears]

Incoming/Continuing Case: [Will specify whether this is an Incoming Case or Continuing Case]

Interview Number: [Will specify which interview this is from 01 to 07]

Confirmed Refusal: [Will Specify Yes or No]

1. Telephone interview
2. Personal interview (See notes)
3. Personal interview (**SKIP all notes and go to GEN\_INTRO\_CP**)
4. Nointerview (TYPE A/B/C)
5. Ready to transmit case – no followup (TYPE Z's)
6. Quit: Do not attempt now

### SHOW\_CP\_ROSTER

*[Verify 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup>, 5<sup>th</sup>, 6<sup>th</sup>, and 7<sup>th</sup> Enumeration Periods]*

- ◆ Status of household composition

LN	NAME	REL	MEMBER	SEX	AGE	STATUS	PHONE #
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1. Enter 1 to continue

## SHOW\_INFO\_CP

*[Appears during 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup>, 5<sup>th</sup>, 6<sup>th</sup>, and 7<sup>th</sup> Enumeration Periods]*

- ◆ INFORMATION FROM PREVIOUS SCREEN INTERVIEW  
Press Control-F7 to view case level notes  
Press Control-T to view interview time preference
1. Enter 1 to Continue

## GEN\_INTRO\_CP

*[Appears during ALL Enumeration Periods]*

- ◆ Identify yourself and show I.D.  
**Hello. I'm (YOUR NAME)... from the U.S. Census Bureau. Here is my identification.**
- ◆ If new household – give introductory letter and allow time to read

*[Appears during 1<sup>st</sup> Enumeration Period]*

- ◆ ASK TO SPEAK TO: Eligible respondent (a household member at least 18 years of age and knowledgeable about the household)

*[Appears during 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup>, 5<sup>th</sup>, 6<sup>th</sup>, and 7<sup>th</sup> Enumeration Periods]*

- ◆ ASK TO SPEAK TO: [Household Respondent]

*[Appears during ALL Enumeration Periods]*

- ◆ Household address is:[Address Displayed]

1. Respondent available
2. Respondent not available (SKIP to **VERIFY** [F10])
3. Unavailable through closeout

**[Pop Up Screen: ◆ Are you sure this person is unavailable through closeout? If so, you must select a new household respondent.]**

## CAPI\_INTRO\_B

- ◆ Is respondent ready to complete the interview?

1. Continue  
(SKIP to **GETLETTER\_CP** during 1<sup>st</sup> Enumeration Period)  
(SKIP to **HHNUM\_VR\_CP** during 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup>, 5<sup>th</sup>, 6<sup>th</sup>, and 7<sup>th</sup> Enumeration Periods)
2. Inconvenient time. Callback needed.  
(SKIP to **VERIFY** [F10])
3. Reluctant respondent – hold for refusal follow-up  
(SKIP to **VERIFY** [F10] during 1<sup>st</sup> Enumeration Period)  
(SKIP to **HHNUM\_VR\_CP** during 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup>, 5<sup>th</sup>, 6<sup>th</sup>, and 7<sup>th</sup> Enumeration Periods)
4. Other outcome-problem/select new household respondent  
(SKIP to **HHNUM\_VR\_CP** during 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup>, 5<sup>th</sup>, 6<sup>th</sup>, and 7<sup>th</sup> Enumeration Periods)
5. Wrong address (wrong case selected) (SKIP to **VERIFY** [F10])

## VERIFY

*[This screen appears only when GEN\_INTRO\_CP = 2 and when CAPI\_INTRO\_B = 2, 3, or 4]*

- ◆ Review information listed below
- ◆ Do you need to make any changes?
- ◆ Press “Control T” to review/update interview time preference.

