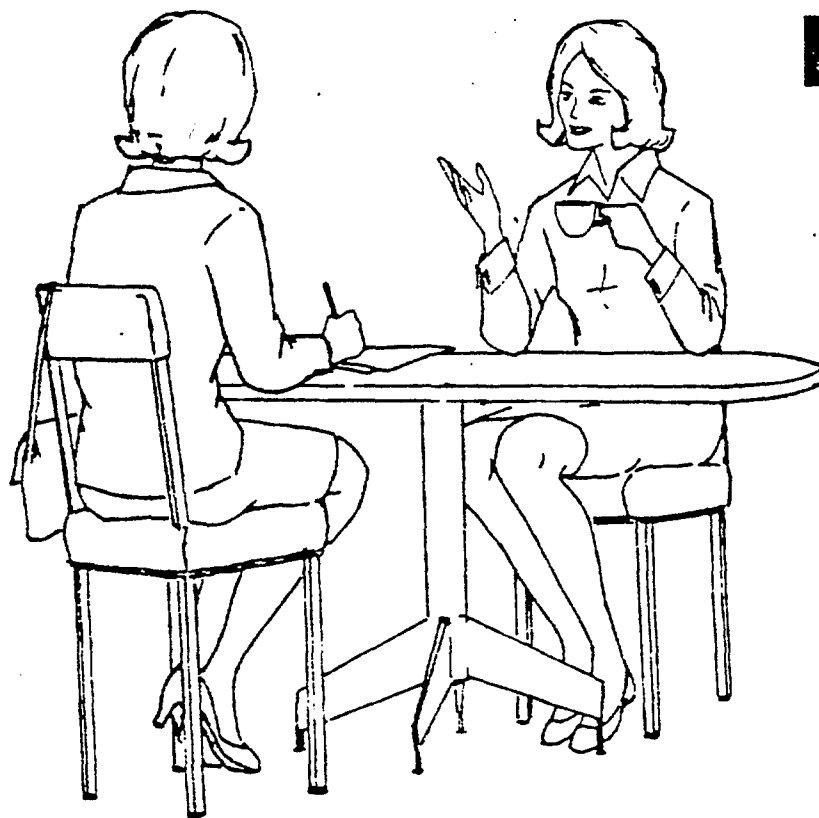


HIS-100
(1974)

HEALTH INTERVIEW SURVEY

Interviewer's

Manual



U.S. DEPARTMENT OF COMMERCE
Social and Economic Statistics Administration
BUREAU OF THE CENSUS
Acting as Collecting Agent for U.S. Public Health Service

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PART A

THE HEALTH INTERVIEW SURVEY AND YOU

CHAPTER 1

DESCRIPTION OF THE SURVEY

A. Purpose of
the Health
Interview
Survey

1. General

The basic purpose of the Health Interview Survey is to obtain information about the amount and distribution of illness, its effects in terms of disability and chronic impairments, and the kind of health services people receive.

The Health Interview Survey is part of the National Health Survey, which began in May 1957. Prior to that time, the last nationwide survey of health had been conducted in 1935-36. Many developments affecting the national health had taken place in the intervening years:

The Nation went from depression to prosperity and through two wars.

"Wonder drugs" such as penicillin were discovered and put into use.

Public and private health programs were enlarged.

Hospitalization and other health insurance plans broadened their coverage to protect many more people.

Increased research programs were providing information leading to the cure, control or prevention of such major diseases as heart disease, cancer, tuberculosis, muscular dystrophy, and polio through the development of products like the Salk Polio Vaccine.

Despite extensive research on individual diseases in the years 1937-1957, one important element had been missing. We had only piecemeal information from the people themselves on their illness and disability or the medical care they obtained. Many persons although sick or injured, never became a "health statistics," since requirements for reporting illnesses were limited to hospitalized illnesses and certain contagious diseases.

In recognition of the fact that current information on the Nation's health was inadequate, and that national and regional health statistics are essential, the Congress authorized a continuing National Health Survey (Public Law 652 of the 84th Congress). Since May 1957, the United State Public Health Service has regularly collected health statistics under congressional authority.

2. Examples of uses of the data

How is the information obtained from the National Health Survey used? Here are some examples taken from a discussion of the program before the Congress.

a. Helps give direction to health expenditures

Total health expenditures, both public and private, run into many billions of dollars a year. Better statistical information helps to give more effective direction to the expenditure of these large sums.

b. Occurrence and severity of illness and disability

Data on health statistics are valuable tools for the public health officer. The nationwide system of reporting communicable disease has been an important factor in the reduction, and in some instances virtual eradication, of some diseases which were chief causes of illness, disability, and even death several generations ago. Knowledge of the number and location of many diseases made it possible to develop effective programs of immunization, environmental sanitation, and health education which are essential factors in their control.

Today, chronic illness and disability, among both adults and children, constitute our greatest public health challenge. Chronic illness and disability lower the earning power, living standards, and the general well-being of individuals and families. They reduce the Nation's potential output of goods and services and, in advanced stages, burden individuals, families and communities with high cost of care and assistance. The basic public health principle to be applied is the same: Prevention. Better information on occurrence and severity of diseases and disability are needed in order to prevent their occurrence.

c. Control of accidents

Programs for effective control of accidents are still in their infancy. Statistics on the cause and frequency of nonfatal as well as fatal accidents of various types help to shape accident prevention programs and measure their success.

d. Health of the aged

There is nationwide interest in prolonging the effective working life of the aged and aging. Knowledge of the health status of people in their middle and later years is essential to effective community planning for the health, general welfare, and continued activity of older persons.

e. Health education and research

Governmental health programs have their counterparts in many of the national and local voluntary associations and organizations. These associations collect many millions of dollars annually, to promote research and education in such fields as polio-myelitis, cancer, lung disease, heart disease, mental health, crippling conditions, multiple sclerosis, alcoholism, and so on.

Before Congress authorized the continuing National Health Survey, these organizations had to rely on mortality statistics almost exclusively as a source of information about the disease or condition with which they are principally concerned. Current health statistics produced by the National Health Survey aid such groups greatly in planning their activities and expenditures.

f. Health facilities - hospital care, rehabilitation, insurance, etc.

The growth of prepayment coverage under voluntary health insurance has increased the demand for the kind of illness statistics which can provide reliable estimates of the number of people who will be ill for a given number of weeks or months. Illness statistics provide an improved measurement of need for hospitals and other health facilities and assist in planning for their more effective distribution. Public school authorities are aided in their planning for the special educational problems of mentally retarded or physically handicapped children. Vocational rehabilitation programs, public officials and industries concerned with manpower problems and industrial safety and health measures, the insurance industry and the pharmaceutical and appliance manufacturers are also greatly assisted by reliable statistics on illness and disability.

g. Factors related to various diseases

Furthermore, statistical information of this kind is an additional tool for medical research. Study of data showing this relationship between certain economic, geographic or other factors and the various diseases indicate new avenues of exploration and suggest hypotheses for more precise testing.

3. Who uses the data

The principal users of the data are the United States Public Health Service, State and local health departments, public and private welfare agencies, medical schools, medical research organizations and corporations engaged in the manufacture of drugs and medical supplies. Many other organizations and individuals also use the data.

B. Sponsorship of the survey

The National Health Survey is sponsored by the United States Public Health Service, which is a part of the Department of Health, Education and Welfare. Because of the Bureau's broad experience in conducting surveys, we conduct the interviewing for the Public Health Service. The findings of the survey are analyzed and published regularly by the Public Health Service.

The National Health Survey is not a single survey but a continuing program of surveys which includes the following:

1. The Health Interview Survey (HIS)

The Health Interview Survey, which is covered in this Manual, is the one which you will be working on most of the time. It is often referred to simply as "HIS" to distinguish it from the other surveys which are described below.

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2. The Health
and Nutrition
Examination
Survey (HANES)

The Health and Nutrition Examination Survey which, as the name suggests, collects health information primarily by means of an actual clinical examination. Census interviewing plays an important role in this survey in that it identifies the representative sample of persons who are to be asked to participate in the examinations. The latter are conducted by doctors and dentists from the Public Health Service.

3. The Hospital
Discharge
Survey (HDS)

The Hospital Discharge Survey collects information on hospital stays for persons discharged from short stay hospitals, such as date of stay, age, race, sex, marital status, diagnosis, and operations.

4. The Health
Records
Survey (HRS)

The Health Records Survey collects information on health and related services by examining the records in places in which people receive medical services, such as hospitals and other places which provide medical, nursing, and personal care.

C. Design of the
HIS sample

The Health Interview Survey is based on a sample of the entire civilian noninstitutional population of the United States. Over the course of a year, a total of approximately 40,000 households are interviewed. These households are located in the 50 states and the District of Columbia.

1. Selection of
sample PSU's

The HIS sample is designed as follows:

- (a) All the counties in the United States, as reported in the most recent Decennial Census, are examined.
- (b) Counties which have similar characteristics are grouped together. These characteristics include geographic region, size and rate of growth of population, principal industry, type of agriculture, etc.
- (c) From each group, one or a set of counties is selected to represent all of the counties in the group. The selected counties (or sets of counties) are called primary sampling units, which we abbreviate to PSU. There are 376 PSU's in the HIS sample.

2. Sample ED's
and segments

Within each PSU:

- (a) A sample of Census Enumeration Districts (ED's) is selected.
- (b) Each selected ED is divided into either small land areas or groups of addresses. These land areas and groups of addresses are called segments.
- (c) Each segment contains addresses which are assigned for interview in one or more samples. There are five types of segments: Area, permit, address, Cen-Sup, and special place.

3. Sample units

Depending on the type of segment, you will either interview at units already designated on a listing sheet, or you will list the units at a specific address and interview those on designated lines of the listing sheet. In either case it is a sample of addresses, not persons or families.

4. Sample of
newly con-
structed
units

In areas where building permits are issued for new construction (Permit Areas), we select a sample of building permits issued since the last Decennial Census. These addresses are assigned as permit segments.

In places where no building permits are required (Non-Permit Areas), newly constructed units are listed and interviewed in area segments. In Non-Permit Areas, only area segments are assigned.

5. Sample of
special
places

Some sample units are located in places with special living arrangements, such as dormitories, institutions, convents, or mobile home parks. Special place segments are composed of special places which were identified in the 1970 Decennial Census. Units in special places which were not identified as such in the 1970 Census may appear in area and address segments.

6. The quarterly
sample

For purposes of quarterly tabulations of data, separate samples are designated for each quarter of the year. Each quarterly sample is then distributed into 13 weekly samples, of approximately equal size, so that any seasonal factors will not distort the survey results.

The sample designation identifies the calendar year and quarter in which sample units are interviewed. For example, 741 designates the sample beginning in January 1974; 742 designates the sample beginning in April 1974.

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D. Scope of the
survey

Each year, health information is gathered for every civilian person in 40,000 sample households. Adult residents, found at home at the time of your call, provide the information required.

The questionnaire for the survey provides for certain information to be collected on a continuing basis. In addition to these basic items on the questionnaire, supplemental inquiries are carried from time to time in order to provide information on special topics. Any one supplemental inquiry may be repeated at regular intervals, or may be carried only once.

E. Information
accorded
confidential
treatment

All information which would permit identification of the individual is held strictly confidential, seen only by persons engaged in the National Health Survey (including related studies carried out by the Public Health Service) and not disclosed or released to others for any other purpose.

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CHAPTER 2

YOUR JOB PERFORMANCE IN HIS

A. General

As an interviewer for the Health Interview Survey you will be assigned to work in one of the sample areas (PSU's). Your duties will be much the same on each assignment, although you may also perform various functions in different parts of the sample area.

B. Basic field duties

It will be your responsibility to perform field duties of the following types:

1. Listing or updating units at time of interview in address and Take All (TA) places in special place segments.
2. Prelisting or updating area segments and Non Take All (NTA) places in special place segments.
3. Interviewing at units designated for the current sample in various types of segments.

You will interview households mainly by personal interview and occasionally by telephone. Courtesy and discretion at all times are especially important in gaining the confidence and cooperation of the respondents.

C. Additional duties

You will also be expected to:

1. Be available for day and evening work.
2. Read instructional material and complete problem exercises.
3. Complete your assignment within a prescribed period of time.
4. Make weekly transmittals of completed work to your office.
5. Keep an accurate daily record of the work you do, the time you spend, and the miles you travel.
6. Meet the standards of accuracy and efficiency described below.

D. Standards of performance for interviewers

The Health Interview Survey is operated on a fixed budget which means that every phase of the survey must be conducted in the most efficient way. Otherwise, it will be impossible to conduct the survey or to continue the employment of the persons assigned to it.

The success of HIS depends on each interviewer getting and recording accurate and complete information. Otherwise, no amount of review or correction can improve the reliability of the results. Equally important, if you do not complete your assignments efficiently in the prescribed time period, the survey cannot be conducted within its time schedule or its budget.

Standards of performance have been established so that each interviewer will know what is required:

1. Production standards

We have determined the amount of time (based on past experience of HIS interviewers) required to complete each assignment accurately at a reasonable working pace. This standard, which includes time for travel, listing, interviewing, and other required activities, will be compared with the amount of time you actually take for the assignment, to see how efficiently you are performing your work.

Always begin on Monday of "interview" week and complete your interviews as soon as possible during that week. Completion of your assignment within the specified time is not only important from a cost standpoint, but is also essential in order to meet production deadlines.

a. Planning your travel route

The time and mileage spent in traveling from one segment to the next is one of the major costs of the survey. Hold travel to a minimum by carefully planning which segments to visit on a particular day and the order in which to visit them.

b. Reduction of callbacks

Costs and timing are also affected by the number of callbacks (revisits to an address) required. You may find that your rate of production is relatively high during the first few days of interviewing because somebody is at home at most of the addresses you visit. However, production may fall off if you have scattered callbacks. You can minimize this by planning your initial visits at the most productive time, and by tying in callbacks with remaining initial visits to the same part of the sample area.

Where a household is not at home at your first visit, make a careful inquiry of neighbors, janitors, etc., to find out when would be the best time to call back.

c. Efficient
conduct of
interviews

Another time saver is the efficient conduct of interviews. If you are thoroughly familiar with the sequence of items on the HIS-1 questionnaire, and how to fill each one, you can conduct a rapid and efficient interview without sacrificing accuracy. Be prepared to explain the purpose of the survey briefly and clearly, how the information is used, and related subjects. You will be given copies of publications which you can show the respondent to help you in your explanation. You should also save any articles from local newspapers or magazines that report results of Census survey work in association with the National Center for Health Statistics.

2. Quality of
interviewing

No matter how efficiently the survey is conducted, the results may be seriously affected by incomplete, or inaccurately filled, listing and interview forms. In rating interviewers, the quality of their work is given as much weight as their productivity. This manual, and other materials which will be provided, contain all of the instructions needed to list and interview. Learn how to use the manual to look up unfamiliar things. Also, learn how to use the INTERviewer COMMunication to advise your office of special situations or problems.

a. Inter-
viewer's
error rate

Each week, your supervisor will give you a report of errors detected in the course of reviewing your work. The report will specify steps you should take to avoid similar errors in the future. Serious and frequent errors can be eliminated if you are thoroughly familiar with the instructions, and if you ask the questions on the questionnaire in a uniform and consistent fashion.

b. Field
evaluation
of inter-
viewer's
work

Aside from office review, there will be field observation of each interviewer's listing and interviewing work. From time to time you will be observed by your supervisor, as you actually perform these duties. Your office will also reinterview some of your households to be sure that you obtain accurate and complete information.

3. Performance
rating

Each quarter, your supervisor will tell you how your performance in the preceding quarter compared with the production and mileage allowances, and how you may improve your performance. The administrative handbook for interviewers gives standards of performance, and tells how to accurately complete payroll and other administrative forms.

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PART D

HOW TO INTERVIEW HIS

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CHAPTER 1. INTRODUCTION

This chapter contains a general description of the questionnaire and the related survey materials, the interviewing sequence, and general instructions for using the questionnaire.

A Description of Materials

1 HIS-1 Questionnaire

- a Purpose - The HIS-1 is the basic document used in the Health Interview Survey. In it you will record pertinent information reported during the interview. The tabulated responses from the questionnaires for all of the sample households become the basis for statistical reports about the health of the Nation.
- b Contents and Layout - The questionnaire contains several types of pages. Each type covers a certain kind of information.
 - 1) Household Page - The Household page is the front cover of the questionnaire. This page contains identification information and questions about the residence of the sample household.
 - 2) Probe Pages - Pages 2-11 are called "Probe" pages because they contain questions which are designed to "pick up" disability, activity limitations, illness conditions, doctor visits, hospitalizations, etc.

Pages 2 and 3 of the questionnaire contain probe questions about restricted activity, the conditions causing restriction and two-week accidents and injuries. Dental visit questions are on pages 4 and 5. Pages 6 and 7 contain questions about doctor visits. Pages 8 and 9 contain questions about activity limitations. Pages 10 and 11 contain questions about hospitalizations and a general health question.
 - 3) Condition Page - There are six Condition pages (12-23). These pages consist of questions designed to gather detailed information about illnesses and injuries reported in response to the probe questions.
 - 4) Doctor Visits Page - There is one Doctor Visits page (24 and 25). These questions are asked about visits or calls to a doctor within the past two weeks.
 - 5) Hospital Page - There is one Hospital page (26 and 27). These questions are asked about hospitalizations reported during the interview.

- 6) Health Insurance Page - This page (28 and 29) contains questions concerning health insurance coverage.
- 7) Hypertension and Medical Care Pages - There are two sets of these pages (30-45). The Hypertension page obtains information about the knowledge of hypertension among selected persons aged 17 and over and the treatment received by persons with hypertension. The Medical Care page obtains information on the receipt and adequacy of medical care received by selected persons.
- 8) Person Pages - There are two different Person pages. The first (46 and 47) contains questions about education, veteran status, work status, and industry and occupation. The second (54 and 55) contains questions about income and marital status.
- 9) Currently Employed Person Pages - There are three Currently Employed pages (48-53) with questions concerning time and income loss due to illness or injury during the past two weeks for persons who are currently employed. They appear between the two Person pages for convenience in completing.
- 10) Format
 - a) The Probe pages, the Health Insurance page, and the Person pages are arranged in a seven-column format. The questions to be asked the respondent appear on the left side of the page; the answers are entered in the six numbered columns which appear to the right of the questions—a separate column for each person. Record the answers for each person in his column on each of these pages.
 - b) Each Condition page consists of two facing pages containing questions to obtain information about one condition.
 - c) The Two-Week Doctor Visits and Hospital pages are also arranged in columnar format. The questions to be asked appear on the left side of the page and the answer space is provided in the four columns to the right of the questions.
 - d) Each set of Hypertension and Medical pages contains questions which gather information about one person.
 - e) Each Currently Employed Person page consists of two facing pages containing questions about one person.

2 Flashcard Booklet

The flashcard booklet is made up of a group of cards. Some of the cards are shown to the respondent while others are used only by you, the interviewer. The cards are arranged in the order of use in the interview rather than alphabetically.

- a The inside of the front cover, Card HM, contains a summary table for determining who is to be included as a household member.
- b Use Card A, the Age Verification Chart, in probe question 3 to determine the person's age.
- c Use Cards R-1, R-2, and R-3 to select the sample person(s).
- d Show Card O to the respondent when asking the orthodontic questions (14).
- e Card C is a list of illness conditions for which questions 3a-e on the Condition page need not be asked.
- f Show Card N to the respondent when asking question 6 on the Health Insurance page.
- g Show Cards D, H, and M to the respondent when asking the Medical Care questions (11, 16, and 20).
- h Card I is a list of income groups shown to the respondent when asking the income questions (38 and 40).
- i There are yearly calendars for 1973 and 1974, and a card giving the dates of various holidays in 1973 and 1974.
- j There is a card containing a list of items to fill for extra questionnaires. The inside of the back cover contains a chart for your use in applying the respondent rules.
- k On the outside of the back cover is a brief explanation of the survey and a sample of a Medicare Card (used with questions 1 and 2 of the Health Insurance page).

3 Condition Supplements

The Medically Attended Condition Supplement obtains information about each condition which started during the past two weeks for which a doctor was seen or talked to. The Nonmedically Attended Condition Supplement obtains information about each condition which started during the past two weeks for which no doctor was seen or talked to but which caused one or more cut-down days.

4 Calendar Card

A separate calendar card is furnished with each week's assignment. Hand the card to the respondent and refer to it at different times throughout the interview to remind the respondent of a particular two-week period. Before starting each interviewing assignment, prepare two or three calendar cards by outlining the dates of the two-week reference period in red. The beginning and ending dates should correspond with the two-week dates stamped in questionnaire item C2 by your Data Collection Center.

Use a ruler or straight edge to mark off the two-week period on the calendar card. Use a sharp red pencil or a pen with red ink.

An example of a calendar card showing the two-week reference period for Week 01 of Sample 741 is given below.

Red line (the
past two weeks)

Week 01 - 741
(interview week)

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
							1
	2	3	4	5	6	7	8
1973 DECEMBER	9	10	11	12	13	14	15
	16	17	18	19	20	21	22
	23	24	25	26	27	28	29
	30	31					
			1	2	3	4	5
	6	7	8	9	10	11	12
1974 JANUARY	13	14	15	16	17	18	19
	20	21	22	23	24	25	26
	27	28	29	30	31		

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B Use of Materials and Interviewing Sequence

- 1 The materials needed to conduct an interview are: HIS-1 Questionnaire, HIS-1A and 1B Condition Supplements, HIS-501 Flashcard Booklet, Segment Folder, Calendar Card, and "Thank You" letter.
- 2 The following is a summary of the sequence of using these materials:
 - a Step 1 - After receiving your assignment, check the address of the current sample unit on the listing sheet in the Segment Folder to make sure that this address appears in item 6a of the questionnaire.
 - b Step 2 - When you reach the sample household, verify the address with the respondent, ask "YEAR BUILT" if required, and questions 8 and 9 as applicable. Complete Table X, if required.
 - c Step 3 - Complete probe questions 1-item H. Hand the Calendar Card to the respondent and ask questions 4-33 and item R.
 - d Step 4 - Complete a separate Condition page for each condition listed in item C2. Complete the appropriate Condition Supplement as required according to the entries in item A4 on the Condition page.
 - e Step 5 - Complete a column of the Doctor Visits page for each doctor visit indicated in item C1.
 - f Step 6 - Complete a column of the Hospital page for each hospitalization indicated in item C1.
 - g Step 7 - Complete the questions on the Health Insurance page.
 - h Step 8 - Complete the Hypertension and Medical Care pages as appropriate for selected persons.
 - i Step 9 - Complete the first set of Person pages.
 - j Step 10 - Complete the Currently Employed Person pages as appropriate.
 - k Step 11 - Complete the second set of Person pages.
 - l Step 12 - Complete the Household page, items 10-22 and review the questionnaire for completeness.
 - m Step 13 - Thank the respondent and leave the "Thank You" letter. If a telephone callback is required for a Condition Supplement, ask the respondent to have that person refer to the calendar on the back of the letter when answering those questions.

C General Interviewing Instructions

1 Symbols, Type Face, and Use of Pronouns

In order to become familiar with the questionnaire, you must learn the meaning of the different kinds of symbols and type face used on the questionnaire.

a Symbols Used - The following symbols are used throughout the questionnaire:

- 1) Use of Three Dots - Where three dots (...) appear, insert the name of the illness, accident, or injury which you are talking about. This aids the respondent in answering the questions especially when several illnesses have been reported.

4. During the past 2 weeks, did his . . . cause him to cut down on the things he usually does?

- 2) Use of Two Dashes - Where two dashes (--) appear, insert the name of the person, relationship, the number, or whatever is appropriate for the question.

14. Was -- at work at his job or business when the accident happened?

- 3) Use of One Dash - Where a single dash (-) appears, pause and then continue with the remainder of the question.

3a. What did the doctor say it was? - Did he give it a medical name?

- 4) Wording in Parentheses - These are either alternative or additional wordings of a question and are used, as appropriate, for a particular situation.

19a. During the past 12 months, (that is since (DATE) a year ago), about how many times did -- see or talk to a medical doctor? (Do not count doctor's seen while a patient in a hospital.) (Include the -- visits you already told me about.)

Cl

- 5) Words in Brackets - These vertically aligned words or phrases within brackets are alternatives from which one or more is to be selected.

If one or more days in 4-6, ask 9; otherwise go to next person.					
9a. What condition caused -- to	<table border="1"><tr><td>stay in bed</td></tr><tr><td>miss work</td></tr><tr><td>miss school</td></tr><tr><td>cut down</td></tr></table>	stay in bed	miss work	miss school	cut down
stay in bed					
miss work					
miss school					
cut down					
	during the past 2 weeks?				

- 6) Skip Instructions - Numbers or letters in parentheses following answers or check boxes indicate the question to go to next. If the question is not applicable, go to the next question, person, or whatever is appropriate. If no skip instruction is given, continue with the next question. (NP) means "next person;" (NC) means "next condition."

9a.	1 Y
	2 N (B)

b.	___ Days
	or <input type="checkbox"/> None

9a.	Enter condition in Item C Ask 8b

b.	Y
	N (NP)

A5	<input type="checkbox"/> Accident or injury	<input type="checkbox"/> Other (NC)
----	---	-------------------------------------

- b) Print Type Used - The questions you ask of the respondent appear in heavy black type. Instructions to you appear in italics or light face type. Stress words or phrases in capital letters when asking the questions.

Do not ask for children 1 yr. old and under.	
12a. During the past 12 months (that is, since (date) a year ago), about how many visits did -- make to a dentist? (include the -- visits you already told me about.)	

b. ABOUT how long has it been since -- LAST went to a dentist?	

c Use of Pronouns

- 1) Address the respondent by the proper title, e.g., Mr., Mrs., Miss, etc., unless specifically requested by the respondent to use his first name. When asking about other adult members of the family, substitute appropriate pronouns, such as "he" or "she," or use the relationship of the person involved.
- 2) If you are interviewing a one or two person household, substitute "you" or "you and your husband" for the phrase "anyone in the family."
- 3) For children under 17, change the question(s) to "When did anyone last see or talk to a doctor about --'s (your daughter Jane's, your son John's) ...?" or whatever is appropriate.

2 How to Make Entries

- a Make written entries wherever a write-in space is provided for a written entry, for example, the name of a condition.

If "Doctor not talked to..." record adequate description of condition.
If "Doctor talked to..." ask:
3a. What did the doctor say it was? - Did he give it a medical name?

Arthritis

- b Wherever a "check box" is provided, enter an "X," as appropriate.

11e. Did the accident happen during the past 2 years or before that time?

During the past 2 years Before 2 years (12a)

a. When did the accident happen?

Last week Over 3-12 months

Week before 1-2 years

2 weeks-3 months

- c Where "Y" or "N" appears, circle the "Y" for "Yes," or the "N" for "No."

15a. Was a car, truck, bus, or other motor vehicle involved in the accident in any way? Y N (NC)

b. Was more than one vehicle involved? Y N

c. Was it (either one) moving at the time? Y N

C2

d When reasking a question, you must circle "N" if "Y" is circled.

11a. During the past 2 weeks, did anyone in the family, that is you, your --, etc., go to a dentist?	<input checked="" type="radio"/>	N (12)
b. Who was this? - Mark "Dental visit" box in person's column		
c. During the past 2 weeks, did anyone else in the family go to a dentist? If "Dental visit," ask:	<input checked="" type="radio"/> (Reask 11b and c)	<input checked="" type="radio"/> N
d. During the past 2 weeks, how many times did -- go to a dentist?		

e If "Y" is circled, also circle "N" even if the question is not asked, for example, in a one person household.

(Besides these visits)	
16a. During that 2-week period did anyone in the family go to a doctor's office or clinic for shots, X-rays, tests, or examinations?	<input checked="" type="radio"/> N (17)
b. Who was this? - Mark "Doctor visit" box in person's column.	
c. Anyone else? If "Doctor visit," ask:	<input checked="" type="radio"/> N (Reask 16b and c)
d. How many times did -- visit the doctor during that period?	

f Use two digits for month and date entries.

Earlier, you told me that -- had seen or talked to a doctor during the past 2 weeks.	2a.	<u>01</u> <u>02</u> OR <input type="checkbox"/> 7777 Last week <input type="checkbox"/> 8888 Week before
2a. On what (other) dates during that 2-week period did -- visit or talk to a doctor?		
b. Were there any other doctor visits for him during that period?	b. Y (Reask 2a and b)	N (Ask 3-6 for each visit)

19. Record of calls				
Month	Date	Beginning time	Ending time	Cons.
	06 20	a.m.	a.m.	
		p.m.	p.m.	

g Some questions require a written entry for length of time in months or years. Enter whole numbers as reported, dropping any fractions. If the response is a number of months greater than 12, divide it by 12 and round-down to the nearest number of years.

1) If the answer is "Eighteen months," enter:

29a	000 <input type="checkbox"/> Less than 1 month
	1 ___ Mos. 2 <u>1</u> Yrs.

2) If the answer is "Six weeks," enter:

29a	000 <input type="checkbox"/> Less than 1 month
	1 <u>6</u> Mos. 2 ___ Yrs.

h Don't Know - In answering questions, the respondent may indicate that he does not know the answer. In these cases, the entry in the answer space for that question must indicate that the respondent doesn't know the answer. Either write "DK" (don't know) in the answer space or circle "DK."

1a. Is -- covered by that part of Social Security Medicare which pays for hospital bills?	1a.	1 <input checked="" type="radio"/> 2 N 3 DK
b. Is -- covered by that part of Medicare which pays for doctor's bills, that is, the Medicare plan for which he or some agency must pay a certain amount each month?	b.	1 Y 2 N 3 <input checked="" type="radio"/> (NP) (NP) (NP)

<p>if 17 years old or over, ask:</p> <p>34a. What is the highest grade or year -- attended in school?</p>	<p>34a.</p> <p><input type="checkbox"/> Under 17 (NP)</p> <p><input type="checkbox"/> None (NP)</p> <p>Elem: 1 2 3 4 5 6 7 8</p> <p>High: <input checked="" type="radio"/> 9 11 12</p> <p>College: 1 2 3 4 5 6+</p>

i Interval, Range

1) Boxes are provided for intervals in several places. If the response does not provide enough information to mark the right box, ask additional questions. For example, if the respondent says "Six months ago" in response to question 2 on the Condition page, find out whether it was less than six months or more than six months ago, then mark the appropriate box, that is, "2 wks.-6 mos." or "Over 6-12 mos." It is necessary to probe any time the respondent gives an answer which falls on the borderline, such as "Two weeks ago," "Three months ago," "One year ago."

C2

- 2) Sometimes in answer to certain questions requiring a single numerical entry, the respondent may not be able to give an exact number but may answer in terms of a range or interval. In such cases, try as tactfully as possible to obtain a specific number, even if it is an estimate. However, do not force the issue to the point where it harms the interview. If the final answer is an interval or range, for example, "From 10 to 12," then record "10-12" in the answer space.

2. When did — last see or talk to a doctor about his . . . ?		
<input type="checkbox"/> In interview week (Repeat 2)	<input type="checkbox"/> Past 2 wks. (Item C)	<input type="checkbox"/> 2-4 yrs.
<input type="checkbox"/> 2 wks.-6 mos.	<input type="checkbox"/> Over 6-12 mos.	<input type="checkbox"/> 5+ yrs.
<input type="checkbox"/> 1 yr.	<input type="checkbox"/> Never	<input type="checkbox"/> DK if Dr. seen
		<input type="checkbox"/> DK when Dr. seen

Ask if 17+ years:	
7. How many days did his . . . keep him from work during that 2-week period? (For females): not counting work around the house?	10-12 Days (Item C, Item 9)
	<input type="checkbox"/> None (9)

- j "None" Entries - Mark the "None" box when an answer of "None" is received to one of the questions. If there is no "None" box, enter a dash (—) in the answer space.

Ask if 17+ years:	
7. How many days did his . . . keep him from work during that 2-week period? (For females): not counting work around the house?	— Days (Item C, Item 9)
	<input checked="" type="checkbox"/> None (9)

<p>This survey is being conducted to collect information on the Nation's health. I will ask about visits to doctors and dentists, illness in the family, and other health related items. (HAND CALENDAR)</p> <p>The next few questions refer to the past 2 weeks, the 2 weeks outlined in red on that calendar, beginning Monday, _____ (date) _____, and ending this past Sunday, _____ (date) _____.</p>		
4a. During these 2 weeks, did — stay in bed because of any illness or injury?		<input checked="" type="checkbox"/> (4B) N
b. During that 2-week period, how many days did — stay in bed all or most of the day?		<input type="checkbox"/> Days If age: 17+ (5) 6-16 (8) Under 6 (8)

k Corrections - Do not erase since it is often impossible to distinguish between the erasure and the intended entry. Make corrections of the entries in the questionnaire as follows:

- 1) Line out an incorrect written entry and write the correct entry above it.

For allergy or stroke, ask:
 d. How does the allergy (stroke) effect him? *swells*
bottom

- 2) If a check box has been marked incorrectly, draw a circle around the incorrect entry, then mark the correct box, or make the correct entry.

12. Where did the accident happen?
 1 At home (inside house)
 2 At home (adjacent premises)
 3 Street and highway (includes roadway and public sidewalk)
 4 Farm
 5 Industrial place (includes premises)
 6 School (includes premises)
 7 Place of recreation and sports, except at school
 8 Other - Specify *y*

6. During that 2-week period, how many days did his ... keep him in bed all or most of the day? *1* Days
 (see 7 None -9)

- 3) Line out an incorrect numerical entry and enter the correct number.

5. During that period, how many days did he cut down for as much as a day? *3* Days
 (see 7 None -9)

- 4) Line out an incorrectly circled entry and circle the correct answer.

10. Can — see well enough to read ordinary newspaper print WITH GLASSES with his
 { left } eye? ... *1* 2 N
 { right } *1* *N*

3 More Than One Questionnaire

a The number of questionnaires needed in a household will depend on household composition and on how may conditions, doctor visits, and hospitalizations are reported for that household. Additional questionnaires will be needed for a household if any of the following occurs:

- 1) There are more than six related persons in the household.
 - 2) There are household members not related to the head of the household.
 - 3) There are more than six conditions or four two-week doctor visits or four hospitalizations.
 - 4) There are more than three health insurance plans.
 - 5) There are more than three currently employed persons.
- b If a second questionnaire is required because of 3), 4), or 5) above, use the pages of the first questionnaire to record the information as long as there is room. Only when all of the pages of a particular type are filled in the first questionnaire is the second questionnaire needed.
- c Complete a separate questionnaire for each unrelated household member or family group, including noninterviewed persons.

