



National Household Drug
Survey Training
Workshop for the
Bahamas Research Team

January 24, 2017

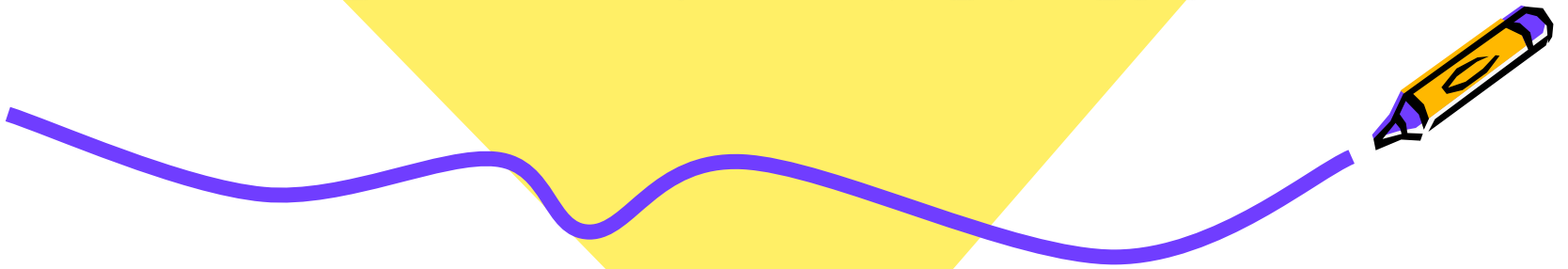
Nassau, The Bahamas



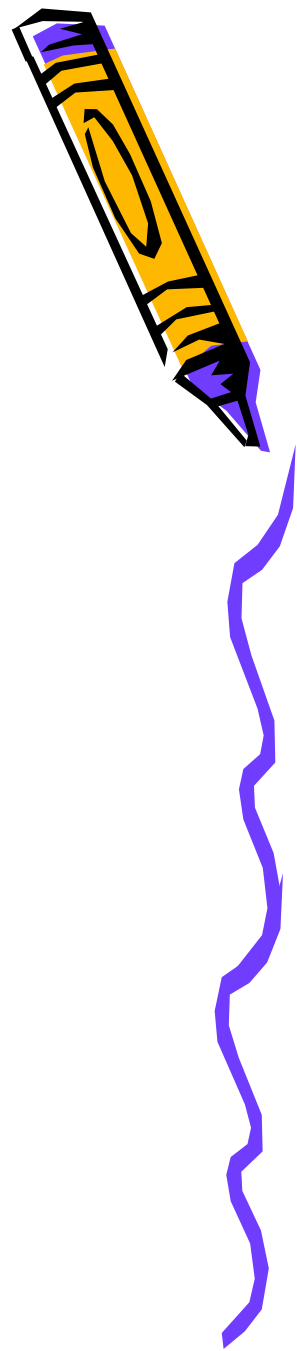


MODULE 1

PREPARING FOR THE FIELD



Preparing for the Field

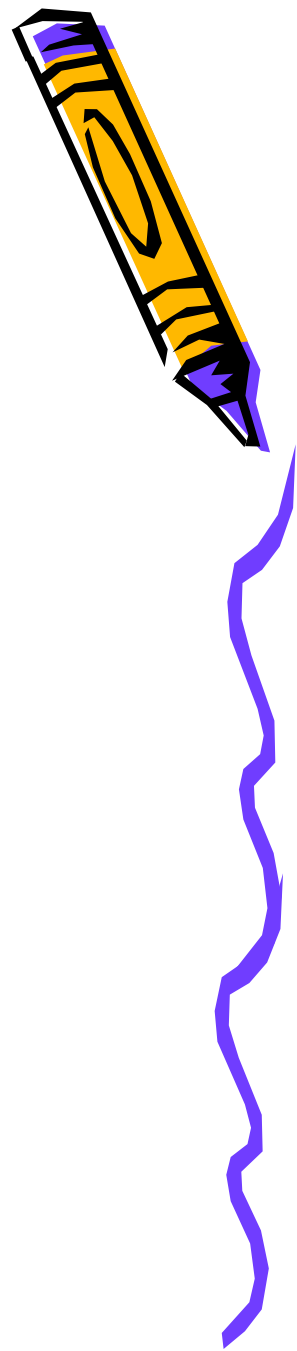


- Ethical Issues
- Cultural Issues
- Technical Procedures
- Skills - (Interviewing & People)
- Administering Quantitative Questionnaire