TELEPHONEOK: Yes

Telephone1: () – Extn: Type:

Telephone2: () – Extn: Type:

Telephone3: () – Extn: Type:

## HHNUM\_VR\_CP

*[Appears during 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup>, 5<sup>th</sup>, 6<sup>th</sup>, and 7<sup>th</sup> Enumeration Periods]*

- ◆ Is this a replacement household?
  - ◆ If unsure, enter 2 (No)
1. Yes (SKIP to **CK\_REPLACE\_CP**)
  2. No (SKIP to **GETLETTER\_CP**)

## CK\_REPLACE\_CP

*[Appears during 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup>, 5<sup>th</sup>, 6<sup>th</sup>, and 7<sup>th</sup> Enumeration Periods]*

- ◆ A replacement household means that there are NO members of the household interviewed during the previous enumeration period living at this address.
  - ◆ Are you sure this is a replacement household?
1. Yes  
[Pop Up Screen: ◆This is the last screen before the roster and all incoming data is deleted and must be re-entered. You are about to start a new case and this action cannot be undone without the case being restarted. ◆If “Yes”, click SUPPRESS]
  2. No

## GETLETTER\_CP

- ◆ **IF NECESSARY:** Hello I’m (your name) from the U.S. Census Bureau. I’m here concerning the National Crime Victimization Survey. The Census Bureau is conducting a survey here and throughout the Nation to determine how often people are victims of crime.

*[Read during 1<sup>st</sup> Enumeration Period]*

**Did you receive our introductory letter in the mail?**

*[Read during 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup>, 5<sup>th</sup>, 6<sup>th</sup>, and 7<sup>th</sup> Enumeration Periods]*

**We contacted your household for this survey several months ago. Did you receive our introductory letter in the mail?**

- ◆ If “No” or “Don’t know” give respondent an introductory letter and allow time to read.
1. Yes
  2. No
  3. Don’t know

## VERADD\_CP

**I have your address listed as ...**

- ◆ Read below  
[Address Appears]

**Is that your exact address?**

1. SAME address  
(SKIP to **MAILINGSAME\_CP** during 1<sup>st</sup> Enumeration Period)  
(SKIP to **CHNGPH\_CP** during 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup>, 5<sup>th</sup>, 6<sup>th</sup>, and 7<sup>th</sup> Enumeration Periods)
2. MOVED (NOT same address)
3. Haven’t moved, but address has changed (SKIP to **CHNGPH\_CP**)
4. Incorrect address previously recorded (SKIP to **CHNGPH\_CP**)

## MOVED\_CP

*[This screen appears only when VERADD\_CP = 2 during 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup>, 5<sup>th</sup>, 6<sup>th</sup>, and 7<sup>th</sup> Enumeration Periods]*

Since your address rather than you personally was chosen for inclusion in the survey, no interview is required of you at this time. Thank you for your past cooperation. The help you gave us was an important contribution to the National Crime Victimization Survey data.

1. Enter 1 to continue

[Pop Up Screen: This case needs to be made a replacement household. Press GOTO to continue.]

## CHNGPH\_CP

- ◆ Do not ask  
Do you need to change the current phone number?  
CURRENT NUMBER: () – EXT:

1. Yes (SKIP to NEWPH\_CP)
2. No (SKIP to NEWADDHNO\_CP during 1<sup>st</sup> Enumeration Period)  
(SKIP to MAILINGSAME\_CP during 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup>, 5<sup>th</sup>, 6<sup>th</sup>, and 7<sup>th</sup> Enumeration Periods)

## Update Physical Address Information Screen Begins

NEWPH\_CP through NEWADDGQDESCRIPTION\_CP appear on the same screen.

## NEWPH\_CP

What is the area code and telephone number where you would like to be called?

