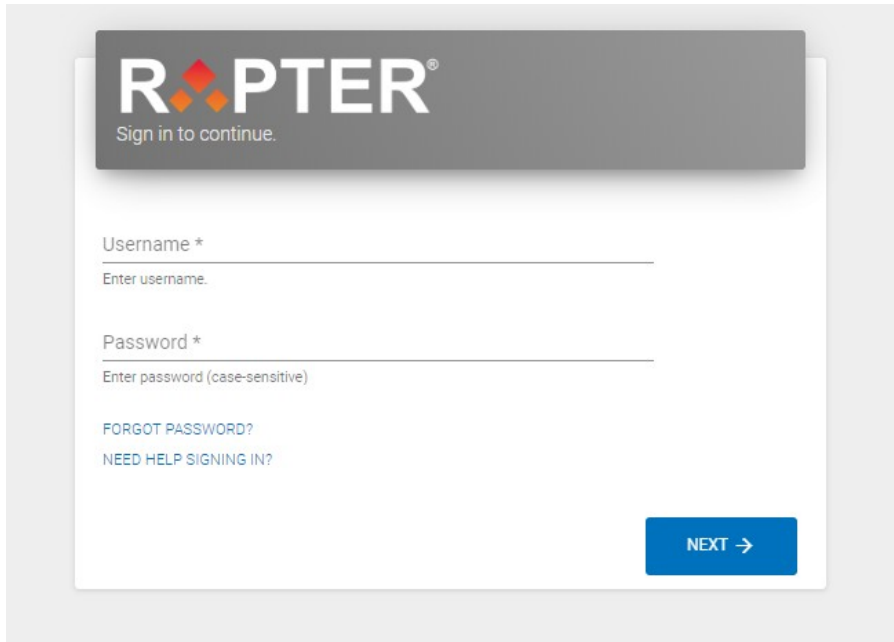


## Instrument 2. Identifying and contact information - revised

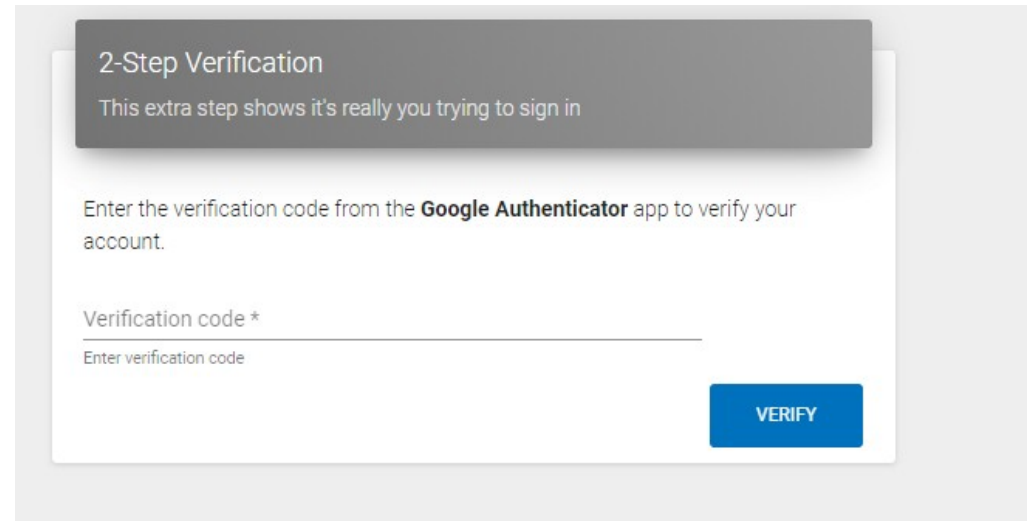
The purpose of this information collection is to evaluate innovative programs serving individuals facing challenges to employment and economic independence to expand the evidence base. Public reporting burden for this collection of information is estimated to average 25 minutes per response, including the time for reviewing instructions, gathering and maintaining the data needed, and reviewing the collection of information. This is a voluntary collection of information. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information subject to the requirements of the Paperwork Reduction Act of 1995, unless it displays a currently valid OMB control number. The OMB # is 0970-0545 and the expiration date is 04/30/2023. If you have any comments on this collection of information, please contact Mathematica at NextGenProject@mathematica-mpr.com.