4 Footnotes and Comments

- a Relevant and precise footnotes or comments are often helpful to the processors in coding various parts of the questionnaire or in solving problems which arise out of inconsistencies or omissions, estimates, etc. When possible, make notes or comments near the answer box containing the entry to which the explanation or comment applies or in the footnote space.
- b When you footnote an explanation or comment, indicate to which entry that explanation or comment applies. Do this by writing the number of the footnote, for example, "1/" both at the source of the footnote and next to the footnote itself.

<p>19a. During the past 12 months, (that is since _____ a year ago), about how many times did -- see or talk to a medical doctor? (Do not count doctors seen while a patient in a hospital.) (Include the -- visits you already told me about.)</p>	<p>19a. 000 <input type="checkbox"/> Only when in hospital 000 <input type="checkbox"/> None _____ Number of visits</p>
<p>b. ABOUT how long has it been since -- LAST saw or talked to a medical doctor?</p>	<p>1 <input type="checkbox"/> 2-week DV 2 <input type="checkbox"/> Past 2 weeks not reported (15 and 18) <i>Mark "12 Mo DV" box in SP column.</i> 3 <input type="checkbox"/> 2 wks.-6 mos. 4 <input type="checkbox"/> Over 6-12 mos. 5 <input type="checkbox"/> 1 year 6 <input type="checkbox"/> 2-4 years 7 <input type="checkbox"/> 5+ years 8 <input type="checkbox"/> Never</p>

1/ only visit while in hospital past 2 wks.

5 Recording Answers When Received

In the interest of accuracy, record all answers on the questionnaire exactly as they are obtained from the respondent at the time they are reported. It is extremely important that entries are legible and clearly understandable.

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CHAPTER 2. HOUSEHOLD PAGE

Chapter 2 describes how and when to fill each item on the Household page.

①

Item 1, Book of Books

①

1. Book ____ of ____ books.

If you use only one questionnaire for a household, fill this item to read, "Book 1 of 1 books." If you use two questionnaires, fill item 1 on the first questionnaire to read, "Book 1 of 2 books" and the second, "Book 2 of 2 books. Make corresponding entries when three or more questionnaires are used. Complete the entries in item 1 after the interview.

② — ⑤

Items 2 through 5, Identification

② — ⑤

2. D.C.C. number	3. Sample	4. Segment type	5. Central number		
		<input type="checkbox"/> Area <input type="checkbox"/> Permet <input type="checkbox"/> Address <input type="checkbox"/> Cen-Sup <input type="checkbox"/> Special place	PSU	Segment	Serial

- 1 These items are filled in advance by the office. They identify the sample units.
- 2 EXTRA Units - Transcribe from the questionnaire for the original sample unit, items 2-5, except for serial number. Leave the space for serial number blank, as this is assigned later by the office.
- 3 Two or More Questionnaires for One Household - For second and additional questionnaires prepared for the household, transcribe items 2-5, including serial number, from the first questionnaire for the household.

6

Item 6, Address

6

6a. What is your exact address? (Include House No., Apt. No., or other identification and ZIP code)			Listing Sheet
-----			Sheet No. _____
City	State	ZIP code	Line No. _____
6b. Is this your mailing address? <input type="checkbox"/> Same as 6a			
Mark box or specify if different. Include ZIP code.			

City	State	ZIP code	
6c. Special place name		Sample unit number	Type code

- 1 After your introduction, verify the address in 6a before beginning the interview by asking "What is your exact address?"
 - a Make corrections and additions, including the ZIP code, as necessary. Cross out, DO NOT ERASE, incorrect entries and write the correct entry above it. Any address correction made in 6a must also be made on the listing sheets as instructed in Part C.
 - b For EXTRA units, fill item 6a with a complete enough description so that the EXTRA unit can easily be distinguished from the original unit.
- 2 After the respondent answers 6a, ask item 6b, "Is this your mailing address?"
 - a If the address in 6a is identical to the mailing address, mark the box "Same as 6a" in 6b. If there are any differences, enter the complete mailing address in item 6b. ALWAYS include the ZIP code in 6b.
 - b The mailing address should be as complete as possible, for example, an adequate urban mailing address includes house number (and apartment number, if any), street, name of city supplying postal service, and ZIP code. In rural areas, an adequate mailing address includes route no. (box no., if any), name of Post Office, and ZIP code. General delivery or box no. and P.O. city and ZIP code are also acceptable mailing addresses.

- 3 Item 6c is filled by the office for units in special places. If at time of interview you find a regular unit is actually a unit in a special place, fill the space labeled "Special place name."
 - a See Part C, Topic ④7 for information on special place procedures. A complete list and description of the types of special places is given in Part C, Table A.
 - b For EXTRA units, transcribe the special place name from item 6c on the HIS-1 for the original sample unit to item 6c on the new HIS-1 for the EXTRA unit.

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7

Item 7, YEAR BUILT

7

7. YEAR BUILT <input checked="" type="checkbox"/> Ask \rightarrow	<input type="checkbox"/> Do NOT Ask
When was this structure originally built?	
<input type="checkbox"/> Before 4-1-70 (Continue interview)	<input type="checkbox"/> After 4-1-70 (Go to 9c. complete if required and end interview)

- 1 The HIS sample is kept up to date by adding a sample of building permits issued since April 1, 1970. The selected permit addresses are included in the survey as permit segment addresses. In area segments that are located in permit-issuing areas, each newly constructed unit must be reported as a Type C noninterview. Otherwise, it could have a chance to come into sample more than once. See Part C, Topic (64) for more information about YEAR BUILT.
- 2 If YEAR BUILT determination is required, the office will have marked the Ask box in the heading of item 7; otherwise, the Do NOT Ask box will be marked.
 - a Ask item 7 for both vacant and occupied units. If the unit is vacant or is a noninterview, try to get the information from a knowledgeable person, such as an apartment manager or long-term resident of the neighborhood.
 - b All sample units in a multi-unit structure are considered built at the same time.
- 3 If the structure containing the sample unit was built before 4-1-70:
 - a Mark the appropriate box.
 - b Continue the interview.
- 4 If the structure containing the sample unit was built after 4-1-70:
 - a Mark the appropriate box.
 - b Ask item 9c, if required.
 - c End the interview.
 - d Mark the Type C noninterview reason, "Built after April 1, 1970."

5 EXTRA Units

- a Determine YEAR BUILT for EXTRA units in area segments in permit areas. If the EXTRA unit is in the same structure as the original sample unit, the YEAR BUILT is the same for both units.
- b Do not determine YEAR BUILT for EXTRA units in address segments, permit segments, special place segments, or area segments in nonpermit areas.

6 Exceptions - See Section F in Topic ⑥4 in Part C.

⑧

Item 8, Type of Living Quarters

⑧

8. Type of living quarters	<input type="checkbox"/> Housing unit	<input type="checkbox"/> OTHER unit
----------------------------	---------------------------------------	-------------------------------------

Mark the box for Housing unit or OTHER unit according to the definitions given in Part C, Topics ②5 and ③9 for Type A and Type B noninterviews as well as for interviewed units. Leave item 8 blank for Type C noninterviews.

Question 9, Coverage

9. Area segments ONLY		
<input type="checkbox"/> a. Are there any occupied or vacant living quarters besides your own in this building?	Y (fill Table X)	N
<input type="checkbox"/> b. Are there any occupied or vacant living quarters besides your own on this floor?	Y (fill Table X)	N
<input type="checkbox"/> c. Is there any other building on this property for people to live in - either occupied or vacant?	Y (fill Table X)	N
<input type="checkbox"/> d. None		
▶ GO TO PROBE PAGE 2		

- 1 Questions 9a-c are coverage questions which are asked only in area segments. They are intended to discover EXTRA units. For further information about coverage questions, see Part C, Topic 17.
- 2 Your office will indicate which of questions 9a-c you are to ask in area segments by marking the appropriate box(es) in question 9. Do not ask those questions for which the box is left blank.
- 3 Your office will mark the None box in question 9d, if you are to omit question 9 entirely. In this case, leave question 9 blank and go directly to question 1 on Probe page 2.
- 4 If you find that a sample unit is a Type A or B noninterview, ask 9a, b, or c of a janitor, apartment manager, neighbor, etc. If you find that a sample unit is a Type C noninterview, ask question 9c (if it is marked) of a knowledgeable person in the area. Modify the question to refer to the noninterview unit. For example, in asking 9a of a neighbor, you should say, "Are there living quarters for more than one group of people in that vacant house next door?"
- 5 If the answer to question 9a, 9b, or 9c is "No," go to question 1 on Probe page 2.
- 6 If the answer to question 9a, 9b, or 9c is "Yes," fill Table X on the back of the questionnaire. See Part D, Chapter 11, and Part C, Topic 54 for procedure to follow.

NOTE: If a unit was merged with a sample unit and later became unmerged, consider it as unlisted and treat it as an EXTRA to the sample unit.

- 7 EXTRA Units - Do not ask coverage questions for EXTRA units. For these units make no entries in question 9.

8 Go to question 1 on page 2 after completing question 8, or question 9, if required. The instruction under question 9 is a reminder to you that you complete the remaining questions on the Household page after the interview.

⑩ - ⑫

Item 10, Questions 11 and 12, Tenure and Land Use

⑩ - ⑫

10. Land use	2 <input type="checkbox"/> RURAL	1 <input type="checkbox"/> URBAN (13)	
	-- Regular units and Special Place units coded 85-88 in 6c, go to 11.		
	-- Special Place units not coded 85-88 in 6c, go to 13.		
11. Do you own or rent this place?	<input type="checkbox"/> Own	<input type="checkbox"/> Rent	<input type="checkbox"/> Rent for free
12a. Does this place you (own/rent/rent for free) have 10 acres or more?	1 Y (12b)	2 N (12c)	
b. During the past 12 months did sales of crops, livestock, and other farm products from this place amount to \$50 or more?	1 Y (13)	2 N (13)	
c. During the past 12 months did sales of crops, livestock, and other farm products from this place amount to \$250 or more?	1 Y	2 N	

- 1 Item 10 is marked by the office. For EXTRA units, mark the same box in item 10 that is marked for the original unit.
 - a If the office has marked RURAL and the sample unit is either a regular unit or a special place unit coded 85-88 in item 6c, go to question 11.
 - b If the office has marked RURAL and the sample unit is a special place unit not coded 85-88 in 6c, skip questions 11 and 12, and go to question 13. The office will automatically circle "N" in question 12c for these cases.
 - c If the office has marked URBAN, skip questions 11 and 12, and go to question 13.
- 2 Question 11, (Tenure) Own, Rent, or Rent for Free
 - a Own - Mark "Own" if the owner or co-owner is living at the sample unit, even though he is not the head of the household or he is absent, such as a family member in the Armed Forces or temporarily working away from home.
 - 1) Mark the "Own" box even if the place is mortgaged or not fully paid for.
 - 2) A cooperative apartment is owned only if the owner lives in it.
 - 3) In the case of a trailer which is owned by the occupant but which is parked on rented ground, the land is considered to be the unit for the land usage question. Mark the box for "Rent" in such a case.

- b Rent - Mark "Rent" if any money rent is paid or contracted for. The rent may be paid by persons not living in the unit, for example, a welfare agency.
- c Rent for Free - Mark "Rent for free" for places occupied rent free by persons in exchange for services rendered, such as caretaker, a farm worker, or janitor who receives the use of a house or apartment as part of his wages. Report a tenant farmer who does not pay money rent as occupying the unit "Rent for free."

3 Question 12, Sale of Farm Products from This Place

- a Question 12a - Ask question 12a by selecting the phrase in parenthesis that matches the box marked in question 11.

- 1) The question "Does this place you (own/rent/rent for free) have 10 acres or more?" refers to the amount of land included in the PLACE which contains the sample unit.

In some cases the PLACE may be one sample unit consisting of a house and lot. In other cases it may consist of a whole tract of land or a combination of two or three pieces of land on which the sample unit is located.

If there is any question, consider as PLACE one or more tracts of land which the respondent considers to be the same property, farm (or ranch), or estate. These tracts may be adjoining or they may be separated by a road or creek or other pieces of land.

Explain the meaning of PLACE to the respondent if there seems to be some question.

- 2) More Than One Unit on Same Place - If there is more than one sample unit on the same place (as defined above), the answer for each unit must be the same. For example, an owner lives in one sample unit on a place of 150 acres; his hired hand lives rent free in a separate sample unit on the same place. The answer to question 12a would be "Y" (Yes) for each unit. Remember again, however, that if there is a cash renter on this property, we are referring only to the land which he rents.
- 3) If Place is Definitely in Built-Up Area - There may be certain areas coded RURAL which have been built up into apartment areas, suburban housing developments, and the like. In such cases where the place is obviously a private home on a lot or an apartment, circle "N" without asking these questions.

If the sample unit is in a rural (not built-up) area, ask the question, even if the unit appears to be just a house and lot.

- b Question 12b, Sale of Produce (\$50 or More) - It is not necessary to find out the precise amount, so long as the answer can be classified as \$50 or more, "Y" or less than \$50, "N". Note that the question refers to gross sales during the past 12 months. If questions arise on the meaning of sales from this place, use the following as a guide:
- 1) Sales from This Place - By sales of crops, livestock and other farm products is meant the gross amount received for the sale of crops, vegetables, fruits, nuts, livestock and livestock products (milk, wool, etc.), poultry and eggs, nursery and forest products produced on this place.
 - 2) Place - The place is the same as that referred to in question 12a.
 - 3) More Than One Unit - If there is more than one sample unit on a place (remembering how place is defined differently for owners and renters), the answer for each unit must be the same. For instance, the owner lives in one unit on a place of 15 acres. His total sales amounted to \$780. His hired hand lives rent free in a separate unit on the place. Each of the two units would have "Y" in question 12a and "Y" in question 12b.
 - 4) Special Situation - If the respondent has recently moved to the place and he has not sold any farm products, explain that this question refers to sales made from the place during the past 12 months, either by him or by someone else. If he is unable or unwilling to make an estimate, enter "DK" (don't know).
- c Question 12c, Sale of Produce (\$250 or More) - In completing question 12c, follow the same instructions as were given for question 12b for sales, definition of place, more than one unit and the special situation. The only difference is that question 12c refers to sales of \$250 or more. The higher amount of sales from a place of less than 10 acres is required for it to be classified as a farm. If the place is obviously a private home on a lot or an apartment, circle "N" in question 12c without asking the question.

13

Question 13, Number of Rooms

13

13. How many rooms are in this ---? Rooms
 Count the kitchen but not the bathroom.

- 1 Use an applicable term, such as trailer, house, your living quarters, etc., when asking the question. If there are several housing units in a structure, make sure that the rooms you are counting are only for the housing unit you are interviewing.
- 2 Count only whole rooms, such as living rooms, dining rooms, kitchens, finished basement or attic rooms, recreation rooms, permanently enclosed sunporches, bedrooms, or other rooms suitable or used for living purposes. Count as a separate room a dinette, kitchenette, or "half-room" which is partitioned off from floor to ceiling; but count as only one room a kitchenette and dinette separated only by shelves or cabinets. Rooms equipped with movable partitions from floor to ceiling are separate rooms.
- 3 Do not count bathrooms, strip or pullman kitchens, halls or foyers, alcoves, pantries, laundries, closets or storage space, unused basement or attic rooms not suitable for living quarters, or porches, unless they have been permanently enclosed and are suitable for year-round use.

14

Question 14, Number of Bedrooms

14

14. How many bedrooms are in this ---? Bedrooms
 If "None" describe in footnotes.

- 1 Enter in question 14 the number of rooms in the unit which are mainly used as bedrooms. A bedroom is a room intended primarily to be slept in. In some houses, the upper floor can be made into one or more bedrooms; consider such quarters as bedrooms only if they are finished off. Do not count as a bedroom a combination bedroom-living room or a den which is intended primarily for purposes other than sleeping.
- 2 For purposes of filling questions 13 and 14, one room housing units are always considered as having one room (question 13) and no bedrooms (question 14). In this case enter a dash in question 14. Describe the situation in the footnote space, for example, "one room apartment."

15

Question 15, Telephone Number

15

15. What is the telephone number here?	Area code	Number
2 <input type="checkbox"/> None		

Ask question 15 and enter the telephone number including the area code in the space provided. If the household has a telephone but the number is not obtained, enter the reason. Mark the "None" box only in those cases where there is no telephone in the household. If questions are raised, say the number will save the expense and time of a personal callback in case you have overlooked some needed information.

Items 16 and 17

16 — 17

Interview Observed, Interviewer's Name and Code

16 — 17

16. Was this interview observed?
1 Y 2 N

17. Interviewer's name	Code
------------------------	------

- 1 Item 16, Observed Households - Fill item 16 for all households.
- 2 Item 17, Name and Code of Interviewer - Sign your name in the space provided on all questionnaires after you have completed the entire interview for a household or are turning in the questionnaire as a final noninterview. Also, enter the code which has been assigned to you by your office.

Item 18, Noninterviews

18. Noninterview reason

TYPE A

1 Refusal - Describe in a footnote } *Fill items*
 2 No one at home - repeated calls } *1-10, 12a-c*
 3 Temporarily absent - Footnote } *as applicable,*
 4 Other (Specify) 7 } *16-19*

TYPE B

1 Vacant - nonseasonal } *Fill items 1-10,*
 2 Vacant - seasonal } *12a-c as appli-*
 3 Usual residence elsewhere } *cable, 16-19.*
 4 Armed Forces
 5 Other (Specify) 7

TYPE C

1 Unused line of listing sheet } *Fill items 1-5a,*
 2 Demolished } *6c if required,*
 3 Merged } *9c if marked,*
 4 Outside segment } *16-19*
 5 Built after April 1, 1970
 6 Other (Specify) 7

- 1 Noninterviews are classified into three general groups. See Chapter 13 for an explanation of Type A reasons; and Part C, Topic 35 for an explanation of Type B and C reasons.
- 2 Item 18 is used to report any instance in which you are unable to obtain an interview at a unit or for part of a unit. In each such case you must mark the appropriate noninterview reason. If you are unable to interview an unrelated person or group, enter the reason for noninterview on the separate questionnaire.
- 3 If an interview has been obtained for one or more related members of a family unit but not for all eligible members, it is considered only a partial interview. Enter the person numbers of the noninterviewed persons in the footnote space on the front of the questionnaire and give the noninterview reason, in full, for each such person or group.

Item 19, Record of Calls

19. Record of calls				
Month	Date	Beginning time	Ending time	Comp.
1		a.m.	a.m.	
		p.m.	p.m.	
2		a.m.	a.m.	
		p.m.	p.m.	
3		a.m.	a.m.	
		p.m.	p.m.	
4		a.m.	a.m.	
		p.m.	p.m.	
5		a.m.	a.m.	
		p.m.	p.m.	
6		a.m.	a.m.	
		p.m.	p.m.	

- 1 This is a record of all visits made to a household to complete the initial interview and should include all visits made regardless of whether or not you found anyone home. An "initial interview" is one in which the questions on the basic questionnaire have been completed. This does not include questions on the items which may require additional calls. Count as "visits," only actual attempts to contact the household, such as ringing the doorbell or knocking on the door. Do not include telephone calls for appointments.

- 2 Calls for Entire Household and for a Person or Family Group Not Related to Head
 - a Enter the date and time of each visit on the line for the particular visit you are making. That is, enter the date and time of the first call on the first line, for the second call on the second line, etc.

 - b For the date, use two digits for month and date entries. For the time, indicate a.m. or p.m. by circling the one that is applicable. For example, 01/19, 9:20 a.m. or 01/20, 7:30 p.m., etc. The beginning time represents the time you knock on the door.

 - c After you have completed the initial interview, enter the ending time in the space provided. The interval between the beginning and ending times gives the actual time in the household, including any in-household waiting time and time spent completing the Condition Supplements during the initial interview. Do not "round" the beginning and ending times to the nearest five minutes but use exact times (to the minute). Enter an "X" in the "Comp." (completed) column, indicating that the interview was completed even if there are Condition Supplements or other items requiring callbacks outstanding. Do this before you leave the household.

A completed interview is one in which you have asked all questions on health and personal characteristics for all members of a household. If a respondent has refused to answer a few of the questions, such as that on income, but has provided the rest of the information, the interview is considered completed.

- d Complete item 19 for each separate family unit. Enter the date and time of each call made and the beginning and ending time of interview for the unrelated person(s) on a separate questionnaire. Enter this information on the separate questionnaire even though you may not have to return to the household at a different time to interview these persons.
 - e If an interview is obtained for a family unit, but not for an unrelated person, mark the completed column on the family's questionnaire. Leave this column blank on the questionnaire prepared for the unrelated person.
 - f For unrelated household members, mark "X" in item 19, to indicate a completed interview, on each questionnaire that was completed for each unrelated person or group that was interviewed.
- 3 For noninterviewed households, enter only the dates and times when calls were made. Leave the "Ending time" blank.

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19 Record of Calls (Continued)

19

- 4 Illustration of How to Fill Item 19 - On this page and the following page are illustrations of how to fill item 19. In example 1, no one was at home on the first trip to the household. The housewife and 20-year-old son were interviewed for themselves and for other related household members on the second trip. A roomer could not be interviewed until the fourth trip.

Example 1

These entries were recorded on the first questionnaire for the related household members.

19. Record of calls				
Month	Date	Beginning time	Ending time	Comp.
1	01 16	10:30 ^{a.m.} p.m.	a.m. p.m.	
2	01 17	7:45 ^{a.m.} p.m.	8:30 ^{a.m.} p.m.	X
3		a.m. p.m.	a.m. p.m.	
4		a.m. p.m.	a.m. p.m.	
5		a.m. p.m.	a.m. p.m.	
6		a.m. p.m.	a.m. p.m.	

These dates and times were recorded on the second questionnaire that was filled for the roomer.

19. Record of calls				
Month	Date	Beginning time	Ending time	Comp.
1	01 17	8:30 ^{a.m.} p.m.	a.m. p.m.	
2	01 18	7:45 ^{a.m.} p.m.	a.m. p.m.	
3	01 19	8:10 ^{a.m.} p.m.	8:30 ^{a.m.} p.m.	X
4		a.m. p.m.	a.m. p.m.	
5		a.m. p.m.	a.m. p.m.	
6		a.m. p.m.	a.m. p.m.	

19 Record of Calls (Continued)

19

In example 2, three unrelated persons share an apartment. Column 1 was interviewed on the first visit. Column 2 was out of town for three weeks and column 3 could not be interviewed until the next evening. These entries were recorded on three separate questionnaires.

Example 2

Column (1)

19. Record of calls				
Month	Date	Beginning time	Ending time	Comp.
1	01 22	6:30 a.m.	7:19 a.m.	X
2		a.m.	a.m.	
		p.m.	p.m.	
3		a.m.	a.m.	
		p.m.	p.m.	
4		a.m.	a.m.	
		p.m.	p.m.	
5		a.m.	a.m.	
		p.m.	p.m.	
6		a.m.	a.m.	
		p.m.	p.m.	

Column (2)

18. Noninterview reason	
TYPE A	
1 <input type="checkbox"/> Refusal - Describe in a footnote	} Fill items 1-10, 12a-c as applicable. 16-19
2 <input type="checkbox"/> No one at home - repeated calls	
3 <input checked="" type="checkbox"/> Temporarily absent - Footnote	
4 <input type="checkbox"/> Other (Specify) 7	
TYPE B	
1 <input type="checkbox"/> Vacant - nonseasonal	} Fill items 1-10, 12a-c as applicable. 16-19.
2 <input type="checkbox"/> Vacant - seasonal	
3 <input type="checkbox"/> Usual residence elsewhere	
4 <input type="checkbox"/> Armed Forces	
5 <input type="checkbox"/> Other (Specify) 7	
TYPE C	
1 <input type="checkbox"/> Unused line of listing sheet	} Fill items 1-5a, 6c if required, 9c if marked. 15-19
2 <input type="checkbox"/> Demolished	
3 <input type="checkbox"/> Merged	
4 <input type="checkbox"/> Outside segment	
5 <input type="checkbox"/> Built after April 1, 1970	
6 <input type="checkbox"/> Other (Specify) 7	

Column (3)

19. Record of calls				
Month	Date	Beginning time	Ending time	Comp.
1	01 22	7:10 a.m.	a.m.	
		p.m.	p.m.	
2	01 23	7:12 a.m.	7:35 a.m.	X
		p.m.	p.m.	
3		a.m.	a.m.	
		p.m.	p.m.	
4		a.m.	a.m.	
		p.m.	p.m.	
5		a.m.	a.m.	
		p.m.	p.m.	
6		a.m.	a.m.	
		p.m.	p.m.	

19. Record of calls				
Month	Date	Beginning time	Ending time	Comp.
1	01 22	7:10 a.m.	a.m.	
		p.m.	p.m.	
2		a.m.	a.m.	
		p.m.	p.m.	
3		a.m.	a.m.	
		p.m.	p.m.	
4		a.m.	a.m.	
		p.m.	p.m.	
5		a.m.	a.m.	
		p.m.	p.m.	
6		a.m.	a.m.	
		p.m.	p.m.	

4 out of town for 3 wks.

20

Item 20, Record of Callbacks Required

20

20a. List column numbers of sample persons not interviewed during initial interview.

None

Col. No.	Cond. Supp.	2 wk. DV	H-M.C.	CE
	Y N	Y N	Y	Y N
	Y N	Y N	Y	Y N
	Y N	Y N	Y	Y N

b. List column numbers of nonsample persons requiring telephone callbacks for Condition Supplements.

_____ None

- 1 Item 20 is a check item to enable you to know which person(s) require a telephone or personal callback. Each SAMPLE PERSON aged 17 and over must answer FOR HIMSELF IN PERSON the questions on the Condition Supplements, certain questions on the 2-week Doctor Visits page, the Hypertension and Medical Care pages, and the Currently Employed Persons page. Each adult nonsample person must answer the questions on the Condition Supplements for himself by telephone if he is absent during the initial interview.

- 2 Item 20a is designed to allow you to indicate which adult sample persons were absent during the initial interview and, therefore, require personal follow-up visits to the household and the reason for the callback.
 - a On the line provided, enter the column number or numbers of any sample persons who are absent during the initial interview.
 - b Also circle the reason for the return call. For example, circle "Y" if a Condition Supplement is required, "N" if it is not. If all adult sample persons were interviewed during the initial interview, mark the "None" box.

- 3 Item 20b is designed to allow you to indicate which adult nonsample person(s) requiring Condition Supplements were absent during the initial interview by entering the column number(s) on the line provided.
 - a If the only missing information for the entire family is one or more Condition Supplements for adult nonsample persons, you MUST obtain this information by telephone from this person. If no telephone is available, you may obtain this information by a personal visit.
 - b Mark the "None" box if all required Condition Supplements are completed during the initial interview.

- 4 A proxy respondent is acceptable for any currently employed nonsample person. A proxy respondent is acceptable for the other items in 20a and b only if the person is physically or mentally incapable of answering for himself, or is under 17.

Physically incompetent means the person is too ill to answer the questions coherently or that the interview would be too burdensome for him during the interview period. If the condition is only temporary and expected to improve during this period, make return calls, if feasible.

- 5 Items 20a and b must always have an entry. Before leaving the household, review the questionnaire to see which persons were not interviewed for themselves when required. If return or telephone calls are required, determine the best time for these calls and enter this in the footnote space on the Household page.

6 Illustration of How to Fill Item 20

- a In this example, columns 1 and 4, sample persons, were not at home during the initial interview. There were no nonsample persons requiring Condition Supplements.

20a. List column numbers of sample persons not interviewed during initial interview.

None

Col. No.	Cond. Supp.	2 wk. DV	H-M.C.	CE
1	Y N	Y N	Y	Y N
4	Y N	Y N	Y	Y N
	Y N	Y N	Y	Y N

b. List column numbers of nonsample persons requiring telephone callbacks for Condition Supplements.

_____ None

- b In this example, all sample persons were interviewed during the first call. One nonsample person required a Condition Supplement.

20a. List column numbers of sample persons not interviewed during initial interview.

None

Col. No.	Cond. Supp.	2 wk. DV	H-M.C.	CE
	Y N	Y N	Y	Y N
	Y N	Y N	Y	Y N
	Y N	Y N	Y	Y N

b. List column numbers of nonsample persons requiring telephone callbacks for Condition Supplements.

2 _____ None

21 — 22

Items 21 and 22, Record of Additional Calls

21 — 22

21. Record of additional personal calls				
Month	Date	Beginning time	Ending time	Col. Nos. completed
1		a.m. p.m.	a.m. p.m.	
2		a.m. p.m.	a.m. p.m.	
3		a.m. p.m.	a.m. p.m.	

NOTE: Footnote reason for noninterviews for sample persons in same detail as in item 18.

22a. Number of telephone calls	b. Total telephone interview time
_____	_____

- 1 Use item 21 to record information concerning additional personal callbacks. Enter the dates and times of personal callbacks for sample persons in the spaces provided in item 21 in the same manner as in item 19, Record of Calls. Also enter the column numbers of the persons interviewed in the "Col. Nos. completed" columns.
- 2 If during a personal callback you obtain information for both a sample person and a nonsample person, enter both column numbers in item 21 and footnote "person no. _____, nonsample." If a Condition Supplement for a nonsample person is completed at the same time, include the time for the supplement in the total time for this call.
- 3 If return visits are made for nonsample persons because no telephone number is available, enter the date, times and column number in item 21 and footnote "person no. _____, nonsample."
- 4 Use item 22 to record information concerning telephone callbacks for Condition Supplements for nonsample persons.
 - a Look at the "Record of Telephone Calls Only" on the Condition Supplement(s) and enter in item 22a the total number of telephone calls required to complete the Condition Supplements for this household.
 - b Again look at the "Record of Telephone Calls Only" on the Condition Supplement(s) and enter in item 22b the total telephone time required to complete the Condition Supplements.
 - c Include in item 22 all telephone calls, regardless of whether the supplement was completed or not.
 - d Enter dashes (-) in item 22 if no telephone calls were made.
 - e If the "None" box is marked in item 20b, or if the household is noninterview, leave item 22 blank.

Illustration of How to Fill Items 21 and 22

a In this example, column 4 was interviewed on the first return call, column 1 on the second.

21. Record of additional personal calls				
Month	Date	Beginning time	Ending time	Col. Nos. completed
1	01 24	5:15 a.m. p.m.	5:30 a.m. p.m.	4
2	01 25	9:45 a.m. p.m.	10:15 a.m. p.m.	1
3		a.m. p.m.	a.m. p.m.	

NOTE: Footnote reason for noninterviews for sample persons in same detail as in item 18.

22a. Number of telephone calls _____

b. Total telephone interview time _____

b In this example, the nonsample person was interviewed by telephone.

21. Record of additional personal calls				
Month	Date	Beginning time	Ending time	Col. Nos. completed
1		a.m. p.m.	a.m. p.m.	
2		a.m. p.m.	a.m. p.m.	
3		a.m. p.m.	a.m. p.m.	

NOTE: Footnote reason for noninterviews for sample persons in same detail as in item 18.

22a. Number of telephone calls 2

b. Total telephone interview time 18

CHAPTER 3. PROBE PAGES

Chapter 3 discusses each question on the Probe pages 2-11, how to fill it, and the necessary information about it.

A Eligible Respondent for Questions 1 and 2

Ask questions 1 and 2 (name and relationship of all household members) of any "responsible" adult member of the household whether or not he is related to the head of the household. "Responsible" means mentally competent or not too ill to be able to think clearly about the questions being asked. "Adult" means a person 19 years old or older or any person who has been married. "Related" means related by blood, marriage, or adoption.

B Eligible Respondent for Remaining Part of Questionnaire and Supplements

The "eligible" respondent may answer most of the remaining questions on the basic questionnaire. Use the chart below to determine which persons are eligible respondents for the various items applicable to sample persons and the kind of callback required. Proxy respondents are acceptable for sample persons 17 and over who are physically or mentally incompetent.

	COND. SUPP.	2 WK D.V. (Q. 7a-d)	HYPER.	MED. CARE	CE
Und. 17 (SP)	Proxy	Do not ask	Do not ask	Proxy	Do not ask
Und. 17 (non-SP)	Proxy	Do not ask	Do not ask	Do not ask	Do not ask
17+ (SP)	Self (Per. visit)	Self (Per. visit)	Self (Per. visit)	Self (Per. visit)	Self (Per. visit)
17+ (non-SP)	Self (Phone)	Do not ask	Do not ask	Do not ask	Proxy

- 1 17 or 18 Year Olds - Single persons 17 or 18 years old may not respond for other family members but may respond for themselves. The reason for this restriction is that, while 17 and 18-year-old persons should know about themselves, they are unlikely to have sufficient knowledge about the rest of the family to be able to furnish accurate information. Accept 17 or 18-year-old persons as self-respondents on the basic questionnaire under the following circumstances:

- a If there is no related person in the household who is 19 years old or over, for example, if the household consists of two unrelated 17 or 18-year-old boys living in a school dormitory room, each may respond for himself.
- b If they are present during the interview with an older respondent, 17 or 18-year-old persons may respond entirely or partly for themselves. Refer to the respondent rule table above to determine which items persons 17+ must answer for themselves.
- c Exception to 17 and 18 Year Old Respondent Rule
 - 1) If an unmarried couple is living together as husband and wife, regardless of age, interview them together on a single questionnaire. Each can respond for each other and for any of their children.
 - 2) An unmarried person living with one or more of their children can respond for themselves and their children regardless of the person's age, even if living with their parents. However, if the person is under 19, they cannot respond for other household members.
- 2 Children - Information about a child is normally obtained from one of the parents or other related adults in the household. If an unrelated person is usually responsible for the child's care, that person may report for the child.
 - a If the respondent has a foster child or ward living in his home, he should answer the questions about the child. Do not enter these children on a separate questionnaire, but treat them as related household members.
 - b When interviewing in a prep or boarding school where the occupants are under 17, arrange for a responsible, knowledgeable person to be present during the interview. The child may or may not respond for himself but in any case footnote the situation. For example, "Head master responded," or "Counsellor present."
- 3 Adults Not Related - Adults not related to the head of the household (partners, roomers, or servants) are to answer all questions after question 2, for themselves. If, however, such persons have related family members in the household, any responsible adult member of that family may answer the questions for that family group. If no eligible respondent for the unrelated persons is at home at the time of the original interview, a return call must be made to interview them.