- ◆ Record new number
- ◆ Enter 0 for no telephone number

## NEWADDHNO\_CP

- ◆ OLD ADDRESS:  
[Address Appears]
- ◆ If incorrect or missing, enter new house number; otherwise press “Enter” to continue

## NEWADDHNSUF\_CP

- ◆ OLD ADDRESS:  
[Address Appears]
- ◆ If incorrect or missing, enter new house suffix; otherwise press “Enter” to continue

## NEWADDSTRNAME\_CP

- ◆ OLD ADDRESS:  
[Address Appears]
- ◆ If incorrect or missing, enter new street name; otherwise press “Enter” to continue

## NEWADDUNITES\_CP

- ◆ OLD ADDRESS:  
[Address Appears]
- ◆ If incorrect or missing, enter new unit designation; otherwise press “Enter” to continue

## NEWADDNONCITYSTYLEADDRESS\_CP

- ◆ OLD ADDRESS:  
[Address Appears]
- ◆ If incorrect or missing, enter non-city style address; otherwise press “Enter” to continue

#### NEWADDPHYSDESCRIPTION\_CP

- ◆ OLD ADDRESS:  
[Address Appears]
- ◆ If incorrect or missing, enter new physical location description; otherwise press “Enter” to continue

#### NEWADDCITY\_CP

- ◆ OLD ADDRESS:  
[Address Appears]
- ◆ If incorrect or missing, enter new city name; otherwise press “Enter” to continue

#### NEWADDSTATE\_CP

- ◆ OLD ADDRESS:  
[Address Appears]
- ◆ If incorrect or missing, enter new state abbreviation; otherwise press “Enter” to continue

#### NEWADDZIP5\_CP

- ◆ OLD ADDRESS:  
[Address Appears]
- ◆ If incorrect or missing, enter 5-digit ZIP code; otherwise press “Enter” to continue

#### NEWADDZIP4\_CP

- ◆ OLD ADDRESS:  
[Address Appears]
- ◆ If incorrect or missing, enter new 4-digit ZIP code; otherwise press “Enter” to continue

#### NEWADDBUILDINGNAME\_CP

- ◆ OLD ADDRESS:  
[Address Appears]
- ◆ If incorrect or missing, enter new building name; otherwise press “Enter” to continue

#### NEWADDGQDESCRIPTION\_CP

- ◆ OLD ADDRESS:  
[Address Appears]
- ◆ If incorrect or missing, enter new group description; otherwise press “Enter” to continue

#### Update Physical Address Information Screen Ends

#### ADRCHECK\_CP

- ◆ Enter reason why address information provided by respondent did not match display address

##### OLDADDRESS

[Address Displayed]

- ◆ HOUSE NUMBER

11. House number was incorrect

12. House number was missing/blank

- ◆ HOUSE NUMBER SUFFIX

13. House number suffix was incorrect (e.g. A instead of B)

14. House number suffix was missing

- ◆ STREET NAME

##### NEWADDRESS

[Address Displayed]

- ◆NON-CITY STYLE ADDRESS

15. Street name was correct but misspelled (e.g. Pak instead of Oak Street)
16. Street name was not correct (e.g. Oak instead of Pickford)
  - ◆ UNIT DESIGNATION
17. Unit designation was incorrect (e.g. A instead of 1)
18. Unit design was missing
19. Non city style address was incorrect (P.O. Box 12 instead of P.O. Box 121)
  - ◆ ZIP CODE
20. ZIP code was missing or incorrect
  - ◆ STATE
21. State was missing or incorrect (ME instead of MD)
  - ◆ CITY
22. City name was missing or incorrect
  - ◆ GROUP QUARTERS
23. Group quarters name was missing or incorrect
24. Building name was missing or incorrect
25. 911 Address Conversion

#### MAILINGSAME\_CP

**Is your mailing address still the same as your physical address?**

1. Yes (SKIP to **TENURE** during 1<sup>st</sup>, 3<sup>rd</sup>, 5<sup>th</sup>, and 7<sup>th</sup> Enumeration Periods)  
(SKIP to **STUDENTHOUSING** during 2<sup>nd</sup>, 4<sup>th</sup>, and 6<sup>th</sup> Enumeration Periods)
2. No (SKIP to **VERIFYMAILING\_CP**)

#### VERIFYMAILING\_CP

- ◆ Read mailing address

**I have your mailing address as...**

MAILING ADDRESS:

[Address Displayed]