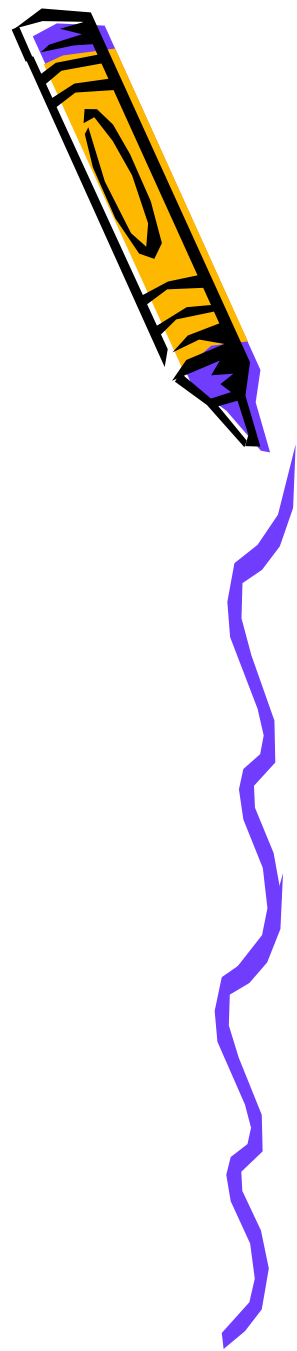
Ethical Issues

- General population (12-65 years)
- Selection Criteria
- Competency
- Informed Consent
- Confidentiality
- Privacy
- Right to Refuse



Cultural Issues

- Language, Expression, Meaning
- Body Space
- Ritual Responses
- Literacy
- Negative Stereotypes
- Oral Culture
- Give and Take



Structured Interviews

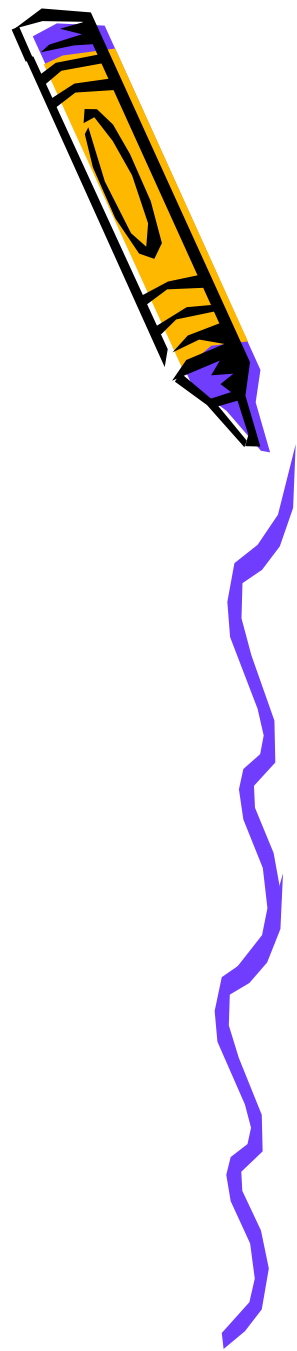


- Common Training
- Common Execution
- No Interpreting, rephrasing, explanation
- No manipulating of responses
- No correction of 'errors'
- Interviewer control interaction
- Maintain professional conduct