C Exception to Eligible Respondent Rule

- 1 You may interview someone who is responsible for the care of a person who is not competent to answer the questions for himself provided there are no related members of the household who can answer for that person. The person who provides the care may or may not be a member of the household. For this type of case, explain the circumstances, for example, person is mentally incompetent and unable to respond for self, respondent takes care of her during the day.

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2 A member of the Armed Forces who lives at home with his family may be interviewed for his family, but no health information is obtained for him.

D Return Call May Be Necessary

In some instances, it may be necessary to make return visits to the household in order to interview an "eligible respondent" as defined in paragraph B above. For example, if a respondent who is otherwise acceptable does not appear to be "responsible" because of extreme age, illness, etc., stop the interview and arrange to make a return call to interview another respondent. Also, if an otherwise eligible respondent can answer questions for himself, but does not know enough about other related adults in the household, finish the interview for him but arrange to call back for the other household members.

1

Question 1, Household Membership

1

<p>1a. What is the name of the head of this household? - Enter name in first column.</p> <p>b. What are the names of all other persons who live here? - List all persons who live here.</p> <p>c. I have listed (Read names.) Is there anyone else staying here now, such as friends, relatives, or roomers?</p> <p>d. Have I missed anyone who USUALLY lives here but is now away from home?</p> <p>e. Do any of the people in this household have a home anywhere else?</p> <p>If any adult males listed, ask: * Apply household membership rules.</p> <p>f. Are any of the persons in this household now on full-time active duty with the Armed Forces of the United States? Y Col(s). _____ (Delete) z N</p>	<p>Yes ^a No</p> <p><input type="checkbox"/> <input type="checkbox"/></p> <p><input type="checkbox"/> <input type="checkbox"/></p> <p><input type="checkbox"/> <input type="checkbox"/></p>	<p>1a. First name 1</p> <hr/> <p>Last name</p>
--	---	--

1 Question 1a - Ask question 1a on page 2 and record the name in column 1.

Enter the first name in the space provided at the top and enter the last name in the space below that. Apply the following definitions:

- a Household - The entire group of persons who live in one housing unit or one OTHER unit. It may be several persons living together or one person living alone. It includes the household head and any relatives living in the unit. The household may also include roomers, servants, or other persons not related to the head.
- b Head of Household - The person who is regarded as the head by the members of the household. It may be the chief breadwinner of the family, the parent of the chief earner, the only adult member of the household, or a member of the Armed Forces living at home about whom we want no health information. In husband-wife households, list the husband first, even if the wife is considered the head.

2 Question 1b - Continue with question 1b and record the names in the appropriate columns. All members of the household, regardless of whether they are related to the head, are to be listed on one questionnaire (or one set of questionnaires if there are more than six persons in a household).

- a If there are 7-12 members in a household, use a second questionnaire and change the column numbers to "7," "8," etc., as shown below. If there are more than 12 members in the household, use additional questionnaires in a similar manner. Enter the last name of the person you list in the first column on second and successive questionnaires even when it is the same as the name listed on the first questionnaire.

<p>1a. First name 7</p> <p><i>James</i></p> <hr/> <p>Last name</p> <p><i>Jones</i></p>	<p>1a. First name 8</p> <p><i>Kate</i></p> <hr/> <p>Last name</p> <p>—</p>
--	--

① Household Membership (Continued)

①

- b If the persons reported in response to item 1, represent a "typical family group," such as husband, wife, and unmarried children, a parent and child, two or more unmarried sisters, or some similar clear-cut arrangement, consider all the members as a single household.

If, in answer to items 1b-1e the respondent reports a married son and his family or relatives, such as a mother, uncle, or cousin, ask if they all live and eat together as one family.

If they all live and eat together, treat them as a single household and interview the entire group on one questionnaire.

If any of the persons reported in answer to questions 1 and 2 say they live separately from the others, ask about the access to the quarters they occupy and their kitchen facilities. If the quarters have either direct access or complete kitchen facilities, consider them as separate living quarters. If these separate living quarters have not already been listed, apply the rules for extra units, according to the instructions given in Part D, Chapter 13.

- c Prescribed Order of Listing Household - List them in the following order:

- 1) Head of household.
- 2) Wife of the head.
- 3) Unmarried children of the head, or of the wife, in order of their ages, beginning with the oldest.
- 4) Married sons and daughters (in order of age) and their families listed in this order: Husband, wife, children.
- 5) Other persons related to the head.
- 6) Roomers and other persons not related to the head.
- 7) If, among the persons not related to the head, there are married couples or persons otherwise related among themselves, list them in the order indicated for the families of married children (group 4).

① Household Membership (Continued)

①

- d How to Enter Names - Enter the names as you did for the head of the household. If there are two persons in the household with the same first and last names, they must be further identified by a middle initial or name or as Sr., Jr., etc. Do not assume members of the household have the same last name. However, for each member of the household with the same last name as the person in the preceding column, enter a long dash instead of repeating the last name.

①	②	③	④	⑤	⑥
John, Jr.	Betty	Olive	Samuel	John, Sr.	Thomas
Doe	—	Poe	—	Doe	Roe
Head	Wife	Daughter	Grandson	Father	Roomer

- 3 Questions 1c-1e - Questions 1c and 1d serve as reminders about persons who may be overlooked by the respondent. List each person named by the respondent in answer to these questions provided he is a household member. Question 1e serves to delete possible nonhousehold members from the list. There is an asterisk above the "Yes" box for questions 1c-1e. The asterisk refers to the instruction, "Apply household membership rules."

- a Household Membership - Generally, two categories of persons in a household are considered as members of the household.

- 1) Persons, whether present or temporarily absent, whose usual place of residence at the time of the interview is the household. Usual place of residence is the place where the person usually sleeps.
- 2) Persons staying in the household who have no usual place of residence elsewhere.

Further details are given in Sections 6-10 of this topic.

- b Always ask any additional questions needed in order to properly determine who are household members. Examples of such questions are as follows:

- 1) How many days a week does your husband spend in the city where he works?
- 2) Does your daughter live in the town where she goes to college or does she sleep here and go back and forth to classes?

① Household Membership (Continued)

①

3) Do your family and your son's family all live and eat together?

4) Does your cousin have direct access to her room?

If you are in doubt whether to include a person as a member of the household, consider him a member of the household and explain the circumstances in an INTER-COMM.

4 Question lf - The question is asked at this point to avoid asking unnecessary questions about active members of the Armed Forces who are not included in this survey. Ask question lf if any of the males in the household could be an adult. For the purpose of question lf, "adult" means any person who is 17 years old or over.

a Although exact ages have not been determined at this point in the interview, it should be possible, in most cases, to have a general idea of the age of household members. For example, the apparent age of a female respondent who is head of the household should indicate whether her son living at home could be 17 years old or over. When in doubt, always ask question lf.

b If the answer to question lf is "Yes," circle "Y" and enter the person number(s) on the line provided.

c Although question lf is primarily for males, if in asking the question it is discovered that a listed female household member is in the Armed Forces, circle "Y" and enter her person number in question lf.

d Armed Forces - "Active duty in the Armed Forces" means full-time active duty in the U.S. Army, Navy, Air Force, Marine Corps, or Coast Guard, and any National Guard unit presently activated as part of the regular Armed Forces. Included in "active duty" is the six-month period a young man may serve in connection with the provisions of the Reserve Forces Act of 1955.

e Do not count as members of the Armed Forces, persons working in civilian positions for the Armed Forces, persons serving in the Merchant Marines, persons in a National Guard unit not activated as part of the regular Armed Forces or civilians who train only part time as reservists.

f Armed Forces Reserve - Persons who are in any reserve component of the Armed Forces but who only attend weekly reserve meetings, summer camp or the like are to be counted as members of the household.

① Household Membership (Continued)

①

5 Delete the Name if Not Household Member

a If a person whose name has been listed on the questionnaire is considered to have a usual place of residence elsewhere, is living in a separate unit or is not a household member for any other reason (following the rules in Section 8 of this topic), delete as follows:

- 1) "X" out the column for that person from question 1 to item C.
- 2) For Armed Forces members, determine and indicate either "Living at home" or "Not living at home," then delete the column.
- 3) For persons other than Armed Forces members, explain the reason for the deletion.

b In deleting a person column, do not change the person numbers of other members of a household. See illustration.

<p>1e. What is b. What is c. I have d. Have e. Do en f. Are g. Acti</p> <p>2. How 3. W</p> <p>C</p>	<p>1. (Delete) 2 N</p>	<p>1. First name ① <i>John</i> Last name <i>Jones</i></p> <p>2. Relationship <i>Living at home</i></p> <p>3. Month Date Year <i>10/1/76</i></p> <p>DR. HOSP. WORK LOSS None (8) Days (7)</p> <p>Q. No. Condition</p>	<p>1. First name ② <i>Karen</i> Last name <i>-</i></p> <p>2. Relationship <i>wife</i></p> <p>3. Month Date Year</p> <p>DR. HOSP. WORK LOSS None (8) Days (7)</p> <p>Q. No. Condition</p>	<p>1. First name ③ <i>Kathy</i> Last name <i>-</i></p> <p>2. Relationship <i>daughter</i></p> <p>3. Month Date Year <i>10/1/76</i></p> <p>DR. HOSP. WORK LOSS None (8) Days (7)</p> <p>Q. No. Condition</p>

6 Usual Place of Residence Defined

In most cases, usual place of residence means the place the person would name in reply to the question, "Where do you live?" More specifically, it is the place where the person usually sleeps. A usual place of residence must be specific living quarters held for the person to which he is free to return at any time. A mailing address alone does not constitute a usual place of residence.

① Household Membership (Continued)

①

Living quarters which a person rents to or lends to someone else cannot be considered his usual place of residence during the time it is occupied by someone else. Likewise, vacant living quarters (sometimes furnished) which a person offers for rent or sale during his absence should not be considered his usual place of residence while he is away. If the living quarters are furnished, be sure the household is not just temporarily absent—see below.

Persons with no usual place of residence elsewhere include recent migrants, persons trying to find permanent living quarters and other persons who are staying temporarily in the unit and do not have a home of their own.

7 Household Members - Count the following persons as household members of the sample unit:

a Persons who consider the sample unit as their home and who are:

- 1) Living at home at the time of the interview; or
- 2) temporarily absent at the time of the interview, on vacation, visiting or on business. This includes bus drivers, railroadmen, traveling salesmen, etc., who usually do not stay long in one place, but who return home at intervals.

b Persons who consider the sample unit as their home but who are in a general hospital, that is, a hospital where most patients remain for a short period of time only, regardless of how long their stay has been in the hospital.

c New-born babies who have not yet left the hospital.

d Students of any age (including student nurses) who live in the sample unit while attending school. If they are at home on summer vacation at the time of the interview, consider them as household members of their own home.

e Crew members of a vessel who consider the sample unit as their home. This rule applies regardless of the length of their trips and regardless of whether they are at home or on the vessel at the time of your visit.

f Domestic or other employees who live with the household and sleep in the sample unit.

① Household Membership (Continued)

①

- g Boarders or roomers who regularly sleep in the sample unit.
- h Civilians who usually live in the sample unit but who are temporarily abroad on a vacation or in connection with their work.
- i Persons temporarily visiting with the household but who have no usual place of residence elsewhere.

8 Nonhousehold Members - Do not count the following persons as household members of the sample unit:

- a Persons who were formerly members of the household but who at the time of interview:
 - 1) Are absent because they (regardless of age) are living elsewhere and attending school at the time of the interview. If they are away from the school on summer vacation, do not count them at their school home.
 - 2) Are inmates of correctional or penal institutions, mental institutions, homes for the aged or needy, rest homes or convalescent homes, homes or hospitals for the chronically ill or handicapped, regardless of how long they are expected to remain there.
 - 3) Are now living in nurses' homes, convents or monasteries, or other places in which residents may expect to reside for long periods of time.
 - 4) Are now working abroad if their regular place of duty is abroad.
 - 5) Are members of the Armed Forces. We are not covering military personnel in this survey. For definition of Armed Forces, see Section 4 of this topic.
- b Persons temporarily visiting with the household who have a usual place of residence elsewhere to which they are free to return to at any time.
- c Persons who take their meals with the household but usually lodge or sleep elsewhere.
- d Domestic employees or other persons employed by the household who do not sleep in the sample unit. If, however, they occupy quarters which have no cooking equipment but which are on the same property as the sample unit (main house), consider them as household members.

① Household Membership (Continued)

①

9 Special Classes of Persons

Persons with Two or More Homes - Some persons (or families) have two or more homes and they may spend part of the time in each. For such cases, you must first determine which unit should be considered the person's usual place of residence. This is the home that the person occupies most of the time. Note that this is not necessarily the person's legal or voting residence.

If you are unable to determine the person's usual place of residence because he spends an equal amount of time at each home, consider him to be a resident of the sample unit if he is living there at the time of interview.

Persons Who Work Away from Home - Some persons sleep most of the week in one place to be near their work but may spend weekends or other nonwork periods in another place. Count such persons as members of the household in which they sleep most of the week.

Domestic Employees in Separate House or Cabin - If domestic employees sleep in a separate house or cabin, count them as a separate household if they have separate cooking equipment. If they do not have separate cooking equipment, count them as part of the main household.

Persons Who Have Just Moved Into the Housing Unit - Interview the household member living in the housing unit on the day of your interview regardless of when they moved into the unit. For example, suppose you make your first call to interview a household on Tuesday, and find no one at home. For some reason you are unavoidably prevented from calling back until Saturday, when you find that the family you would have interviewed on Tuesday has moved out and another family moved in on Thursday. Interview the household occupying the unit at the time of your interview, that is, Saturday.

Citizens of Foreign Countries - Citizens of foreign countries and other persons who are living on the premises of an embassy, ministry, legation, chancellory, or consulate are never to be interviewed. Consider any such place not to be included in any segment.

Citizens of foreign countries, who are not living on the premises of an embassy, etc., and have no usual place of residence elsewhere in the United States are to be considered residents of the sample unit and interviewed only under the following circumstances:

① Household Membership (Continued)

①

a They are permanently living in the United States.

or

b They are temporarily living in the United States and are going to school here, or are employed here, or are members of the family of a person going to school or employed here.

Persons not included in paragraphs a and b above should be considered as having usual residence elsewhere.

Migratory Workers - Consider migrant farm or ranch workers and logging camp workers as household members of the sample unit IF they have no usual place of residence elsewhere in the United States.

- 10 Difficult Cases - If you cannot clearly determine from the instructions how to proceed in problem cases, call your office for assistance. Before calling, however, assemble all the information that you think would be useful to your office in advising you on how to proceed.

②

Question 2, Relationship

②

2. How is -- related to -- (Head of household)?	2. Relationship HEAD
---	-------------------------

- 1 Question 2, Relationship - Enter the relationship of each person to the head of the household. If the respondent has previously given you this information, you need not ask this question, but do record the relationship.
 - a Head of Household - There must be one and only one head of the household. In some households you will find two or more unrelated persons sharing a housing unit. Since there can be only one head, designate one as the "Head" and call each of the others "Partner."
 - b Armed Forces Members Living at Home - These are persons about whom we want no health information. However, if one is reported to be the household head, enter this for him and show the family relationships accordingly. If an Armed Forces member is not living at home, designate the wife or other family group head as the household head.
 - c If "Head" Deleted - If the person originally designated as the head of the household is deleted for any reason, other than Armed Forces member living at home, designate another person as "Head" and change the relationship entries of the other household members if necessary.
 - d Common-Law Marriages - If an unmarried couple is living together as husband and wife, consider them as married and treat as any other husband-wife situation.
- 2 Example of Relationship Entries - Some typical examples of relationship entries are: Wife, son, daughter, stepson, stepdaughter, father, mother, grandson, daughter-in-law, aunt, cousin, nephew, roomer, servant, hired hand, partner, and maid.
- 3 Persons Unrelated to the Head - If there are any persons in the household who are not related to the head but are related to each other, their relationship to each other should be shown also. For example, a roomer and his wife must be listed as "roomer" and "roomer's wife;" a maid and her daughter must be shown as "maid" and "maid's daughter."
- 4 Persons in "Special Places," Rooming Houses, Etc. - In "special places" (institutions, hospitals, hotels for transients, facilities for housing students or workers, summer camps, trailer or tent camps) or rooming or boarding houses, follow the rules in paragraphs 2 and 3 above for relationship entries in question 2.

- 5 Separate Questionnaires for Nonrelated Persons - Complete a separate questionnaire for each listed unrelated person or family group in the household. After recording the names of all household members and completing questions 1 and 2 on the first questionnaire, transcribe the names and relationships of the unrelated household members to a separate questionnaire. Change the column number of each person to agree with the one on the first questionnaire. For example, a roomer is listed as Person 5. Transcribe his name and relationship to the first column of the extra questionnaire and change the column number from 1 to 5.

For each questionnaire for unrelated persons, fill identification items 1 through 5 and ask question 6b, mailing address, of the unrelated persons. Often an unrelated household member may have a mailing address different from the household head. If the mailing address is the same as that entered in item 6a on the first questionnaire, mark the box "Same as 6a" in question 6b on this questionnaire. If the mailing address is different from that entered in item 6a, enter the mailing address in question 6b as reported by the respondent. Continue the interview for these persons in the prescribed manner after completing the interview for the basic family unit. These specified entries are required on a separate questionnaire even if you know, at this point, there will be no completed interview for the nonrelated person(s).

3

Question 3, Date of Birth, Age, Race, and Sex

3

				AGE			
				RACE			
				1 W			
				2 B			
				3 OT			
				SEX			
				1 M			
				2 F			
3. What is --'s date of birth? (Enter date and Age, and circle Race and Sex)				3.	Month	Date	Year

Ask question 3 for each person, enter date and Age, and circle Race and Sex.

- 1 Age - Obtain the exact date of birth and enter it in the appropriate space, for example, 05/25/1919. Enter all four digits of the year. If you cannot get the exact date, enter the approximate date, or if you can get only the year, enter DK/DK/1919. From the date of birth, determine the age of the person on his last birthday using the Age Verification Chart. Verify the age with the respondent and then enter it in the "Age" box. For babies under one year of age, enter "Und. 1" in the answer space.

If the person refuses to give his own age or birth date or the age or birth date of someone else in the family, make the best estimate you can and indicate that the age is estimated. The following examples represent entries that would not be acceptable age estimates: "Over 25 years," "17+ years," etc. These examples are unacceptable because they do not indicate whether the person is a young adult, middle-aged, or an elderly person.

- 2 Race - Three codes are used for race: "W" for White, "B" for Black, and "OT" for Other. The race of the respondent can usually be marked by observation. Assume the race of all related persons is the same as that of the respondent unless you learn otherwise. Circle the proper letter when you are recording the person's age. If you cannot fill this item by observation, ask: "What is --'s race?" Use the following codes:

White: Includes Latin-Americans unless they are definitely Black, Indian, or other nonwhite.

Black: Black or Negro.

Other: Race other than White or Black, including Japanese, Chinese, American Indian, Korean, Eskimo, and Hindu.

Code the race of the father for persons of racial mixtures.

③ Date of Birth, Age, Race, and Sex (Continued)

③

- 3 Sex - Circle the appropriate sex for each person after you have circled the race. The sex of a person can usually be determined from the name or relationship entries. However, names such as Marion and Lynn are used for both males and females. If there is any doubt, ask about the person's sex.

(C)

Item C and Reference Dates

(C)

C	1. Record the number of Doctor Visits, Hospitalizations, and Work loss days.	DR.	HOSP	WORK LOSS
		(NP)	(NP)	<input type="checkbox"/> None (8) ____ Days (7)
	2. Record each condition in the person's column, with the question number(s) where it was reported.	Q. No.	Condition	
	Reference dates			
	2-week period _____			
	Dentist and Doctor visit probe _____			
	Hospital probe _____			

1. Item C - Item C is placed in this position on the questionnaire for ready reference when filling succeeding pages.

a. Item C1 indicates for each person:

- 1) The number of two-week doctor visits reported.
- 2) The number of hospitalizations reported.
- 3) The number of work-loss days for persons aged 17 and over.

If no doctor visits or hospitalizations are reported for a person, indicate this in C1 by entering a dash (-) in that person's column. If no work-loss days are reported for a person 17 or over, mark the "None" box in that person's column. Leave the "WORK LOSS" section blank for persons under 17.

b. Item C2 is provided for recording all conditions requiring Condition pages along with identification of where these conditions were reported.

- 1) Conditions to be Entered in Item C2 - Enter in item C2, any conditions reported in answer to those probe questions that are specifically designed to pick up conditions during the course of the interview through the Hospital page. Usually, these will be health problems or accidents resulting in two-week restricted activity; a doctor visit during the past two weeks; limitation of activity, or conditions reported while asking certain questions on the Condition page. Also enter in item C2, any "volunteered" condition, that is, one reported not in response to a particular question, or one reported when asking questions not designed to pick up conditions if the condition was present during the past two weeks. You may have to probe for this information.

(C)

Item C and Reference Dates (Continued)

(C)

Do not enter in C2 any condition reported past the Hospital page. Footnote these conditions and where they were reported so that if the household is reinterviewed, these conditions will be accounted for.

- 2) Source of Condition - If a condition is reported during the asking of the probe questions, record the number of the question in item C2 at the time the condition is reported. If a condition is reported in some other part of the interview, record instead, the type of page, abbreviating as follows:

Condition page - Cond.
 Two-Week Doctor Visits page - D.V.
 Hospital page - Hosp.

If a condition reported in answer to a probe question is recorded in item C2 for a particular person and is reported again in answer to another question, do not record this condition again on another line of item C2. Instead, record the question number in which the condition was reported again. This entry should be made in an unfilled question number column in item C2 by the original question number entry. Do not enter the page type (Cond., D.V., Hosp.) in item C for conditions previously reported. Entries of this kind should be made in item C only when conditions are first reported on these pages. See the following illustration:

C	1. Record the number of Doctor Visits, Hospitalizations, and Work loss days.	DR.	HOSP	WORK LOSS
		=	1	<input checked="" type="checkbox"/> None (8)
		(NP)	(NP)	Days (7)
	2. Record each condition in the person's column, with the question number(s) where it was reported.	Q. No.	Condition	
	Reference dates			
	2-week period <u>Jan. 14 - Jan. 27</u>	<u>299</u>	<u>Cataracts</u>	<u>1</u>
	Dentist and Doctor visit probe <u>Jan. 27</u>		<u>Hosp. No. Deliv.</u>	<u>2</u>
	Hospital probe <u>Dec. 1</u>			

- 2 Reference Dates - "Reference dates" on page 2, under the instructions for item C2, will be filled in advance by the Data Collection Center.
 - a If additional questionnaires are needed for unrelated household members or for EXTRA units, enter the correct reference dates in this space.
 - b If an entire interview is delayed until the week following interview week; prepare a new calendar card showing the new reference period, that is, the two-week period ending the Sunday night just before your actual interview date. Also, correct the "Reference dates" entered in C2 to reflect the new reference period.

Item C and Reference Dates (Continued)

However, in cases where you interview the household during interview week but do not interview the related sample person until after interview week, use the original reference period for the sample person.

- c Two-Week Reference Period - The "past two weeks" refers to the two weeks (14 days) just prior to the week in which the interview is conducted. The two-week period starts with Monday and ends with (and includes) last Sunday night. Do not include any days of the interview week, for example, if the interview is conducted on Tuesday, January 8, 1974, "the last two weeks" would refer to the period beginning on Monday, December 24, 1973, through Sunday night, January 6, 1974. Do not include any illness, hospitalization or health-related event starting after January 6 (last Sunday night) no matter how serious it might be.
- 1) If you record something of this kind and afterwards learn that it should not have been recorded, delete or correct the entry, as appropriate, and explain the deletion in a footnote.
 - 2) This rule does not apply to household membership or personal characteristics, such as age, marital status or membership in the Armed Forces, all of which apply as of the time of interview.
- d Dentist and Doctor Visit Probe - This date is "last Sunday's" date a year ago, and is the closing date of the two-week reference period. For example, if you interview Wednesday, January 9, 1974, the reference date would be January 6, 1973.
- e Hospital Probe - This date is 13 or 14 months before interview, to pick up hospitalizations which started before the 12-month reference period but which may have extended into it. It is the first of the month which preceded the month in which Monday of interview week fell. For example, if you're interviewing Friday, February 1, 1974, the Monday of interview week was in January, therefore, the hospital probe reference date is December 1, 1972.

SP

Selecting the Sample Person

SP

Refer to Flashcard _____ to determine Sample Persons: mark SP boxes.

SP

There will be an entry (R-1, R-2, or R-3) after the word "Flashcard" to indicate the correct flashcard to use when determining the sample person(s).

- 1 Determining the Sample Persons - The sampling pattern for determining the sample person is based on the total number of related and unrelated household members including any deleted persons. On the flashcard the entries in the first column indicate the number of household members. The numbers in the second column specify the corresponding column numbers of sample persons on the HIS-1.

For example, if R-1 was entered on the HIS-1, and there were five persons in the household, the persons in columns 1 and 4 would be the sample persons for this household. Mark the "SP" box at the top of the column(s) of selected sample persons. If there are more than 15 persons in the household, call the DCC for instructions.

- 2 EXTRA Units - For EXTRA units, use the same flashcard used for the original sample unit. Enter the flashcard number (R-1, R-2, or R-3) on the questionnaire for the EXTRA unit.
- 3 Added Units with No Preassigned Serial Numbers - If you add units to the listing sheet, find the flashcard number assigned on the questionnaire with the highest serial number. Starting with the next flashcard number, assign numbers in sequence to each questionnaire for which serial numbers were not preassigned. For example, if R-3 was entered on the questionnaire with the highest serial number, your entries would be R-1, then R-2, then R-3. Do not confuse this instruction with extra units, above.
- 4 Persons Deleted from the Questionnaire - If a person is deleted from the questionnaire (an X is drawn through his column), do not substitute for him in any way. Include the deleted person in your total count of household members (in column 1 of the flashcard), and enter an X in the "SP" box, if he is selected as a sample person. However, do not interview a sample person who is deleted from the questionnaire.

(H)

Item H, At Home

H	If related persons 17 years old or over are listed in addition to the respondent, say: We would like to have all adults who are at home take part in the interview. Is your --, your --, etc., at home now? If "Yes" ask: Please ask them to join us.	H	<input type="checkbox"/> Under 17
			<input type="checkbox"/> At home
			<input type="checkbox"/> Not at home

After completing questions 1-3, note the instruction in item H that if related persons 17 years old or over are listed in addition to the respondent, say: "We would like to have all adults who are at home take part in the interview. Is your --, your --, etc., at home now?"

- 1 Mark the "At home" or "Not at home" box for each person 17 and over on the basis of the respondent's answer. Mark the "Under 17" box for persons under 17 years of age.
- 2 If other eligible respondents are at home, say: "Please ask them to join us." This procedure is a reminder to interview each ADULT for himself for the ensuing health questions if he is at home at the time of the interview. Since the remaining questions are about each person's own health, he should be the best source of information about them.
- 3 If "Not at home" is marked for a person who arrives later on in the interview, interview him also, but do not change the original entry. This rule applies even though the person arrives in time to answer some of questions 4-33.
- 4 In the case of unrelated persons (partners, roomers, etc.), this "at home" determination is not made until completing the interview for all related members. Record "At home" for an unrelated person at the time you conduct the interview with that person. Persons unrelated to the head of the household who are related to each other are treated the same as any other family group.

④ — ⑧ Questions 4 through 8, Two-Week Activity Limitation

④ — ⑧

<p>This survey is being conducted to collect information on the Nation's health. I will ask about visits to doctors and dentists, illness in the family, and other health related items. (Hand calendar) The next few questions refer to the past 2 weeks, the 2 weeks outlined in red on that calendar, beginning Monday, _____ (date) _____, and ending this past Sunday, _____ (date) _____.</p>					
4a. During these 2 weeks, did --- stay in bed because of any illness or injury?	4a. <input type="radio"/> Y (4b) <input type="radio"/> N	If age: 17+ (3) 6-16 (6) Under 6 (8)			
b. During that 2-week period, how many days did --- stay in bed all or most of the day?	b. _____ Days				
5. During these 2 weeks, how many days did illness or injury keep --- from work? (For females): not counting work around the house?	5. _____ WL days <input type="checkbox"/> None	Item C			
6. During these 2 weeks, how many days did illness or injury keep --- from school?	6. _____ SL days <input type="checkbox"/> None (8)				
7. On how many of these --- days lost from <table border="1" style="display: inline-table; vertical-align: middle;"><tr><td>work</td></tr><tr><td>school</td></tr></table> did --- stay in bed all or most of the day?	work	school	7. _____ Days <input type="checkbox"/> None		
work					
school					
8a. (NOT COUNTING the day(s) <table border="1" style="display: inline-table; vertical-align: middle;"><tr><td>in bed</td></tr><tr><td>lost from work</td></tr><tr><td>lost from school</td></tr></table>) Were there any (other) days during the past 2 weeks that --- cut down on the things he usually does because of illness or injury?	in bed	lost from work	lost from school	8a. 1 Y 2 N (9)	
in bed					
lost from work					
lost from school					
b. (Again, not counting the day(s) <table border="1" style="display: inline-table; vertical-align: middle;"><tr><td>in bed</td></tr><tr><td>lost from work</td></tr><tr><td>lost from school</td></tr></table>) During that period, how many (other) days did he cut down for as much as a day?	in bed	lost from work	lost from school	b. _____ Days <input type="checkbox"/> None	
in bed					
lost from work					
lost from school					

- 1 Read the introduction above question 4a to the respondent once to inform him of the purpose of the survey and some of the topics to be covered during the interview. This introduction also is designed to inform the respondent of the reference period for probe questions 4-11, 13, and 15-18. Do this by handing him the calendar card with the appropriate two-week reference period marked in red and then indicate orally the beginning and ending dates of the two-week reference period as entered in "2-week period" of item C2. Ask all appropriate questions, 4-9, as a block for each individual, starting with the first person listed. Repeat the procedure for the next related household member and so on.
- 2 Ask questions 4-8 to obtain the number of days, if any, that each person in the household remained in bed, lost time from work or school, or restricted his usual activity because of illness or injury during the two weeks preceding the interview.
- 3 Question 4a, Bed Disability Past Two Weeks - When asking question 4a, insert the name of the person you are talking about or his relationship to the respondent. If you are interviewing the wife about Person 1, you would say: "During those two weeks, did your husband stay in bed because of any illness or injury?" If the response to 4a is "No," ask 5 if the person is 17+; ask 6 if the person is 6-16; ask 8 if the person is under 6 years of age.
- 4 Question 4b, How Many Days in Bed - If the answer to 4a is "Yes," ask 4b and record the number of days that the person stayed in bed all or most of the day. Then ask 5, 6, or 8 for that person according to his age.

④ — ⑧ Two-Week Activity Limitation (Continued)

④ — ⑧

- a Day in Bed - Any day on which the person was kept in bed either all or most of the day because of illness or injury. All or most of the day is defined as more than half of the daylight hours (or of the hours that the person is usually awake, if he works a night shift). Taking a nap on "general principles" should not be counted as a day in bed. Also, count all days as a patient in a hospital, sanitarium, or nursing home as bed days whether or not the patient was actually lying in bed at the hospital, sanitarium or nursing home. Exclude hospital days for a normal newborn, unless the baby had some complication or illness.
- b Bed - Anything used for sleeping, including sofa, cot or mattress. If a person was on the sofa watching TV because he was too ill to get around, he would be "in bed." The important distinction here is, whether the person was ill enough that he had to be in bed for all or most of the day.
- 5 Question 5, Days Lost from Work - Ask this question to find out if the person you are asking about lost time from work during those two weeks because of illness or injury. Ask it for each individual in the 17+ age group. Record the response in the appropriate space in that person's column. Use the alternate version of the question for females.
- a Work - Paid work as an employee for someone else for wages, salary, commission or pay "in kind" (meals, living quarters, or supplies provided in place of cash wages). Also, include work in the person's own business, professional practice or farm, and work without pay in a business or farm run by a related household member.
- Exclude work around the house, volunteer unpaid work, such as for church, Red Cross, or charity, and service in the Armed Forces.
- b Work Loss Day - Any scheduled work day when more than half of the day was lost due to an illness or injury. If the person works only part of a day and he loses more than half of that time, count it as a day lost.
- c Disregard School Days - If a person 17 years of age or over goes to school instead of, or in addition to, working, record only the days lost from work (disregarding any days lost from school). Include any days lost from school for persons 17 and over in restricted days, question 8.
- d Entry in Item C - Make the appropriate entry in the answer space for question 5 and also in the "WORK LOSS" section of item C1. Then follow the correct skip instruction.

6 Question 6, Days Lost from School - Ask this question if the person is aged 6-16.

a School Loss Day - Any scheduled school day when more than half of the day was lost from school due to an illness or injury.

For example, a day when the person did not go to school until after lunch would count as a day lost from school. If the person's regular school day is less than a whole day and that amount of time was lost from school on account of illness or injury, count it as a whole day lost from school.

b If the respondent indicates that no days were lost from school or that the person was on vacation during this two-week period, mark the "None" box for question 6 and skip to question 8. Also, mark "None" if the child is aged 6-16 but does not attend school.

c School Vacation - Since school vacation periods are not all the same, ask this question even during periods of the year which might normally be considered school vacation periods.

d Disregard Work Days - If a person 6 through 16 years of age works instead of going to school, or works and also goes to school, record only the days lost from school (disregarding any days lost from work). Include any days lost from work for persons 6 through 16 years of age in days of restricted activity, question 8.

7 Check for Number of Days Reported in Questions 5 and 6 - Since hardly anyone works seven days a week or goes to school seven days a week, you should follow up such replies as "The whole two weeks" or "All last week," etc. Do not enter "14" or "7" automatically. Reask the question in order to find out the actual number of days lost from work or school. If a person actually lost 14 days from work or school during "the past two weeks," enter "14" but explain in a footnote that these days were actually lost.

