

OMB Control No: 0970-0531  
Expiration Date: 07/31/2022

## Goals of the Call

1. Introduce yourself
2. Collect information/Confirm eligibility
3. Describe purpose of the study
4. Describe focus group details
5. Collect contact information
6. Describe next steps
7. If participant has agreed to participate from the Parent Recruitment Telephone Call, go straight to Qa.

*Instructions: This is a semi-structured script, meaning you should feel free to probe as needed to gather the information about eligibility, willingness to participate, and responding to questions. Be sure to answer any questions that the person may have about the study or let them know you will get back to them.*

### Introduction/Collect Information and Eligibility

Call out: We hope you are well and healthy during this difficult time. My name is [NAME] from Mathematica, and I'm calling you today to invite you to participate in a virtual focus group to discuss you and your teenager's experiences in the [SRAE PROGRAM NAME] and to tell us how you think sexual risk avoidance, sexual health, and relationship education programs could work better for youth and their families

Are you interested in participating in this online conversation? (CIRCLE ONE)

YES (GO SCREENING SCRIPT)

NO (GO TO END)

Call in: Hello, thanks for calling about the Youth Empowerment IDEAS Virtual Focus Groups, my name is [NAME] from Mathematica. Are you calling about participating in the upcoming virtual focus group that you received an email about from [GRANTEE]?

**Screening Script:** Great! I will explain a bit more about the study and answer any questions you may have, but first I want to gather some information about you and your child or children.

- a. What is your first name? \_\_\_\_\_
- b. Are you the parent or guardian of a child or children who participated in [SRAE PROGRAM NAME] or have you participated in the program?

**IF YES:** Can you please provide me with the:

- Age of your child or children: \_\_\_\_\_
- Grade of your child or children: \_\_\_\_\_

- Parent only participated: \_\_\_\_\_

***IF PARENT DID NOT PARTICIPATE AND NO CHILDREN IN SRAE***

***PROGRAM:*** I want to thank you for calling in, but in order to participate in this focus group, either you or one of your children must have participated in [SRAE PROGRAM]. Thank you for your time!

***{END}***

To ensure our groups represent the diversity of families who participated in [SRAE PROGRAM], I'd like to ask two demographic questions.

- c. What gender do you identify as? \_\_\_\_\_
- d. What is your race or ethnicity? \_\_\_\_\_

***IF NOT CALLING ABOUT PARTICIPATING:*** How may I help you today? [*RESPOND TO QUESTIONS THE BEST YOU CAN OR LET THEM KNOW YOU WILL GET BACK TO THEM*]

## Study Purpose

### *IF RESPONDENT IS ELIGIBLE TO PARTICIPATE IN FOCUS GROUP*

First, I want to ask if you have any questions about the information provided to you in the email you received from [GRANTEE].

***IF YES:*** RESPOND TO QUESTIONS THE BEST YOU CAN OR LET THEM KNOW YOU WILL GET BACK TO THEM, THEN MOVE ONTO STUDY AND FOCUS GROUP OVERVIEW.

***IF NO:*** OK, great. I will provide you with a brief overview of this study, some information overlaps from the email you received, but I just want to be sure you are informed about what the study is about.

### **Study and Focus Group Overview:**

This study will be conducted by an independent research firm, Mathematica, on behalf of the Administration of Children and Families in the U.S. Department of Health and Human Services. Our goal during these focus groups is to learn more about how you think sexual risk avoidance, sexual health, and relationship education programs could work better for youth and their families.

The focus groups will take place using a virtual platform called QualBoard. We will post questions and ask you respond to them within a group of other parents who have children that attend(ed) [SRAE PROGRAM]. At your convenience, we will ask you to login to QualBoard over a three-day period to respond to and reflect on other parents' responses to the questions posted. We expect it will take you about 30 minutes each day to participate.

We will send you additional details about how QualBoard works and how to log in 1-2 days before the focus group begins.

These online group discussions are completely voluntary, but we really value your opinions and hope you are open to responding to all of the questions asked. Everything you post in QualBoard will be kept private from everyone except the other parents in the group and the Mathematica

## Instrument 1. Parent Screener Script

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study team members. Within the QualBoard site, you will only share either your first name, initials, or if you prefer, an alias. This means the other participants will not be able to link your responses back to you. We will never attach your responses to your real name in any way.

After participating in the focus groups for three days, you will receive a **\$35** gift card for your time and for completing the focus group.

Do you have any questions for me about the focus groups?

*[RESPOND TO ANY QUESTION'S PARTICIPANT MAY HAVE]*

Lastly, if you agree to participate, I need to collect your email address so we can have an account setup for you on QualBoard. You will receive an email 1-2 days before the start of the group with instructions on how to create your account. I would also like to collect your phone number in case we are unable to reach you about participation via email.

Email address: \_\_\_\_\_

Phone number: \_\_\_\_\_

Do we have permission to send you a text message at this telephone number to send reminders about the group? (CIRCLE ONE)    YES        NO

Thank you! This information will be kept private and only be used for purposes of this study.

### Next Steps

We will be in touch with you in the coming [TIME FRAME] with additional details about the focus groups, including the dates of the groups and instructions on how to use Qualboard. We will also send you information about a voluntary group call to learn more about the study or to answer any questions focus group participants may have. If you have any questions in the meantime, you can always contact us at [EMAIL] or [PHONE NUMBER].

Thank you for speaking with me today, we are excited to have you as a participant in this important study!

#### THE PAPERWORK REDUCTION ACT OF 1995

The described collection of information is voluntary and will be used to provide the Administration for Children and Families with information to help develop and refine program and grantee processes in the area of adolescent pregnancy prevention. Public reporting burden for the described collection of information is estimated to average 5 minutes per response, including the time for reviewing instructions, gathering and maintaining the data needed, and reviewing the collection of information. 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 and expiration date for the described collection are OMB #: 0970-0531, Exp: 07/31/2022. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to Caryn Blitz at Caryn.Blitz@acf.hhs.gov.