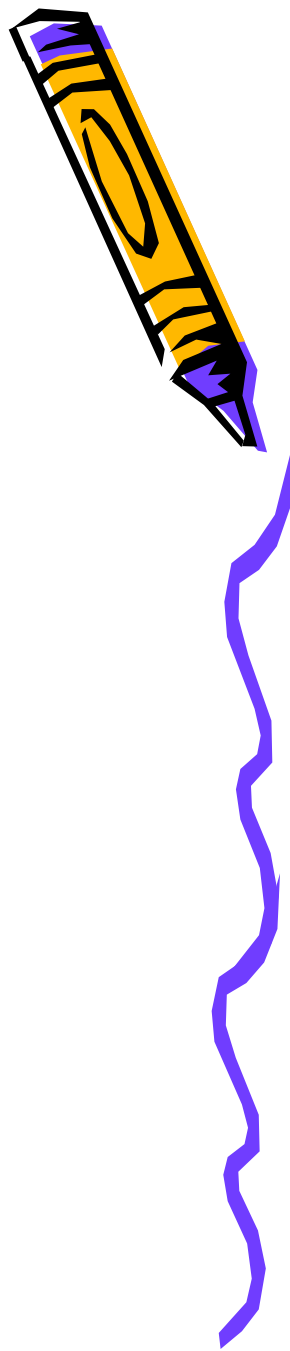
Interviewing Skills

- Clear on Study Objectives
- Know purpose of each Question
- Provide an informal comforting environment
- Ask Questions as they are written
- Follow the Order of Questions



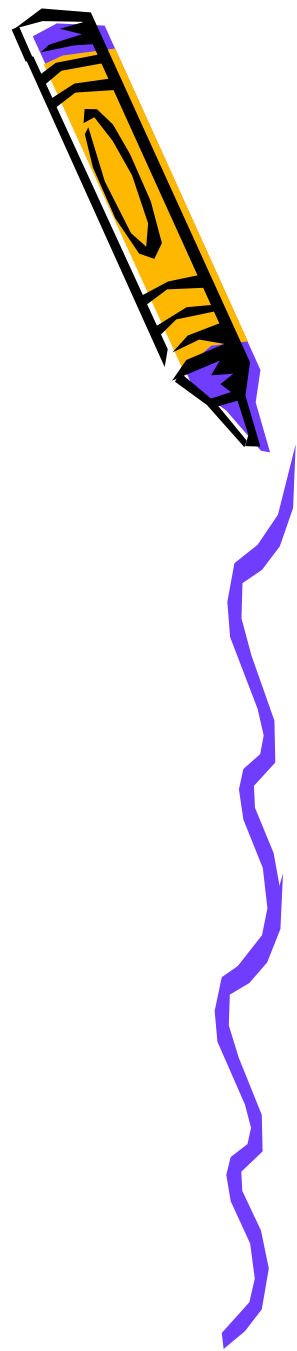
Interviewing Skills

- Ask every question
- Do not suggest answers
- Provide transition when needed
- Be attentive to Respondent



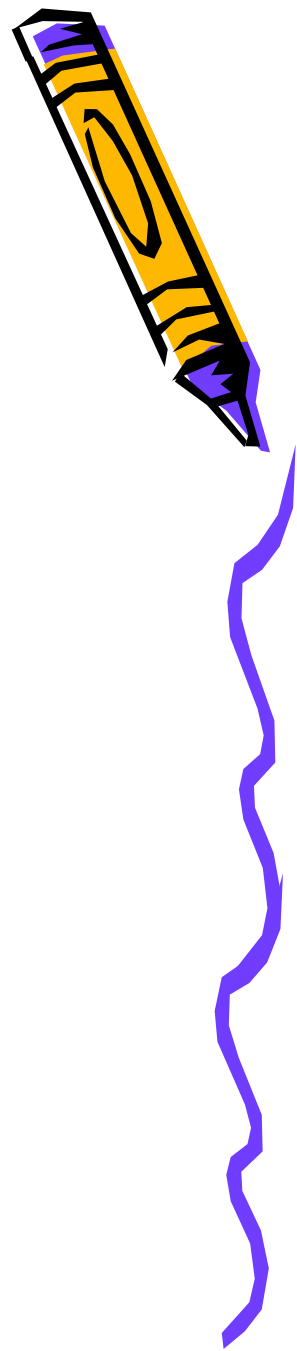
Interviewing Skills

- Record Responses exactly as given
- Pay attention to skip threads/prompts from software
- Listen! Listen!, Listen!!



