



INSTRUCTIONS FOR THE SEMI-ANNUAL FOLLOW-UP GENERAL INTERVIEW QUESTIONS (05/01/2014) (GNC, VERSION 2, 05/01/2014)

I. General Instructions

The semi-annual follow-up general interview questions (GNC) are completed during the semi-annual follow up interview following the semi-annual follow-up core questions (SAF). The GNC interview is **not** administered to proxy respondents or contacts who answer the SAF questions about the ARIC study participant, nor is the GNC interview administered to ARIC participants who refuse the SAF.

II. Detailed Instructions for Each Item

- 0a. Enter the date of the interview. This date should fall between the scheduling windows on the Participant Tracing Report.
- 0b. Enter the staff ID for the telephone follow-up interviewer ID.

A. MODIFIED SF-12 HEALTH SURVEY

The SF-12 questionnaire provides an overall assessment of the physical and mental health status of the participant. This instrument is in widespread use; scores from the SF-12 can be compared to other study populations in the US and elsewhere. Calculation of valid physical and mental health status measures requires that the participant answer each question. The survey uses a recall period of the past 4 weeks.

The scripts on the SF-12 in bold that introduce or provide transitions between questions were developed to facilitate flow between the questions. If the text is wordier than you believe is helpful for a particular participant, then you can reduce or not use that text. Examples include:

- 1. Not saying “we just want to know how you feel” for the script at the beginning.
- 2. Not saying “Thank you for answering all those questions about how you feel!” at the end of Q.7.

Script: “We want to know your views about your health. Please answer each question by selecting one of the answers I will read to you. There are no ‘right or wrong’ answers, we just want to know how you feel.”

- 1. The first question asks the participant to rate their health on a five point scale ranging from “excellent” to “poor”. If the person is confused by the phrase “in general”, ask them to rate their current health over the last 4 weeks.
- 2a-b The next two questions use the response options of: yes a lot, yes a little, no not at all. You should read these options to the participant after administering each question. First read to the participant: “The next two questions are about activities you might do during a typical day.” Read #2a as follows: “Does your health now limit you in moderate

activities (such as moving a table, pushing a vacuum cleaner, bowling or playing golf) a lot, a little, or not at all?" Please select the response category "yes a lot" if the participant is unable to perform the function specified in questions #2a or #2b. Similarly, for #2b, read "Does your health now limit you in climbing several flights of stairs a lot, a little, or not at all?" The term "several flights of stairs" refers to more than one flight of stairs. Flights are usually composed of 10-12 steps, with a landing between flights.

Script: "I am now going to ask you eight questions which will all use the same five possible responses. The responses are 'All of the time, most of the time, some of the time, a little of the time, and none of the time.' I will be glad to repeat the responses for each question as we go along."

- 3a-b. First read to the participant: "During the past 4 weeks, how much of the time have you had the following problems with your regular daily activities as a result of your physical health?" Two parts of the sentence should be emphasized when delivering: 1) "...past 4 weeks...", and 2) "...as a result of your physical health". Read the question verbatim and then read the response categories: "was that 'all of the time, most of the time, some of the time, a little of the time or none of the time'?" For question #3b, it is fine to administer the question as "Were you limited in the kind of work or other activities you do?" if the interviewer finds the original wording awkward. If the participant asks "what do you mean by problems?" you may clarify that "problems" means "difficulties."
- 4a-b. The front end for these questions is similar to the statement read in advance of questions #3a and #3b except that the focus is on the consequences of problems with emotional health instead of physical health problems. First read to the participant: "During the past 4 weeks, how much of the time have you had the following problems with your regular daily activities as a result of any problems with your emotional health (such as feeling depressed or anxious)? There are two parts of the sentence which should be emphasized when delivering: 1) "...past 4 weeks...", and 2) "...as a result of any problems with your emotional health". You can repeat the examples of feeling depressed or anxious if you sense the participant is having trouble understanding the question. As with #3, read the response categories verbatim if it helps the participant: "was that 'all of the time, most of the time, some of the time, a little of the time or none of the time'?" If the participant asks for the question to be repeated, it would be fine to shorten the question at that point to "During the past 4 weeks, how much of the time have you had the following problems with your regular daily activities as a result of your emotional health?" If the participant asks "what do you mean by problems?" you may clarify that "problems" means "difficulties."
- 5a-c. First read to the participant: "The next three questions are about how you have felt during the past 4 weeks." There are two parts of the sentence which should be emphasized when delivering: 1) "...past 4 weeks...", and 2) "...the way you have been feeling". First read to the participant "How much of the time during the past 4 weeks have you felt calm and peaceful?" Prompt the participant with the responses as needed (e.g., "all, most, some, a little, or none of the time"). Ask the next two questions #6b and #6c, each starting with "How much of the time during the past 4 weeks..."
6. Read the question verbatim and prompt the participant with the responses as needed (e.g., "all, most, some, a little, or none of the time").

