



Interviewer-Administered Questionnaires

UWCC

Kayleen Williams

MESA Clinical Operations

Collecting Standardized Data



Centralized Training



Participant Scripts



Interviewer Certification



Observing interviewers (site visits)

- Reduces between participant variability
- Allows for data to be analyzed across exams
- Combine data with other cohort studies
- Compare data with other studies

8 Tips for Successful Interviews

1

Speak slowly and clearly

2

Develop a thorough knowledge of the questionnaires

3

Understand how and when to use probes to clarify unclear responses.

4

Think as an interviewer and temporarily put aside other roles

5

Maintain a friendly but professional atmosphere.

6

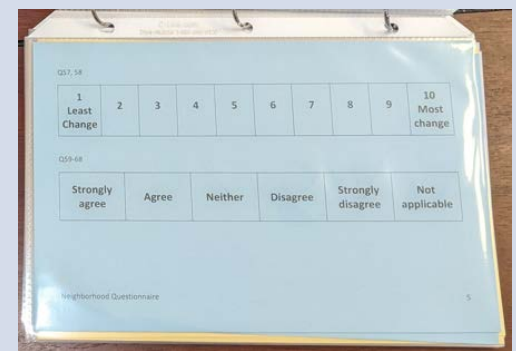
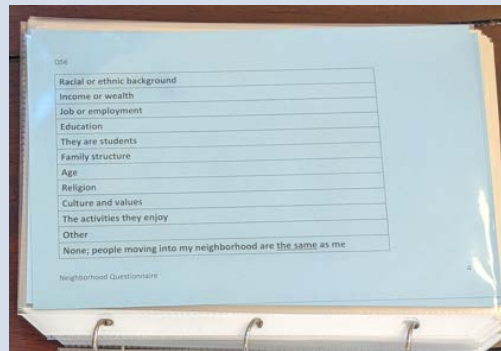
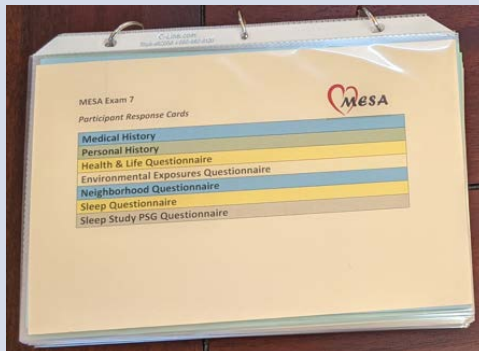
Keep the interview focused and on task.

7

Accurately record responses directly into the Exam 7 REDCap program

8

Use response card flip books



Interviewer Challenges

- Interviewer/participant thinks the question is too long
- Interviewer thinks the respondent does not understand the question
- Interviewer wants to move the process along
- Interviewers like to be personable and helpful with respondents; sometimes the training they receive seems to be in conflict with that stance.

Certification Assessment

Have thorough knowledge of the questionnaire

Read the question and responses exactly as written

Probe for clarification when the answer is not complete or adequate

Record participant responses without discretion and according to protocol

Use a neutral, non-judgmental stance

Do not provide personal information that could imply values or preferences

Give only neutral responses to the participants responses

Records answers in REDCap

Don't read the "Don't know" option

Certification Interviews

- Certification interview includes Medical History, Personal History, and Medications.
- Ideally, certification interviews should be completed in volunteers who are in similar age to MESA participants and unfamiliar with MESA.
- If you volunteer as a test participant:
 - put yourself in the role of a participant
 - ask questions
 - trigger the skip patterns



Certification Interviews

- Using test IDs in REDCap, record the interview and enter data directly in the table (not on paper first).
- Provide recorded interviews and REDCap test ID to MESA CC (ajulian@uw.edu) .
- Transfer audio files via NextCloud.
- How many interviews for certification?
 - 1 for those certified for MIND or FU23 interviews
 - 3 for new interviewers

Participant Questionnaires

	Form completed by:		Location			Administration			
	Study Staff with participant	Participant without study staff	Clinic Visit	Home Visit	Remote Visit	Study Staff in-person / REDCap	Study Staff by Phone / REDCap	Participant Web Survey	Participant Paper form
Medications	x		x	x		x	x		
Medical History	x	x	x	x	x	x	x	x	x
Personal History	(x)	x	x	x	x	x	(x)	x	x
Sleep Questionnaire	x	x	x	x	x	x	x	x	x
Sleep Study PSG Questionnaire	x	x		x		x	x	x	x
Health & Life	(x)	x	x	x	x	x	x	x	x
Family History	x	x	x	x	x	x	x	x	x
Neighborhood Questionnaire	x	x	x	x	x	x	x	x	x
Environmental Exposures	x	x	x	x	x	x	x	x	x
Daily Stress Questionnaire	x	(x)		x	x		x	x	x
Participant Diary		x		x	x			x	x



Self-Administered Forms

- Provide a quiet, private space where the participant won't feel rushed.
- Paper or REDCap form to be completed by patient
- Translations: English, Spanish, Chinese
- Exceptions: literacy or visual acuity limitations
 - Coordinator may administer verbally
 - Note administration type on form

Self-Administered Forms

- Print as needed to ensure you have current version
- Use formatted paper forms available on MESA website (not REDCap PDFs)

Exam 7
Sleep
Questionnaire

Participant ID #:

Acrostic:

Technician ID:

Date: / /

Month Day Year

The following questions are about your sleep. Please consider both what others have told you about your sleep and what you know yourself.

- How much sleep do you usually get each night (or over the longest time you are in bed)?
 hours minutes
- Have you had problems falling asleep, staying asleep, or waking up too early that occurred three or more times per week and lasted 3 or months?
 Yes No

a. If yes, when did these problems first start?

In the last year

Between one and 5 years ago

Between 5 and 10 years ago

More than 10 years ago

b. Do you currently have problems with falling asleep, staying asleep, or waking too early?

Yes No
- Overall, how was your typical night's sleep during the **past 4 weeks**?
 Very sound or restful
 Sound and restful
 Average quality
 Restless
- Do you feel your sleep has gotten worse over the **past five years**?
 Definitely much worse
 Somewhat worse
 A little worse
 About the same
 Somewhat better
 Definitely much better

MESA Exam 7 | Sleep Questionnaire | Interview-Administered | v3
5/31/2022
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MESA Exam 7 - TEST PID 45812

Actions: [Download PDF of instrument\(s\)](#) [Video: Basic data entry](#)

Sleep (selected)

- This data entry form (blank)
- This data entry form with saved data
- This data entry form with saved data (via browser's Save as PDF)
- This data entry form with saved data (compact)

Data Access Group: **9 Test**

How much sleep do you usually get each night (or over the longest time you are in bed)?

_____ hours _____ minutes

Have you had problems falling asleep, staying asleep, or waking up too early that occurred three or more times per week and lasted 3 or months?

No Yes

a. If yes, when did these problems first start?

In the last year
 Between one and 5 years ago
 Between 5 and 10 years ago
 More than 10 years ago

b Do you currently have problems with falling asleep, staying asleep, or waking too early?

Yes No

Overall, how was your typical night's sleep during the past 4 weeks:

Very sound or restful
 Sound and restful
 Average quality
 Restless