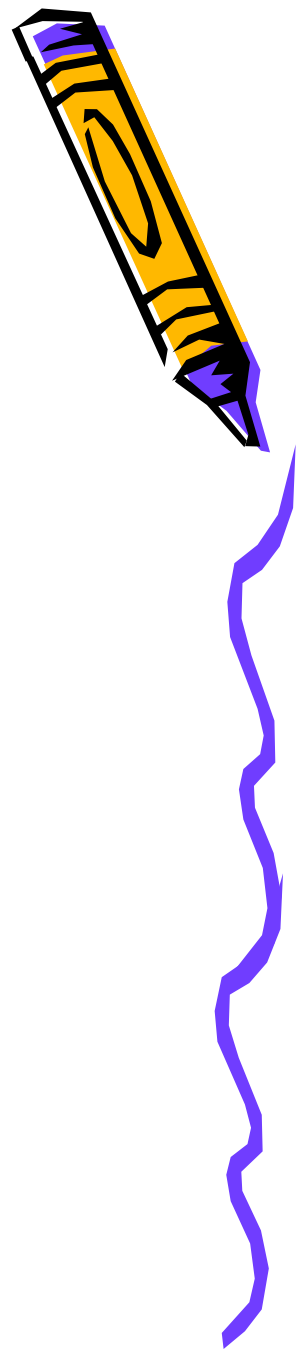
People Skills

- Open, warm, friendly disposition
- Non judgmental
- Reassuring
- Confident and self-assured
- Respectful



