

EVALUATION TECHNICAL ASSISTANCE UPDATE

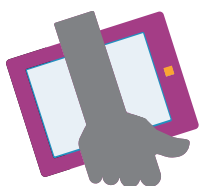
Teenage Pregnancy Prevention Grantees

June 2015



FREQUENTLY ASKED QUESTIONS: SCHOOL RECRUITMENT

Below are questions schools frequently ask about research studies and data collection activities. We recommend that the introductory materials you send to a school include a document similar to this, which provides a general description of the program (or “intervention”), the study, and the data collection activities. It is also important to review these topics during the in-person stakeholders meeting.



Description of the program

- ▶ **What is this program? What topics does it cover? How many sessions/how much time is required to implement the program?**

Briefly describe the core elements of the program, how it is delivered (such as during health class), and the duration of the program.

- ▶ **Does the program meet state standards for sexual health?**

Describe how the proposed curriculum aligns with state standards. Include any related documentation, if available.

- ▶ **Has the program been used before with similar populations and is there evidence of effectiveness?**

Describe how the program has been successfully used with similar populations, and cite evidence of effectiveness, if available. This can help to “sell” the program as something useful for the students in the school.

- ▶ **What is required of teachers and other school staff to implement the program?**

Clearly outline the time and effort that is required from teachers and other school staff for program implementation. It may be useful to present this information in a table (see Table 1 in the school recruitment brief).

- ▶ **How will the program fit into the regular school schedule?**

Understand that each school’s schedule will vary and that it may take some time to map out the implementation plan with the school. You may want to provide a few options for implementation, if possible.



Description of the study

- ▶ **How will this study work?**

Describe how the evaluators will randomly assign schools or youth within the district to receive the program. Schools providing the intervention will receive training, materials, or external staff who will come in and directly provide the program. All schools will participate in data collection activities at baseline and after the intervention ends.

► **What is the schedule for study activities? How much time and effort are required of teachers and other school staff for the data collection?**

As mentioned above, it may be useful to show all the data collection activities in a tabular format (see Table 1 in the school recruitment brief). Be clear about how much time and effort are required to accomplish the study tasks. Remember to remain flexible and try to minimize burden on the schools.



Description of data collection

► **What kinds of data collection activities will take place?**

Note that the first step in the data collection process will be obtaining parental consent. Indicate who is responsible for obtaining consent and what, if anything, is required of school staff for the consent collection process. Explain that student surveys will occur at baseline (such as at the start of the school year) and after the intervention (such as at the end of the school year). In addition, describe any observations of program delivery that the evaluator will conduct, and any other planned data collection activities, if applicable (such as focus groups).

► **When and where will the survey data collection take place?**

Review a few options for the survey administration—for instance, surveys can be administered to all students during a large group administration at one time, or to smaller groups throughout the day during a given class. Review the space requirements; assess whether there are enough desks/seats for all students to complete the survey in the planned location. Also, if a computer lab is required, be sure to specify this. Let schools know that high survey response rates are important for the rigor of the evaluation.

► **Who will administer the survey?**

Note that study staff will be trained to administer the survey and indicate whether they have performed similar tasks in schools before. If staff need to meet certain district requirements (e.g., fingerprinting), note that you are aware and will comply with all district requirements.

► **How long will it take to administer the survey?**

Account for the time to assemble and release students, as well as administer the survey.

► **What is the content of the survey?**

Provide an overview of the main topic areas covered in the survey. In particular, indicate that student participation in the survey is voluntary and that students will be able to skip any questions that they are not comfortable answering.

► **What precautions will be in place to ensure students' privacy during the survey administration?**

Detail any precautions you plan to have in place, such as seating students with space between them and providing students with cover pages (if they are completing hard copy surveys). If you will administer surveys using a computer, detail any plans you have to ensure that others in the area cannot view the students' responses.



Incentives for study participation

► **Are there any incentives for the students, teachers, or school?**

Describe any incentives you plan to provide (1) to students for returning consent forms or completing surveys, and (2) to teachers and other school staff for assisting with data collection. If the school will receive periodic payments, be clear about any benchmarks it must reach before receiving the payments.



Additional questions

▶ **What type of programming can and will the control group receive?**

It is important that schools understand that they cannot pursue new or additional sexual health programming for the control group beyond what they typically receive for the length of the data collection period. It may be useful to suggest or offer alternative programming—perhaps a program that has a different focus, such as nutrition.

▶ **What additional information will you be requesting and how often?**

If you plan to conduct staff interviews or focus groups with students, or collect student records, remember to mention these activities to the schools.

▶ **What results can you share with the school and when will they be available?**

Schools want to know what is going on with their students, so providing them with some summary, aggregate-level (not student-level) statistics is often greatly appreciated and can be a useful selling point.