

UNIVERSITY OF ILLINOIS
AT URBANA-CHAMPAIGN

Children and Family Research Center

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Instructions for Distributing the Oregon Differential Response Parent Survey

The Children and Family Research Center (CFRC) at the University of Illinois is evaluating the implementation and impact of Differential Response in Oregon. As part of the evaluation, we are gathering input from parents on their experience with CPS via a survey. The survey includes questions about parent's reactions to their first visit from CPS, their level of engagement, and the amount of social support in their lives. Both English and Spanish versions of the survey are available.

We are asking each CPS worker to assist the data collection by giving surveys directly to parents during the last face-to-face meeting during the CPS assessment, using the following instructions:

1. Obtain an ample supply of survey packets from the point person in your district. You should keep a supply of survey packets with you so they are available to hand to parents during face-to-face contacts with families. The point person should provide you with surveys – or with the location of how to obtain them – prior to February 1st. If you have not received surveys by this date, please contact Gail Tittle at the University of Illinois at 217-265-0630 or gtittle@illinois.edu
2. **Prior to handing a survey packet to a family, please write the family's CASE ID number in two places:**
 - a. **On the cover letter in the space provided about midway through the letter**
 - b. **On the first page of the survey, in the top right hand corner**

The importance of writing the CASE ID on each survey cannot be overstated! This will help us link the family's survey responses to their "system data" in OR-KIDS.
3. During the meeting, give the survey packet to the primary parent or caregiver (only one survey per household should be given....you can decide which parent to give the survey to). We suggest using the following script when explaining the survey:

The University of Illinois is doing a study about Child Protective Services in Oregon, and you have been chosen to be a part of it. Inside this envelope is a short survey that asks you about your experiences with Child Protective Services. This survey is not being done by CPS and will not affect your case in any way. It is voluntary, which means that you don't have to do it if you don't want to. However, you will get a \$25 gift card if you send the survey to the University. Instructions are in the envelope.

4. If the parents have additional questions, there is detailed information about the study included in the cover letter and consent form. If they have other questions, they can call the toll-free number included in the cover letter.
5. Please do not complete the survey WITH the parents. It's important that they complete the survey on their own. If they need help reading the survey, they can call the U of I on our toll-free number (800-638-3877) and someone can read the questions to them. This option is described in the cover letter.
6. Survey distribution should begin on February 1st 2015 and will continue until approximately 2000 surveys have been received from parents across the 8 participating districts. Response rates for surveys with child welfare populations tend to be low, so we need all parents to receive a survey in order to reach the desired sample size in a timely manner. We will notify everyone when we have reached the necessary number of surveys from parents and then data collection will be done.

We thank you very much for your assistance in the evaluation. Please free feel to look over the survey that you will be giving to parents and let us know if you have any questions about the survey or the evaluation in general. If you have additional questions, please contact Gail Tittle at 217-265-0630 or gtittle@illinois.edu