8 Question 7, Number of Work-Loss or School-Loss Days in Bed - Ask question 7 only if the respondent reports bed days in question 4b and either work-loss days in question 5 or school-loss days in question 6. If "N" is circled in 4a, skip to question 8.

a The purpose of question 7 is to determine if any of the bed days and days lost from work or school were the same days. The entry in question 7 can be equal to but not greater than the number of bed days reported in question 4b, or the work/school-loss days reported in question 5 or 6.

④ - ⑧ Two-Week Activity Limitation (Continued)

④ - ⑧

b In asking question 7, insert the number of work-loss days or school-loss days recorded in 5 or 6 for the first set of dashes. Select the words within the brackets that fit the situation. For example, if the person lost two days from work, ask question 7 as follows: "On how many of these two days lost from work did you stay in bed all or most of the day?" If one school day was lost, ask "On that day John lost from school, did he stay in bed all or most of the day?"

- 9 Question 8a, Restricted Activity Past Two Weeks - Ask question 8a for each person, unless he had 14 days in bed. In this case, circle "N" without asking the question. Question 8a has three purposes:

To find out if persons under 17 years had work-loss days or persons 17 or over had school-loss days. Do not record these in question 5 or 6.

To find out if, in addition to any bed days or work or school-loss days reported earlier, the person cut down on his usual activities on any other days during the two-week reference period.

To find out if the person had any cut-down (restricted activity) days during the two-week period even though no bed days, school-loss or work-loss days were reported in questions 4-7. Include in question 8 any school-loss days reported for a child under 6.

- a Things He Usually Does - The things a person usually does are the person's "usual activities." For school children and most adults, "usual activities" would be going to school, working, or keeping house, etc. For children under school age, "usual activities" depend upon whatever the usual pattern is for the child which will, in turn, be affected by the age of the child, weather conditions, etc. For retired or elderly persons, "usual activities" might consist of almost no activity, but cutting down on even a small amount would mean that a person should answer "Yes" to the question.

On Sundays or holidays "usual activities" should be interpreted as the things the person usually does on such days, such as going to church, playing golf, visiting friends or relatives, staying at home and listening to the radio, reading, looking at television, etc.

- 1) The following examples illustrate cases of persons, cutting down on the things they usually do because of illness or injury: A person in school was kept away from school, a person who worked away from home was kept away from work; a farmer or a housewife was kept from caring for the farm or the home either completely or had to cut out all but the essential chores; an elderly person who normally takes a daily walk in the park was kept from doing so.

- 2) In borderline cases, where "usual activity" is difficult to determine, accept the respondent's view of what he himself considers to be his "usual activities." For example, a man with a heart condition may still consider his "usual activity" to be "working" even though the heart condition has prevented him from working for a year or more. You should accept his statement that "working" is his "usual activity." In another example, a man may say that a heart attack six months ago forced him to retire from his job or business, he does not expect to return to work, and considers his present "usual activities" to include only those associated with his retirement. The question, then, would refer to those activities.
- b How to Ask - In asking question 8a, use the appropriate words within the brackets if days in bed or work-loss or school-loss days were reported earlier. Otherwise, omit the parenthetical phrase. Therefore, if no bed days or school or work-loss days were reported in questions 4-6, ask 8a as follows: "Were there any days during the past two weeks that -- cut down on the things he usually does because of illness or injury?" If a person had previously reported two work-loss days and one day in bed, the question would be asked as follows: "NOT COUNTING the day in bed and days lost from work, were there any other days during the past two weeks that you cut down on the things you usually do because of illness or injury?"
- 10 Question 8b, Number of Cut-Down Days - Question 8b is asked to determine the number of cut-down days if the "Y" is circled in question 8a. There is a parenthetical statement from which you select the appropriate words to use if any days were reported in 4-6. The procedure is the same as that outlined for question 8a. The parenthetical phrases in 8b are used only if bed, work-loss, or school-loss days were reported previously.
- a Cut Down as Much as a Day - A day of restricted activity (cut down) is a day when a person cuts down on his usual activities for the whole of that day on account of an illness or injury. "Usual activities" for any day mean the things that the person would usually do on that day.
- 1) Restricted activity does not imply complete inactivity but it does imply the minimum of the things a person usually does. A special nap for an hour after lunch does not constitute cutting down on usual activities for as much as a day, nor does the elimination of a heavy chore, such as cleaning ashes out of the furnace or hanging out the wash. All or most of a person's usual activities for the day must have been restricted for the person to have a cut-down day.

④ - ⑧ Two-Week Activity Limitation (Continued)

④ - ⑧

- 2) The following are some examples of a person having to cut down on the things he usually does for as much as a day:

A housewife who expected to clean house after doing the breakfast dishes, then work in the garden and go shopping in the afternoon was forced to rest because of a severe headache, doing nothing after the breakfast dishes until she prepared the evening meal.

A young boy who usually played outside most of the day was confined to the house because of a severe cold.

A garage owner whose usual activities included mechanical and other heavy work was forced to stay in his office directing others, talking to customers, etc., because of his heart condition.

- b The reference period for question 8 includes Saturdays and Sundays. ALL the days of the week are of equal importance in this question, even though the types of activities which were cut down might not be the same on weekends as on regular weekdays. If necessary, mention this to the respondent. To illustrate this concept, consider the following example:

A man who planned a fishing trip for Saturday and Sunday had to stay home from work Friday and was also too ill to go fishing both on Saturday and Sunday because of a flare-up of his back trouble. Assuming that this is the only time during the past two weeks in which he was bothered by back trouble, the correct entry for question 8b would be "2." The one work-loss day should have been reported in 5.

9

Question 9, Condition Causing Two-Week Limitation

9

If one or more days in 4-8, ask 9; otherwise go to next person.		
9a. What condition caused -- to	{ stay in bed miss work miss school cut down }	9a. Enter condition in item C Ask 9b
during the past 2 weeks?		
b. Did any other condition cause him to	{ stay in bed miss work miss school cut down }	b. Y N (NP)
during that period?		
c. What condition?		c. Enter condition in item C Reask 9b

- 1 Ask parts a, b, and c of question 9 about each person for whom at least one day was reported in answer to questions 4-8.
- 2 In questions 9a and b, select the phrase or phrases from within the brackets according to the answers you have recorded in questions 4-8 for that person.
 - a If, for example, a person had two bed days in question 4b, one work-loss day in question 5, and three cut-down days in question 8b, question 9a must be asked as follows: "What condition caused you to stay in bed, miss work, or cut down during the past two weeks?" Then enter the condition(s) in item C2 and ask question 9b, "Did any other condition cause you to stay in bed, miss work, or cut down during that period?"

When multiple phrases are used, be sure to say "or" when asking the question since a person may stay in bed or miss work for different conditions. "And" implies you are referring to the same condition.
 - b If only cut-down days are recorded (question 8b), you would ask question 9a, using only the phrase "cut down," for example, "What condition caused you to cut down during the past two weeks?" and continue in the manner described above, referring only to "cut down" when asking question 9b.
- 3 If "Y" is circled in 9b, ask question 9c and record in item C2 the condition reported. Continue to reask 9b and c (and enter the condition in item C2) until a "No" is received to 9b.
- 4 Caution Regarding Pregnancy, Delivery, and Birth
 - a Do not consider normal pregnancy as illness but if there are complications which caused restricted activity or medical attention in the past two weeks, the complication(s) (morning sickness, swollen ankles, etc.) should be recorded in item C2. If there were no complications, enter "pregnancy" or "normal pregnancy" in item C2.
 - b Record normal delivery or childbirth for the mother if it caused restricted activity, that is, bed, work or school loss, or cut-down days during the past two weeks.
 - 1) If the delivery or childbirth occurred during the past two weeks, record "normal delivery" in item C2.

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⑨ Condition Causing Two-Week Activity Limitation (Continued) ⑨

- 2) If the delivery or childbirth occurred before the two-week period, record the complications in item C2. If there were no complications, record "normal delivery" in item C2.
- c Do not record birth during the past two weeks for the baby unless there were birth complications for the baby or the baby had some other illness. For such cases, enter the specific condition, do not enter just "birth" in item C2.

Question 10, Two-Week Accidents or Injuries

10a. During the past 2 weeks, did anyone in the family, that is you, your --, etc., have any (other) accidents or injuries?	Y	N (11)	
b. Who was this? - Mark "Accident or injury" box in person's column.			10b. <input type="checkbox"/> Accident or injury <input type="checkbox"/> Injury
c. What was the injury?			10c.
d. Did anyone have any other accidents or injuries during that period?	Y (Reask 10b and c)	N	
If "Accident or injury," ask:			
e. As a result of the accident, did -- see a doctor or did he cut down on the things he usually does?			10e. Y (Enter injury in item C) N

- 1 Question 10a, How to Ask - This is the first time we ask a "family" style question (once for a family). Insert the names or relationships of all family members when asking the question. If any accident or injury condition has been previously reported, insert the parenthetical "other." For example, "During the past two weeks, did anyone in the family, that is, you, your husband, or your son have any other accidents or injuries?"
 - a Accidents and Injuries - The terms "accident" and "injury" may be used interchangeably. There are cases, however, when an injury may occur when an accident is not involved, for example, a war injury, a shooting, a stabbing, etc.
 - b Injury - Cuts, bruises, burns, sprains, fractures, etc. "Insect stings," "animal bites," "sunburn" "sun poisoning," "heat or sun strokes," "blister," "frostbite," "frozen feet" and "poisoning" are also considered as injuries.
 - c Poisoning - Illnesses resulting from swallowing, drinking, breathing or coming in contact with some poisonous substance or gas. Poisoning may also occur from an overdose of a substance that is nonpoisonous when taken in normal doses. Exclude conditions which are diseases or illnesses, such as "poison oak," "poison ivy," "ptomaine or food poisoning."

- 2 Question 10b, How to Record - If "Yes" is reported in 10a, ask 10b. Mark the "Accident or injury" box in each person's column for whom a two-week accident or injury was reported.

- 3 Question 10c, What Was the Injury - Ask question 10c for each person with "Accident or injury" marked in 10b. If the respondent reports an injury, record the injury (cut hand, bruised leg, etc.) in the answer space for 10c. If there was an accident but no injury, enter the word "Accident" in the answer space for 10c. An example of this might be a person in a car accident who received no injury.

- 4 Question 10d, Any Other Accidents or Injuries - Ask question 10d as a reminder to the respondent to report persons who had any other accidents or injuries during the past two weeks. If a "Yes" answer is obtained, reask 10b and c and enter the response in 10c until a final "No" is received.

⑩ Two-Week Accidents or Injuries (Continued)

⑩

- 5 Question 10e, See a Doctor or Cut Down - Ask question 10e for each person with the "Accident or Injury" box marked. If the person did not see a doctor or cut down on the things he usually does, circle "N" in his column and go to the next person reporting an accident or injury or to the next question as appropriate. If the response to 10e is "Yes," circle "Y" in that person's column and enter the question 10c entry in item C2. If a person had more than one accident or injury during the past two weeks, each one which resulted in a doctor visit or cut down activity must be entered separately in item C2 and a separate Condition page filled for each. However, if a single accident resulted in multiple injuries, enter these on a single line of item C2.

Doctor - Contact between a person and a doctor for the purpose of obtaining medical advice, treatment, or examination. Include telephone calls to or from a doctor, visits to a doctor's office, a clinic, a medical center, or the outpatient department of a hospital where a person goes for treatment or examination ordered by a doctor but where he may not actually see or talk to a doctor. If you learn that a person saw a dentist for this accident or injury, consider this as "Yes."

Question 11, Two-Week Dental Visits

11a. During the past 2 weeks, did anyone in the family, that is you, your --, etc., go to a dentist?	Y	N (12)	
b. Who was this? - Mark "Dental visit" box in person's column			11b. <input type="checkbox"/> Dental visit
c. During the past 2 weeks, did anyone else in the family go to a dentist? If "Dental visit," ask:	Y (Reask 11b and c)	N	
d. During the past 2 weeks, how many times did -- go to a dentist?			d. _____ No. of dental visits (12)

1. Ask question 11a once for a family. Insert the names or relationships of all family members when asking the question. If the answer is "No," go to question 12 and leave the remaining parts of question 11 blank.
 - a. Dentist - A person who has been trained in the prevention, diagnosis, and treatment of diseases of the teeth and adjacent tissues. Some examples are: Oral surgeon, orthodontist, periodontist, dental hygienist.
 - b. Exclude visits for dental services given on a mass basis, such as examinations given a group of children at school. If you are in doubt, include the visit and explain the circumstances in a footnote.
2. If "Yes" is received to question 11a, ask question 11b to find out which persons in the family went to the dentist during the two-week reference period. Mark the "Dental visit" box in the appropriate column for each person who went to a dentist during the past two weeks.
3. Ask question 11c as a reminder to the respondent to report any other persons who visited a dentist during the past two weeks. If the answer to 11c is "Yes," reask 11b and c until you get a final "No" answer to 11c. Then circle "N" and go to question 11d.
4. Ask question 11d only for those persons who reported a two-week dental visit to obtain the number of times the person went to a dentist during that period.

12

Question 12, Twelve-Month Dental Visits

12

Do not ask for children 1 yr. old and under.		00 <input type="checkbox"/> None
12a. During the past 12 months (that is, since <u> </u> (date) a year ago), about how many visits did -- make to a dentist? (Include the -- visits you already told me about.)		12a. <u> </u> Number of visits
b. ABOUT how long has it been since -- LAST went to a dentist?		b. 1 <input type="checkbox"/> 2-week dental visit (NP)
		2 <input type="checkbox"/> Past 2 weeks not reported (??)
		3 <input type="checkbox"/> 2 weeks-6 months
		4 <input type="checkbox"/> Over 6-12 months
		5 <input type="checkbox"/> 1 year
		6 <input type="checkbox"/> 2-4 years
		7 <input type="checkbox"/> 5+ years
		8 <input type="checkbox"/> Never } NP

- 1 Ask question 12 as a block for each person, after completing question 11 for all family members.
- 2 Question 12a, Twelve-Month Dental Visits - Ask question 12a inserting the date entered in "Reference dates" for "Dentist and Doctor visit probe" the first time the question is asked and at any other time you feel it necessary. If any two-week dental visits have been reported for this person, add the parenthetical statement inserting the number of visits previously reported for the dashes.
 - a If "checkup" is mentioned, rephrase the question by asking "Including any visits for a checkup, how many separate visits did you make to a dentist since -- a year ago?" or something similar. Some respondents have two or three visits for fillings or other work as a result of a checkup but only report "One," meaning one checkup. We want to count each visit.
 - b For children one year old and under, mark the "None" box without asking the question even if dental visits have been reported for them.
- 3 Question 12b, Interval Since Last Saw Dentist - Mark the "2-week dental visit" box in question 12b, without asking the question, for persons who have reported a two-week dental visit. Mark the "Never" box, without asking the question, for children age one or under even if dental visits have been reported for them. Ask 12b for all other persons and mark the appropriate answer box in each person's column as follows:

12 Twelve-Month Dental Visits (Continued)

12

Past 2 weeks not reported - Mark this box if at this point the respondent reports a visit during the two-week reference period. Also, mark the "Dental visit" box in 11b and ask question 11d for that person. Record the new response in the answer space for this question for this person. It is not necessary to change the entries in 11a and 11c. Verify or correct the entry in 12a.

2 weeks—6 months - Mark this box if the person's last dental visit was before the two-week reference period but within the six-month period.

Over 6—12 months - Mark this box if the person's last dental visit was between six and 12 months ago.

1 year - Mark this box if the person's last dental visit was 12 or more months ago but less than two years ago.

2—4 years - Mark this box if the person's last dental visit was two or more years ago but less than five years ago.

5+ years - Mark this box if the person's last dental visit was five or more years ago.

Never - Mark this box if the person has never visited a dentist or is one year old or under.

0

Interviewer Check Item 0

0

<input type="radio"/> Mark one box in each person's column.	<input type="radio"/> 25+ years (NP) <input type="checkbox"/> 5-24 years (13) <input type="checkbox"/> Under 5 years (NP)
---	---

- 1 Complete item 0 and questions 13 and 14, if required, as a block for each family member in the order they are listed on the questionnaire.
- 2 Item 0 is composed of three check boxes, each of which is for a specific age group, that is, "25+ years," "5-24 years," and "Under 5 years." Refer to the "Age" box at the top of the person's column, then mark the appropriate box in this item and follow the appropriate skip instruction.

13

Question 13, Received Orthodontic care

13

13a. Has -- ever had his teeth straightened or had bands on his teeth?	13a. 1 Y 2 N (14) 99 <input type="checkbox"/> None (NP)
b. During the past 12 months, about how many visits did he make to an orthodontist?	b. _____ Number of visits 99 <input type="checkbox"/> None (NP)
c. How many of these visits were in the past two weeks -- that is, the two weeks outlined in red on that calendar?	c. _____ Number of visits
d. How many of these orthodontic visits were included in the -- dental visits -- had during the past 2 weeks that you told me about earlier?	d. <input type="checkbox"/> None } NP _____ Number of visits

- 1 In this series of questions, we are attempting to identify persons who have ever had or who are currently undergoing orthodontic treatment for the correction of a malocclusion. To meet our definition, the treatment must be specifically to shift (or move) one or more teeth, and (at some point) the treatment program must involve the use of braces or bands.
- 2 Although question 13a determines whether someone had ever received orthodontic care related to the actual movement of teeth, the term "orthodontic" is not specifically used. Rather, it is described by asking the person whether he had "ever had his teeth straightened or had bands on his teeth?" Do not include using "retainers," "fasteners," or "spacers" as dental devices if worn in lieu of or to prevent the wearing of braces. Also, do not include persons who only had teeth extracted to relieve a "crowded" mouth situation unless braces or bands were subsequently necessary.
- 3 For those persons answering "Yes" to question 13a, ask question 13b to determine the number of times this person went to an orthodontist in the past year. The 12-month reference period referred to in this question is the same as in question 12a on this page. Include all visits made to an orthodontist, even if the adjustments or treatment received were performed by a nurse or technician. If the respondent volunteers at this point that the visits were to a family dentist or dental specialist rather than to an orthodontist, record this but footnote this situation as they will be excluded at some later stage.

Count all visits made to an orthodontist, including visits made for examination if the exam results determined that braces were necessary to straighten the teeth.

- 4 Ask question 13c of those persons reporting visits in question 13b to determine how many visits were made during the past two weeks. If only one visit was reported during the past 12 months, reword question 13c to reflect this, thus:

"Was this visit in the past two weeks - that is, the two weeks outlined in red on that calendar?"

- 5 Although an answer of one or more visits in question 13c directs you to question 13d, you will not always ask it. Refer to the entry in question 11d for this person and if you find no two-week dental visits reported, go to item 0 for the next family member listed on the questionnaire.

a The purpose of question 13d is to determine whether the visits to an orthodontist reported in question 13c had previously been reported in question 11d, the two-week dental visit question. When asking this question, insert the number of two-week dental visits this person previously reported in answer to question 11d in place of the first set of dashes before the words "dental visits."

b The way in which question 13d is asked depends upon the actual number of visits reported in question 13c. If you had one orthodontic visit in 13c and three dental visits in 11d, ask 13d as follows:

"Was this orthodontic visit included in the three dental visits -- had during the past two weeks that you told me about earlier?"

If you had two visits in 13c and five visits in 11d, ask 13d as follows:

"How many of these orthodontic visits were included in the five dental visits -- had during the past two weeks that you told me about earlier?"

c Do not reconcile any differences there might be in the number of dental visits in question 11d and the number of visits to an orthodontist reported in question 13c. We are specifically interested in whether visits to an orthodontist are being reported in answer to our regular dental visit questions; so it is particularly important that no changes are made between these two questions.

14

Question 14, Why Not Now Receiving Care

14

14a. Do you think --'s teeth need to be straightened? (Even though you don't think his teeth need to be straightened)	14a.	1 Y	2 N
b. Have you ever been told by a dentist or orthodontist that his teeth needed to be straightened? if "Y" circled in 14a or b, ask: otherwise, go to NP.	b.	1 Y	2 N
c. We are interested in the various reasons why people do not have their teeth straightened when they need this type of care. (Hand Card O) Which of these statements describes why -- is not NOW receiving this care? Any other reason?	c.	1 2 3 4 5 6 7 8	Other (Specify) _____
Mark box or ask:			
d. What is the MAIN reason -- is not NOW receiving this care?	d.	1 2 3 4 5 6 7 8	Other (Specify) _____

Circle all reasons given →

- 1 For all persons who answered "No" to question 13a, that is, those reporting never having received orthodontic care, ask questions 14a and b to determine whether they think this type of treatment is needed and whether it has ever been recommended for them either by a dentist or orthodontist.

Since this series of questions is being asked about persons 5-24 years of age, most of the respondents will be parents rather than self-respondents, for example, mothers or fathers about their children. In all cases when a proxy respondent is answering this question, you will be asking the respondent for his own opinion with regard to whether the child's teeth need straightening.

- 2 When asking question 14b, include the parenthetical statement above the question if "N" is circled in 14a.

The definition of "dentist" in this question is the same as that for 11a-- a person trained in the prevention, diagnosis, and treatment of diseases of the teeth and adjacent tissues. Some examples are oral surgeon, orthodontist, and dental hygienist. If the respondent volunteers that someone other than a dentist or orthodontist told them that their teeth needed to be straightened, circle "N," but footnote who made this recommendation, for example, doctor, friend, etc.

- 3 If a "Yes" answer is reported to either question 14a or 14b, ask 14c next to determine the reason or reasons that this person is not now receiving orthodontic care. Read the introductory statement to 14c the first time the question is asked during an interview. Hand Card O to the respondent and ask 14c. Include all reasons that the respondent gives for not obtaining this type of care. The time period referred to in this question is the present time; we are attempting to collect information which will describe those current reasons people have for not receiving orthodontic care now even though it is needed. Do not record any reasons a person may have had for not obtaining this type of care when it was first needed, if that reason is no longer applicable. For example, a respondent may volunteer that when he was younger, his parents could not afford this care and now he does not have the time to receive this type of treatment. If this should occur, record only the current reason, that is, doesn't have time.

If you have circled "N" in 13a because the person uses "spacers," "retainers," or "fasteners," enter this in 14c as the reason for not receiving "orthodontic" care.

The time period and instructions pertaining to this question also apply to the subsequent question which identifies the main reason orthodontic care is not being received, if two or more reasons are given.

After circling the number the respondent chooses from Card O, ask: "Any other reason?" Continue to record his answers and reask this question until you receive a "No" answer.

Whenever category 9 is selected from Card O, be sure to follow-up this response by the question "What was the reason?" Then record the specific reason given on the lines provided.

- 4 After you have recorded all of the reasons explaining why this person is not now receiving orthodontic care, go to 14d and mark either the "Only one reason" box or indicate the main reason given.

If more than one reason is given, circle the number which corresponds to the main reason given for this person not presently receiving orthodontic care, being sure to also enter the reason, if more than one "Other" reason was given in response to question 14c.

15

Question 15, Two-Week Doctor Visits

15

15. During the past 2 weeks (the 2 weeks outlined in red on that calendar) how many times did -- see a medical doctor?	15. 00 <input type="checkbox"/> None _____ Number of visits } NP
--	---

- 1 Question 15, Two-Week Doctor Visits - Ask question 15 for each person, using the parenthetical phrase "the two weeks outlined in red on that calendar," as often as necessary. The respondent must be kept aware of the two-week period and should be referred to the calendar at convenient points in the interview, especially in a large household.
- 2 Medical Doctor
 - a The term "doctor" covers only medical doctors (MD) and osteopathic physicians (DO). Include all visits to medical doctors regardless of whether they are general practitioners or specialists. Ophthalmologists (occulists) have an MD degree and are counted as medical specialists.
 - b Consulting chiropractors, chiroprodists, dentists, podiatrists, naturopaths, Christian Science healers, opticians, optometrists or other types of people giving medical care are not counted.
 - c Do not make a special inquiry about the kind of doctor consulted or tell the respondent the survey definition of who is considered a doctor. If the respondent volunteers he saw a chiropractor, rephrase the question and ask "Did you see or talk to a medical doctor during the past two weeks?"
- 3 Doctor "Visit" - A single contact between a person and a doctor or his representative for the purpose of obtaining medical advice, treatment or examination.
 - a A visit by the person to the doctor.
 - b A visit by the doctor to the person. If the doctor visits the household to see one patient and while there examines or visits professionally another member of the household, count this visit as "doctor seen" for each individual for each condition receiving the doctor's attention.

- c Telephone calls to or from a doctor (except requests for appointments or inquiries about a bill), visits to a doctor's office, a clinic, a medical center and the outpatient department of a hospital where a person goes for treatment or examination ordered by a doctor but where he may not actually see or talk to a doctor. Also, to be included as visits are calls to the doctor concerning the obtaining or renewal of a prescription.
- d The case in which the person is himself a doctor and he followed his own treatment or advice.
- e Talking to a family member who is a doctor to obtain medical advice.
- f Visits for shots or examinations (such as chest X-rays) administered on a mass basis are to be excluded. Thus, if the person went to a clinic, a mobile unit or some similar place to receive an immunization, a single chest X-ray or a certain diagnostic procedure which was being administered identically to all persons who were at the place for this purpose, this would not be counted as a visit.

NOTE: However, physicals for athletes or the armed services are not mass visits, and are included in the doctor visits questions.

- g Do not count visits a doctor made to see the person while he was an inpatient in the hospital. A hospital inpatient is defined as a patient who remains overnight or longer.

Question 16, Two-Week Shots, X-Rays, Test, and Examinations

(Besides these visits)		
16a. During that 2-week period did anyone in the family go to a doctor's office or clinic for shots, X-rays, tests, or examinations?	Y N (17)	
b. Who was this? - Mark "Doctor visit" box in person's column.		16b. <input type="checkbox"/> Doctor visit
c. Anyone else?	Y (Reask 16b and c) N	
If "Doctor visit," ask:		
d. How many times did -- visit the doctor during that period?		d. _____ Number of visits (NP)

- 1 The wording of question 16a depends on the answer to question 15. If one or more visits have been reported in question 15, ask question 16a with the introductory parenthetical phrase. For example, if there were two persons in the household, head and wife, and three visits were reported in question 15 for the head, ask question 16a as follows: "Besides those visits during that two-week period, did either of you go to a doctor's office or clinic for shots, X-rays, tests, or examinations?" If no visits have been reported in question 15, ask question 16a without including the parenthetical phrase.
- 2 If the answer to 16a is "Yes," continue to ask questions 16b and c until you get a "No" answer to 16c.
- 3 Starting with the first person listed for whom the "Doctor visit" box has been marked in question 16b, ask question 16d and record the number of doctor visits that are reported. Remember, any visits recorded in question 15 should not be recorded in question 16.

Question 17, Two-Week Medical Advice by Phone

17a. During that period, did anyone in the family get any medical advice from a doctor over the telephone?	Y N (15)	
b. Who was the phone call about? - Mark "Phone call" box in person's column.		17b. <input type="checkbox"/> Phone call
c. Any calls about anyone else?	Y (Reask 17b and c) N	
If "Phone call," ask:		
d. How many telephone calls were made to get medical advice about --- ?		d. _____ Number of calls (NP)

Ask question 17a regardless of the answers to questions 15 and 16. For this question, include telephone calls to or from the doctor or doctor's office which are related to treatment or advice given by the doctor directly or transmitted through the nurse. Do not count telephone calls solely for making an appointment, discussing a bill, or calls confined to some topic not directly related to the person's health. If telephone calls have already been reported in the earlier "visit" questions, do not record them again in question 17. The procedure for asking questions 17a-d is the same as that for questions 16a-d.

18

Question 18, Condition Causing Two-Week Medical Advice

18

Fill item C, (DR), from 15-17 for all persons.
Ask 18a for each person with visits in DR box.

18a. For what condition did -- see or talk to a doctor during the past 2 weeks?	18a.	<input type="checkbox"/> Condition (Item C THEN 18d)
b. Did -- see or talk to a doctor about any specific condition?	b.	<input type="checkbox"/> Pregnancy (18e)
c. What condition?	c.	<input type="checkbox"/> No condition
d. During that period, did -- see or talk to a doctor about any other condition?	d.	Y (18c) N (NP)
e. During the past 2 weeks was -- sick because of her pregnancy?	e.	Y (18c) N (NP)
f. What was the matter?	f.	Enter condition in item C (18d)

1. Make Entry in "DR." Box in C1 - Review the entries in questions 15-17 for each person and enter the total number of doctor visits reported in the "DR." box in C1 in each person's column before going to question 18. The following illustration will give an example of how to record the visits reported in questions 15-17 in item C1.

C	1. Record the number of Doctor Visits			DR.	HOSP.	WORK LOSS	DR.	HOSP.	WORK LOSS	DR.	HOSP.	WORK LOSS
	<u>1</u> (NP)		<input type="checkbox"/> None (8) — Days (7)	<u>1</u> (NP)		<input type="checkbox"/> None (8) — Days (7)	<u>2</u> (NP)		<input type="checkbox"/> None (8) — Days (7)	<u>2</u> (NP)		<input type="checkbox"/> None (8) — Days (7)

15. During the past 2 weeks (the 2 weeks ending times did -- see a medical doctor?	15. 00 <input checked="" type="checkbox"/> None } NP — Number of visits	15. 00 <input checked="" type="checkbox"/> None } NP — Number of visits	15. 00 <input type="checkbox"/> None } NP <u>1</u> Number of visits
(Besides these visits)			
16a. During that 2-week period did you go to a clinic for shots, X-rays, tests?			
b. Who was this? - Mark "Do" for doctor visit.	16b. <input checked="" type="checkbox"/> Doctor visit	16b. <input type="checkbox"/> Doctor visit	16b. <input type="checkbox"/> Doctor visit
c. Anyone else?			
If "Doctor visit," as in 16b.			
d. How many times did you see a doctor?	d. <u>1</u> Number of visits (NP)	d. — Number of visits (NP)	d. — Number of visits (NP)
17a. During that period, did you ever have a doctor call?			
b. Who was this?	17b. <input type="checkbox"/> Phone call	17b. <input type="checkbox"/> Phone call	17b. <input checked="" type="checkbox"/> Phone call
c. Any other calls?			
If "Phone call," as in 17b.			
d. How many calls did you have?	d. — Number of calls (NP)	d. — Number of calls (NP)	d. <u>1</u> Number of calls (NP)

- 2) Question 18 - Ask question 18 for each person with doctor visits reported in questions 15-17 to find out the specific conditions causing the visit.
- a) Question 18a, For What Condition - Ask question 18a and record in item C2 each condition for that person after marking the "Condition" box. Then go to 18d. If in answer to question 18a, no specific condition is reported but the respondent reports pregnancy as the reason for the doctor visit, mark the "Pregnancy" box in that person's column and skip to question 18e. Include as visits for pregnancy visits by the woman for consultation or checkups during the pregnancy. If the reason for the doctor visit(s) was for an examination or preventive care only, mark the "No condition" box in question 18a, and ask 18b for that person.
 - b) Questions 18b and c, Any Specific Condition - Ask question 18b only if the "No condition" box is marked in question 18a. It is asked as an additional probe to determine if the person saw the doctor about any specific condition, and if so, what that condition was. If "Yes" is received in 18b, record the condition reported in answer to 18c in item C2 in the appropriate person's column, then ask question 18d. If "No" is received to 18b, go to the next person and ask question 18a, if it is required.
 - c) Question 18d, Any Other Condition - Ask question 18d as a reminder to the respondent about any other condition for which treatment or advice was received during the doctor visit(s). If "Yes" is received in 18d, reask 18c and 18d until you get a "No" response to question 18d. Record all conditions reported in answer to 18c in item C2. Once you get a "No" response to question 18d, go to the next person and ask question 18a, if it is required.
 - d) Questions 18e and f, Pregnancy - Ask questions 18e and f only if the "Pregnancy" box is marked in question 18a.
 - 1) Question 18e, Sick Because of Pregnancy - The purpose of 18e is to find out if there was any sickness during the past two weeks because of the pregnancy. Pregnancy is not considered an illness condition and should not be recorded in item C2 unless there were some complications or illness conditions associated with it during the past two weeks. "Sick" means whatever the respondent thinks it means, make no attempt to define it to her. If the response is "No," ask 18d to determine if the person saw or talked to a doctor about any other condition. Follow the instructions given for question 18d above.
 - 2) Question 18f, Condition of Pregnancy - If the respondent reports some sickness during the past two weeks because of the pregnancy ("Yes" in 18e), ask question 18f and record the condition in item C2 for that person; then ask 18d to determine if the person saw or talked to a doctor about any other condition. Follow the instructions given for question 18d above.

Question 19, Twelve-Month Doctor Visits

<p>19a. During the past 12 months, (that is since (date) a year ago), about how many times did -- see or talk to a medical doctor? (Do not count doctors seen while a patient in a hospital.) (Include the -- visits you already told me about.)</p>	<p>19a. <input type="checkbox"/> Only when in hospital <input type="checkbox"/> None ----- Number of visits</p>
<p>b. ABOUT how long has it been since -- LAST saw or talked to a medical doctor?</p>	<p>b. <input type="checkbox"/> 2-week DV <input type="checkbox"/> Past 2 weeks not reported (15 and 18) <input type="checkbox"/> 2 wks.-6 mos. <input type="checkbox"/> Over 6-12 mos. <input type="checkbox"/> 1 year <input type="checkbox"/> 2-4 years <input type="checkbox"/> 5+ years <input type="checkbox"/> Never</p> <p>Mark "12 Mo. DV" box in SP column.</p>

1. Ask both parts of question 19 as a block for each person after completing question 18 for all family members. Do not include dental visits in question 19. If you learn reported visits are dental visits, rephrase the questions to "Exclude the dental visit you told me about," and "... last saw or talked to a medical doctor, not counting the dentist?"
2. Question 19a, Twelve-Month Doctor Visits - Ask question 19a inserting the date entered in "Reference dates" for "Dentist and Doctor visit probe" and include the first parenthetical statement the first time the question is asked and at any other time you feel it necessary. If any two-week doctor visits have been reported for this person, include the second parenthetical statement inserting the number of doctor visits previously reported for the dashes.
 - a. If "checkup" is mentioned, rephrase the question by asking "Including any visits for a checkup, how many separate visits did you make to a doctor since -- a year ago?" Here, as in the dental visit question, we want to count each visit.
 - b. If you learn that any of the visits reported in question 15 or 16 occurred while the person was a patient in the hospital, correct the answer(s) to exclude the inpatient visits. If all of the person's visits during the 12-month period were while in the hospital, mark the "Only when in hospital" box.
3. Question 19b, Interval Since Last Saw Doctor - Seeing a doctor while a hospital inpatient is included in 19b, but not in 19a.

