



Idaho Substance Abuse Prevention

Outcomes Assessment Process

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Overview

- Why Collect Outcome Data?
- What are Outcome Data?
- Benchmark's Outcomes Protocol
 - Measures to Use
 - Parental Consent
 - Survey Administration
 - Data Entry
 - Data Reporting



Why Collect Outcome Data?

- Part of a general focus on accountability for all programs with federal funding
- SAMHSA requires states to report outcomes data on recurring-program participants
- Benchmark is required to collect outcome data on 100% of recurring programs
- Gives feedback to program providers on program effectiveness



What Is Outcome Data?

- Pre-test and Post-test surveys
- **Matched** on participant ID number
- Measures change in knowledge, attitudes, beliefs, and behavior
- Purpose: outcome data is used to evaluate the prevention program, not individuals
- Confidential: data reported in group form only. An individual participant's responses are never used or reported



Benchmark's Outcome Protocol

- Measures to Use
- Parental Consent
- Survey Administration
- Data Entry
- Data Reporting



Measures to Use

- 6th – 12th Grade Programs
 - The “Standard 16” - a one-page survey will be used by all programs with participants in 6th – 12th grades
 - Has 5 questions (total of 16 items) on attitudes and beliefs regarding various drugs, and past 30-day use of drugs



Measures to Use, cont.

- **Preschool – 5th Grade Programs**
 - “Curriculum tools” - assessment tools that come with the prevention curriculum taught will be used with pre-school - 5th grade participants
 - Programs without a curriculum tool will work with their Regional Manager to identify an appropriate outcome measure



Measures to Use, cont.

- Mixed-age Groups

- For 4th – 6th graders in mixed-age groups, providers may opt to use either the “Standard 16” or their curricula tool to simplify survey administration

- Parenting Programs

- Parenting programs should use the evaluation tool that came with their Best Practice
- The generic BRS Standard Parenting Survey is also available. See RM for details
 - A Spanish version of the generic tool is also available
- Youth participants in parenting programs do not have to be assessed



Measures to Use, cont.

■ Coalitions

- “Process Evaluation” surveys will be used to assess coalitions’ functional status and implementation of practices associated with successful anti-drug coalitions. These surveys should be collected once per year.



Parental Consent

- Mandatory for all programs delivered to participants under 18 years old
- A **signed, informed** parental consent form must be on file before information is collected on any minor (under 18 years old)
 - “Implied consent,” where parental consent is assumed if the parent does not expressly object, is NOT allowed
 - Must be fully voluntary
 - Sample parental consent forms are available on PI.Net



Parental Consent, cont.

- Parental consent forms should offer parents both “Yes” and “No” options
- Non-responses are considered “No’s”
- Act with due diligence to collect all the consent forms you can
- You are not expected to obtain consent for 100% of the youth



Parental Consent, cont.

- Whenever possible, include the parental consent form in your existing program information/registration materials
- If possible, start collecting informed parental consent forms before the program begins
- PI.net attendance page only allows data entry for participants who have parental consent to take the survey



Parental Consent, cont.

- Minors without signed parental consent forms are allowed to participate in the program fully and without any prejudice
 - just give them another quiet activity to do during survey administration
- Even with parental consent, **no pressure** may be placed on participants to complete the survey



Survey Administration

- The outcome measurement tools can be accessed through your PreventionIdaho.net homepage
 - For each program, click on the [Outcomes](#) link to the right of the program name on your homepage
 - Find the survey to be administered for that program
 - “Standard 16” (all 6th-12th grade programs)
 - “Parenting survey”
 - “Coalition survey”
 - Your curriculum or program survey (pre-school – 5th grade)
 - Must be approved by your Regional Manager



Survey Administration, cont.

■ Pre-test administration

- Should be as close as possible to the program start
- For on-going programs, as close as possible to the start of the new year
- Select a “cut-off” date for parental consent

- Curricula with a set number of sessions (e.g., 11 sessions)
 - Administer pre-test by the second session
 - Administer once to all participants with parental consent who are present that day
- For year-long or ongoing programs, such as tutoring and youth centers
 - Administer pre-test by the end of the second week of services
 - Can be administered individually when participant attends



Survey Administration, cont.

■ Post-tests

- Should be administered at the end of the program
- Curricula with a set number of sessions
 - Administer post-test at the last session
 - Administer once to all participants with parental consent who are present that day
- For year-long or ongoing programs, such as tutoring and youth centers
 - Administer post-test during the last two weeks of services
 - Can be administered individually when participant attends



Survey Administration, cont.

■ Preparing the Survey Tools

- YOU MUST USE SURVEYS FROM PI.NET
 - Using other versions (e.g., vendor supplied surveys) may void your Benchmark contract
- Use PI.net to print your surveys with the participant ID #s already on them
 - or print a single survey without ID #s, make copies, and write in ID #s
- Affix removable labels to the surveys (Post-Its)
- Write the participants' names on the removable labels



Survey Administration, cont.

- Distribute the surveys

- Remove name label while distributing surveys so only ID # remains
- Follow good test administration practices
- Provide quiet alternative activity for participants not taking the survey
- Plan on about 30 minutes for survey distribution, completion and collection for the “Standard 16” and generic Parenting Survey



Survey Administration, cont.

- Collecting the surveys

- Place completed surveys together in large envelope
- Store in secure, locked location
- Avoid the temptation to peek**
 - The participants agreed to take survey on condition that individual results not be known (confidentiality)



Data Entry

- “Click on the [Outcomes](#) link next to program name on your homepage
 - Choose [Enter Pre-test](#) or [Enter Post-test](#) survey next to the participant’s ID#
 - Enter survey data into online form, then store surveys in secure location
 - Do not try to identify individual surveys
 - When all surveys entered, check the “Pre-test is complete” or “Post-test is complete” box



Data Entry, cont.

- Pre-test data entry must be completed within 30 days of program start date
- Post-test data entry must be completed before final 2 program session payments will be made
- Failure to administer and submit the post-test survey
 - Constitutes a breach of contract
 - Will affect funding for next fiscal year
- Compliance with this protocol is part of your contract



Data Reporting

- PreventionIdaho.Net will score the pre- and post-test surveys
- The reports will show percent change – the degree of positive (or negative) movement between the pre- and post-test
- The reports also include graphs that can be incorporated into reports and other project documents
- Results will be made available to the program provider. Summary reports may also be provided to CSAP, the State, and others as appropriate



Wrap Up

- All recurring programs must participate
- Make every effort to collect and enter quality data
- Goal is to identify successful programs, and help those with room for improvement
- Give us feedback into the process
- See the Outcomes Interpretation presentation on how to use survey results to monitor and improve your substance abuse prevention program



Wrap-up, continued

- See the Outcomes Interpretation presentation on how to use survey results to monitor and improve your substance abuse prevention program.
- Thank you!