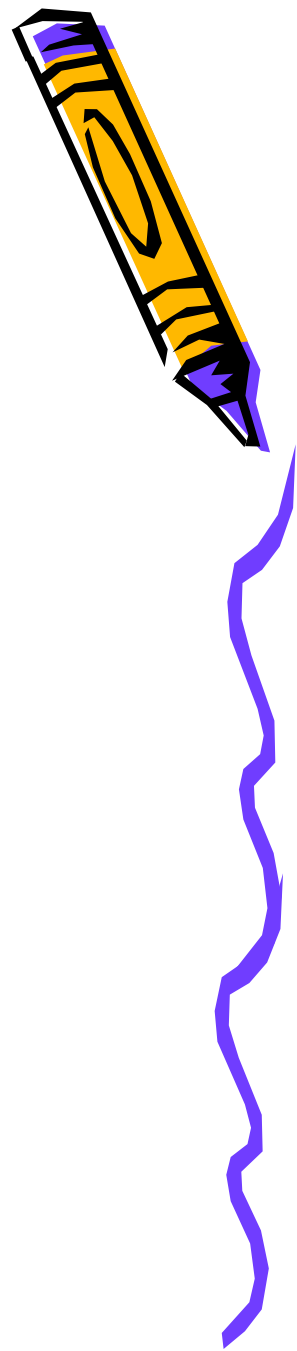
People Skills

- Gain respondents confidence
- Remain objective
- Be Honest
- Make no promises



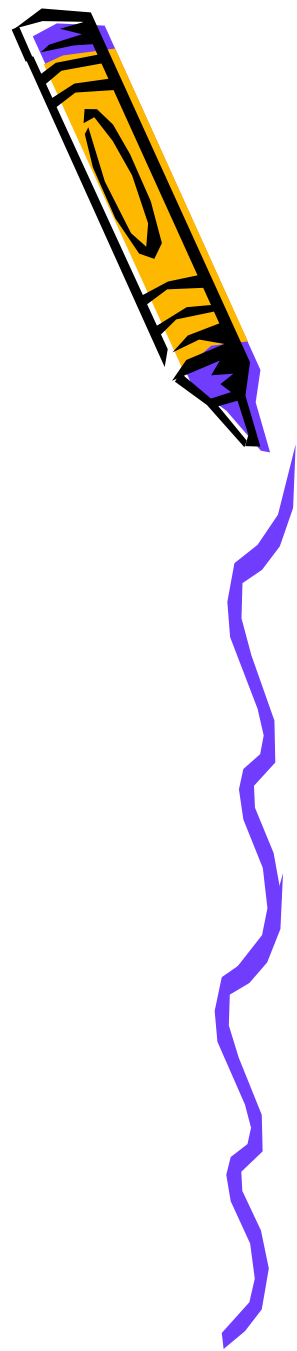
People Skills

- Honesty
- Appearance
- Tone
- Attitude
- Reaction to answers
- Side comments



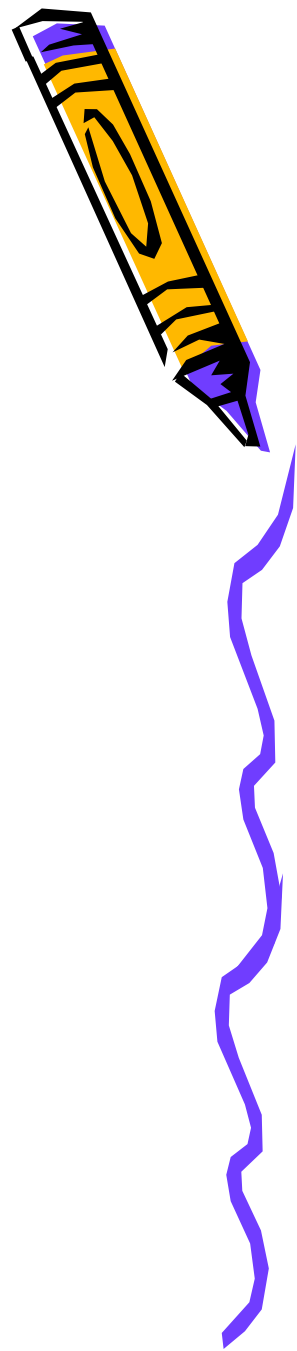
MODULE 2-

- Procedural Issues specific to data collection



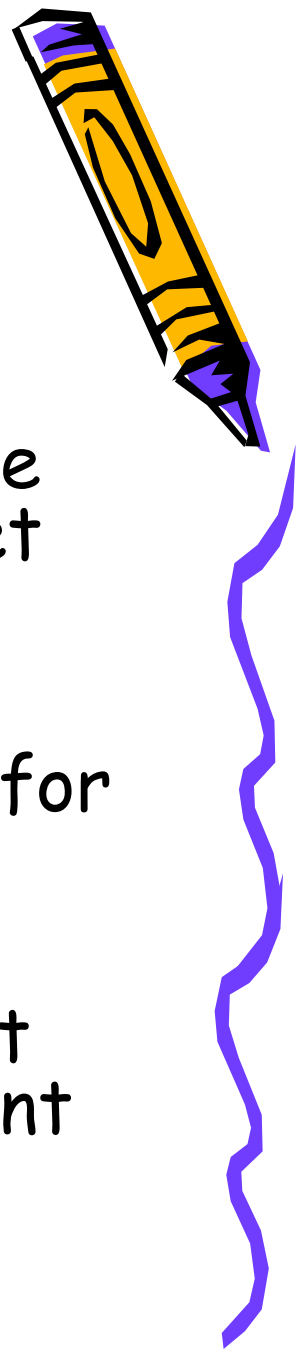
Data Collection Package

- Maps - outlining ED boundaries
- Fully charged tablet & **external power batteries**
- Back-up questionnaires (paper)
- Consent forms
- Tracking forms
- Referral forms