Mark the "2-week DV" box in 19b, without asking the question, for persons who have reported a two-week doctor visit. Ask 19b for all other persons and mark the appropriate answer box in each person's column as follows:

Past 2 weeks not reported - Mark this box if at this point the respondent reports a visit during the two-week reference period.

This might happen occasionally when the respondent misunderstands questions 15-17 or forgets to report a visit that should have been reported earlier. For these cases, mark this box and reask questions 15 and 18 for that person. Make the necessary corrections in question 15 and enter the number of doctor visits in the answer space. Correct the entry in the "DR." box in item C1 for that person. Reask 18 and record in item C2 any new condition reported and verify or correct 19a.

Make corrections to the two-week doctor visit probe questions only when asking this question. Do not change the entries in questions 15-17, because of any information given later in the interview but do correct C1.

NOTE: If the only doctor seen during the past two weeks was while an inpatient in a hospital, do not mark a box in 19b but footnote the situation.

2 weeks—6 months - Mark this box if the person's last doctor visit was before the two-week reference period but within the six-month period.

Over 6—12 months - Mark this box if the person's last doctor visit was between six and 12 months ago.

NOTE: Mark the "12 Mo. DV" box at the top of this person's column if he is a sample person and one of the first four boxes is marked. Otherwise, leave the "12 Mo. DV" box blank.

1 year - Mark this box if the person's last doctor visit was 12 or more months ago but less than two years ago.

2—4 years - Mark this box if the person's last doctor visit was two or more years ago but less than five years ago.

5+ years - Mark this box if the person's last doctor visit was five or more years ago.

Never - Mark this box if a person has never seen or talked to a medical doctor.

<p>Ages 17+</p>	<p>20a. What was -- doing MOST OF THE PAST 12 MONTHS -- (For males): working or doing something else? if "something else," ask: b. What was -- doing? if 45+ years and was not "working," "keeping house," or "going to school," ask: c. Is -- retired? d. If "retired," ask: Did he retire because of his health?</p>	<p>20. & 21.</p> <p>1 <input type="checkbox"/> Working (25a) 2 <input type="checkbox"/> Keeping house (25b) 3 <input type="checkbox"/> Retired, health (24) 4 <input type="checkbox"/> Retired, other (24) 5 <input type="checkbox"/> Going to school (27) 6 <input type="checkbox"/> 17+ something else (24) 7 <input type="checkbox"/> 6-16 something else (26)</p>
<p>Ages 6-16</p>	<p>21a. What was -- doing MOST OF THE PAST 12 MONTHS -- going to school or doing something else? if "something else," ask: b. What was -- doing?</p>	
<p>Ages under 6</p>		<p>0 <input type="checkbox"/> 1-5 years (22) 0 <input type="checkbox"/> Under 1 (23)</p>

1 Ask questions 20-29 as a block for each person. The instructions in the left margin indicate which question to ask first, or item to mark, depending on the person's age. Ask all persons 17 years or older question 20a first; all persons 6-16 years of age question 21a first. For children under six, mark either the "1-5 years" box or the "Under 1" box. As a guide to the proper order of asking questions 22-29, instructions have been printed to the right of each answer space indicating where to go next when you are to skip to another question.

2 Questions 20 and 21, Main Activity During Past 12 Months - Questions 20 and 21 ask what the person was going most of the past 12 months. Emphasize the phrase "most of the past 12 months" to remind the respondent you are referring to the entire year, not just to the present time. If a person says that he has had more than one kind of activity, mark the activity at which the person spent the most time during the past 12 months. Thus, if a woman has kept house and also worked, mark the box which describes the activity that took up most of her time during the past 12 months. If the person spent equal time at two types of activities, select the one which the person considers more important.

a How to Ask questions 20a-d, Persons Aged 17 Years and Over - When asking these questions for males, ask question 20a as follows: "What was -- doing most of the past 12 months (pause) working or doing something else?" Ask the two parts of the question in succession without waiting for a reply to the first part. Ask the question similarly for females, but use the alternate wording. Do not ask men if they were keeping house, but if the respondent says a man was keeping house most of the past 12 months, mark the box "Keeping house."

- 1) If the response to 20a fits any of the appropriate boxes, "Working," "Keeping house," or "Going to school," mark that box.
 - 2) If the response is "Something else," ask question 20b. If this response corresponds to one of the check boxes, mark the appropriate one. If the response is "Retired," ask 20d. If the person is aged 17-44 and the response to 20b does not correspond to one of the first five check boxes, mark the "17+ something else" box.
 - 3) If the person is 45 years old or over and the response to question 20b does not correspond to one of the first four check boxes, ask question 20c. If the response to question 20c is "Yes," ask 20d. If the response to 20c is "No," mark the "17+ something else" box.
 - 4) If the response to any part of 20a-c is "Retired," ask 20d. If this is "Yes," mark the "Retired, health" box. If any other reason for retirement is given, or if the response is "No," mark the "Retired, other" box.
 - 5) Consider persons in the Armed Forces most of the past 12 months and now separated from the service, as "17+ something else."
- b Questions 21a and b, Persons 6-16 Years of Age - Ask question 21a about all persons aged 6-16 years. If the response is "Going to school," "Working" or "Keeping house," mark the appropriate box and follow the instructions in the parentheses. If "Something else" is the response, ask question 20b. If the response to 20b cannot be assigned to one of the check boxes, mark the "6-16 something else" box.

22 Question 22, Limitation of Activity for Children 1-5 Years of Age

22

22a. Is -- able to take part at all in ordinary play with other children?	22a.	Y	1 N (20)
b. Is he limited in the kind of play he can do because of his health?	b.	2 Y (20)	N
c. Is he limited in the amount of play because of his health?	c.	2 Y (20)	N (20)

- 1 Question 22a, Able to Take Part in Ordinary Play - Ask question 22a to determine if the child can take part at all in ordinary play.
- 2 Question 22b, Limited in Kind of Play - Ask question 22b if "Yes" in 22a to determine if the child is limited in the kind of play he can do because of his health. If, for example, a child is unable to play strenuous games or is unable to run or jump or climb because of his health, he would be limited in the "kind of play he can do because of his health."
- 3 Question 22c, Limited in Amount of Play - Ask question 22c if "No" in 22b to determine if the child is limited in the amount of play he can do because of his health. If a child needs special rest periods or is unable to play for long periods at a time because of his health, consider him as "limited in the amount of play."

**Question 23, Limitation of Activity for
Children Under One Year of Age**

23

23

23a. Is -- limited in any way because of his health?	23a.	Y	N (NP)
b. In what way is he limited? Record limitation, not condition.	b.	_____ (29)	

- 1 Question 23a, Limited in Any Way - Ask question 23a for all children under one year of age.

- 2 Question 23b, Limited in What Way - If "Y" is circled in question 23a, ask question 23b. If a condition is given in response to question 23a or b, reask 23b to determine how the child is limited. Enter the condition if no other information is given. A limitation of a child under one year of age might include extra long rest periods, limited play activity, and so forth.

24

Question 24, Retired or "~~17+~~ Something Else"

24

24a. Does -- health now keep him from working?	24a.	1 Y (20)	N
b. Is he limited in the kind of work he could do because of his health?	b.	2 Y (29)	N
c. Is he limited in the amount of work he could do because of his health?	c.	2 Y (29)	N
d. Is he limited in the kind or amount of other activities because of his health?	d.	3 Y (29)	N (28)

- 1 Question 24a, Health Keeps from Working - If the person's major activity was reported as "Retired, health," "Retired, other" or "17+ something else," ask question 24a to find out if the person's health presently keeps him from working. Many times a person who has retired from one job because of health, is able to do some other kind of work, for example, the bricklayer who retired because of a bad back is now the manager of a retail liquor store.
- 2 Question 24b, Limited in Kind of Work - Ask question 24b to determine if the person's health would limit the kind of work he could do if he were to work. Since the person, in most cases, will not presently be working, the word "could" in 24b and c is used to convey the idea that if the person was presently working, would he be limited by his health.
- 3 Question 24c, Limited in Amount of Work - Ask question 24c to determine if the person's health would limit the amount of work he could do if he were to work.
- 4 Question 24d, Limitation in Kind or Amount of Other Activities - Ask question 24d to determine if the person's health limits the kind or amount of his other activities. Other activities include anything other than work.

**Question 25, Limited in Kind or Amount
of Work or Housework**

25

25

25a. Does -- NOW have a job?	25a.	Y (25c)	N
b. In terms of health, is -- NOW able to (work - keep house) at all?	b.	Y	1 N (29)
c. Is he limited in the kind of (work - housework) he can do because of his health?	c.	2 Y (29)	N
d. Is he limited in the amount of (work - housework) he can do because of his health?	d.	2 Y (29)	N
e. Is he limited in the kind or amount of other activities because of his health?	e.	3 Y (29)	N (28)

- 1 Question 25a, Now Have a Job - Ask question 25a of all persons who reported "Working" in question 20 or 21 to determine if they presently have a job.
- 2 Question 25b, Now Able to Work or Keep House at All - Ask question 25b of all persons whose usual activity was working, but who do not have a job now, and of persons whose usual activity was keeping house. When asking 25b-d, select the appropriate word within the parentheses.

The concept of "unable" means general overall inability to work or keep house because of some illness or injury.

- 3 Question 25c, Limited in Kind of Work or Housework - Consider a person who is unable to do certain kinds of manual work because of his health, such as lifting or carrying materials, or a person who is unable to work where a lot of standing or walking is required as limited in the kind of work he can do.

Consider a housewife who is unable to do certain kinds of housework which require her to lift heavy materials or do strenuous housework such as scrubbing floors as limited in the kind of housework she can do.

- 4 Question 25d, Limited in Amount of Work or Housework - Consider a person who is unable to work full time or must have periodic rest periods because of his health as being limited in the amount of work or housework he can do.
- 5 Question 25e, Limited in Other Activities - Ask question 25e to determine if the person, although not limited in his main activity, is limited in other types of activities. Limited in kind or amount of other activities refers to those persons who are only limited in their outside activities; for example, limitations in participating in sports, clubs, hobbies, church, civic projects, athletics, games, etc.

Questions 26 and 27, "6-16 Something Else,"
or "Going to School"

26 — 27

26 — 27

26. In terms of health would -- be able to go to school?	26.	Y	N (29)
27a. Does (would) -- have to go to a certain type of school because of his health?	27a.	2 Y (29)	N
b. Is he (would he be) limited in school attendance because of his health?	b.	2 Y (29)	N
c. Is he limited in the kind or amount of other activities because of his health?	c.	3 Y (29)	N

- 1 Question 26, Able to go to School - Ask question 26 only if the "6-16 something else" box is marked in questions 20 and 21. It is asked to determine if the person is able to go to school, although his major activity during the past 12 months was something else.
- 2 Question 27, Limited to Certain Types of Schools or Kind of School Activity - Ask question 27 about those persons reported in questions 20 and 21 as "Going to school" or "6-16 something else" but able to go to school ("Y" circled in 26).
 - a. Questions 27a and b, Limited to Certain Types of Schools or in School Attendance - When "Y" has been circled in 26, ask 27a and b using the parenthetical phrase (would) and (would he be). Consider a person who attends a special school or a person who can attend school for only part of a day as being limited.
 - b. Question 27c, Limited in Kind or Amount of Other Activities - Ask question 27c to determine if a person, although not limited in school attendance, is limited in other types of activities. For purposes of this question, other activities might include participation in various recreation or sporting activities.

28

Question 28, Limited in ANY WAY

28

28a. Is -- limited in ANY WAY because of a disability or health?	28a.	A Y	S N (NP)
b. In what way is he limited? Record limitation, not condition.	b.	_____	

Ask question 28 about all persons 1+ years of age who did not report any activity limitation in question 22, 24, 25, or 27. This question serves as a catchall question to remind the respondent of limitations that were not reported in answer to earlier questions. "Disability" is included in question 28, because some people do not think of missing limbs and things of that nature as health problems. If a condition is given in response to question 28a or b, reask 28b to determine how the person is limited. Enter the condition if no other information is given.

29

Question 29, How Long Limited and Cause

29

<p>29a. About how long has he { been limited in -- been unable to -- had to go to a certain type of school? }</p>	<p>29a. 000 <input type="checkbox"/> Less than 1 month 1 ____ Mos. 2 ____ Yrs</p>
<p>b. What (other) condition causes this limitation? If "old age" only, ask: Is this limitation caused by any specific condition?</p>	<p>b. Enter condition in Item C Ask c <input type="checkbox"/> Old age only (NP)</p>
<p>c. Is this limitation caused by any other condition?</p>	<p>c. Y (Repeat 29b and c) N <input type="checkbox"/> Only 1 condition</p>
<p>Mark box or ask: d. Which of these conditions would you say is the MAIN cause of his limitation?</p>	<p>d. Enter main condition</p>

- 1 Ask question 29 of all persons who reported some kind of activity limitation in questions 22-28 to determine how long the person had this limitation and what condition causes it. If no limitations are reported, leave this question blank.
- 2 How Long Had This Limitation - In question 29a, we want to know the length of time the person has been limited by this health problem, not how long the person has had the condition causing the limitation.
 - a In asking question 29a choose the appropriate phrase within the brackets and add to it the italicized portion of the question where the limitation was reported. For example, if the response to 24b was "Yes," question 29a should be asked: "About how long has he been limited in the kind of work he could do?"
 - b Insert the word "work" when asking question 29 if the limitation is reported in question 24a.
 - c When a limitation is reported in question 23 or 28, insert the respondent's description of the limitation when asking 29, for example, "About how long has he been unable to drive a car?" If the final answer to question 28 is a condition, ask question 29, "About how long has he been limited by his ...?"
- 3 Questions 29b-d, Condition Causing Limitation - Ask questions 29b-d to determine what condition causes a person's activity limitation and if more than one is reported, which one is the main cause of the limitation. Record the condition(s) in item C2 using "29" as the source.

29 How Long Limited and Cause (Continued)

29

- a How to Ask - Ask question 29b and enter the condition in that person's column in item C2. Then ask question 29c to give the respondent an opportunity to report any other condition which may also be causing the limitation. Record any additional conditions reported in that person's column in item C2. Continue to reask 29b using the parenthetical "other" and 29c until a "No" is obtained. Then circle "N" in that person's column in 29c and go to question 29d.

If you have received a condition in response to question 23 or 28, skip 29b and ask 29c.

- b "Old Age" is Reported - Occasionally the answer given to question 29b will be "Old age." Do not enter "Old age" in item C2. Instead, ask the alternate question below question 29b. If the response to this question is "Yes," find out what specific condition causes this limitation by reasking question 29b. Then record the condition in item C2. Continue to ask questions 29b and c recording all additional conditions causing the limitation in item C2. If the limitation can be attributed to no other condition, mark the "Old age only" box, leave 29c and d blank and go to the next person.
- c Limitations Due to Pregnancy or Recent Injuries - If the only condition(s) reported in answer to question 29 is

pregnancy

or

an injury which occurred less than three months ago that did not result in obvious permanent disability, such as the loss of a limb,

enter the name of the condition in a footnote. Reask the question which picked up the limitation using an introductory statement, such as "Except for your broken leg, would you be limited in the kind of work you could do because of your health?" and correct the original entry. Continue to ask any other appropriate limitation questions for this person. Do not make entries in item C to indicate that pregnancy or recent injuries, as specified above, was reported in answer to question 29.

- d Main Condition - Question 29d determines which condition is the main cause of a person's activity limitation when two or more conditions have been reported in questions 29b and c.

- 1) If only one condition has been reported in questions 29b and c, mark the "Only one condition" box in that person's column, and omit question 29d.

29 How Long Limited and Cause (Continued)

29

- 2) After asking question 29d, enter the condition that the respondent says is the main cause of the activity limitation in the answer space for that person, then go to the next person. If in response to question 29d, the respondent mentions a condition not previously reported, enter that condition in 29d and also in item C2.
- 3) If the respondent is unable to determine the main cause from several, indicate this by an entry of "unable to select main cause," "all the same," "both," or something similar.

30

Question 30, Hospitalizations Since Specified Date

30

30a. Was --- a patient in a hospital at any time since (date) e year ago?	30a.	Y	N (Item C)
b. How many times was --- in a hospital since (date) e year ago?	b.	Times (Item C)	

- 1 Although the survey is primarily concerned with hospitalizations which occurred during the past 12 months, for statistical purposes, we also need to know about hospitalizations which occurred just before the past 12 months. Also, people tend to forget hospitalizations which started before the "past 12 months" but which actually extended into the 12-month period. For these reasons the hospitalization probe question is asked for a period of 13 or 14 months.
- 2 Ask question 30a separately for each household member, inserting the "Reference date" entered in C2 for the "Hospital probe" when asking these questions. If no hospitalizations are reported, circle "N" in 30a and enter a dash (-) in the "HOSP." box in item C1. Then go to the next person.
- 3 Ask 30b for each person for whom the answer to question 30a is "Yes." Enter the number of times in the column for that person and in the "HOSP." box of item C1.
- 4 Patient in a hospital - being admitted and staying overnight or longer in a hospital. Exclude visits to emergency rooms, or outpatient clinics.

31

Question 31, Stays in Nursing Homes, Etc.

31

<p>31a. Was anyone in the family in a nursing home, convalescent home, or similar place since (date) a year ago?</p>	<p>Y N (32)</p>
<p>b. Who was this? - Circle "Y" in person's column. If "Y," ask:</p>	<p>31b. Y</p>
<p>c. During that period, how many times was — in a nursing home or similar place?</p>	<p>c. Times (Item C)</p>

- 1 Question 31 asks about stays in nursing homes, convalescent homes, rest homes and the like. For the purpose of this survey, a "stay" in any one of these kind of places is counted the same as a hospital "stay."
 - a "Nursing home, convalescent home or similar place," means any type of home, sanitarium or other such type of place which provides medical or personal care to persons because of health reasons, advanced age or the like. Unlike patients in general hospitals, patients in these places are apt to remain for long periods of time. Some examples of places of the kind referred to in question 31 are: Nursing homes, mental institutions, TB sanitariums, convalescent homes, homes for the aged and so forth.
 - b The length of time a person may have been a patient in a place of this type does not affect its inclusion as a "stay" to be recorded in question 31, as long as the person is a household member at the time of interview.
- 2 Question 31 is a family style question. If the answer is "No," circle "N" in 31a and go to question 32. If the answer is "Yes," ask question 31b and circle "Y" for the person(s) for whom the "stay" was reported in the appropriate column(s).
- 3 If one or more nursing home "stays" are reported, record the number in 31c, then go to the "HOSP." box in item C1. Correct the previous entry for this person and enter the total number of hospital and nursing home "stays" reported in 30 and 31.

Question 32, Check on Question 30

Ask for each child 1 year old or under if date of birth is on or after reference date.			
32a. Was --- born in a hospital? If "Yes," and no hospitalizations entered in his and/or mother's column, enter "1" in 30b and item C. If "Yes," and a hospitalization is entered for the mother and/or baby, ask 32b for each.	32a.	Y	N (NP)
32b. Is this hospitalization included in the number you gave me for ---? If "No," correct entries in 30 and item C for mother and/or baby.	32b.	Y	N

- 1 Question 32 is a check on question 30 to insure that hospitalizations for deliveries or births are not forgotten. If no baby aged one or under is listed, make no entries in question 32 but go to question 33.
- 2 Question 32a - If a child under two years old is listed on the questionnaire, look at question 3 of the column in which the baby is listed. If the baby's birth date is before the reference date, no further questions or entries for question 32 are required.

If the baby was born within the hospital reference period (on or after the date entered in C2 and before last Sunday (midnight)), ask question 32a. If the answer to this question is "Yes," check question 30b for both the baby and the mother to see if any hospitalizations have been reported. If no hospitalizations have been reported for either the baby or the mother, enter "1" in question 30b for both the baby and the mother. If a hospitalization has been reported for the mother but not the baby (or vice versa), enter "1" in question 30b for the baby and ask question 32b for the mother (or vice versa). If a hospitalization has been reported in question 30b for both the baby and the mother, then ask 32b for both the baby and the mother.
- 3 Question 32b - Ask and mark question 32b for the baby and the mother if any hospitalizations were reported in question 30b for either, and you have determined in answer to question 32a that the baby was born in a hospital within the reference period. If the answer to 32b is "No," change the entry in 30b to reflect this "missed" hospital stay.
- 4 Examples of Question 32 - Here are two examples which illustrate the procedure:
 - a You are interviewing in January 1974. You have an 18-month old child listed on the questionnaire as a one-year old, with question 3, date of birth, as July 7, 1972, (the reference date for the hospital probe is December 1). Since the baby was not born within the time reference period, you do not need to make any entries in question 32.

32 Check on Question 30 (Continued)

32

- b Or, for example, there is a baby listed as "Und. 1." The baby's birth date is within the reference period so you ask question 32a, "Was the baby born in a hospital?" You find out that the baby was born in a hospital but see that no hospitalizations have been recorded in question 30b for the baby, but two hospitalizations have been recorded in question 30b for the mother. The instruction for 32a tells you to enter "1" in 30b and item C for the baby and ask question 32b for the mother to determine if the two hospitalizations already entered in 30b for her include her hospitalization for the baby's delivery. You find that it does not, so change the "2" hospitalizations already recorded in question 30b and in item C for the mother to "3."
- 5 In filling this question, remember that question 32a refers only to the baby and the entries should appear only in his column of the questionnaire. For question 32b, the entries can apply either to the mother or the baby or both, depending on whether either or both had a hospitalization reported in question 30b.

33

Question 33, General Health Question

33

33. Compared to other persons --'s age, would you say that his health is excellent, good, fair, or poor?

33. 1 E 2 G 3 F 4 P

Question 33 is a general health question to determine the respondent's own evaluation of his and each member of his family's health as compared to other persons of the same age. If the respondent does not understand, reask the question emphasizing the phrase "Compared to other persons --'s age." Circle the appropriate response according to the respondent's reply.

(R)

Item R, Respondent

(R)

R Q.'s 4-33	For persons 17 years old or over, show who responded for (or was present during the asking of) Q.'s 4-33. If persons responded for self, show whether entirely or partly. For persons under 17 show who responded for them.	R 1 <input type="checkbox"/> Responded for self-entirely 2 <input type="checkbox"/> Responded for self-partly Person ____ was respondent.
----------------	--	--

Item R, Who Responded - Item R is used to identify the respondent for probe questions 4-33. Mark item R as follows:

- 1 Adult - If the person responded to questions 4-33 entirely for himself, mark the box "Responded for self-entirely." Consider a person to have responded entirely for himself if he was present (in the same room or within hearing distance) during the asking of all of questions 4-33, even if he did not answer any questions directly.
 - a If he responded partly for himself, mark the box "Responded for self-partly" and enter the column number of the person who partly responded for him. Consider a person to have "Responded for self-partly" if he was present (in the same room or within hearing distance) during the asking of at least one, but not all of questions 4-33.
 - b For adults not present, enter the column number of the person or persons who responded for them.
 - c Persons 17 and 18 years of age may respond for themselves if they live alone or are in the presence of a related adult but unless they are married cannot answer any questions for other family members.
- 2 Children - For unmarried persons under 17, enter in item R the column number of the person or persons who responded for them.
- 3 Interpreter - When an interpreter is involved, consider the person(s) providing the information to the interpreter as the respondent.

CHAPTER 4. CONDITION PAGE

A General Procedure

Ask the questions on the Condition page separately for each condition recorded in item C2. If no Condition pages are required, leave these pages blank.

If a condition requiring a Condition page is first reported after the Probe pages have been completed, enter it in item C2 at the time it is reported. Fill a Condition page for this new condition after you have completed the entire page on which it was reported, for example, after completing all required columns for hospitalizations, unless it is reported on a Condition page. In this case, fill a Condition page for it before completing any other Condition pages.

B Order of Filling Condition Pages

Fill the first Condition page for the first condition listed for Person (1). Continue consecutively, condition by condition, until each condition recorded in item C2 for Person (1) has been carried through a separate Condition page. Continue by carrying all of Person (2)'s conditions listed through separate Condition pages, then Person (3), etc., in the order the conditions are listed.

Enter in the box to the right of the condition in item C2, each condition number, which appears in the upper left-hand corner of the Condition page. Do this when the condition is carried from item C2 to the Condition page.

C Extra Questionnaires Needed for More Than Six Conditions

If there are more than six conditions reported, use extra questionnaires and number the Condition pages consecutively. Thus, for more than six conditions, you must change the number of the first Condition page in the second questionnaire to seven.

D Types of Reporting Problems

1 Dental Conditions - If teeth were pulled or other dental surgery performed, record in question 3 the name of the disease or condition that necessitated the pulling of the teeth or surgery.

2 Pregnancy and Childbirth

a Normal pregnancy is not considered as illness but if there are complications which caused restricted activity or medical attention in the past two weeks, record the complication(s) (morning sickness, swollen ankles, etc.) in question 3a.

- b Delivery or childbirth, even when normal, should be reported for the mother on the Condition page if it caused restricted activity, that is, bed, work or school-loss, or cut-down days during the past two weeks. Date of onset for these cases should be the date of delivery.
- 1) In recording a delivery, either state that it was normal or that there were complications. If there were complications, enter "delivery" and also a description of the complications in questions 3a through 3e on the Condition page. Do not record "pregnancy" if you mean "normal delivery" or "childbirth."
 - 2) Do not report birth during the past two weeks on a Condition page for the baby unless there were birth complications for the baby or the baby had some other illness. For such cases, enter the specific condition, not just "birth."
- 3 Menstruation and Menopause
- a Normal menstruation is not illness. However, if the respondent reports that menstruation has caused restricted activity or she saw a doctor for this condition during the past two weeks, it should be recorded, for example, excessive or slight "flow," delayed or painful menstruation, or frequent or irregular menstruation.
 - b Any menopausal symptoms causing restricted activity, or a two-week doctor visit should also be recorded.
- 4 Illness Resulting from Vaccination or Immunization - Vaccination and immunization in themselves are not illnesses. However, they may cause temporary illness with such symptoms as fever, headaches, etc. Illness involving restricted activity or doctor visits in the past two weeks, resulting from vaccination or immunization, should be included as in the following example: "Fever and headache" in question 3a, "Smallpox vaccination" in question 3b. The questions on the Condition pages would apply to "Fever" and "Headache."
- 5 Mental Illness - If mental illness is reported by the respondent, try to get the medical name and record that in question 3a. If the medical name is not known, enter a description of how it affects the person.
- 6 Operations - If the only description the respondent gives of an illness is the name of an operation, ask what the condition was that made the operation necessary and record that condition in question 3a along with the operation. Also, record any present ill-effects. "Vasectomy" is on Card C and is an exception to this rule.
- 7 Reaction to Drugs - If the respondent reports a reaction to drugs taken causing illness with restricted activity or medical attention in the past two weeks, three things should be recorded in 3a: The reaction, the drug, and the reason for taking the drug. For example, "skin rash - penicillin - virus."
- 8 Caution About Deciding Two Condition Are the Same - Do not attempt to "diagnose" conditions which appear to be the same or to make decisions that the two conditions are the same because they seem to be alike, for example, "deformed foot" and "club foot."

- a Do not probe to determine whether two conditions are the same. It is only when the respondent indicates they are the same or when the names of conditions are identical, that you are to consider the two conditions as the same. Otherwise, record them separately in item C2 and carry each condition through a separate Condition page.
- b If the respondent actually says that one condition is the same as another for which you have already completed a Condition page, follow this procedure:
 - 1) Leave, on the Condition pages, the separate entries for each condition reported, but enter a footnote on the two Condition pages that the conditions are the same. Refer to the conditions by number, for example, "Conditions 1 and 2 are the same."
 - 2) Since you will already have taken the first condition through all questions of a Condition page, you will not need to ask the remaining questions for any other condition which has been reported as being the same as the first one.

E Questions 3a-e, Condition Details

For purposes of analysis, all illnesses and injuries reported must be translated into medical codes. Since the coding system in use provides for over 1,500 different conditions, it is desirable that the descriptions of the conditions be as complete and detailed as possible. Questions 3a-e are designed to obtain this needed information.

- 1 The best description of a condition is its exact medical title. Sometimes the statements of respondents do not always give a complete description of the condition. When the respondent does not know the exact medical title of the illness, one or more of three different kinds of information generally needs to be obtained in order to assign the most exact medical code:
 - a The respondent's statement of the cause.
 - b A specific description of the kind of trouble.
 - c The part of the body affected.
- 2 Ask questions 3b-3e about the entries in question 3.
- 3 IF ANY NEEDED ENTRIES FOR 3b-3e HAVE BEEN RECORDED PREVIOUSLY IN QUESTION 3, IT IS NOT NECESSARY TO REASK THE QUESTION OR REENTER THE ANSWER.

F If More Than One Condition is Given in Question 3

- 1 Complete separate Condition pages when question 3a contains more than one condition. For example:

Question 29 and item 1 - Foot trouble

Question 3a - Corns and calluses

Carry the first condition, "corns," through the remainder of this Condition page. Enter the second condition, "calluses," in item C2 with "Cond." as the source, at the time it is reported so that a page will be filled for it before any other Condition pages are filled.

- 2 Separate Condition pages are also required for each present effect reported for a condition the person no longer has. For example:

Item 1 - Stroke

Question 3a - Stroke

Question 3b - High blood pressure

Question 3d - Poor vision in one eye and one entire arm paralyzed

Carry the first condition, "poor vision in one eye," through the remainder of this Condition page. Enter the second condition, "one entire arm paralyzed," in C2 with "Cond." as the source and fill a Condition page for it before filling any other Condition pages.

G Questions 4-8, Restricted Activity Past Two Weeks

The purpose of these questions is to separate the conditions causing persons to cut down on their usual activities for as much as a day, from those conditions not affecting usual activities. Ask questions 4-8 for each condition marked in item A2 without regard to the answers to probe questions 4-8 on page 2.

- 1 Refer the respondent to the calendar card for questions 4-8 as often as necessary, since these questions refer to the past two weeks.
- 2 For injuries occurring less than three months ago, questions 4-8 refer to the injury itself and/or any ill-effects which were present during "the past two weeks." For injuries occurring more than three months ago, questions 4-8 refer to the present effects.
- 3 In Bed or in a Hospital - If a person is sick in bed or in the hospital (because of the condition you are asking about), always count him as cutting down on the things he usually does. This includes a chronic invalid who spends all of his time in bed because of the condition you are asking about.
- 4 Check for Number of Days Reported in Questions 7 and 8 - Since hardly anyone works seven days a week or goes to school seven days a week, follow up replies of "the whole two weeks," "all last week," etc. Do not enter "14" or "7" automatically but reask the question in order to find out the actual number of days lost from work or school. If a person actually lost 14 days from work or school during "the past two weeks," enter "14" but explain in a footnote that these days were actually lost.

- 5 Check Between Questions 5, 6, 7, and 8 - The number of days entered in question 5 (cut-down days) must be equal to or greater than the number of days entered in any one of questions 6, 7, or 8, since days in bed or days lost from school or work represent "cutting down on usual activities." If there are inconsistencies of this kind, ask additional questions to ascertain the correct number to be recorded.
- 6 Differences Between Restricted Activity Days in Probe Questions 4-8 and on the Condition Page - It is possible that the total number of days reported for all conditions will be greater than the number of days reported in probe questions 4-8 on pages 2 and 3, since the person on any given day can cut down or be in bed for more than one condition. Such entries may or may not be consistent. Therefore, do not compare the entries in probe questions 4-8 on pages 2 and 3 and the entries in questions 4-8 on the Condition page. Accept what the respondent reports.

H Questions 11-15, Accidents and Injuries

These questions obtain information about ALL accidents or injuries which are recorded on a Condition page.

- 1 Record multiple injuries, resulting from the same accident, together in the same set of accident questions on a single Condition page if the accident occurred during the past three months.
- 2 Each separate accident requires a separate Condition page unless the same condition was caused by more than one accident, all of which occurred three months or more ago. In this case, fill the accident questions for the most recent accident and give the date(s) (month and year) of the other accident(s) in a footnote.
- 3 If a condition is caused by an accident that happened more than three months ago, and a later accident (less than three months ago) aggravated this condition, an additional Condition page is required. One Condition page will pertain to the earlier accident and the other to the one that happened less than three months ago. Enter the other injury in item C2 so that there are entries in C2 to correspond to the two Condition pages.
- 4 If two or more present effects reported in 12b are the results of the same accident, each requires a separate Condition page. In these cases, footnote "Same accident as condition ___," in questions 11-15. Fill a Condition page for each present effect in the same order as they are listed in question 12b. When such additional conditions requiring Condition pages are reported, enter them in item C2 at the time they are reported.

①

Item 1, Person Number and Name of Condition

①

1. Person number	Name of condition

Transcribe the entries for item 1 to the Condition page before you ask question 2.

- 1 Person Number - Write in the number of the person who has the condition for which this particular Condition page is being filled.
- 2 Name of Condition - Transcribe the "Name of condition" verbatim as entered in item C2.

2

Question 2, When Last Saw or Talked to Doctor

2

2. When did -- last see or talk to a doctor about his ...?		
1 <input type="checkbox"/> In interview week (Reask 2)	1 <input type="checkbox"/> Past 2 wks. (Item C)	5 <input type="checkbox"/> 2-4 yrs.
2 <input type="checkbox"/> 2 wks.-6 mos.	2 <input type="checkbox"/> 2 wks.-6 mos.	6 <input type="checkbox"/> 5+ yrs.
3 <input type="checkbox"/> Over 6-12 mos.	3 <input type="checkbox"/> Over 6-12 mos.	7 <input type="checkbox"/> Never
4 <input type="checkbox"/> 1 yr.	4 <input type="checkbox"/> 1 yr.	8 <input type="checkbox"/> DK if Dr. seen
		9 <input type="checkbox"/> DK when Dr. seen

1 Ask question 2 for each condition entered in item 1. In asking the question, substitute the name or relationship of the person for the dashes, and the name of the condition for the three dots. For children, change the question to "When did anyone last see or talk to a doctor about --'s (your daughter Jane's, your son John's) ...?"

a Doctor Seen or Talked To

- 1) A visit by the person to the doctor.
- 2) A visit by the doctor to the person. If the doctor visits the household to see one patient and while there examines or visits professionally another member of the household, count this visit as "doctor seen or talked to" for each individual for each condition receiving the doctor's attention.
- 3) Telephone calls to or from a doctor (except requests for appointments or inquiries about a bill), visits to a doctor's office, a clinic, a medical center or a hospital (either as an inpatient or an outpatient) where a person goes for treatment or examination ordered by a doctor but where he may not actually see or talk to a doctor. Also, to be included as visits are calls to the doctor concerning the obtaining or renewal of a prescription.
- 4) The case in which the person who had the condition is himself a doctor and he followed his own treatment or advice.
- 5) Talking to a family member who is a doctor to obtain medical advice.

b Type of Doctor

- 1) The term "doctor" covers only medical doctors (MD) and osteopathic physicians (DO). Include all visits to medical doctors regardless of whether they are general practitioners or specialists. Ophthalmologists (occulists) have an MD degree and are counted as medical specialists. Also, include dentists (for dental conditions.)