## Identifying and Contact Information Data Collection - Screens in the Random Assignment, Participant Tracking Enrollment, and Reporting, or RAPTER®, system



The screenshot shows the RAPTER login interface. At the top, there is a dark grey header with the RAPTER logo (the letter 'R' with three orange diamonds above it) and the text 'Sign in to continue.' Below the header, there are two input fields: 'Username \*' with the placeholder text 'Enter username.' and 'Password \*' with the placeholder text 'Enter password (case-sensitive)'. Below the password field, there are two links: 'FORGOT PASSWORD?' and 'NEED HELP SIGNING IN?'. At the bottom right, there is a blue button labeled 'NEXT →'.

### A1. Login screens



The screenshot shows the 2-Step Verification screen. At the top, there is a dark grey header with the text '2-Step Verification' and 'This extra step shows it's really you trying to sign in'. Below the header, there is a text prompt: 'Enter the verification code from the Google Authenticator app to verify your account.' Below this, there is a 'Verification code \*' input field with the placeholder text 'Enter verification code'. At the bottom right, there is a blue button labeled 'VERIFY'.

## Intake Screens

### B1. Study Eligibility

UAT

Next Generation of Enhanced Employment Strategies

Eligibility

Eligibility

Consent

Applicant Info

Survey



Determine study eligibility in order to proceed

In order to be eligible for the study, Program applicants must not:

- be already enrolled in the study
- Question 2
- Question 3
- Question 4
- Question 5



**This list will be populated with each study program's eligibility criteria.**

Is the applicant eligible? \*

Yes

No

Is the applicant 18 years or older?

Yes

No

## B2. Center for Epidemiologic Studies Depression Scale Revised (CESD-R) Eligibility (only for programs that use the CESD-R as part of programmatic eligibility screening)

UAT

Next Generation of Enhanced Employment Strategies

CESD-R Eligibility



**The CESD-R questionnaire will only display for study programs that require it as part of their eligibility screening. For other programs, this screen will be skipped and staff will be routed to the consent screen.**

Below is a list of the ways you might have felt or behaved. Please tell me how often you have felt this way in the past week or so.

1. My appetite was poor.

Select response:  Not at all or less than 1 day  1-2 days  3-4 days  5-7 days  Nearly every day for 2 weeks

2. I could not shake off the blues.

Select response:  Not at all or less than 1 day  1-2 days  3-4 days  5-7 days  Nearly every day for 2 weeks

3. I had trouble keeping my mind on what I was doing.

Select response:  Not at all or less than 1 day  1-2 days  3-4 days  5-7 days  Nearly every day for 2 weeks

4. I felt depressed.

Select response:  Not at all or less than 1 day  1-2 days  3-4 days  5-7 days  Nearly every day for 2 weeks

5. My sleep was restless.

Select response:  Not at all or less than 1 day  1-2 days  3-4 days  5-7 days  Nearly every day for 2 weeks

6. I felt sad.

Select response:  Not at all or less than 1 day  1-2 days  3-4 days  5-7 days  Nearly every day for 2 weeks

7. I could not get going.

Select response:  Not at all or less than 1 day  1-2 days  3-4 days  5-7 days  Nearly every day for 2 weeks

8. Nothing made me happy.

Select response:  Not at all or less than 1 day  1-2 days  3-4 days  5-7 days  Nearly every day for 2 weeks

9. I felt like a bad person.

Select response:  Not at all or less than 1 day  1-2 days  3-4 days  5-7 days  Nearly every day for 2 weeks

10. I lost interest in my usual activities.

Select response:  Not at all or less than 1 day  1-2 days  3-4 days  5-7 days  Nearly every day for 2 weeks

11. I slept much more than usual.

Select response:  Not at all or less than 1 day  1-2 days  3-4 days  5-7 days  Nearly every day for 2 weeks