**Is that correct?**

1. Yes (SKIP to **TENURE**)
2. No (SKIP to **NEWMAILHNO\_CP**)

#### Update Mailing Address Information Screen Begins

**NEWMAILHNO\_CP** through **NEWMAILGQDESCRIPTION\_CP** appear on the same screen.

#### NEWMAILHNO\_CP

- ◆ OLD MAILING ADDRESS:  
[Previous Address Displayed]
- ◆ If incorrect or missing, enter new house number; otherwise press "Enter" to continue

#### NEWMAILHNOSUF\_CP

- ◆ OLD ADDRESS:  
[Address Appears]
- ◆ If incorrect or missing, enter new house number suffix; otherwise press "Enter" to continue

#### NEWMAILSTRNAME\_CP

- ◆ OLD ADDRESS:  
[Address Appears]
- ◆ If incorrect or missing, enter new street name; otherwise press "Enter" to continue

#### NEWMAILUNITES\_CP

- ◆ OLD ADDRESS:  
[Address Appears]
- ◆ If incorrect or missing, enter new unit designation; otherwise press “Enter” to continue

#### NEWMAILNONCITYSTYLEADDRESS\_CP

- ◆ OLD ADDRESS:  
[Address Appears]
- ◆ If incorrect or missing, enter non-city style address; otherwise press “Enter” to continue

#### NEWMAILCITY\_CP

- ◆ OLD ADDRESS:  
[Address Appears]
- ◆ If incorrect or missing, enter new city name; otherwise press “Enter” to continue

#### NEWMAILSTATE\_CP

- ◆ OLD ADDRESS:  
[Address Appears]
- ◆ If incorrect or missing, enter new state abbreviation; otherwise press “Enter” to continue

#### NEWMAILZIP5\_CP

- ◆ OLD ADDRESS:  
[Address Appears]
- ◆ If incorrect or missing, enter 5-digit ZIP code; otherwise press “Enter” to continue

#### NEWMAILZIP4\_CP

- ◆ OLD ADDRESS:  
[Address Appears]
- ◆ If incorrect or missing, enter new 4-digit ZIP code; otherwise press “Enter” to continue

#### NEWMAILGQDESCRIPTION\_CP

- ◆ OLD ADDRESS:  
[Address Appears]  
If incorrect or missing, enter new group description; otherwise press “Enter” to continue

#### Update Mailing Address Information Screen Ends

#### TENURE

*[Appears during 1<sup>st</sup> Enumeration Period or when empty. Verify during 3<sup>rd</sup>, 5<sup>th</sup> and 7<sup>th</sup> Enumeration Periods]*

Ask or verify

**Are your living quarters...**

- ◆ Read answer categories.
1. Owned or being bought by you or someone in your household?
  2. Rented for cash?
  3. Occupied without payment of cash rent?

## STUDENTHOUSING

*[Verify each Enumeration Period]*

- ◆ If apparent, enter precode without asking.

**Are your living quarters presently used as student housing by a college or university?**

1. Yes
2. No

## PUBLICHOUSING

*[Appears during 1<sup>st</sup> Enumeration Period or when empty]*

*[If box 1 is marked in item **TENURE**, SKIP to **INDIANRESERVATIONHU**]*

*[If box 2 or box 3 is marked in **TENURE**, ask below]*

**Is this building owned by a public housing authority?**

1. Yes, public housing – (SKIP to **PUBLICHOUSINGMGRVERIFY**)
2. No, not public housing – (SKIP to **INDIANRESERVATIONHU**)

## PUBLICHOUSINGMGRVERIFY

*[Appears when **PUBLICHOUSING** = 1]*

- ◆ If possible, verify PUBLICHOUSING entry of 1 (Yes) with the manager of building.
- ◆ Able to verify
  1. Public housing
  2. Not public housing
- ◆ Unable to verify
  3. Telephone
  4. Other – Specify

## PUBLICHOUSINGMGRVERIFYSPEC

*[Appears when **PUBLICHOUSINGMGRVERIFY** = 4]*

- ◆ Specify the reason why you are unable to verify the public housing status for this housing unit.

