

## **QUESTIONS AND ANSWERS RELATED TO EVALUATION DATA COLLECTION PLANNED FOR PHASE 2 OF RETAIN**

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- 1. Who will conduct the evaluation data collection?**
  - *Mathematica will conduct all evaluation data collection.*
- 2. What will be included in the evaluation data collection?**
  - *Baseline intake forms (DOL Part 1 and Part 2).*
  - *Enrollee survey (2 rounds): There will be two rounds of the enrollee survey; the first will occur 2 months after enrollment and the second will take place 12 months after enrollment.*
  - *Provider survey (1 round): We will field the provider survey during Phase 2. We will work with your team to identify medical providers to complete the survey.*
  - *Site visits (2 rounds). We will work your team to plan and implement the two day site visits approximately 4 and 20 months after enrollment begins.<sup>1</sup>*
- 3. Who will be included in the evaluation data collection?**
  - *Enrollee survey: we will interview a large subsample of RETAIN treatment and control group enrollees.*
  - *Provider survey: a sample of up to 100 medical providers participating in RETAIN*
  - *Site visits: Program operation staff and partners*
- 4. How will the evaluation data collection be administered?**
  - *Enrollee survey: enrollees can complete the survey via web, phone, or pencil and paper.*
  - *Provider survey: providers can complete the survey via web, phone, or pencil and paper.*
- 5. What will be the content of the evaluation data collection?**
  - *Enrollee survey: information on current employment, benefits and income, training and receipt of employment services, physical and mental health status, demographics and contextual factors.*
  - *Provider survey: information on program operations, service delivery, and RETAIN-induced practice changes.*
  - *Site visits: We will conduct two, multiple-day site visits to each state to collect information on states' experiences implementing the RETAIN programs and recruitment and enrollment processes. We will conduct the first round of site visits four months after Phase 2 enrollment begins. The second round of site visits will occur approximately 20 months after Phase 2 begins.*
- 6. Is there anything my state needs to do to support the evaluation surveys?**
  - *Enrollee survey: There is nothing the state needs to do to support the enrollee survey.*
  - *Provider survey: We will work with your state to identify potential provider lists for the provider survey.*
  - *Site visits: We will work with your state to support the planning of the site visits to ensure they do not conflict with program operations.*
- 7. Has evaluation data collection been approved by an IRB?**
  - *The evaluation's data collection plans have been approved by [HML IRB](#).*
- 8. Will states have access to the findings?**
  - *We will share a summary of all findings in public reports; raw data will not be shared.*
- 9. Will survey respondents be compensated for their time?**
  - *Enrollee survey: sampled enrollees will each receive a \$5 pre-pay, in addition to a \$25 gift card for completing each survey. Suggested language for use in your consent form (this is a starting point that you can adjust as needed): "Mathematica may reach out to you about taking two surveys. Your participation in the surveys will be voluntary and separate from your participation in the study. You will receive financial compensation to thank you for your time if you choose to participate in the surveys."*
  - *Provider survey: sampled providers will each receive a \$5 pre-pay and a \$45 check for completing the survey.*
  - *The above dollar amounts are pending final approval and are subject to change.*

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<sup>1</sup> Travel permitting in the event of a public health situation. If travel is not permitted, we will either adjust the timing of the visits or conduct virtual meetings, depending on the situation.