When Last Saw or Talked to Doctor (Continued)

2

- 2) Consulting chiropractors, chiropodists, podiatrists, naturopaths, Christian Science healers, opticians, optometrists or other types of people giving medical care are not counted.
 - 3) Do not make a special inquiry about the kind of doctor consulted or tell the respondent the survey definition of who is considered a doctor. If the respondent volunteers he saw a chiropractor, rephrase the question and ask "When did you last see or talk to a medical doctor?"
- 2 For conditions which usually last a long time, such as heart trouble, high blood pressure, hay fever, arteriosclerosis, arthritis, etc., a person might not consult a doctor every time he experiences an occurrence (attack) of the trouble. Question 2 refers to the last time a doctor was seen or talked to for that condition since it first started.
- 3 For conditions which usually last a short time, and which a person may have repeatedly, such as colds, virus, flu, injuries occurring less than three months ago (that did not result in obvious permanent disability), etc., question 2 refers to the last time a doctor was talked to about this particular episode. Question 2 does not refer to the times he talked to a doctor about previous attacks of colds, virus or other similar short-term conditions.
- 4 Mark the answer box for question 2 of each Condition page as follows:

In Interview Week - The respondent reports seeing a doctor during interview week. Rephrase question 2 to determine when a doctor was last seen at any time other than interview week for this condition. Do not change the original entry but mark the appropriate box for the new response. Thus, if "In interview week" is marked, you will also have another answer box marked. As a result of this "Never" may be marked, meaning a doctor was never seen before interview week.

Past 2 wks. - The respondent reports seeing a doctor during the two-week reference period. Look at the "DR" box in item C1 to determine if any doctor visits were reported for this person. If no doctor visits are recorded, enter "1" for this person in item C1. If there are doctor visits recorded, make no correction in C1. If you learn the visit was to a dentist, or while the person was an inpatient in the hospital, enter a footnote to this effect, but do not make any entry in C1.

2 wks.—6 mos. - The person's last doctor visit was before the two-week reference period but within the six-month period.

Over 6—12 mos. - The person's last doctor visit was between six and 12 months ago.

② When Last Saw or Talked to Doctor (Continued)

②

NOTE: Mark the "12 Mo. DV" box in the sample person's column if it is reported he saw a doctor during the past 12 months and the box has not previously been marked.

1 yr. - The person's last doctor visit was 12 or more months ago but less than two years ago.

2-4 years - The person's last doctor visit was two or more years ago but less than five years ago.

5+ years - The person's last doctor visit was five or more years ago.

Never - The respondent reports never having seen a doctor prior to interview week or reports seeing someone not counted as a medical doctor.

DK if Dr. seen - The respondent does not know if a doctor was ever seen for this condition.

DK when Dr. seen - The respondent cannot give an estimate as to when a doctor was seen for this condition.

(A1)

Interviewer Check Item A1

(A1)

A1	Examine "Name of condition" entry and mark		
	<input type="checkbox"/> Accident or injury (A2)	<input type="checkbox"/> On Card C (A2)	<input type="checkbox"/> Neither (3a)

- 1 Fill interviewer check item A1 immediately after recording the answer to question 2. Examine the "Name of condition" entry in item 1, then mark one of the three boxes.
- 2 "Accident or Injury" - If the "Name of condition" entry in item 1 indicates that an accident or injury was involved, mark this box and go to item A2.
 - a Accidents and Injuries - Accidents may occur with or without a resulting injury. For purposes of this survey, we are not interested in accidents in which there was no injury involved, unless reported in probe question 10.
 - 1) Difference Between "Accidents" and "Injuries" - The terms "accident" and "injury" may be used interchangeably. There are cases, however, when an injury may occur when an accident is not involved, for example, a war injury, a shooting, a stabbing, etc.
 - 2) Injuries - There are many kinds of injuries, such as cuts, bruises, burns, sprains, fractures, etc. "Insect stings," "animal bites," "sunburn," "sun poisoning," "heat or sunstrokes," "blisters," "frostbite," "frozen feet," etc., are also considered as injuries.
 - 3) Poisonings - Illnesses resulting from swallowing, drinking, breathing or coming in contact with some poisonous substance or gas are also counted as injuries. Poisoning may also occur from an overdose of substance that is nonpoisonous when taken in normal doses.

Exclude conditions which are diseases or illnesses not classified as injuries, for example, "poison oak," "poison ivy," "ptomaine or food poisoning."

b Caution Regarding Accidents and Injuries

- 1) Do not mark the "Accident or injury" box for birth injuries to either the mother or the child. However, make sure that the injury occurred during the act of delivery, not later. For injuries occurring after birth do mark this box.
- 2) A condition, such as "broken (perforated) (ruptured) eardrum" may be caused by an accident or injury or may be due to some other cause, such as childhood disease. Always ask what caused the broken eardrum or other such conditions.

A1

Interviewer Check Item, A1 (Continued)

A1

- 3) If the respondent does not know whether a condition was caused by an accident or injury, or cannot recall such an occurrence when an accident is indicated, do not mark this box. Explain the circumstances in a footnote, such as "Doctor says probably caused by blow on head but respondent cannot recall such an occurrence happening."
 - 4) Exposure to heavy lifting, loud noise, and other similar hazards are considered injuries only when they are one-time occurrences. For example, a punctured eardrum resulting from a loud explosion would be considered an injury, but continued exposure to loud noises at work resulting in partial deafness would not be considered an injury. For the latter case, do not mark this box, but indicate that the condition was caused by continued exposure to loud noises at work. Follow the same procedure if the cause is continued heavy lifting, continued strain, etc.
- 3 "On Card C" - If the condition is not an injury and was not obviously caused by an accident, refer to Card C of the flashcard booklet to see if the condition is listed there. If it is listed, mark this box and go to item A2.
- a Names of illnesses given by respondents are often sufficient to permit medical coding without further probing. This is true of the specified conditions listed on Card C and so it is not necessary to ask questions 3a-e for these conditions. However, Card C is an exclusive list. Do not apply the Card C rule to conditions which you feel are synonyms of the listed conditions.

For example, "hernia (all types)" is on Card C, while "rupture" is not; mark the "Neither" box and ask questions 3a-e, as applicable, for "rupture" but mark the "On Card C" box for "hernia." "Stomach ulcer," "duodenal ulcer," "gastric ulcer," and "peptic ulcer" are on Card C while "ulcer(s)" (unspecified) is not. If you are in doubt, consider the condition not to be on Card C.
 - b If the respondent volunteers the information that a Card C condition was caused by an accident, for example, bursitis caused by an accident, mark the "On Card C" box. In these cases mark the "Accident or injury" box in item A5 before going to item A2 so you will not forget to fill the accident questions.
- 4 "Neither" - If the "Name of condition" entry in item 1 does not involve an accident or injury and is not a condition on Card C, mark this box and go to question 3a.

Question 3a, Name of Condition

If "Doctor not talked to," record adequate description of condition.
If "Doctor talked to," ask:
3a. What did the doctor say it was? - Did he give it a medical name?

- 1 Ask question 3a when a doctor has been talked to about an illness, even if the only time a doctor was seen was during interview week and the "Never" box is marked in question 2. Also, ask question 3a if question 2 is marked "Never" but the person reported seeing a non-medical doctor, such as a chiropractor. If a doctor was not talked to about an illness condition, do not ask 3a but instead record an adequate description of the condition.
- 2 Enter whatever the respondent tells you the doctor said, using the respondent's own words. If the medical name given by the respondent is one which is unfamiliar to you, ask him to spell it for you. If the exact spelling is not known, record it phonetically but also ask the respondent to describe how it affects him and record a description of the condition. In all cases, remember that the entry in question 3a should be exact and as complete as possible. Therefore, if the respondent does not know the "medical name" or if his answer is vague, for example, "It's my liver," "I've got a bad heart," "Something I ate," "Some kind of ailment," do not accept it. Instead, ask the person to describe the condition further, for example, "What's wrong with your liver?", "In what way is your heart bad?", "How does this food affect you?", "What kind of ailment do you have?"
 - a It is permissible to copy the "Name of condition" entry to question 3a if that entry is clearer and more complete than the respondent's final answer to question 3a or he says he does not know what the doctor said it was.
 - b Question 3a should never be left blank or have an entry of "DK" when the "Neither" box has been marked in item A1.
 - c If in answer to question 3a (or a later part of question 3) a Card C condition is reported, complete the remaining parts of question 3 according to the instructions for each part.

3b

Question 3b, Cause of Condition

3b

Do not ask for Cancer:
b. What was the cause of . . . ?
 Accident or injury (A2)

- 1 Ask question 3b for all conditions except cancer. Enter the respondent's answer verbatim.
- 2 If cause is reported in answer to question 3a, enter the cause in question 3b without asking the question. For example, a reply of "Overwork caused a strain on my heart," should be recorded as "strained heart" in 3a, "overwork" in 3b.

Question 3c, Kind of Trouble

If the entry in 3a or 3b includes the words:			
Ailment	Condition	Disorder	Trouble
Anemia	Cyst	Growth	Tumor
Asthma	Defect	Measles	Ulcer
Attack	Disease	Rupture	

} Ask c:

c. What kind of . . . is it?

- 1 Ask question 3c if any of the terms listed above this question appear in 3a or b and the required information has not been given previously. If the respondent's first answer indicates that he does not understand what information is desired, reask question 3c, emphasizing the word "kind." If the respondent does not know the specific kind, record what he does say about it or enter "DK."
- 2 With respect to the medical coding requirements for certain illness conditions, the entries in question 3a or 3b do not always show the exact kind of condition the person has. For example, "heart trouble," "kidney trouble" and "stomach disorder" are all general terms which give a specific part or organ of the body but not a specific kind of illness or trouble. Thus, heart trouble might be of several different kinds—angina, coronary, rheumatic, leakage, etc.; kidney trouble could mean kidney stones, nephritis, bladder infection, etc.; stomach trouble could refer to any number of digestive disturbances, such as ulcers, appendicitis, intestinal flu, etc. In question 3c, we want to give the respondent an opportunity to provide more specific information if he knows it.
- 3 One of the terms listed for which 3c (kind) is asked is "measles." The reason for this is to distinguish between rubeola (regular measles) and rubella (German measles). The following terms are considered adequate to make this distinction:

Regular measles

Rubeola

"8 day" measles

"Old fashioned" measles

"Black" measles

"Hard" measles

"Bad" measles

"Red" measles

German measles

Rubella

"3 day" measles

3c

Kind of Trouble (Continued)

3c

If "measles" is given as the cause of a condition, for example, deafness due to measles, and the respondent does not know the kind, ask additional questions to determine if the measles were present during the mother's pregnancy, or if the person who has the condition is the one who had the measles.

- 4 For "cyst," "tumor," or other "growths," we want to determine if the cyst, etc., was cancerous (malignant) or noncancerous (benign). However, do not specifically ask if it was cancerous or noncancerous. For example, for "ovarian cyst" ask: "What kind of ovarian cyst is it?" (or "was it?" if the cyst has been removed). Also, ask kind for such entries as "skin growth," "flesh tumor" and "bone cyst" which describe only the site or part of body.

Question 3d, How Allergy or Stroke Affects Person

For allergy or stroke, ask:
d. How does the allergy (stroke) affect him?

- 1 When "allergy" or "stroke" has been reported in question 3a, 3b, or 3c, ask question 3d inserting the appropriate word for the condition about which you are asking:

"How does the allergy affect him?"

or

"How does the stroke affect him?"

If the effect of the "allergy" or "stroke" has already been given in questions 3a-3c, question 3d need not be asked.

- 2 Enter the manifestations. For example, in the case of an allergy the person may have been affected with a swelling in some part of the body, a breaking out or itching, sneezing, eyes watering, nasal trouble, difficulty breathing, etc.
- 3 For a stroke, the manifestation might be "nervous tic on left side of face," "entire right leg and arm paralyzed," "speech difficulty," etc. Note that for a stroke, the information needed is how the person is affected now, not necessarily how he was affected at the time of the stroke. An entry giving only the part of body affected, for example, left side, is inadequate since we need to know how the person is affected.

3e

Question 3e, Part of Body Affected

3e

If in 3a-d there is an impairment or any of the following entries:

Abcess	Damage	Paralysis	} Ask e:
Ache (except headache)	Growth	Rupture	
Bleeding	Hemorrhage	Sore	
Blood clot	Infection	Soreness	
Boil	Inflammation	Tumor	
Cancer	Neuralgia	Ulcer	
Cramps (except menstrual)	Neuritis	Varicose veins	
Cyst	Pain	Weak	
	Palsy	Weakness	

a. What part of the body is affected?

Show the following detail:

Head	skull, scalp, face
Back/spine/vertebra	upper, middle, lower
Ear or eye	one or both
Arm	one or both; shoulder, upper, elbow, lower, wrist, hand
Leg	one or both; hip, upper, knee, lower, ankle, foot

- 1 Ask question 3e when any entry in questions 3a-d indicates an impairment listed in paragraph 2 below, or is one of the conditions listed above this question. Phrase the question to obtain the needed information, for example, "Does your deafness affect one or both ears?" or "What part of the back is affected?"
- 2 Impairments for which question 3e must be asked:
 - Deafness, trouble hearing, or any other ear condition.
 - Blindness, trouble seeing, or any other eye condition.
 - Missing hand or arm - all or part of, foot or leg - all or part of.
 - Trouble, stiffness or any deformity of foot, leg, fingers, arm or back.
- 3 For the impairments listed in paragraph 2 and conditions listed above question 3e which affect the "eye," "head," "back," "spine," "vertebra," "arm," or "leg," question 3 must show the specific detail that is required as given below question 3e.

- a There are other detailed entries besides those listed which are acceptable, for example, "finger," "toe," "arch," "neck," etc. If an entire arm or leg is affected, state that this is so by entries, such as "one entire arm" or "one whole leg;" do not simply enter "arm" or "leg" only.
- b If the part of the body affected is the eye or ear, or any part of the arm or leg, ask whether one or both are affected.

A2

Interviewer Check Item A2

A2

A2	The remaining questions will be asked as appropriate for the condition entered in:		
	<input type="checkbox"/> Item 1	<input type="checkbox"/> Q. 3b	<input type="checkbox"/> Q. 3d
	<input type="checkbox"/> Q. 3a	<input type="checkbox"/> Q. 3c	

Mark one of the boxes in item A2 to indicate the condition that questions 4-9 are asked about.

1 If you marked "Accident or injury" or "On Card C" in item A1, ask questions 4-9 about the entry in item 1. For example:

Question 29 and item 1 - Bursitis - Mark the "Item 1" box.

2 If the same condition is given in item 1 and question 3a, mark the "Q. 3a" box. For example:

Question 18 and item 1 - Allergy

Question 3a - Allergy

Question 3b - Dust

3 If different conditions are given in item 1 and question 3, mark the "Q. 3a" box unless the present effects are given for an old condition which the person no longer has. In this case, mark the box to indicate where the present effects were reported. For example:

Question 18 and item 1 - Back trouble

Question 3a - Arthritis

Question 3b - Ruptured disc

or

Question 29 and item 1 - Paralysis

Question 3a - Stroke

Question 3b - High blood pressure

Question 3d - Paralyzed left side

} Mark the "Q. 3a" box

} Mark the "Q. 3d" box

Question 4, Restricted Activity, Past Two Weeks

4. During the past 2 weeks, did his . . . cause him
to cut down on the things he usually does?

Y N (9)

- 1 In asking question 4, insert the name of the condition or the injury you are asking about. If the name of the condition is too long or too difficult to pronounce, you may shorten it or refer to it, for example, as your "hip condition" or "your husband's eye injury," and so on; but this may be done only if the respondent clearly understands what condition or injury you are talking about.
- 2 Things He Usually Does - The things a person usually does are the person's "usual activities." For school children and most adults, "usual activities" would be going to school, working, or keeping house, etc. For children under school age, "usual activities" depend upon whatever the usual pattern is for the child which will, in turn, be affected by the age of the child, weather conditions, etc. For retired or elderly persons, "usual activities" might consist of almost no activity, but cutting down on even a small amount would mean that a person should answer "Yes" to the question.

On Sundays or holidays "usual activities" should be interpreted as the things the person usually does on such days, going to church, playing golf, visiting friends or relatives, staying at home and listening to the radio, reading, looking at television, etc.

- a The following examples illustrate cases of persons cutting down on the things they usually do because of illness or injury; a person in school was kept away from school; a person who worked away from home was kept away from work; a farmer or a housewife was kept from caring for the farm or the home either completely or had to cut out all but the essential chores; an elderly person who normally takes a daily walk in the park was kept from doing so.
- b In borderline cases, where "usual activity" is difficult to determine, accept the respondent's view of what he himself considers to be his "usual activities." For example, a man with a heart condition may still consider his "usual activity" to be "working" even though the heart condition has prevented him from working for a year or more. You should accept his statement that "working" is his "usual activity." In another example, a man may say that a heart attack six months ago forced him to retire from his job or business, he does not expect to return to work, and considers his present "usual activities" to include only those associated with his retirement. The question, then, would refer to those activities.

5

Question 5, Days Cut Down in Past Two Weeks

5

5. During that period, how many days did he cut down for as much as a day?	____ Days so <input type="checkbox"/> None (9)
--	---

- 1 Ask question 5 if a "Yes" answer was given to question 4. Enter the total number of different days during last week or the week before on which the condition caused the person to cut down on the things he usually does for as much as a day. The days need not be consecutive.

- 2 Cut Down as Much as a Day - A day of restricted activity (cut down) is a day when a person cuts down on his usual activities for the whole of that day on account of an illness or injury. "Usual activities" for any day mean the things that the person would usually do on that day.
 - a Restricted activity does not imply complete inactivity but it does imply the minimum of the things a person usually does. A special nap for an hour after lunch does not constitute cutting down on usual activities for as much as a day, nor does the elimination of a heavy chore; such as cleaning ashes out of the furnace or hanging out the wash. All or most of a person's usual activities for the day must have been restricted for the person to have a cut down day.

 - b The following are some examples of a person having to cut down on the things he usually does for as much as a day:

A housewife who expected to clean house after doing the breakfast dishes, then work in the garden and go shopping in the afternoon was forced to rest because of a severe headache, doing nothing after the breakfast dishes until she prepared the evening meal.

A young boy who usually played outside most of the day was confined to the house because of a severe cold.

A garage owner whose usual activities included mechanical and other heavy work was forced to stay in his office directing others, talking to customers, etc., because of his heart condition.

- 3 The reference period for question 5 includes Saturdays and Sundays. ALL the days of the week are of equal importance in this question, even though the types of activities which were cut down might not be the same on weekends as on regular weekdays. If necessary, mention this to the respondent. To illustrate this concept, consider the following example:

A man who planned a fishing trip for Saturday and Sunday had to stay home from work Friday and was also too ill to go fishing both on Saturday and Sunday because of a flare-up of his back trouble. Assuming that this was the only time during the past two weeks in which he was bothered by back trouble, the correct entry for question 5 would be "3."

6

Question 6, Bed Days in Past Two Weeks

6

6. During that 2-week period, how many days did his . . . keep him in bed all or most of the day?	____ Days or <input type="checkbox"/> None
---	---

- 1 Do not leave this question blank if "Days" have been entered in question 5.
- 2 Day in Bed - Any day on which the person was kept in bed either all or most of the day because of illness or injury. All or most of the day is defined as more than half of the daylight hours (or of the hours that the person is usually awake, if he works a night shift). Taking a nap on "general principles" should not be counted as a day in bed. Also, count all days as a patient in a hospital, sanitarium or nursing home as bed days whether or not the patient was actually lying in bed at the hospital, sanitarium or nursing home. Exclude hospital days for a normal newborn, unless the baby had some complication or illness.
- 3 Bed - Anything used for sleeping, including sofa, cot or mattress. If a person was on the sofa watching TV because he was too ill to get around, he would be "in bed." The important distinction here is, whether the person was ill enough that he had to be in bed for all or most of the day.

7

Question 7, Days Lost From Work for Persons 17 Years of Age or Older

7

Ask if 17+ years: 7. How many days did his . . . keep him from work during that 2-week period? (For females): not counting work around the house?	_____ Days (Item C, then 9) or <input type="checkbox"/> None (9)
--	---

1 Ask question 7 if there are "Days" entered in 5 and the person is 17 years old or over. Use the alternate version of the question for females. Mark the "None" box if no days were lost from work or if the person doesn't work. If you learn that the person would not have been working during the past two weeks, whether he had been sick or well, mark the "None" box without asking the question for any other conditions for which question 7 requires an entry.

2 Work - Paid work as an employee for someone else for wages, salary, commission or pay "in kind" (meals, living quarters, or supplies provided in place of cash wages). Also, include work in the person's own business, professional practice or farm and work without pay in a business or farm run by a related household member.

Exclude work around the house, volunteer unpaid work, such as for church, Red Cross, or charity, and service in the Armed Forces.

3 Work-Loss Day - Any scheduled work day in which the person stayed home from work for all or most of the day because of the condition being inquired about. All or most of the day is defined as more than half of the hours usually spent at work.

4 Disregard School Days - If a person 17 years of age or over goes to school instead of, or in addition to, working, record only the days lost from work (disregarding any days lost from school). Include any days lost from school for persons 17 and over in days of restricted activity (question 5).

5 Entry in item C - If the person reports work-loss days, look at the "WORK LOSS" section of item C1 to determine if any days have been reported for him. If there are work-loss days recorded, make no correction in C1. If no work-loss days are recorded, look at the number of days entered in question 7 on all Condition pages for this person and enter the largest number in item C1.

① Question 8, Days Lost From School for Persons 6-16 Years ①

Ask if 6-16 years: 8. How many days did his . . . keep him from school during that 2-week period?	___ Days oo <input type="checkbox"/> None
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- 1 Ask question 8 if you have "Days" entered in question 5 and the person is 6-16 years old. Mark the "None" box if no days were lost from school or if the person does not go to school and is between the ages of 6-16 inclusive. Once you have learned that the person would not have been going to school during that period whether he had been sick or well, mark the "None" box without asking the question for any other conditions for which question 8 requires an entry.
- 2 School-Loss Day - Any scheduled school day in which the person stayed home from school all or most of the day because of the condition being asked about. All or most of the day is defined as more than half of the hours which the school is usually in session. For example, if the youngster did not go to school until after lunch, this would count as a day lost from school. However, if he had missed only an hour or two, this would not count as a day lost from school.

If the youngster's regular school day is only a half day and that amount of time or most of it was lost from school on account of illness, it should be counted as a day lost from school.
- 3 School Vacation - Ask this question even during the periods of the year which might normally be considered vacation periods, since school vacation periods are not all the same.
- 4 Disregard Work Days - If a youngster 6-16 years of age works instead of, or in addition to, going to school, record only the days lost from school (disregarding any days lost from work). Any days lost from work for persons 6-16 years of age should be included in days of restricted activity (question 5).

Question 9, Onset of Condition

9. When did -- first notice his . . . ?
- | | |
|--|--|
| 1 <input type="checkbox"/> Last week | 4 <input type="checkbox"/> 2 weeks-3 months |
| 2 <input type="checkbox"/> Week before | 5 <input type="checkbox"/> Over 3-12 months |
| 3 <input type="checkbox"/> Past 2 weeks-DK which | 6 <input type="checkbox"/> More than 12 months ago |
- (Was it during the past 12 months or before that time?)
(Was it during the past 3 months or before that time?)
(Was it during the past 2 weeks or before that time?)

1 Ask question 9 to determine when the condition began. If the respondent seems uncertain of the date of onset, ask the first probe "Was it during the past 12 months or before that time?" Ask the additional probe questions as necessary in order to mark the appropriate box. If the answer has been given in response to a previous question, mark the appropriate box without asking question 9.

2 First Noticed - When a condition first began to give any trouble or show any symptoms.

a For the aftereffects of an old injury (one which happened more than three months ago), it is the day when the present ill-effects were first noticed.

b For a condition that has continued for a long time, as might be the case with deafness, mental retardation, or stomach ulcer, the date might be many years ago. Some conditions, which a person has all of the time, manifest themselves in more serious ways from time to time. It is the date the trouble was first noticed, not the date of the most recent attack or flare-up.

c For conditions which usually last a short time, such as colds, virus, flu, etc., but occur frequently, it is the date of the most recent attack.

3 Reference Period

Past 2 Weeks - The 2 weeks ending the Sunday night before the interview.

Past 3 Months - The 3 months ending the Sunday night before the interview beginning with that Sunday's date 3 months earlier.

Past 12 Months - The 12 months ending the Sunday night before the interview and beginning with that Sunday's date a year earlier.

A3

Interviewer Check Item A3

A3

A3	<input type="checkbox"/> 1 Not an eye cond. (A4)	<input type="checkbox"/> 3 First eye cond. (6+ yrs.) (10)
	<input type="checkbox"/> 2 First eye condition (under 6) (A4)	<input type="checkbox"/> 4 Not first eye cond. (A4)

There must be an entry in one of the four boxes in item A3 for each Condition page being completed. An eye condition is any condition concerning the eyes or vision, such as watery or weak eyes (except as effects of allergy), conjunctivitis, cataracts, glaucoma, etc. Ask the respondent if the condition is an eye condition if you do not know or are not sure.

- 1 "Not an eye cond." - Mark this box for each condition which is not an eye condition.
- 2 "First eye condition (under 6)" - Mark this box if the person is under six years old and this is the first or only eye condition or vision problem he has.
- 3 "First eye cond. (6+ yrs.)" - Mark this box if this is the first or only eye condition or vision problem the person has and he is six years old or over. Then ask question 10.
- 4 "Not first eye cond." - Mark this box if the condition on this Condition page is an eye condition but is not the first eye condition for this person.

Question 10, Vision Question

10. Can -- see well enough to read ordinary newspaper			
print WITH GLASSES with his	{ left }	eye? ... 1 Y	2 N
	{ right } 1 Y	2 N

- 1 If "First eye cond. (6+ years)" is marked, ask question 10. Be sure to read the statement clearly so that the respondent hears the phrase "with glasses" since many people who have serious eye trouble are not limited when they are wearing their glasses, even though they may be limited without them. If the person uses glasses, the answers to question 10 should be in terms of what the person can read when he is using his glasses.
- 2 Ask question 10 separately for each eye. When asking question 10 for a person, first use "left" and circle "Y" or "N" according to his response. Then reask question 10 using "right" and circle the appropriate letter.
- 3 If the person cannot read (is illiterate), mark question 10 on the basis of whether he can see with either eye well enough to read if he knew how.

A4

Interviewer Check Item A4

A4

A4	a. First noticed during the past 2 weeks? (Question 9)..... Y	N (A5)
	b. Doctor seen or talked to during the past 2 weeks? (Question 2)..... Y (Fill buff form)	N
	c. One or more cut-down days? (Question 5)..... Y (Fill blue form)	N (A5)

- 1 This item indicates whether a Condition Supplement is required for this condition and if so, which one. Do not ask the questions of the respondent, but complete from previous information recorded on this Condition page.
- 2 If the condition was not first noticed during the past two weeks, circle "N" in a of item A4 and continue with item A5 of the Condition page for this condition.
- 3 If the condition was first noticed during the past two weeks, circle "Y" in a and refer to question 2 to determine if a doctor was seen or talked to for this condition. If "Y," fill the buff form HIS-1A, Medically Attended Condition Supplement.
- 4 If no doctor was seen for this condition, circle "N" in b and refer to question 5 to determine if there were one or more cut-down days. If "Y," fill Form HIS-1B, Nonmedically Attended Condition Supplement. If "N," continue with item A5 of the Condition page for this condition.
- 5 See Chapter 14 of this manual for instructions for completing the Condition Supplement(s).

A5

Interviewer Check Item A5

A5

A5	<input type="checkbox"/> Accident or injury	<input type="checkbox"/> Other (NC)
-----------	---	-------------------------------------

Complete item A5 for each condition. Carry all injuries through the accident questions whether or not they were associated with an accident.

11

Question 11, When Did the Accident (or injury) Occur

11

11a. Did the accident happen during the past 2 years or before that time?	
<input type="checkbox"/> During the past 2 years	<input type="checkbox"/> Before 2 years (12a)
b. When did the accident happen?	
<input type="checkbox"/> Last week	<input type="checkbox"/> Over 3-12 months
<input type="checkbox"/> Week before	<input type="checkbox"/> 1-2 years
<input type="checkbox"/> 2 weeks-3 months	

- 1 Ask question 11a to determine whether the accident (or injury) occurred "During the past 2 years" or "Before 2 years."
- 2 Ask question 11b only if the accident or injury occurred during the past two years. If the accident was exactly three months ago (three months prior to last Sunday's date), mark the "2 weeks-3 months" box. If the accident occurred exactly 12 months ago, mark the "Over 3-12 months" box.

12

Question 12, Effects of Accident or Injury

12

12a. At the time of the accident what part of the body was hurt?
What kind of injury was it? Anything else?

Part(s) of body	Kind of injury

If accident happened more than 3 months ago, ask:
b. What part of the body is affected now?
How is his -- affected? Is he affected in any other way?

Part(s) of body	Present effects

- 1 Ask the first part of question 12 and record in the space provided the "part(s) of body" which the respondent mentions. Next ask, "What kind of injury was it?" and record in the answer space the kind of injury for each part of body. Ask "Anything else?" and record any other "part(s) of body" and "kind of injury" for any other injuries mentioned.
- 2 General, vague answers, such as "hit," "blood clot," "bumped," "mashed," etc., are not acceptable entries for the kind of injury since they do not provide sufficient information on the nature of the injury. The specific part of body which was injured should be recorded in the same detail as shown below question 3e. The following are some examples of adequate entries for question 12a:

<u>Adequate</u>		<u>Inadequate</u>	
<u>Part(s) of body</u>	<u>Kind of injury</u>	<u>Part(s) of body</u>	<u>Kind of injury</u>
Knee	Fractured	Arm	Crushed
Upper leg	Bruised	Leg	Mashed
Eye	Bruised	Spine	Hit with ball
<u>1/</u> Head	Concussion	Head	Injured
Hand	Cut	Arm	Caught in washing machine
Lower back	Dislocated	Back	Hurt

1/ Part of head is not required for concussion.

- 3 For accidents or injuries which happened more than three months ago, we need to know how the injury affects the person now. This information is obtained by asking question 12b. Record the part of body in the same detail and in the same manner as for question 12a. Record only the part of body which presently manifests any ill-effects of the old injury.
- a If the present effects have been reported earlier in question 3, question 12b need not be asked again but the entries must be transcribed to 12b from question 3. For example, if the entry in 3a is "missing hand" and the "Accident or injury" box is marked in 3b, the information must be transferred to 12b as follows: "One hand" in the part of body space and "missing" in the space for present effects. These entries can be made without actually asking the first part of question 12b. However, you must ask, "Is he affected in any other way?"
- b When the answer to 12b is vague or expressed only in terms of some limitation, enter the limitation but also transcribe the entry from question 3, if that represents a more adequate description of the present effects. For example, in question 3, a person has been reported as having a stiff elbow caused by an accident. In answer to 12b the respondent says, "He can't bend his arm." In this case enter "can't bend arm" on the first line and the question 3 entry, that is, "stiff elbow" on the second line. In cases where the question 3 answer does not clarify the entry, reask question 12b to determine how the person is affected.
- c It is not necessary that the person be suffering from ill-effects this instant to report them in 12b. If the person is subject to periodic recurring attacks of a condition caused by an old accident or injury, record these effects.
- d If a person reports ill-effects of an old injury, record them even though they may not "bother" him within the literal meaning of the word. For example, a person may report a stiff elbow caused by an old football injury. He may say he had gotten used to it and it never bothers him. "Stiff elbow" would be considered the present ill-effects of the old injury.
- e For an injury which happened earlier but has not yet healed, enter the original injury in question 12b as the "Present effects." For example, in the case of a fractured hip occurring four months before the interview, the entry "fractured hip" is appropriate in question 12b if the fracture has not yet healed. For these cases, indicate that the injury had not yet healed.

NOTE: "Slipped disc," "slipped vertebrae," "dislocated disc," or "ruptured disc" are acceptable "present effects."

13

Question 13, Where Did the Accident Happen

13

13. Where did the accident happen? 1 <input type="checkbox"/> At home (inside house) 2 <input type="checkbox"/> At home (adjacent premises) 3 <input type="checkbox"/> Street and highway (includes roadway and public sidewalk) 4 <input type="checkbox"/> Farm 5 <input type="checkbox"/> Industrial place (includes premises) 6 <input type="checkbox"/> School (includes premises) 7 <input type="checkbox"/> Place of recreation and sports, except at school 8 <input type="checkbox"/> Other (Specify) <u> </u>

Ask and mark question 13 for each accident or injury. Use the following definition as a guide:

- 1 Home - "Home" as used here includes not only the person's own home but also any other home, vacant or occupied, in which he might have been when he was injured, as well as homes being remodeled or undergoing repair. Do not consider an accident occurring at a house under construction as occurring at home, but mark the box "Industrial place" for these.
 - a At Home (Inside House) - The accident occurred while the person was inside the house, in any room or porch but not an inside garage. Porches, or steps leading directly to porches or entrances, are considered as "inside the house." Falling out of a window or falling off a roof or porch also are included as inside the house. Also include in this category injuries happening within motel or hotel rooms. The lobby, corridors and other public places within the motel or hotel premises are not regarded as "home." Mark them as "Other," and specify.
 - b At Home (Adjacent Premises) - The accident occurred in the yard, the driveway, patios, gardens or walks to the house or a garage. On a farm, the adjacent premises include the home premises or garage, but not the barns or other buildings (unless used as a garage) or the land under cultivation.
- 2 Street and Highway - "Street and highway" means the entire width between property lines of which any part is open for use of the public as a matter of right or custom. This includes more than just the traveled part of the road. "Street and highway" includes the whole right-of-way. Public sidewalks are part of the street but private driveways, private lanes, private alleys, and private sidewalks are not considered part of the street.