## INDIANRESERVATIONHU

*[Appears during 1<sup>st</sup> Enumeration Period, or when empty]*

- ◆ If apparent, enter precode without asking.

**Are your living quarters located on an American Indian Reservation or on American Indian Lands?**

1. Yes
2. No

## FARMSALES

*[Appears during 1<sup>st</sup> Enumeration Period, or when empty, and address is in rural area]*

**During the past 12 months did sales of crops, livestock, and other farm products from this place amount to \$1,000 or more?**

1. Yes
2. No

## ACCESS

*[Appears during 1<sup>st</sup> Enumeration Period, or when empty]*

- ◆ Please mark whether or not the sample household has direct access to their living quarters.
  1. Direct
  2. Through another unit - Not a separate HU; combine with unit through which access is Gained



## TYPEOFHOUSINGUNIT

*[Appears during 1<sup>st</sup> Enumeration Period, or when empty]*

- ◆ Please select one box that describes the type of housing unit.
1. House, apartment, flat
  2. HU in nontransient hotel, motel, etc.
  3. HU permanent in transient hotel, motel, etc.
  4. HU in rooming house
  5. Mobile home or trailer with no permanent room added
  6. Mobile home or trailer with one or more permanent rooms attached
  7. HU not specified above - Describe
  8. Quarters not HU in rooming or boarding house
  9. Unit not permanent in transient hotel, motel, etc.
  10. Unoccupied site for mobile home, trailer, or tent
  11. Student quarters in college dormitory
  12. Other unit not specified above – Describe

## TYPEOFHOUSINGUNITSPEC7

*[Appears when TYPEOFHOUSINGUNIT = 7]*

- ◆ Please specify the other type of "Housing Unit".

## TYPEOFHOUSINGUNITSPEC12

*[Appears when TYPEOFHOUSINGUNIT = 12]*

- ◆ Please specify the other type of "Other Unit".

## NUMBEROFUNITS

*[Appears during 1<sup>st</sup> Enumeration Period, or when empty]*

- ◆ Observe or ask

How many housing units are in this structure?

1. 1
2. 2
3. 3
4. 4
5. 5-9
6. 10+
7. Mobile home/trailer
8. Only OTHER units

## DIRECTENTRANCETOUNIT

*[Appears during 1<sup>st</sup> Enumeration Period, or when empty]*

- ◆ Observe or ask

Does the unit have an outside entrance, patio doors, or windows, etc., on the ground level - or outside stairs leading directly to this unit?

1. Yes
2. No
3. Don't know

## GATEDWALLEDCOMMUNITY

*[Appears during 1<sup>st</sup> Enumeration Period, or when empty]*

- ◆ Ask if unsure

Is this unit in a gated or walled community that restricts access by non-residents or requires entry codes, key cards, or security guard approval to access?

1. Yes
2. No

## RESTRICTEDACCESS

*[Appears during 1<sup>st</sup> Enumeration Period, or when empty]*

- ◆ Ask if unsure

**Is this unit in a building that requires a special entry system such as entry codes, key cards, or security guard approval to access?**

1. Yes
2. No

## Begin Initial Roster Loop

Appears when a household roster is being first established.  
(Repeat for each household member)

## HHROSTER\_FNAME

*[Appears during 1<sup>st</sup> Enumeration Period, or when empty]*

**What are the names of all people living or staying here?**

**Start with the person or one of the people who [owns/rents] this home.**

- ◆ Enter first name on this screen.
- ◆ To change a non-member already listed on this roster to a member use the up/down arrow to go to MEMBERCHANGES and enter the reason why this person is now a member.
- ◆ Enter 999 to leave the table.

## HHROSTER\_LNAME

*[Appears during 1<sup>st</sup> Enumeration Period, or when empty]*

**What are the names of all people living or staying here?**

**Start with the name of the person or one of the people who [owns/rents] this home.**

- ◆ Enter last name on this screen.