Script: “The next question uses a different set of responses that I’ll list for you after I read you the question.”

7. The question assesses how often pain interfered with normal activities in the past 4 weeks. First read to the participant: “During the past 4 weeks, how much did pain interfere with your normal work or activities?” Emphasize the word “pain” when reading this question. Read all response options first so the participant can hear them all. If they do not choose a response initially, then repeat the option in the order presented until the participant answers (e.g., not at all, a little bit, etc.). If the participant answers the question with the responses used for the prior questions, please do not insist that they use these responses but instead clarify their response. For example, if they said “all of the time” you could then say “I am going to code all of the time as “extremely”.

Script: “Thank you for answering all those questions about how you feel! Now I want to ask a few questions on a different topic.”

B. CAREGIVER STATUS

8. This question asks whether the participant is a caregiver. Please skip to question 12 if the participant responds that they do not currently provide ongoing care. If the participant responds that they are a caregiver, subsequent questions will allow him/her to provide more information concerning that care.
9. ARIC is interested in the care provided to family and friends (informal caregiving). In this question, the term “spouse” can refer to a spouse or a partner. Please use the “other” category if the participant’s response does not correspond to any of the listed response categories (i.e. the relationship between the caregiver and care recipient is other than that of a relative, friend or neighbor).
10. This question provides information on the extent to which the person providing care is “on call” with respect to the care they are providing. It is possible that the caregiver is living in the same dwelling as the care recipient, who spends the day in a full-day care facility. This should still be considered living with the care recipient.
11. This question evaluates the responder’s (care giver’s) perception of the emotional stress that their caregiving is contributing. After reading the question, please tell the participant that they should select their responses from the following categories; “no strain”, “low amount of strain”, “moderate amount of strain”, “a lot of strain”, “extreme amount of strain”. This question does not allow the participant to provide information on when the strain increased or decreased, if at all. For consistency purposes, if asked about the time frame, say: “In the last 4 weeks, how much mental or emotional strain or both was it for you to provide this care?”
12. This question should be answered by everyone, including those who responded “No” to question 8.
13. ARIC is interested in the care provided to family and friends (informal caregiving). In this question, the term “spouse” can refer to a spouse or a partner. Please use the “other” category if the participant’s response does not correspond to any of the listed response categories (i.e. the relationship between the care recipient and caregiver is other than that of a relative, friend or neighbor).

14. This question provides information on the extent to which the person receiving care is in constant contact with the caregiver. It is possible that the caregiver is living in the same dwelling as the care recipient, although the care recipient may spend the day in a full-day care facility. This should still be considered as living with the care giver.

C. ADMINISTRATIVE INFORMATION

15. SAFU general interview questions completion status. Enter the code that describes whether or not the SAFU general interview questions were completed.
- A. **Complete**: Direct contact was made within the given time frame. The contact provided all the questionnaire information they could offer. The contact is not required to answer every questionnaire item to have completed the interview.
 - B. **Partially complete, contact again within window (interruptions)**: Direct contact was made, but the questionnaire could not be fully administered due to an interruption – not because of a refusal. This status is not a final status, as the interviewer will be attempting another contact to continue the interview. The final SAFU General Interview Questions Completion Status for the given time frame must be a. Complete, or c. Partially complete; unable to complete within window (done).
 - C. **Partially complete, unable to complete within window (done)**: Direct contact was made, but the questionnaire could not be fully administered in the given time frame.