- 3 Farm - The accident occurred in a farm building or on land under cultivation but not in the farm home or premises. "Farm" includes a ranch, as used here.
- 4 Industrial Place - The accident occurred in industrial places, such as a factory building, a railway yard, a warehouse, a workshop, a loading platform of a factory or store, etc. Include construction projects (houses, buildings, bridges, new roads, etc.) as well as buildings undergoing remodeling. Do not classify private homes undergoing remodeling as industrial places, but classify them as a "home." Other examples of "industrial places, are logging camps, shipping piers, oil fields, shipyards, sand and gravel pits, canneries, and auto repair garages.
- 5 School - The accident occurred either in the school buildings or on the premises (campus). Include all types of schools, elementary, high schools, colleges, business schools, etc.
- 6 Place of Recreation and Sports - The accident occurred in places designed for sports and recreation, such as a bowling alley, amusement park, baseball field, dance hall, lake, mountain or beach resort and stadium. Exclude places of recreation and sports located on the premises of an industrial place or school, and places not designed for recreation or sports, such as a hill used for sliding or a river used for boating or swimming.
- 7 Other - The specific types of places listed above do not describe where the accident happened. If "Other" is marked, specify the exact type of place, such as grocery store, restaurant, office building, church, etc. General entries, such as "Armed Forces" are not satisfactory, since a person can be in the Armed Forces and have an accident in any one of several kinds of places.

14

Question 14, At Work When Accident Happened

14

14. Was -- at work at his job or business when the accident happened?

1 Y

3 While in Armed Services

2 N

4 Under 17 at time of accident

Ask or mark question 14 for all accidents or injuries. Use the following as a guide:

- 1 Consider an injury as occurring "at work" if the person was on duty at the time of the accident. Thus, a salesman traveling from town to town would be "at work" if an injury occurred en route between towns, but a person on his way to an office job who had an accident en route would not be considered as having been injured "at work."
- 2 Mark "While in Armed Services" for any injury or poisoning which occurred while the person was in the Armed Service (excluding the Reserves), regardless of whether he was on duty at the time it occurred. For example, mark the box "While in Armed Services" for a sailor who was away from his ship when he slipped, fell on the ice and broke his leg on a downtown street.
- 3 Mark "Under 17 at time of accident" if the person was under 17 years of age at the time of the accident or injury.

Question 15, Motor Vehicle Involved

15a. Was a car, truck, bus, or other motor vehicle involved in the accident in any way?	1 Y	2 N (NC)

b. Was more than one vehicle involved?	Y	N

c. Was it (either one) moving at the time?	1 Y	2 N

- 1 Ask question 15a to determine if any motor vehicles were involved in the accident.
 - a Motor Vehicle - A power operated vehicle, not on rails, for transporting persons or property, intended for use on a land highway, either public or private; or a self-propelled nonhighway vehicle, such as construction equipment, tractor, farm machinery, or tank when operating on a highway. Attached objects, such as a sled, coaster, or trailer are considered as part of the motor vehicle.
 - 1) Recreation vehicles, such as mini-bikes, go-carts, or snowmobiles are not usually included in the definition of motor vehicles. The only time they are classified as motor vehicles is when they are in operation on a land highway.
 - b Some respondents may think of certain nonmotor vehicles, such as trains, streetcars, or bicycles as motor vehicles and report accidents involving those vehicles as "Yes" answers to question 15a. Record such accidents as "No" in question 15a.
 - c Circle "Y" for each accident involving a motor vehicle in any way at all, regardless of whether the person was in the vehicle and regardless of whether the vehicle was moving at the time of the accident. For example, a pedestrian hit by a car, a person on a bicycle hurt by running into a parked car, a person hurt while repairing a car. Report these as accidents involving a motor vehicle as well as the case of a person hurt in a collision or some other type of accident while riding in a motor vehicle.
- 2 Ask question 15b if the answer to question 15a is "Yes." Again, be careful that only motor vehicles are included. Exclude nonmotor vehicles.

15 Motor Vehicle Involved (Continued) Mark When Accident Happened

15

3 Ask question 15c if the answer to question 15a is "Yes," regardless of the answer to question 15b.

While in Armed Services
 Under 17 at time of accident

a Motor Vehicle, Moving - If there is a question, consider the motor vehicle as moving if the wheels were moving (this includes skidding) or if the vehicle had come to a stop just an instant before the accident occurred.

Ask or mark question 1- for all accidents or injuries. Use the following as a guide:

- 1) If only one motor vehicle was involved ("No" in question 15b), ask question 15c without the parenthetical phrase.
- 2) Consider an injury as occurring "at work" if the person was on duty at the time of the accident. If a motor vehicle and a nonmotor vehicle were involved, for example, a bus and train collision, substitute "motor vehicle" or "bus" for his way "it" to be sure the respondent understands that question-15c refers to the motor vehicle and not to the other vehicle.
- 2 Mark "While in Armed Services" for any injury or poisoning which occurred while the person was in the Armed Service (excluding the Reserves), regardless of whether he was on duty at the time it occurred. For example, mark the box "While in Armed Services" for a sailor who was away from his ship when he slipped, fell on the ice and broke his leg on a downtown street.
- 3 Mark "Under 17 at time of accident" if the person was under 17 years of age at the time of the accident or injury.

CHAPTER 5. DOCTOR VISITS PAGES

A General Procedure

The Two-Week Doctor Visits page consists of two facing pages containing columns for four doctor visits. Refer to the "DR" box in item C1 to see if any two-week doctor visits or calls were reported for the family. If none were reported, leave the Two-Week Doctor Visits page blank. If there are more than four two-week doctor visits reported for a family, use additional questionnaires.

- 1 When to Fill a Two-Week Doctor Visits Page - Complete a doctor visits column for each doctor visit or call after completing the Condition pages for all conditions entered in C2.
- 2 Details of Two-Week Doctor Visits - Fill one column for each doctor visit or call in the two-week reference period. Begin with the first person reporting doctor visits and continue in the same manner for each succeeding person.
- 3 Two or More Doctors Seen on Same Visit - If two or more doctors were seen on the same visit, fill a doctor visit column for each doctor seen and indicate this in a footnote. Situations of this kind generally occur when a person visits a clinic where he sees doctors with different specialties; for example, a dermatologist in one office and an internist in another office. It might also occur when a person visits his family doctor who, in the course of the same visit, calls in a specialist to examine or treat the person.
- 4 Visit to Doctor and Laboratory on Same Visit - The foregoing rule also applies if a person visits a doctor and the doctor immediately sends him to a neighboring laboratory for tests, X-rays, and so forth. Consider this a separate visit if the laboratory is not a part of the doctor's office or clinic and renders a separate bill for its services.
- 5 Consistency Check - You may find it helpful to make a check mark to the right of the number of visits in item C1 as you complete each doctor visits column, for example 2 ✓. This indicates that two doctor visit columns have been completed for that person. Before leaving the Two-Week Doctor Visits pages, count the number of completed doctor visit columns for each person (excluding any that you have deleted). If this number differs from the number of visits in item C1, make any corrections necessary to make the entries consistent as follows:

Add to C1 any additional visits first reported in question 2b on the Doctor Visits page.

or

Subtract from item C1 any that you have deleted because they were outside the two-week reference period or "mass visits."

- 6 Mass Visits - If when filling a doctor visit column, a "mass visit" is discovered, delete it at this point. Probe to determine if there were any other two-week visits and if so, enter the date in question 2 and complete the column. If there were no other doctor visits, enter "mass visit" and correct the entry in item C1.
- 7 Illness Condition First Reported on Two-Week Doctor Visits Page - Enter any conditions or injury first reported on the Two-Week Doctor Visits page in item C2 and fill a Condition page for it after completing all required doctor visit columns.

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①

Item 1, Person Number

①

1. Person number _____

Enter the person number for whom the "visit" information is being obtained. This entry identifies the person who has made the visit and is essential for tabulation purposes. If it is incorrect, all of the "visit" information will be attributed to the wrong person.

2

Question 2, Date of Visit

2

Earlier, you told me that -- had seen or talked to a doctor during the past 2 weeks.	2a.	OR { 7777 <input type="checkbox"/> Last week 8888 <input type="checkbox"/> Week before
2a. On what (other) dates during that 2-week period did -- visit or talk to a doctor?	Month	Date
b. Were there any other doctor visits for him during that period?	b. Y (Reask 2a and b)	N (Ask 3-6 for each visit)

- 1 Read the introductory statement above question 2a only once for each family before asking question 2a for the first doctor visit.
- 2 Question 2a is used to record the date (month and date) of each reported doctor visit. Ask the question as worded, unless you know the "visit" you are asking about is a telephone call, in which case say, "On what date during that two-week period did -- talk to a doctor?" If more than one visit has been reported for a person, it is desirable (but not mandatory) to have the most recent visit listed first.
 - a In recording the date of the visit, enter both numerals for the month and the date, for example, 07/23. An estimate of the exact date of the month is acceptable, but use the two-week calendar to help the respondent recall the exact date as closely as possible. If the exact date cannot be determined, determine the week. In this case, mark the "Last week" or the "Week before" box.
 - b If in recording the date of the visit, you learn that the visit actually took place outside the reference period (either before the two-week dates or during interview week), enter the date in 2a but delete this doctor visit by X-ing out the remainder of the column and correct item C1.
- 3 Question 2b serves to remind the respondent of any additional visits that he may have forgotten to report earlier. Ask the question after entering the dates for all visits reported in C1 for this person.
 - a If any additional two-week visits are reported, circle "Y" and reask question 2a, using the word "other" and record the column number of this person and the date(s) for the additional visit(s) in question 2a of the next column(s).
 - b Note that question 2b must always have a "No" entry in a person's last doctor visit column since a "Yes" entry in question 2b requires the filling of another column which in turn requires the reasking of question 2b. If the answer to that question is "Yes," still another doctor visit column must be filled. If the answer is "No," that is the last column for the person.

3

Question 3, Place of Visit

3

<p>3. Where did he see the doctor on the <u>(date)</u> at a clinic, hospital, doctor's office, or some other place?</p> <p>If Hospital: Was it the outpatient clinic or the emergency room?</p> <p>If Clinic: Was it a hospital outpatient clinic, a company clinic, or some other kind of clinic?</p>	<p>1. <input type="checkbox"/> 0 While inpatient in hospital (Next DV) <input type="checkbox"/> 1 Doctor's office (group practice or doctor's clinic) <input type="checkbox"/> 2 Telephone <input type="checkbox"/> 3 Hospital Outpatient Clinic <input type="checkbox"/> 4 Home <input type="checkbox"/> 5 Hospital Emergency Room <input type="checkbox"/> 6 Company or Industry Clinic <input type="checkbox"/> 7 Other (Specify) →</p>
--	--

Ask question 3, inserting the date of the visit. If the response to this question is "Hospital" or "Clinic," ask the appropriate probe question to determine if this was the outpatient clinic, emergency room, company clinic, etc. Mark the box which indicates the kind of place (not the name of the place) in accordance with the following definitions:

- 1 While Inpatient in Hospital - Any doctor's visit which occurred while the person was in a hospital overnight or longer. Mark this box and do not ask questions 4-6 but go on to the next doctor's visit or to the Hospital page.
- 2 Doctor's Office - The office of a doctor in private practice. This may be an office in the doctor's home, an individual office in an office building or a suite of offices occupied by several doctors. This category also includes "doctors clinic," meaning the offices of a group of doctors.
- 3 Telephone - A telephone call made to, or from a doctor or doctor's office which relates to treatment or advice given by a doctor directly or transmitted through a nurse.
- 4 Hospital Outpatient Clinic - A unit of a hospital where persons may go for medical care without being admitted as an inpatient.
- 5 Home - Any place the person was staying at the time of the doctor's visit. It may be his own home, the home of a friend, a hotel room, etc.
- 6 Hospital Emergency Room - A unit of a hospital where persons may receive medical care, usually of an urgent nature, without or before being admitted as an inpatient.

③ Place of Visit (Continued)

③

- 7 Company or Industry Clinic - A company or plant doctor's office or clinic which is operated solely for the employees of that company or industry.
- 8 Other (Dispensaries, Community Health Centers, Etc.) - In the space provided, specify or give the best description of the place which you can obtain. Fill this space only if the "Other" box is marked.

4

Question 4, Kind of Doctor

4

4. Is the doctor a general practitioner or a specialist?	4. 01 <input type="checkbox"/> General practitioner <input type="checkbox"/> Specialist - When kind of specialist is he? →
--	---

- 1 If the respondent says that the doctor is a specialist, mark the "Specialist" box and ask the follow-up question. Record the kind of specialist named by the respondent. If the respondent does not know the term for the specialist, but only knows what he specializes in, enter that information in the space provided, for example, heart ailments, X-ray doctor, etc.
 - a A general practitioner is a medical doctor who does not limit his practice to a specialty.
 - b A specialist is a medical doctor who limits his practice to certain groups of people (children, women, etc.), certain conditions (diabetes, arthritis, etc.), certain parts of the body (eyes, ears, nose and throat, etc.) or special procedures (anesthesia, radiology, etc.).
 - c Do not make double entries, for example, GP and internist, without some further explanation of the entry. If the respondent cannot specifically say whether the doctor is a GP or an internist, your entry should reflect this fact by an entry such as "GP or internist—DK which."
 - d If the respondent does not know whether or not the person rendering the service for this visit is a doctor, enter "DK if Dr." Also enter any other information available which describes the person providing the service, such as "lab technician," or "X-ray technician."
- 2 If you learn that the doctor is not a medical doctor at all, it is particularly important that this fact be noted. In this case, enter "Not an MD" and also describe what he does, for example, chiropractor, oral surgeon, dentist. Do not delete these kinds of doctor visits from the Doctor Visits page even though they do not fit the definition of a medical doctor described earlier.

NOTE: In this question we are interested in the specialty of the doctor even though the doctor himself was not seen.

5

Question 5, Doctor Seen or Talked To

5

5. During this visit (call) did -- actually see (talk to) the doctor?	5	1 Y	2 N
---	---	-----	-----

This question determines if the doctor was actually seen or talked to during this visit, whether by the person himself or through another person. If the person only saw or talked to a nurse in the doctor's office, circle "N." Circle "Y" or "N" as appropriate. If "Telephone" is marked in question 3, use the phrases "call" and "talk to" when asking question 5.

6

Question 6, Purpose of Visit

6

<p>6a. Why did he visit (call) the doctor on <u> </u> (date) ? Write in reason Mark appropriate box(es)</p>	<p>6a.</p> <table border="1"> <tr> <td>1</td> <td><input type="checkbox"/> Diag. or treatment (6c)</td> <td rowspan="5">} (ST)</td> </tr> <tr> <td>2</td> <td><input type="checkbox"/> General checkup (6b)</td> </tr> <tr> <td>3</td> <td><input type="checkbox"/> Pre or Postnatal care</td> </tr> <tr> <td>4</td> <td><input type="checkbox"/> Eye exam. (glasses)</td> </tr> <tr> <td>5</td> <td><input type="checkbox"/> Immunization</td> </tr> <tr> <td>6</td> <td><input type="checkbox"/> Other</td> <td></td> </tr> </table>	1	<input type="checkbox"/> Diag. or treatment (6c)	} (ST)	2	<input type="checkbox"/> General checkup (6b)	3	<input type="checkbox"/> Pre or Postnatal care	4	<input type="checkbox"/> Eye exam. (glasses)	5	<input type="checkbox"/> Immunization	6	<input type="checkbox"/> Other	
1	<input type="checkbox"/> Diag. or treatment (6c)	} (ST)													
2	<input type="checkbox"/> General checkup (6b)														
3	<input type="checkbox"/> Pre or Postnatal care														
4	<input type="checkbox"/> Eye exam. (glasses)														
5	<input type="checkbox"/> Immunization														
6	<input type="checkbox"/> Other														
<p>b. Was this for any specific condition? Mark box or ask:</p>	<p>b. Y (Enter condition in 6c and change to "Diag. or treatment") N (ST)</p>														
<p>c. For what condition did <u> </u> visit (call) the doctor on <u> </u> (date) ?</p>	<p>c. <input type="checkbox"/> Condition reported in 6a</p>														

1 Ask question 6a, inserting the date the visit was made. Then write in the response verbatim and mark one or more of the boxes provided which best describes the answer given.

a. Diagnosis or Treatment

1) An examination or test to diagnose an illness, regardless of whether the examination or tests resulted in a diagnosis.

or

2) Treatment or advice given by the doctor or under the doctor's supervision. Include X-rays either for diagnostic purposes or treatment in this class.

Also, mark this box when the visit is for the detection of a single condition by use of a glaucoma test, diabetes test, T.B. test, or a pap smear for cancer. Do not enter the condition in 6c or C2 unless it was discovered on this visit.

If the visit is for a specific condition and while there the person is given a general checkup, mark both the "Diag. or treatment" and the "General checkup" boxes.

6 Purpose of Visit (Continued)

- b General Checkup - A visit to a doctor for the purpose of determining the general state of the person's health. This category includes checkups for specific purposes, such as physical examinations required to obtain employment, for college entrance, to obtain insurance, periodic (yearly) general checkups, visits to the well-baby clinic, etc.

However, a visit to a doctor for a checkup or examination for a specific condition, such as when a person goes at regular intervals for a checkup for T.B. or a heart condition, should not be classified as "General checkup" but as "Diag. or treatment."

- c Pre or Postnatal Care - Consultation concerning the care of the mother, not the baby. Include visits by the mother to the doctor for checkups during the pregnancy and also during the period just after delivery. Exclude consultation for illnesses not related to pregnancy or delivery.

- d Eye Examination - An examination of the eyes for the purpose of establishing a need for eyeglasses or for a change in the type of eyeglasses being worn. Any other eye examination or treatment of an eye condition is classified as "Diag. or treatment."

- e Immunization or Vaccination - Shots or injections to prevent particular diseases.

- f Other - Used to record medical services received other than those listed or those which you do not know how to classify. Record the type of service as reported by the respondent. If necessary, use the footnote space for continuing the description of the medical service received.

- 2 Sometimes more than one service is provided during the same visit; if this is discovered, record all services received during one visit. However; do not probe for any additional services but enter them only if they are voluntarily reported together, for example, the respondent says, "I had a prenatal checkup; the doctor also gave me heat treatment for a slipped disc." In this case, mark both "Pre or Postnatal care" and "Diag. or treatment." If multiple reasons are given for the same doctor visit, follow the skip instruction for the category appearing first in the list.
- 3 Ask question 6b only if the "General checkup" box is marked in 6a. If a condition is given, circle "Y" and enter the condition in 6a. Then correct the box in 6a to "Diag. or treatment." If no condition is given, circle "N."

If it is volunteered that a condition was discovered during a routine physical examination, do not enter this condition as the reason for the doctor visit unless there were symptoms which led to the examination. If there were symptoms of this condition, make the necessary corrections. If there were no symptoms, leave the original entries.

⑥ Purpose of Visit (Continued)

⑥

- 4 Ask or mark 6c only if the "Diag. or treatment" box is marked in 6a.
- a If you already have a condition in the write-in box in 6a, mark "Condition reported in 6a" in the answer space in 6c without asking the question.
 - b If you ask 6c, record all conditions (or reasons for seeing the doctor) mentioned for that person in the answer space.
 - c If the person visited the doctor for tests but no specific condition was discovered, enter the response verbatim.

(S1) - (7)

Item S1, Question 7, High Blood Pressure

(S1) - (7)

S1	Mark one box in each DV column	S1	<input type="checkbox"/> Telephone in 3 (Next DV) <input type="checkbox"/> Not SP or SP und. 17 (Next DV) <input type="checkbox"/> Eligible resp. avail. (7) <input type="checkbox"/> Return call required (Next DV)
(Earlier, I was told that you had seen a doctor during the past 2 weeks.)			
7a. During this visit on <u> </u> (date) was your blood pressure taken?		7a.	<input type="checkbox"/> 1 Y <input type="checkbox"/> 2 N (Next DV)
b. Were you told that your reading was high, low, normal, or were you not told?		b.	<input type="checkbox"/> 1 High <input type="checkbox"/> 4 Not told <input type="checkbox"/> 2 Low <input type="checkbox"/> Other (Specify) <u> </u> <input type="checkbox"/> 3 Normal
c. Were you told what the numerical reading was?		c.	<input type="checkbox"/> 1 Y <input type="checkbox"/> 2 N (Next DV)
d. What was the numerical reading?		d.	<u> </u> / <u> </u> Numerical reading DK

- 1 Item S1 - Mark one box in each person's column for whom you complete a two-week doctor visit column even if more than one visit is reported for a person. All sample persons aged 17 and over must answer question 7 for themselves unless they are physically or mentally incompetent.
- 2 Question 7 - If a return call is required to complete question 7, include the introductory phrase above question 7a when asking the question for a person. If the same person reports more than one visit during the two-week period, ask question 7 for each visit.

NOTE: If, during a callback, a sample person indicates the visit never occurred or was outside of the reference period, footnote this fact and do not continue with question 7.

If the date is in error but the visit was within the reference period, footnote this also but continue with question 7.

Do not make any changes, additions, or deletions in item C1 or any of questions 2-6 based on information obtained about two week DV's during a return visit.

- a. Questions 7b-7d are designed to estimate the degree of communication between doctor and patient concerning blood pressure measurement. If the response to 7b does not fit one of the specified categories, mark the "Other" box and enter the response verbatim, for example, "I forgot."
- b. Next ask question 7c to determine if the person was told what the numerical reading was. Ask 7d next, if appropriate, to determine what the numerical reading was. An example of a numerical reading is "140/98." However, do not probe if the response is incomplete. Accept the answer the respondent gives, for example, enter "140" as "140/—."

CHAPTER 6. HOSPITAL PAGE

A General Procedure

The Hospital page consists of two facing pages containing columns for four hospitalizations. The "HOSP." box in item C1 in each person's column will indicate which persons were in hospitals or nursing homes, rest homes and similar places during the specified time period, and the number of times. If no hospitalizations are reported, leave these pages blank. If there are more than four hospitalizations reported for a family, use additional questionnaires.

B Use of the Hospital Page

Begin with the hospitalization(s) for the first person listed who has one or more hospitalizations recorded in item C1. Fill the first column, starting with the most recent stay and continue until you have recorded all stays for that person. Then go to the next person reporting hospitalizations and continue until you have recorded all hospital stays.

- 1 Each column represents information about a particular hospital stay, and all the questions apply to that stay.
- 2 If a person was moved (transferred) from one hospital to another, for example, from an emergency hospital to a general hospital or from a general hospital to an extended care facility, record each as a separate stay.
- 3 When a hospitalization is for childbirth, fill one column for the mother and a separate column for the baby.
- 4 Since a separate column is filled for each stay (time) in a hospital, the number of columns filled for a person must equal the total number of hospitalizations in that person's column of item C1. If not, correct the figure in item C1 and explain the reason for the correction in a footnote.
- 5 You may find it helpful to make a checkmark to the right of the number in item C1 as you complete each column. If the person had a total of three hospital stays recorded in item C1, there should be three checkmarks, for example, "3 .

C Use the Appropriate Word When Asking the Question

Because the Hospital page is filled for stays in regular hospitals and also for stays in nursing homes, convalescent homes, rest homes and similar places, refer to the appropriate type of place in each question. The questions contain the words "nursing home" in parentheses. The instructions in later paragraphs use the word "hospital." However, the instructions given for a hospital stay also apply to stays in nursing homes, rest homes and similar places.

D Special Note on Frequent Hospitalizations for the Same Person

Sometimes a person has been in and out of the hospital several times during the reference period. If the respondent cannot remember or does not know the details of each different stay, ask him to estimate the necessary information using the calendar when needed. Enter all available information in a separate column for each estimated stay.

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①

Item 1, Person Number

①

1.	Person number _____
----	---------------------

Enter the person number of the person for whom the column is being completed. This number must be correct. Otherwise, all the hospital information will be assigned to the wrong person.

2

Question 2, Date Entered Hospital

2

You said that -- was in the hospital (nursing home) during the past year. 2. When did -- enter the hospital (nursing home) (the last time)?	USE YOUR CALENDAR Make sure the YEAR is correct	Month	Date	Year 19__
--	--	-------	------	--------------

- 1 Read the introductory statement above question 2 for the first hospital column for a person. If stays are reported in both a hospital and nursing home, read the introductory phrase as follows: "You said that you were in a hospital and a nursing home during the past year. Which place were you in last, the hospital or the nursing home?" so that you can insert the appropriate word in the following questions. Then continue with question 2.
- 2 If the person was in a hospital or a nursing home more than once during the period, add the parenthetical phrase, "the last time," to the end of question 2. As indicated by this phrase, record the most recent hospital or nursing home stay first if the person had more than one stay. For the remaining columns, begin with the questions, "When did you enter the hospital the time before?" and so on, for each subsequent hospitalization. Write in the numerals for the month, date, and year the person entered the hospital.
- 3 If the respondent cannot furnish the exact date, obtain the best estimate possible. Use the calendars or the list of holidays in your flashcard booklet to assist the respondent in recalling dates. Ask whatever additional questions seem appropriate.

Some examples of questions you might ask to assist the respondent in recalling dates are:

Can you recall the approximate date?

Do you know which week of the month it was?

Do you recall the day of the week you entered the hospital?

Was it before or after Memorial Day (or some other special date)?

Was it in the early part, the middle part or the last part of the month?

a If, after your probing the respondent cannot give the exact date but can set it as between two dates, enter both dates, for example, 5-10. As a last resort, enter the part of the month, for example, early part, near the end of the month, etc.

② Date Entered Hospital (Continued)

②

- b If, after your additional questioning using the calendar, the respondent cannot say which month it was but that it was one or two, enter both, for example, 05 or 06. If the respondent is unable to name any months, ask what season of the year it was, for example, "Was it in the winter or spring?" and enter the season, that is, "winter" for the month.
- c You should always be able to make some sort of write-in entry in question 2. For statistical purposes, a date must always be assigned for each hospital entry, so it is essential that you obtain the maximum amount of information available.
- 4 Experience has shown that it is very easy to make a mistake in entering the year a person was hospitalized, particularly when you are working in a different calendar year from the reported year of hospitalization. In all cases, make sure that you have entered the correct year in question 2.

Question 3, Name and Address of Hospital

3. What is the name and address of this hospital (nursing home)?	1.	Name	
		Street	
		City (or county)	State

- 1 Enter the name and address of the hospital (nursing home, rest home, sanitarium, etc.). The exact street address is not required, but the name of the street on which the hospital is located is needed to help identify the hospital. If the name of the street is not known, enter "DK." If the city is not known or the hospital is not in a city, enter the county and State.
- 2 It is important to obtain the full and complete name of the hospital in order to classify each hospital by type. If the respondent abbreviates the name or supplies only a shortened local name, such as county hospital or general hospital, when he means Baker County Hospital or Detroit General Hospital, it is necessary to obtain and record the full name.
 - a Be sure that you have the correct name of the hospital. For example, Baker County may operate a hospital but its name is Jeremiah Wilson Memorial Hospital. In such a case, it would be impossible to identify Baker County Hospital for classification. In cases in which it is possible that the respondent could be giving the name as it is referred to locally, ask the respondent if that is the complete name of the hospital.
 - b For college infirmaries, we need to know the name of the university or college and whether it is the student health center (clinic) or the college hospital. For example, infirmary at UCLA would not be classifiable, whereas, UCLA Student Health Service or University of California Hospital would be.
- 3 Be sure that your entries of the name of the hospital, the street, and the city or county are legible. If the respondent is not sure how to spell any one of the names, spell it phonetically and footnote that it is a phonetic spelling.
- 4 If you are interviewing in the general area in which the hospital is located and have ready access to a local telephone directory, check it for doubtful hospital names. Also, if the respondent does not know the name of the street on which the hospital is located, check the telephone directory for that, when possible.

4

Question 4, Number of Nights in Hospital

4

4. How many nights was -- in the hospital (nursing home)?	4	_____ Nights
---	---	--------------

1 In question 4, enter the total nights spent in the hospital. Do not include any nights in the interview week. However, enter all nights in the hospital through "last Sunday night" including nights prior to the date used in the hospital probe questions.

If the respondent's answer is in terms of days, repeat the question so that he understands we are interested only in the number of nights. For example, a first answer of, "I was in for seven days," might mean six, seven or eight nights. Always follow up such answers by repeating the question or asking an additional question to clarify the answer.

2 Not Overnight, Delete - If you learn that the person did not remain overnight for this stay in the hospital, enter a dash (-) in question 4 and do not ask any further questions about this hospitalization. Delete this hospitalization by X-ing out the remainder of the column and correct the figure in item C.

3 Entire Stay Prior to Reference Period, Delete - If the respondent's answer to the date of hospital entry for question 2 and the number of nights for question 4 indicates that the entire stay was prior to the reference period, that is, before the date specified in the hospital probe question, check with the respondent to verify that you have the correct date of entry and number of nights. If the entire stay was prior to the reference period for the hospital probe question, delete this hospitalization by X-ing out the remainder of the column and correct the figure in item C. Explain in a footnote that you have verified the date of entry and number of nights, and that the stay was prior to the reference period.

Question 5, Nights in Past 12 Months and Two Weeks; in Hospital Last Sunday Night

Complete 5 from entries in 2 and 4; if not clear, ask the questions.	
a. How many of these -- nights were during the past 12 months?	5a. _____ Nights
b. How many of these -- nights were during the past 2 weeks?	b. _____ Nights
c. Was -- still in the hospital (nursing home) last Sunday night for this hospitalization (stay)?	c. Y N

Question 5 is divided into three parts, and each part can usually be answered based on the information obtained earlier in questions 2 and 4. In such cases, do not ask the questions, but be sure to make the appropriate entries.

1 Question 5a, Number of Nights in Past 12 Months - "The past 12 months" is defined as from "last Sunday's" date a year ago (entered in dentist and doctor visit reference date in C2) through last Sunday night, and includes both the beginning and ending dates.

- a If the answer to question 5a is not clear from earlier information, ask the question again, using the appropriate yearly calendar to assist the respondent in recalling dates.
- b If all the nights in question 4 were in the past 12 months, copy the question 4 figure to question 5a.
- c If none of the nights in question 4 were in the past 12 months, enter a dash (for none) in question 5a. Do not delete the column in such a case. Complete the remaining entries in the column.

2 Question 5b, Nights in Hospital During Last Two Weeks - If the date in question 2 and the number of nights in question 4 show that none of the nights in the hospital could possibly have been last week or the week before, enter a dash in question 5b. If there is any chance at all that any part of the hospitalization was in the two-week reference period, and the answer is not clear from earlier information, ask the question and record the number of nights or enter a dash as the case may be.

3 Question 5c, Still There Last Sunday Night - Circle "Y" or "N" for this hospital stay in question 5c. If the date in question 2 and the number of nights in question 4 show that this stay could not possibly have included last Sunday night, circle "N" without asking the question. If there is any doubt, ask the question.

NOTE: If the person was in the hospital last Sunday night for his most recent hospital stay, "N" would be circled in question 5c for any previous hospital stays reported for him.

6

Question 6, Condition Causing Hospitalization

6

<p>6. For what condition did -- enter the hospital (nursing home) -- do you know the medical name? If medical name unknown, enter an adequate description.</p> <p>For delivery ask: Was this a normal delivery? For newborn, ask: Was the baby normal at birth?</p>	<p>6. <input type="checkbox"/> Normal delivery <input type="checkbox"/> Normal at birth Condition</p> <p>Cause <input type="checkbox"/> On Card C <input type="checkbox"/> Acc. or Inj.</p> <p>Kind</p> <p>Part of body</p>
<p>If "NO," ask: What was the matter?</p>	<p>Show CAUSE, KIND, and PART OF BODY in same detail as required for the Condition page.</p>

1 The entry in question 6 should fully describe the condition for which the person entered the hospital. If the medical name is not known, enter the best description of the condition which the respondent can give. All the rules for the entry of "cause," "kind," or "part of body" for the Condition page apply to entries in question 6. If this information is required in question 6 but is not known by the respondent, enter "DK" on the line. If the present effects of allergy are needed, enter these effects on the "kind" line.

- a For the persons going to the hospital for tests or diagnosis, enter the results of the tests or the final diagnosis if known; otherwise, enter the trouble or condition that made the tests seem necessary.
- b If the respondent reports that a person entered the hospital to have an operation, other than "vasectomy," enter in question 6 the condition which made the operation necessary. For example, if the respondent states "Amputation of one leg above knee," ask for the condition which made the operation necessary--it may be diabetes, leg cut in accident, etc. If the condition for which the operation was done is unknown, enter this fact together with the name or description of the operation, for example, "Hysterectomy, DK reason."
- c If more than one condition was diagnosed or treated during a particular hospital stay, enter all such conditions.
- d If the condition for which the person entered the hospital is on Card C, mark the "On Card C" box to indicate no further entries are required. Do not mark this box if a Card C condition is given in answer to a later part of question 6, for example, cause, kind, or part of body. If two conditions are reported as the reason for entering the hospital and one is not on Card C, record the required entries for cause, kind, and part of body for this condition.
- e If the condition for which the person entered the hospital indicates that an accident or injury was involved, mark the "Acc. or Inj." box and proceed as in paragraph 2, below.

- 2 Accidents or Injuries - If the entry in question 6 is the result of an injury, the rules for the entries of "part of body" and "kind of injury" that apply to the Condition page, question 12a, also apply to question 6, for example, "one lower leg broken."
- 3 Deliveries and Births - For deliveries and births, ask question 6 this way:
- a For the mother ask, "Was this a normal delivery?" If "Yes," mark the "Normal delivery" box and go to question 7. If "No," ask, "What was the matter?" and record on the condition line the respondent's description of the complications, for example, delivery—breech.
 - b For the baby ask, "Was the baby normal at birth?" If "Yes," mark the "Normal at birth" box and go to question 7. If "No," ask "What was the matter?" and record on the condition line the respondent's description of what was wrong with the baby, for example, newborn—incubator baby, jaundice.