## SEX

*[Appears during 1<sup>st</sup> Enumeration Period, or when empty]*

- ◆ Ask if necessary

**Is [household member name] male or female?**

1. Male
2. Female

## RELATIONSHIP

*[Appears during 1<sup>st</sup> Enumeration Period, or when empty]*

- ◆ Review the relationship of other household members to the new reference person and update these relationships if necessary.

**What is [household member name]'s relationship to [reference person]?**

11. Husband
12. Wife
13. Son
14. Daughter
15. Father
16. Mother
17. Brother
18. Sister
19. Other Relative
20. Non Relative

## HHMEMBER

*[Appears during 1<sup>st</sup> Enumeration Period, or when empty]*

Does **[household member name]** usually live here?

- ◆ If "No", probe for usual residence elsewhere.
1. Yes
  2. No

## HSEMEMURE

*[Appears during 1<sup>st</sup> Enumeration Period, or when empty]*

Does **[household member name]** have a usual place of residence elsewhere?

1. Yes
2. No

**End Initial Roster Loop**

## Begin Verify Roster Section

*Appears if a roster has been established in a previous enumeration.*

## NAMECHECK

*[Verify during 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup>, 5<sup>th</sup>, 6<sup>th</sup>, and 7<sup>th</sup> Enumeration Periods]*

I have **[◆Read names below]** listed as living or staying at this address.

*[The name and information of each household member from the previous enumeration period will appear in a table below.]*

LINE NUMBER NAME RELATIONSHIP AGE SEX MARITAL STATUS STATUS

Are ALL of these people still living or staying at this address?

1. Yes (SKIP to **MEMBERCHANGES** if missing demographic data, else SKIP to **HHLDCOVERAGE**)
2. No (SKIP to **REFPERSTILLLIVE**)

## REFPERSTILLLIVE

*[Appears when **NAMECHECK** = 2]*

Does **[reference person name]** still live at this address?

1. Yes
2. No (SKIP to **NEWREFPER**)

## NEWREFPER

*[Appears when **REFPERSTILLLIVE** = 2]*

What is the name of the person (or one of the persons) who owns or rents that home?  
Would that be you?

- ◆ Enter line number, or 31 if someone not listed

*[The name and information of each household member from the previous enumeration period will appear in a table below.]*

LINE NUMBER NAME RELATIONSHIP SEX AGE MARITAL STATUS STATUS

01.-30. Line number 01 – Line number 30 *[Names on line number 1 up to line number 30 are displayed.]*

31. Someone not listed above

## Begin Verify Roster Loop

*(Repeat for each household member)*

## MEMBERCHANGES

*[Appears during 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup>, 5<sup>th</sup>, 6<sup>th</sup>, and 7<sup>th</sup> Enumeration Periods when new household member enters or leaves]*

- ◆ Enter reason why there is a change in household membership for this person.
- ◆ If no change is needed for this person, press the ENTER key without selecting a precode.

- ◆ Use the arrow keys to move through the table and REVIEW/UPDATE demographics. When done, press Page Down.

#### WHY ENTERED HOUSEHOLD:

11. Returned from school or college
12. Returned from institution
13. Entered because of marriage/separation/divorce
14. Person entered household for reasons other than above

#### WHY LEFT HOUSEHOLD:

15. Person died
16. Left for school or college
17. Entered institution
18. Left because of marriage/separation/divorce
19. Person left household for reasons other than above
20. Visitor - residence elsewhere

#### HHROSTER\_FNAME

*[Appears during 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup>, 5<sup>th</sup>, 6<sup>th</sup>, and 7<sup>th</sup> Enumeration Periods when new household member is added to roster]*

**What is the name of the person/people that is/are new to the household?**

- ◆ Enter first name on this screen.
- ◆ To change a non-member already listed on this roster to a member use the up/down arrow to go to MEMBERCHANGES and enter the reason why this person is now a member.
- ◆ Enter 999 to leave the table.