12. I felt like I was moving too slowly.

Select response:  Not at all or less than 1 day  1-2 days  3-4 days  5-7 days  Nearly every day for 2 weeks

13. I felt fidgety.

Select response:  Not at all or less than 1 day  1-2 days  3-4 days  5-7 days  Nearly every day for 2 weeks

14. I wished I were dead.

Select response:  Not at all or less than 1 day  1-2 days  3-4 days  5-7 days  Nearly every day for 2 weeks

15. I wanted to hurt myself.

Select response:  Not at all or less than 1 day  1-2 days  3-4 days  5-7 days  Nearly every day for 2 weeks

16. I was tired all the time.

Select response:  Not at all or less than 1 day  1-2 days  3-4 days  5-7 days  Nearly every day for 2 weeks

17. I did not like myself.

Select response:  Not at all or less than 1 day  1-2 days  3-4 days  5-7 days  Nearly every day for 2 weeks

18. I lost a lot of weight without trying to.

Select response:  Not at all or less than 1 day  1-2 days  3-4 days  5-7 days  Nearly every day for 2 weeks

19. I had a lot of trouble getting to sleep.

Select response:  Not at all or less than 1 day  1-2 days  3-4 days  5-7 days  Nearly every day for 2 weeks

20. I could not focus on the important things.

Select response:  Not at all or less than 1 day  1-2 days  3-4 days  5-7 days  Nearly every day for 2 weeks

---

**CESD-R Score: 16**

← BACK

NEXT →

### B3. Consent by Sample Member- if sample member is 18 and older

The screenshot shows a consent form interface. At the top left is a blue icon with two white figures. Below it is the instruction: "Read the consent statement below in full before recording the applicant's response." Below this is a language selection section with a dropdown menu currently set to "English" and an option for "Español". Below the language selection are three questions, each with radio button options for "Yes" and "No".


**Annotation 1:** An upward-pointing arrow is positioned above the language dropdown menu. The text next to it reads: "Consent statement drops down when a user clicks on the down arrow."

**Annotation 2:** A leftward-pointing arrow is positioned to the left of the second question. The text next to it reads: "This question will only display for study sites enrolling applicants in school districts."

**Annotation 3:** A leftward-pointing arrow is positioned to the left of the third question. The text next to it reads: "If the applicant is enrolling in a school district that requires additional consent for the recording of study interviews they will receive this question before being routed to the applicant information screen."

At the bottom left of the form is a grey button with a left-pointing arrow and the text "BACK".

#### B4. Consent by parent/guardian and assent by sample member - if sample member is younger than 18



Read the consent statement below in full before recording the response.

Select the appropriate language to display the consent form.

English ▼ Español

Does the applicant assent to being in the study?

Yes  
 No

Does the parent/guardian consent for their child to be in the study? \*

Yes  
 No

Is the applicant enrolling in the study in [SCHOOL DISTRICT]?

Yes  
 No

Does the parent consent to their child being recorded?

Yes  
 No

[← BACK](#)

**← This question will only display for study sites enrolling applicants in school districts.**


**← Similar to the 18+ consent screen, parents who have students in a school district that requires additional consent for the recording of study interviews will be asked this question before being routed to the applicant information screen.**

## B5. Applicant information

**UAT** Next Generation of Enhanced Employment Strategies

Applicant Information

Eligibility    Consent    **Applicant Info**    Survey

 Enter applicant information in the fields below

Basic Information

Client ID \_\_\_\_\_

First Name \* \_\_\_\_\_

Middle Name \_\_\_\_\_

Last Name \* \_\_\_\_\_

Nickname \_\_\_\_\_

Date of birth \* \_\_\_\_\_  
MM/DD/YYYY

What is your sex? \*

Male

Female



Social Security number \*

xxx-xx-xxxx

This participant does not have a Social Security number

### Contact Information

Address Line 1 \*

Address Line 2

City \*

State \* 

Zip \*

xxxxx-xxxx

ADD ADDRESS

REMOVE ADDRESS

Can we contact you through Facebook? \*

Yes

No

Name used on Facebook

Facebook URL

Can we contact you through Instagram? \*

Yes

No

Username on Instagram

Can we contact you through LinkedIn? \*

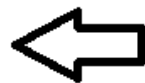
Yes

No

Name used on LinkedIn

Random assignment stratification characteristic

Response



This is to collect information to stratify random assignment. Examples could include referral source, staff, etc. The variables will be populated for each program as needed.