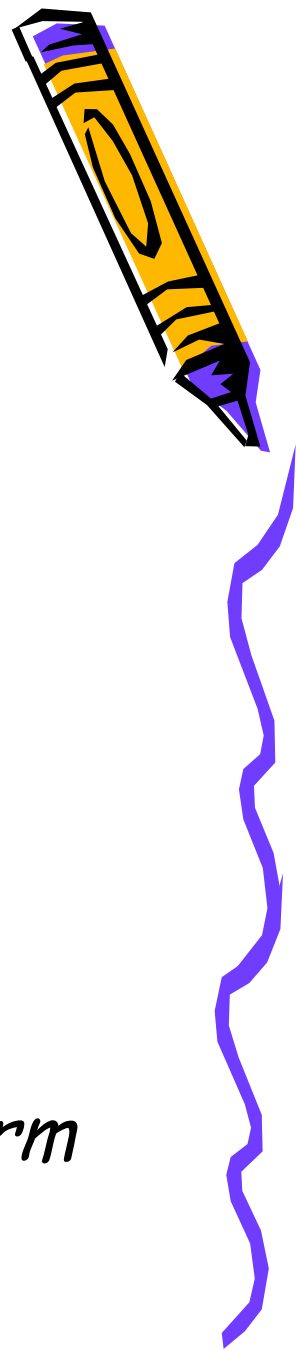
Step 1: Introduction

- Following household selection, introduce yourself to the initial contact and play the video on tablet (or read the intro if tablet malfunctions)
- Undertake the random selection process for a respondent (KISH)
- Play the video for respondent if different from initial contact and go through consent process



Step 2: Voluntary Consent

- Provide assurances of confidentiality, privacy and anonymity
- Respondents given opportunity to ask questions
- *Interviewer reads consent form*
- *Respondents given an opportunity to decline interview*
- *Respondent asked to sign or place X*
- *Respondent keeps a copy of consent form*



Interview Setting



- Private area in respondent's home (outside if necessary)
 - Least distraction
 - No other household residents present to influence responses
 - Ensure safety



Item Analysis

Interviewee-Related Issues

- Respondents comprehension of questions:
 - Literary reasons
 - Diction
- During training look closely at questions for words and phrases that may not be acceptable here in Guyana
- Offer alternatives that would **not** change content



Willingness to Respond



- Some questions are intrusive
- Respondents have right to refuse
- Respondent have right to say 'don't know' - do not force response
- Do not coerce answers from respondents
- Seemingly simple directions can be a challenge to some respondents - patiently explain



Interviewee-related Issues



- Familiarity with concepts in Questions
- Familiarity with concepts in responses (eg. difference between 'no' and 'don't know')
- Signs of discomfort with questions

Sign of Interviewee fatigue

- Unsolicited comments by respondents



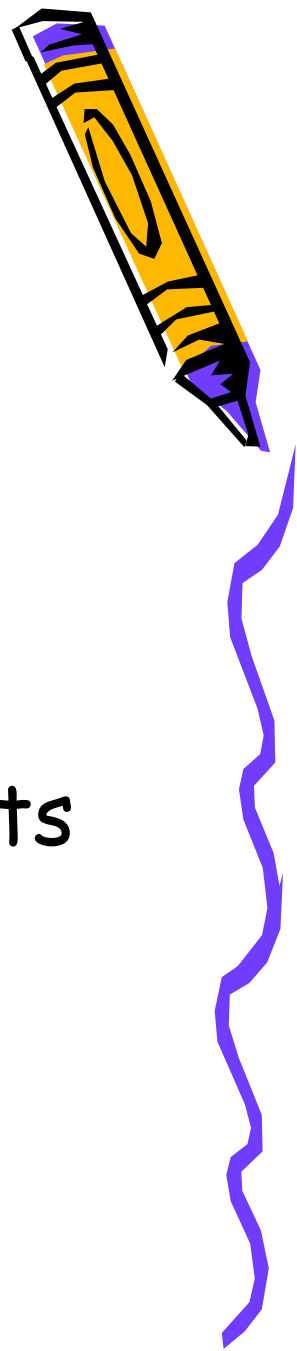
Interviewer-Related Issues



- Manage the conversation
- Have thorough knowledge of questionnaire
- Follow the directions of the questionnaire closely
- ID contradictions in responses - do not correct
- Professional conduct