#### HHROSTER\_LNAME

*[Appears during 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup>, 5<sup>th</sup>, 6<sup>th</sup>, and 7<sup>th</sup> Enumeration Periods when new household member is added to roster]*

**What is the name of the person/people that is/are new to the household?**

- ◆ Enter last name on this screen.

#### SEX

*[Appears during 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup>, 5<sup>th</sup>, 6<sup>th</sup>, and 7<sup>th</sup> Enumeration Periods when new household member is added to roster]*

- ◆ Ask if necessary

**Is [household member name] male or female?**

1. Male
2. Female

#### RELATIONSHIP

*[Appears during 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup>, 5<sup>th</sup>, 6<sup>th</sup>, and 7<sup>th</sup> Enumeration Periods when new household member is added to roster]*

- ◆ Review the relationship of other household members to the new reference person and update these relationships if necessary.

**What is [household member name]'s relationship to [reference person]?**

11. Husband
12. Wife
13. Son
14. Daughter
15. Father
16. Mother
17. Brother
18. Sister
19. Other relative
20. Nonrelative

## HHMEMBER

*[Appears during 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup>, 5<sup>th</sup>, 6<sup>th</sup>, and 7<sup>th</sup> Enumeration Periods when new household member is added to roster]*

Does **[household member name]** usually live here?

◆ If "No", probe for usual residence elsewhere.

1. Yes (SKIP to **HHLDCOVERAGE**)
2. No (SKIP to **HSEMEMURE**)

## HSEMEMURE

*[Appears during 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup>, 5<sup>th</sup>, 6<sup>th</sup>, and 7<sup>th</sup> Enumeration Periods when new household member is added to roster]*

Does **[household member name]** have a usual place of residence elsewhere?

1. Yes
2. No

**End Verify Roster Loop**  
**End Verify Roster Section**

## HHLDCOVERAGE

*[Verify each Enumeration Period]*

Have I missed anyone else living or staying here/there such as any babies, any lodgers, or anyone who is away at present traveling or in the hospital?

*[The name of each household member given will appear in a table below.]*

LINE NUMBER    NAME

1. Yes
2. No

## ENTIREHHURE

*[Appears when all people on the household roster have a usual residence elsewhere]*

- ◆ All people on the household roster have a usual residence elsewhere.
- ◆ Enter 1 to exit this case.
- ◆ Then, reenter this case to code it a Noninterview (Type B - Entire Household URE) via START\_CP.
- ◆ Enter 1 to Continue

*[Appears when all household members no longer live at residence.]*

## PICK1STHHRESP

*[Appears during 1<sup>st</sup> Enumeration Period, or when household respondent is changed]*

- ◆ Enter the line number for the person with whom you are speaking.
- ◆ This person should be at least 18 years of age and knowledgeable about the household.

*[The name of each household member given will appear in a table below.]*

LINE NUMBER    NAME

## Begin Additional Demographic Loop

Appears when a household is being first established AND when a household roster has been previously established.

(Repeat for each household member)

## AGECHECK

*[Verify during 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup>, 5<sup>th</sup>, 6<sup>th</sup>, and 7<sup>th</sup> Enumeration Periods]*

I have **[you/household member name]** listed as **[calculated age]** years old.

Is that correct?

1. Yes, age IS correct
2. No, age is NOT correct

## BRTHDATEMO

*[Ask or Verify each Enumeration Period]*

What is **[your/household member name]** date of birth?

♦ Enter month on this screen.

1. January
2. February
3. March
4. April
5. May
6. June
7. July
8. August
9. September
10. October
11. November
12. December

## BRTHDATEDY

*[Ask or Verify each Enumeration Period]*

What is **[your/household member name]** date of birth?

♦ Enter day on this screen

## BRTHDATEYR

*[Ask or Verify each Enumeration Period]*

What is **[your/household member name]** date of birth?

- ♦ Enter year on this screen
- ♦ If year is less than 1890, enter 1890

## VFYAGE

*[Ask or Verify each Enumeration Period]*

That would make **[you/household member name]** **[calculated age]** years old.

Is that correct?