School

School Name



This will only be used for programs that enroll participants in schools.

## B6. Duplicate check

### Similar people

This person may already be enrolled

Review the following people with similar key characteristics to Mandy Swings.

Is this person the same Mandy Swings you are working with now?

Mandy Swings ⓘ  
ID: 70118537  
SSN: \*\*\*\*\*3333  
Date of birth: 10/19/1977  
[Need more details?](#)

NOT THE SAME PERSON  SAME PERSON


[← BACK](#) [NEXT →](#)

## B7. Baseline

UAT Next Generation of Enhanced Employment Strategies

### Baseline Survey


Eligibility Consent Applicant Info **Survey** Other Info


 Collect information on applicant's characteristics and experiences.

This survey will take approximately XX minutes to complete. Applicants should answer all questions to the best of their ability, but can choose to skip any questions that they are unable or do not wish to provide a response for.

Once the survey has been submitted, you will fill out a few final questions including additional contact information for the applicant before completing the intake process.

Use the button below to launch the baseline survey.

[LAUNCH THE SURVEY ON THIS DEVICE](#) 

 **Program staff will click this button to launch the baseline survey which is Instrument 1 in the OMB package.**

**Using a different device for the survey?** Here's what you'll need:

Baseline survey for 70031562  
<https://cit1.mathematica-mpr.com/wix/p1072411.aspx>  
User Name  
249339  
Password  
e4r7b2e8


[PRINT](#)

## B8. Additional contacts screen

**UAT** Next Generation of Enhanced Employment Strategies

### Additional contact information

Eligibility    Consent    Applicant Info    Survey

 Collect contact information for 3 contacts if possible. Even partial information is helpful.  
*Staff: To record information for additional contacts, click the 'Add contact' button at the bottom of the screen above the 'Next' button.*

Additional contact(s)

Relationship type

First Name \*

Middle Name

Last Name \*

Address(es)

Address Line 1 \*

Address Line 2

City \*

State \*

Zip \*   
XXXXX-XXXX

## Email(s)

Email address \*

---

This person does not have an email.

ADD E-MAIL

REMOVE E-MAIL

## Phone number(s)

Phone \*

---

(xxx) xxx-xxxx

This person does not have a phone.

Personal or work? \*

Personal

Work

Cell or landline? \*

Cell

Landline

OK to text? (Message and data rates may apply.) \*

Yes

No

ADD PHONE

REMOVE PHONE

Applicant does not have any contacts

---

ADD CONTACT

← BACK


NEXT →

B9. Future Engagement (only for programs that use career navigators)

UAT Next Generation of Enhanced Employment Strategies


Likelihood of Program Engagement

Eligibility Consent Applicant Info Survey Other Info

 Likelihood of applicant participation  
*Staff: Please answer the following question based on any information collected on the applicant that you believe is relevant, as well as your own intuition.*

How likely do you think it is that the participant will meet with a career navigator?

- Very likely
- Somewhat likely
- Somewhat unlikely
- Very unlikely

 **This screen will only display for programs that use career navigators. For other programs, this screen will be skipped and staff will be routed to the enrollment complete screen.**

← BACK NEXT →



## B10. Enrollment complete

UAT Next Generation of Enhanced Employment Strategies

### Enrollment Complete

This intake process is complete

You have completed enrollment and this participant has been assigned to a study group.

Program: **RA Group Name**

[PARTICIPANT OVERVIEW](#)

APPLICANT  
Fran Jones

CASE STATUS

REGISTERED DATE: 2019-03-12

CASE WORKERS:

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EMAIL: fjones@gmail.com  
PHONE: 602-255-1133