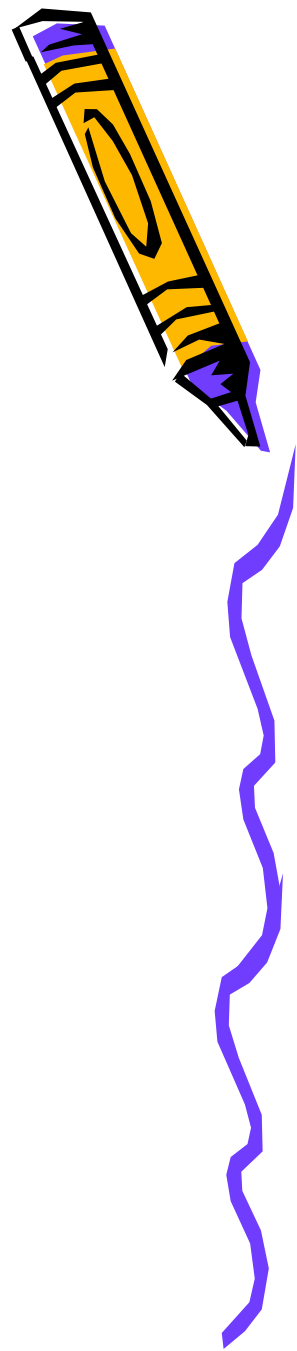
Handling Difficult Situations



- Safety
- Refusals
- Call-backs
- Loss/damage/malfunction of tablets
- Lack of internet access



Instrument-Related Issues:



- During Interview training look for:
- The order of questions
- The wording of questions
- Clarity of questions
- Adequacy of response category
- Questions evoking suspicion by respondents



Tracking Forms



Jamaica National Drug Prevalence Survey
Fieldwork Log

Surveyor: _____

Supervisor: _____

Device Index ¹	ED	House hold #	Date (DD/MM/YY)	Completed		Incomplete ²		Call back ³	Replacement ⁴	Refusal	Notes
				Consent ⁵	Assent ⁶	Consent	Assent				



Referral Tracking

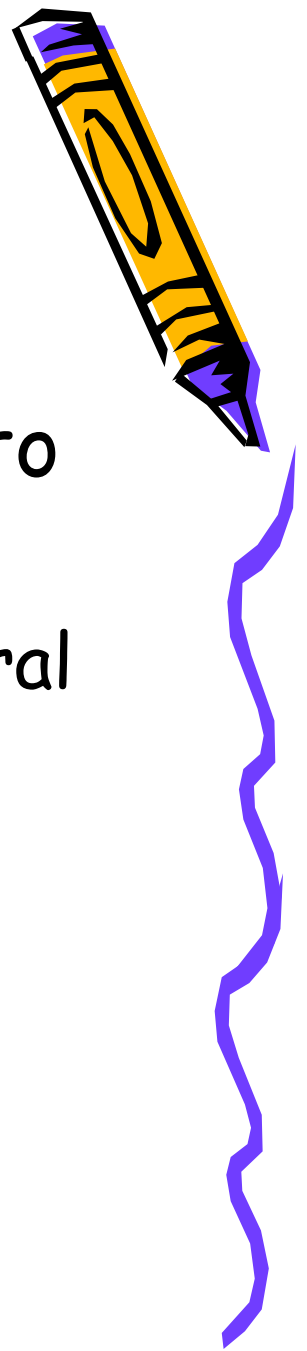


- If respondents become distressed during the interview
- Express the need for counselling in relation to the issue of drug use
- Provide list of referral agencies
- Note the Date of interview, ED#, age and gender of respondent



Post Survey Debriefing

- Meeting at the end of the survey to review the field operations
 - Feedback from interviewers on general and unique experiences
 - Challenges faced
 - Significant events while collecting data
 - Tips for future surveys - data collection methodology etc.



The End

Questions or comments?