1. Yes
2. No

## ESTAGE

*[Appears when **BRTHDATEYR** is Don't Know]*

*[Appears for household respondent]*

Even though you don't know your exact birthdate, what is your approximate age?

*[Appears for household member]*

Even though you don't know **[household member name]**'s exact birthdate, what is your best guess as to how old he/she was on his/her last birthday?

## AGERNG

*[Appears when **BRTHDATEYR** is Don't Know, and **ESTAGE** is Don't Know or Refused] OR*

*[Appears when **BRTHDATEYR** is Refused]*

*[Appears for household respondent]*

Are you between 18 and 65 years old? 66 or older?

Are you...

*[Appears for household member]*

Is **[he/she]** a child, a teenager, or an adult?

Is **[he/she]**...

- ♦ Read appropriate age categories.

1. 0 - 11 years old?
2. 12 - 13 years old?
3. 14 - 15 years old?
4. 16 - 17 years old?
5. 18 - 24 years old?
6. 25 - 34 years old?
7. 35 - 49 years old?
8. 50 - 65 years old?
9. 66 years old or older?

## MARITAL

*[Ask or Verify each Enumeration Period]*

- ♦ Enter new marital status for [household member name]

LAST REPORTED AS: **MARITAL**

- ♦ If in doubt, ask:

**[Are/Is] [you/household member name] now married, widowed, divorced, separated or [have/has] [you/he/she] never been married?**

1. Married
2. Widowed
3. Divorced
4. Separated
5. Never married

## ARMEDFORCES

*[Ask or Verify each Enumeration Period for persons 18-65 years old]*

LAST REPORTED AS: **MILITARY**

**[Are/Is] [you/household member name] now in the Armed Forces?**

1. Yes
2. No

## EDUCATIONATTAIN

*[Ask or Verify during 1<sup>st</sup>, 3<sup>rd</sup>, 5<sup>th</sup>, and 7<sup>th</sup> Enumeration Periods for persons 12 years of age and older]*

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LAST REPORTED AS: **EDUCATIONATTAIN**

**What is the highest level of school [you/household member name] completed or the highest degree [you/he/she] received?**

1. 1st grade
2. 2nd grade
3. 3rd grade
4. 4th grade
5. 5th grade
6. 6th grade
7. 7th grade
8. 8th grade
9. 9th grade
10. 10th grade
11. 11th grade
12. 12th grade (No diploma)
13. High school graduate (Diploma or the equivalent)
14. Some college (No Degree)
15. Associate's degree

16. Bachelor's degree (e.g. BA, AB, BS)
17. Master's degree (e.g. MA, MS, MEng, MSW, MBA)
18. Professional School degree (e.g. MD, DDS, DVM, LLB, JD)
19. Doctorate degree (PhD, EdD)
20. Never attended, preschool, kindergarten

### ATTENDINGSCHOOL

*[Ask or Verify each Enumeration Period for persons 12 years of age and older]*

LAST REPORTED AS: ATTENDINGSCHOOL

**[Are/Is] [you/household member name] currently attending or enrolled either full-time or part-time in a college or university, trade, or vocational school?**

1. Regular school
2. College/University
3. Trade school
4. Vocational school
5. None of the above schools

### SP\_ORIGIN

*[Appears during 1<sup>st</sup> Enumeration Period or when new household member is added]*

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**[Are/Is] [you/household member name] Spanish, Hispanic, or Latino?**

1. Yes
2. No

### RACE

*[Appears during 1<sup>st</sup> Enumeration Period or when new household member is added]*

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- ♦ If personal interview show flash card.
- ♦ If telephone interview read answer categories.
- ♦ Do not probe.

**Please choose one or more races that [you/household member name] consider/considers [yourself/himself/herself] to be.**

1. White
2. Black or African American
3. American Indian or Alaska Native
4. Asian
5. Native Hawaiian or Other Pacific Islander
6. Other – Specify

### RACE\_SPECIFY

- ♦ Specify the other race for this person.

**End Additional Demographic Loop**