NOTE: The delivery for the mother may be "Normal" but the baby may be born with a deformity. Conversely, the mother's delivery may have complications, for example, Caesarian section, but the baby may be normal. In some cases, it is possible that the mother's delivery may be complicated by an illness condition. When in doubt as to what constitutes "complications," enter all available information.

7

Question 7, Operations Performed

7

7a. Were any operations performed on -- during this stay at the hospital (nursing home)?	7a.	Y	• N (P)
b. What was the name of the operation? If name of operation is not known, describe what was done.	b.		
		Y (Describe) 7	N
c. Any other operations during this stay?	c.		

1 Ask question 7 for stays in nursing homes, rest homes, etc., as well as for hospital stays, since some of the procedures, which by our definition are operations, may be performed in these places.

2 If any operations were performed on the person during this stay in the hospital, circle "Y" and enter the name of the operation in the write-in space in 7b. If the name of the operation is not known, ask the respondent to describe what was done and enter this description. Ask 7c and describe the operation. Be sure to record each operation, if more than one was performed during this stay. Continue to ask 7c until you receive a "No" answer and then circle "N." An operation is defined as:

Any cutting of the skin, including stitching of cuts or wounds. Include cutting of other tissue, scraping of internal parts of the body, for example, curettage of the uterus, and setting of fractures and dislocations. Also, include the insertion of instruments in body openings for internal examination and treatment, such as bronchoscopy, proctoscopy, cystoscopy, and the introduction of tubes for drainage. Include anything ending in "-ectomy," for example, appendectomy (removal of appendix), tonsillectomy (removal of tonsils), etc. Exclude injections, transfusions and routine blood tests, pumping out or washing out of the stomach or bowels. Also, exclude routine circumcision for a newborn baby. It is not necessary to enter these terms in question 7. If operations of this kind are reported, ask 7c before circling "N" in 7a.

3 In some cases, respondents may not think of the setting of fractures and dislocations or the stitching of cuts or wounds as operations. If the person entered the hospital for such an injury and the respondent says no operation was performed, ask if the bone or joint was set (put in traction or in a cast) or if stitches were taken in the cut or wound. If the answer is "Yes," enter the action taken as the name of the operation, for example, "Broken wrist" in question 6, "Wrist set" in question 7. If the respondent reports that the bone was not set, etc., explain the circumstances in 7b.

⑦ Operations Performed (Continued)

⑦

4 If more than one operation is performed, or if the operation was not performed for the condition recorded in question 6, ask for the name of the condition and record it in question 7 in addition to the name of the operation.

a An acceptable entry would be:

Question 6 - Tonsillitis

Question 7 - Tonsillectomy

or

Question 6 - Goiter

Question 7 - Removal of thyroid gland

b An unacceptable entry would be:

Question 6 - Gallstones

Question 7 - Removed gallbladder and hysterectomy

or

Question 6 - Kidney trouble

Question 7 - Cystoscope and removal of tumor

In b above, we need to know the reason for the hysterectomy or the site and kind of tumor.

Ⓟ

Interviewer Check Item P

Ⓟ

P	If there is one or more nights in 5b, a Condition page is required. If there is no Condition page, fill one after completing columns for all required hospitalizations.
----------	--

- 1 Item P gives instructions on how to handle conditions first reported on the Hospital page.
 - a A condition first reported in question 6 or 7 should have a completed Condition page only if some part of the hospitalization was during the past two weeks.
 - b If the hospital stay is for delivery and some part of the stay was during the past two weeks, complete a Condition page for the mother but not for the newborn baby if he was normal at birth. If he was not normal at birth, complete a Condition page for the baby.
- 2 When a Condition page is required, enter this condition in item C2 after completing this hospital column. Then carry the condition(s) through the Condition page after completing columns for all required hospitalizations.

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CHAPTER 7. HEALTH INSURANCE PAGES

The Health Insurance page consists of two facing pages containing questions on Social Security Medicare and other types of health insurance coverage.

These next questions are about health insurance.		<input type="checkbox"/> Und. 65 (NP)
IF 65 OR OVER ASK:	1a. Is -- covered by that part of Social Security Medicare which pays for hospital bills?	1a. 1 Y 2 N 3 DK
	b. Is -- covered by that part of Medicare which pays for doctor's bills, that is, the Medicare plan for which he or some agency must pay a certain amount each month?	b. 1 Y 2 N 3 DK (NP) (NP) (NP)
	For each person with "DK" in 1a or b, ask: 2. May I please see the Social Security Medicare card(s) for -- (and --) to determine the type of coverage? (Transcribe the information from the card or mark the "Card not seen" box.)	2. 1 <input type="checkbox"/> Hospital 2 <input type="checkbox"/> Medical 3 <input type="checkbox"/> Card not seen } NP

1 Read the introduction above question 1 once for a family, either before asking the Medicare questions, if there are persons 65 or over, or as part of the introductory statement above question 3 if there are no persons 65 or over. Ask both parts of question 1 for each person 65 or over before going to question 2. For persons under 65, mark the box, "Und. 65" above question 1.

a Most persons 65 years old or over are covered by Social Security Medicare, Part A, which pays hospital bills. There is no charge to them for this coverage. Part B covers doctor bills. All persons covered under Part A are eligible to enroll in Part B. If they do so, they pay a certain amount each month, which may or may not be deducted from their Social Security check. Some persons may be covered under Part B but not Part A.

b If a respondent tells you he pays a certain amount each month in response to 1a, you know he has medical coverage. In this case, circle "DK" in 1a and "Y" in 1b.

2 If question 2 is required, insert the names of all persons with "DK" in 1a or 1b so that the respondent only needs to make one trip to look for the Medicare cards. After completing question 1 or 2, as appropriate, go to question 3.

a A sample of a Medicare card appears on the outside back cover of the flashcard booklet. Show this sample if the person is not sure what a Medicare card looks like.

b If the card is available, transcribe the information from the card to question 2 by marking one or both of the "Hospital" and "Medical" boxes. If a date has been entered across from "Hospital insurance," then that person has hospital insurance. If there is a date entered across from "Medical insurance," then the person has medical insurance.

c If the card is not available, or if the person has no card, mark the "Card not seen" box.

Question 3, Health Insurance

<p>We are interested in all kinds of health insurance plans except those which pay only for accidents.</p> <p>3a. (Not counting Medicare) Is anyone in the family covered by hospital insurance, that is, a health insurance plan which pays any part of a hospital bill?</p> <p>Y N (3d)</p> <hr/> <p>b. What is the name of the plan? (Record in Table H.I.)</p> <p>c. Is anyone in the family covered by any other hospital insurance plan?</p> <p>Y (Reask 3b and c) N</p> <hr/> <p>d. Is anyone in the family covered by any (other) health insurance plan which pays any part of a DOCTOR'S or SURGEON'S bill?</p> <p>Y N (4)</p> <hr/> <p>e. What is the name of the plan? (Record in Table H.I., reask 3d)</p>	<table border="1"> <tr> <th colspan="4">TABLE H.I.</th> </tr> <tr> <td colspan="4">PLAN 1</td> </tr> <tr> <td>5a. GROUP</td> <td>1 Y</td> <td>2 N</td> <td>9 DK</td> </tr> <tr> <td>b. HOSPITAL</td> <td>1 Y</td> <td>2 N</td> <td>9 DK</td> </tr> <tr> <td>c. SURGICAL</td> <td>1 Y</td> <td>2 N</td> <td>9 DK</td> </tr> <tr> <td>d. DR. VISIT</td> <td>1 Y (4)</td> <td>2 N</td> <td>9 DK</td> </tr> <tr> <td>e. DEDUCTIBLE</td> <td>1 Y</td> <td>2 N</td> <td>9 DK</td> </tr> <tr> <td colspan="4">PLAN 2</td> </tr> <tr> <td>5a. GROUP</td> <td>1 Y</td> <td>2 N</td> <td>9 DK</td> </tr> <tr> <td>b. HOSPITAL</td> <td>1 Y</td> <td>2 N</td> <td>9 DK</td> </tr> </table>	TABLE H.I.				PLAN 1				5a. GROUP	1 Y	2 N	9 DK	b. HOSPITAL	1 Y	2 N	9 DK	c. SURGICAL	1 Y	2 N	9 DK	d. DR. VISIT	1 Y (4)	2 N	9 DK	e. DEDUCTIBLE	1 Y	2 N	9 DK	PLAN 2				5a. GROUP	1 Y	2 N	9 DK	b. HOSPITAL	1 Y	2 N	9 DK
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1 Question 3 concerns health insurance, excluding Medicare. Read the introductory statement above question 3a, including the one above question 1 if there were no persons 65 or over in the family. The parenthetical phrase "Not counting Medicare" is used to inform the respondent that Medicare plans should not be included. Use this phrase only if there are persons 65 or over in the family.

a Definition of Health Insurance Plan - A health insurance plan is specifically designed to pay all or part of the doctor, hospital, or other medical expenses of the insured individual. The plan, in order to be considered as insurance, must be a formal one with defined membership and benefits. For the purpose of this survey, health insurance excludes the following:

- 1) Plans limited to "dread diseases" only, such as polio or cancer.
- 2) Insurance that pays only on the basis of the number of days missed from work.
- 3) Public welfare, Medicaid, care given children under the "Crippled Children's Program," etc.
- 4) Insurance that pays only for accidents, such as liability insurance held by a car or property owner, insurance covering children for accidents at school or camp, etc.
- 5) Care given to dependents of military personnel (CHAMPUS).
- 6) Veteran's benefits.
- 7) Insurance that pays only for dental bills.

- 8) "Income maintenance" insurance which pays the person a fixed amount of money both in and out of the hospital.

NOTE: However, DO include "extra cash" insurance plans which pay a person a fixed amount of money ONLY WHILE HE IS A PATIENT IN A HOSPITAL. Use this distinction only if questions arise. Do not probe.

- b Payment of Plans - Premiums or the costs of health insurance may be paid by the insured person, his family, his employer, his union, a club, a fraternal organization or some other group of which the insured person is a member. The premium may be a part of his dues or it may be paid by an employer as a fringe benefit. The insuring organizations may be either nonprofit or commercial groups. Payments by the insurance company may be made directly to the hospital or doctor, or directly to the person himself.
- c Name of Plan - We are interested in the specific names of the insurance plans, for example, Aetna, Blue Cross, Metropolitan, John Hancock, etc. Do not record the type of plan, such as family plan, major medical, high or low option. If the respondent gives the name of a union or the name of his employer, ask "Do you know the name of the insurance plan?". If the name of the plan is still not given, then enter the name of the union or the employer and indicate that the name of the insurance plan is unknown. Do not enter the name of the employer if the name of the plan is entered.
- d Insurance That Pays Hospital Bills - Any insurance which pays all or part of the hospital bill for the hospitalized person. The hospital bill should include only the bill submitted for the hospital itself, not the doctor's or surgeon's bill or the bill for special nurses. The hospital bill always includes the cost of room and meals and may also include the costs of other services, such as operating room, laboratory tests, X-rays, and medicine.
- e Insurance That Pays Doctor's and Surgeon's Bills - Any insurance which pays all or part of the doctor's or surgeon's bill.
- 2 If the answer to 3a is "No," skip to question 3d. If the answer is "Yes," ask 3b and record any plans reported in Table H.I.; then ask 3c. If additional plans are reported in 3c, reask 3b and c and record these plans on separate lines of Table H.I.
- a When a final "No" answer is received to 3c, go to 3d. Ask question 3e, if required, and record any new plan(s) in the same manner as for 3b. If the respondent reports the same plan in answer to 3e as he did in 3b, do not enter this plan again in Table H.I.

③ Health Insurance (Continued)

③

- b When a final "No" is received, go to question 4. Thus, you will record all plans in Table H.I. before completing questions 4-6.
 - c Social Security Medicare reported in question 3 for persons under 65 is not an acceptable health insurance plan and should not be entered in Table H.I. Also, do not go back to questions 1 and 2 to enter the Medicare information. However, Railroad Retirement Medicare is an acceptable health insurance plan and should be entered in Table H.I.
- 3 Enter each plan on a separate line of Table H.I., except Blue Cross and Blue Shield. Enter these on the same line and treat them as one plan unless there are separate policies for some household members. This applies whether they were reported together or separately, for example, Blue Cross in answer to 3b and Blue Shield in answer to 3e.

If you discover that some household members have plans with the same name but different coverage, record these plans on separate lines of Table H.I. For example, the household head has Blue Cross-Blue Shield family plan which covers his wife and himself. Their daughter, who works and lives at home has an individual Blue Cross-Blue Shield plan. Enter each on a separate line. However, do not probe for this additional information.

4

Question 4, Covered by This Plan

4

4. Is -- covered under this _____ (name) _____ Plan?	4. <input type="checkbox"/> Covered (NP) <input type="checkbox"/> Not covered (NP)
--	---

Ask question 4 separately for each family member, inserting the name of the plan so the respondent knows to which plan you are referring. Mark the "Covered" or "Not covered" box as appropriate for each family member. If the respondent doesn't know if a family member is covered by the plan, enter "DK." After asking question 4 about each person for a particular plan, go to question 5 for that plan.

5 - (H.I.)

Question 5, Table H.I., Details of Plan

5 - (H.I.)

Ask for each Plan listed in Table H.I. If no plans, go to I.	5a. Was this <u> (name) </u> Plan obtained through an employer, union, or some other group?	PLAN 3			
	b. Does this plan pay any part of hospital expenses?	5a. GROUP	1 Y	2 N	3 DK
	c. Does this plan pay any part of doctor's or surgeon's bills for operations?	b. HOSPITAL	1 Y	2 N	3 DK
	d. Does this plan pay any part of a doctor's bill for office visits or home calls?	c. SURGICAL	1 Y	2 N	3 DK
	e. Does this plan pay any part of a doctor's bill for office visits or home calls AFTER A CERTAIN AMOUNT has been paid by the family?	d. DR. VISIT	1 Y (4)	2 N	3 DK
		e. DEDUCTIBLE	1 Y	2 N	3 DK

- 1 Question 5a - This question determines if the policy was obtained through an employer, union, or some other group. Insert the name of the plan when asking the question. You need not specify where the plan was obtained.
- 2 Question 5b - Ask for all plans carried through Table H.I., regardless of whether they were reported in answer to the hospital insurance question (3a) or the doctor's and surgeon's question (3d). Insert the name of the plan when asking the question.
- 3 Question 5c - Doctor's or surgeon's bills are those for an operation or delivery, pre or postsurgical care, or pre or postnatal care, either in the hospital, at the doctor's office, or some other place.
- 4 Questions 5d and e - In these questions we are interested in any insurance which pays all or part of a doctor's bill for home calls or office visits, excluding insurance that pays only for surgical or delivery care.
 - a Insurance which pays all or part of the bill for home calls and office visits includes:
 - 1) Plans which pay the costs of doctors' care with no restrictions as to the number of calls or the nature of the ailment.
 - 2) Plans which cover most illnesses, but exclude a few such as mental diseases, tuberculosis, or conditions which started before a person enrolled in the plan.
 - 3) Plans issued in conjunction with a group practice prepayment plan, for example, Group Health Association of Washington, D.C., the Kaiser Plan on the West Coast, and HIP in New York.

- b Do not include as "doctor visit insurance," insurance that pays only for visits made to a doctor's office in relation to surgery, such as pre or postsurgical treatment or pre or postnatal treatment (pregnancies). Count insurance that pays only for these types of visits as surgical insurance (question 5c).
- c Ask question 5e if the answer to 5d is "N" or "DK." It refers to "deductible" plans that pay for doctor visits for most kinds of sickness but only after the person himself has paid a certain amount, such as \$50 or \$100, or after the person has been ill for a specified period of time.
- 5 When you have asked all appropriate parts of question 5 about a plan listed in Table H.I., ask question 4 about the next plan listed in Table H.I. If there are no more plans listed in Table H.I., go to item I.

I - 6

Item I and Question 6, Reason for Non-Coverage

I - 6

I	For each person, review 1 and 2 and 4 for each plan and determine if "Covered" by either Medicare or insurance, or "Not covered."	I	<input type="checkbox"/> Covered (NP) <input type="checkbox"/> Not covered (NP)
Ask for each person "Not covered." Many people do not carry health insurance for various reasons (Hand Card N) 6a. Which of these statements describes why -- is not covered by any health insurance plan? Any other reason?		6a.	1 2 3 4 5 6 Other (Specify)
Mark box or ask: b. What is the MAIN reason -- is not covered by any health insurance plan?		b.	<input type="checkbox"/> Only one reason 1 2 3 4 5 6 Other (Specify)

1 Item I - To complete item I, look at questions 1, 2, and 4 for each plan listed in Table H.I. and mark the "Covered" or "Not covered" box for each person. If the only entry in 1, 2, and 4 is "DK," or a combination of "No" and "DK," then enter "DK" in item I.

2 Question 6 - Ask question 6 only for individuals who are indicated as not covered in item I. Read the introductory statement above question 6 once for a family, show Card N to the respondent, and then ask question 6 for each appropriate person. Leave question 6 blank if "DK" is entered in item I.

a Circle the number(s) indicated for each person not covered by health insurance. Ask "Any other reason?" for each person until a "No" answer is given.

b If only one number is circled in 6a, mark the "Only one reason" box in 6b. If more than one number is circled, ask 6b and circle the number given as the main reason this person is not covered by health insurance. If the same reason is given for other persons not having insurance, enter "same" in the remaining columns. For example, column 1 is in the Armed Forces - enter "Military dependent" in the next column and "same" in the children's columns.

CHAPTER 8. HYPERTENSION AND MEDICAL CARE PAGES

A General Procedure

- 1 These pages are designed to obtain information on the presence of and knowledge about hypertension, and information about certain aspects of medical care received.
- 2 Ask the Hypertension and Medical Care page questions of all sample persons 17 and over. However, ask only the Medical Care page questions of sample persons under 17. Adult sample persons must answer these questions for themselves in person.

B Use of Proxy

A proxy respondent is acceptable only for adult (17+) sample persons who are mentally or physically incompetent and for sample persons under 17.

SECTION I - HYPERTENSION PAGE

Person Number - Item HP1

Person number	HP1	<input type="checkbox"/> 1 SP under 17 (Medical Care Page) <input type="checkbox"/> 2 Eligible resp. avail. (7) <input type="checkbox"/> 3 Return call required (Next Hypertension Page)
---------------	-----	---

- 1 Before making an entry in item HP1, enter the person number of the first sample person regardless of his age and regardless of whether or not he is available for interview.
- 2 Use item HP1 to determine whether to ask the Hypertension page questions first or to skip them and begin directly with the Medical Care page questions. If the sample person is under 17 years of age, mark the "SP under 17" box and skip to the Medical Care page questions. If the sample person is 17 years old or over, mark either the "Eligible respondent available" box and go on to the hypertension questions or the "Return call required" box and skip to the Hypertension page for the next sample person.

①

Question 1, EVER Have High Blood Pressure/Hypertension

①

1a. Have you EVER been told by a doctor that you had high blood pressure?	1 Y (1c)	2 N
b. Another name for high blood pressure is hypertension. Have you EVER been told by a doctor that you had hypertension?	1 Y	2 N (1d)
c. About how long ago were you FIRST told by a doctor that you had (high blood pressure/hypertension)?	000 <input type="checkbox"/> Less than 1 month 1 _____ Months 2 _____ Years	

- 1 Question 1 identifies persons who have ever had a doctor diagnose that they had high blood pressure or hypertension and determines when this condition was first diagnosed. The definition of doctor is the same as that used in the doctor visit probe questions.
- 2 In some parts of this country the term "high blood" is used instead of "high blood pressure" or "hypertension." If in answer to either question 1a or b the respondent reports "high blood," accept this as a "Yes" response and refer to "high blood" when asking the succeeding questions. Footnote that "high blood" was reported.
- 3 Ask question 1c of persons with "Yes" in either 1a or b inserting the appropriate term in parentheses. If "Y" in 1a, refer to "high blood pressure" when asking 1c and all succeeding questions which include this term in parentheses. If "Y" in 1b, refer to "hypertension" when asking 1c and all succeeding questions which include this term in parentheses. The instructions in the remainder of this chapter used the words "high blood pressure" for ease in presentation but also refer to "hypertension" as applicable.

2

Question 2, Number of Doctor Visits for High Blood Pressure

2

2. During the past 12 months about how many times have you seen or talked to a doctor about your (high blood pressure/hypertension)?	_____ Times 000 <input type="checkbox"/> None
--	--

In question 2, include the number of times the doctor was seen or talked to during which the sample person's high blood pressure was discussed. "The past 12 months" refers to last Sunday's date a year ago.

3

Question 3, Advised to Lose Weight

3

3. Has a doctor EVER advised you to lose weight BECAUSE OF (HIGH BLOOD PRESSURE/HYPERTENSION)?	1 Y 2 N
--	------------------------------

This question identifies those persons who were advised by a doctor to lose weight because of high blood pressure. The important phrase here is "BECAUSE OF (HIGH BLOOD PRESSURE/HYPERTENSION)". Do not include those persons advised by a doctor to go on a diet for any other reasons.

4

Question 4, Use of Salt

4

4a. Do you now use more salt, less salt, or about the same amount of salt since you learned you had (high blood pressure/hypertension)?	1 <input type="checkbox"/> More 2 <input type="checkbox"/> Less 3 <input type="checkbox"/> Same
4b. Were you EVER advised by a doctor, nurse, or other medical person to use less salt?	1 Y 2 N

Question 4 classifies the population with high blood pressure in terms of whether they have reduced their salt intake since learning of this condition and whether they have ever been advised by a health care provider to do so.

If in response to question 4a the respondent indicates that she uses a "salt substitute," reask the question, emphasizing the word "salt." If, after reasking, the respondent still mentions a salt substitute, mark the "Less" box and continue. It is not necessary to footnote this.

3

Question 5, Medicine for High Blood Pressure

5

5a. Has a doctor EVER prescribed medicine for your (high blood pressure/hypertension)?	1 Y	2 N (6)
b. Are you now taking any medicine prescribed by a doctor for your (high blood pressure/hypertension)?	1 Y	2 N (5')
c. How often are you supposed to take this medicine - more than once a day, once a day, or less than once a day?	1 <input type="checkbox"/> More than once a day 2 <input type="checkbox"/> Once a day 3 <input type="checkbox"/> Less than once a day	
d. How often do you take your medicine when you are supposed to - all the time, often, once in a while, or never?	1 <input type="checkbox"/> All the time 2 <input type="checkbox"/> Often 3 <input type="checkbox"/> Once in a while 4 <input type="checkbox"/> Never 5 <input type="checkbox"/> Other (Specify) →	
e. Does your medicine ever cause any side effects or make you feel funny in any way?	1 Y (6)	2 N (6)
f. Why did you stop taking the medicine? Any other reason?	1 <input type="checkbox"/> Doctor's advice (5h) 2 <input type="checkbox"/> No longer has high blood pressure 3 <input type="checkbox"/> Side-effects 4 <input type="checkbox"/> Other (Specify) →	
Mark all that apply →		
g. Did a doctor advise you to stop taking the medicine? If "Side effects" in 5f, go to 6; otherwise ask:	1 Y	2 N
h. When you were taking this medicine did it cause any side effects or make you feel funny in any way?	1 Y	2 N

- 1 This series of questions concerns medication prescribed for the person's high blood pressure, how often he takes it, its side effects, etc.
- 2 Questions 5a and b, Doctor Prescribed Medicine - Ask question 5b of each person who has had this medicine to determine if he is still taking it. The medicine may be taken on a regular basis, such as three times daily, or on an irregular basis, such as whenever the person experiences an attack of dizziness or a headache.
- 3 Questions 5c and d, How Often Takes Medicine - If the person volunteers he is taking more than one medicine at different intervals, record the most frequent dosage. For example, if he takes one medicine once a day, and another every other day, mark the "Once a day" box.

In question 5d, "When you are supposed to" refers to the interval of time, for example, three times a day, or once a week, not the specific clock time. If a person is supposed to take his medicine at 6, 12, and 6, but he takes it at 8, 2, and 8, consider this person as taking his medicine when he should. Do not probe for this distinction however, but mention it if questions arise.

- 4 Question 5e, Side Effects - Consider as "Side effects" such things as nausea, headaches or any symptoms causing the person to feel unwell.
- 5 Questions 5f and g, Why Stop Taking the Medicine - If any of the answers given to question 5f do not fit one of the three specific categories, mark "Other" and enter the response verbatim. Mark all applicable boxes and if any of the answers is "doctor's advice," go to question 5h; otherwise, ask question 5g next.
- 6 Question 5h, Side Effects - Ask 5h unless "Side effects" is one of the reasons given in 5f. In this situation go to question 6. Question 5h is the same as question 5e except that it is asked of those persons who are no longer taking medicine for high blood pressure.

6 Question 6, Number of Bed Days Due to High Blood Pressure

6. ABOUT how many days during the past 12 months has (high blood pressure/hypertension) kept you in bed all or most of the day?	_____ Days 000 <input type="checkbox"/> None
---	---

In question 6, record the total number of days during the past 12 months which were spent in bed because of high blood pressure. Include any days in the hospital during the past 12 months for this condition as well as days in bed at home. An estimate of total days is acceptable.

7

Question 7, High Blood Pressure Bothers

7

<p>If "No longer has high blood pressure" in 5f, go to 7d; otherwise ask:</p> <p>7a. How often does your (high blood pressure/hypertension) bother you - all the time, often, once in a while, or never?</p>	<p>1 <input type="checkbox"/> All the time 2 <input type="checkbox"/> Often 3 <input type="checkbox"/> Once in a while 4 <input type="checkbox"/> Never (7a) 5 <input type="checkbox"/> Other (Specify) 7</p>
<p>b. When it does bother you, are you bothered a great deal, some, or very little?</p>	<p>1 <input type="checkbox"/> Great deal 2 <input type="checkbox"/> Some 3 <input type="checkbox"/> Very little 4 <input type="checkbox"/> Other (Specify) 7</p>
<p>If "All the time" in 7a, go to 8; otherwise ask:</p> <p>c. Do you still have (high blood pressure/hypertension)?</p>	<p>1 Y (8) 2 N 3 DK</p>
<p>d. Is this condition completely cured or is it under control?</p>	<p>1 <input type="checkbox"/> Cured (10) 2 <input type="checkbox"/> Under control</p>

- 1 Refer to question 5f before proceeding with this series of questions. If "No longer has high blood pressure" is marked, skip to 7d. In these questions we are interested in the respondent's evaluation of the extent to which the high blood pressure troubles him. Therefore, there is no definition for the term "bother;" it is to be defined by the respondent.
- 2 Question 7a, Bothers How Often - If the answer given to question 7a is not identical to one of the categories included in the question, reask the question, and if the answer still is not identical to one of the listed categories, mark the "Other" box and record the respondent's answer verbatim. The only exception to this rule is if the answer given indicates that the person is not bothered at all by the high blood pressure. In this case, you may mark the "Never" box.
- 3 Question 7b, Bothered to What Extent - In question 7b, do not try to define the answer categories for the respondent.
- 4 Question 7c, Still Have This Condition - If the respondent indicated in 7a that the high blood pressure bothers him "All the time," go to question 8; otherwise, ask 7c.
- 5 Question 7d, Cured or Under Control - "Under control" in question 7d refers to persons who, by following a certain diet, taking medicine, and so forth, no longer have the symptoms of the condition. However, if they were to stop following their regimen, the symptoms might recur.

8

Question 8, Symptoms of High Blood Pressure

8

8. Can you tell when your blood pressure is high - that is, do you have any symptoms?	1 Y	2 N
---	-----	-----

This question is designed to determine if the person knows when his blood pressure is high. The word "high" is to be defined by the respondent.

9

Question 9, Refused Insurance

9

9. Have you ever been refused life insurance or health insurance coverage because you had (high blood pressure/hypertension)?	1 Y	2 N
---	-----	-----

Question 9 is only concerned with an insurance refusal because of high blood pressure or hypertension and not for any other reasons. If the respondent indicates the person was denied insurance at one time because of hypertension but later got the insurance, consider this as a "Yes" response.

10

Question 10, Talked to Medical Person About High Blood Pressure

10

10a. Has a doctor EVER talked to you about problems that can be caused by high blood pressure or hypertension?	1 Y (HP2) 2 N
b. Has a nurse or other medical person EVER talked to you about problems that can be caused by high blood pressure or hypertension?	1 Y 2 N (HP2)
c. What type of medical person was this?	<input type="checkbox"/> Nurse <input type="checkbox"/> Other (Specify) → <hr/>

- Question 10 determines if a doctor or other medical person has ever talked to this person concerning the problems that can be caused by high blood pressure and, if so, also determines what type of medical person this was. If "Other" in 10c, enter the type of medical person on the line provided, for example, chiropractor. Do not attempt to determine if this person is really a medical person, but enter the response verbatim.
- When asking this question of a proxy respondent because the sample person is mentally incompetent, determine if the proxy has ever been talked to about problems caused by hypertension or high blood pressure regardless of whether the sample person has high blood pressure or not.

HP2

Interviewer Check Item HP2

HP2

HP2	<input type="checkbox"/> No 2-week DV in C1 (11)	} Refer to THIS PERSON'S doctor visit columns. If "Y" in 7a in ANY column, go to 14; otherwise go to 11.
	<input type="checkbox"/> 2-week DV in C1	

Refer to the "DR" box in item C1 for this person and mark the appropriate box in HP2. If no two-week doctor visits are reported for him, go to question 11. However, for persons with two-week doctor visits, also refer to question 7a of the person's two-week doctor visits columns. If the person has a "Yes" in question 7a in ANY of his columns indicating he had his blood pressure taken, go to question 14; otherwise, ask question 11.

11

Question 11, Length of Time Since Last Took Blood Pressure

11

<p>11. ABOUT how long has it been since you LAST had your blood pressure taken?</p>	<p>998 <input type="checkbox"/> Never (16) 000 <input type="checkbox"/> Less than 1 month 1 _____ Months 2 _____ Years (18)</p>
---	--

Ask question 11 to determine about how long it has been since the person last had his blood pressure taken and enter the appropriate response.

12

Question 12, Who Took Blood Pressure

12

<p>12. Who took your blood pressure the LAST time?</p>	<p>1 <input type="checkbox"/> Doctor 2 <input type="checkbox"/> Nurse 3 <input type="checkbox"/> Friend or relative 4 <input type="checkbox"/> Druggist 5 <input type="checkbox"/> Self (13b) <input type="checkbox"/> Other (Specify) → _____</p>
--	--

If the response to question 12 does not fit one of the listed categories, mark "Other" and write in the respondent's answer verbatim.

13

Question 13, Blood Pressure Reading

13

13a. Were you told that your reading was high, low, normal, or were you not told?	1 <input type="checkbox"/> High 2 <input type="checkbox"/> Low 3 <input type="checkbox"/> Normal 4 <input type="checkbox"/> Not told <input type="checkbox"/> Other (Specify) _____ } (14)
b. Was your reading high, low, or normal?	1 <input type="checkbox"/> High 2 <input type="checkbox"/> Low 3 <input type="checkbox"/> Normal <input type="checkbox"/> Other (Specify) _____ } (15)

Question 13 is designed to determine the person's knowledge of his own blood pressure measurement. If the response to 13a does not fit one of the specified categories, mark the "Other" box and enter the response verbatim, for example, "I forgot" or "It was 150 over 98." Ask question 13b only of those persons who reported "Self" in question 12.

14

Question 14, Blood Pressure Taken by Self

14

14. During the past 12 months, have you taken your own blood pressure?	1 Y 2 N
--	------------------------------

Self-explanatory.

15

Question 15, Number of Times Blood Pressure Taken

15

15. During the past 12 months, how many times was your blood pressure taken? (Do not count times while a patient in a hospital.)	_____ Times
--	-------------

Enter the number of times the person's blood pressure was taken during the past 12 months on the line provided. Read the parenthetical statement if hospitalizations are reported in item C1. Include the number of times the person took his own blood pressure.

16

Question 16, How Long Since Electrocardiogram and Chest X-Ray

16

16a. ABOUT how long has it been since you had an electrocardiogram, which involves placing wires on the chest and arms?	<input type="checkbox"/> 98 Never <input type="checkbox"/> 00 Less than 1 year _____ Years
b. ABOUT how long has it been since you had a chest X-ray?	<input type="checkbox"/> 98 Never <input type="checkbox"/> 00 Less than 1 year _____ Years

An explanation of the term "electrocardiogram" is included in this question. Enter the number of full years only; round fractions down to the nearest whole number. For example, if a respondent says that it has been about 18 months or 1½ years since he had an electrocardiogram, the correct entry would be 1.

17

Question 17, Weight and Diet

17

17a. ABOUT how much do you weigh?	_____ Pounds
b. ABOUT how tall are you?	_____ Feet _____ Inches
c. Do you consider yourself overweight, underweight, or just about right?	<input type="checkbox"/> 1 Overweight <input type="checkbox"/> 2 Underweight (18) <input type="checkbox"/> 3 About right (17e)
d. Are you now trying to lose weight?	<input type="checkbox"/> 1 Y (17f) <input type="checkbox"/> 2 N
e. Are you now trying to keep from gaining weight?	<input type="checkbox"/> 1 Y <input type="checkbox"/> 2 N (18)
f. Is this based on advice from a doctor, nurse, or other medical person?	<input type="checkbox"/> 1 Y <input type="checkbox"/> 2 N
g. What are you doing to (lose/control your) weight - watching what you eat, exercising, or something else? Anything else?	<input type="checkbox"/> 1 Diet <input type="checkbox"/> 2 Exercise <input type="checkbox"/> 3 Medication <input type="checkbox"/> 4 Other (Specify)

Mark all that apply

- 1 If the person does not know his exact weight but can give an approximate amount or a range in question 17a, for example 120-125 lbs., record the range, as given. If the person tells you she currently weighs more or less than she normally does because of a temporary condition, such as pregnancy, explain that you do want the current weight but footnote the situation. Continue to question 17b and record height in feet and inches as specified. Enter a dash, if appropriate, on the "Inches" line. Questions 17c and d are self-explanatory. Ask question 17e to include the people who are not trying to lose weight, but are trying to maintain a certain weight.
- 2 Do not attempt to determine in question 17f if the person providing this advice is or is not a medical person. If the answer to question 17g does not fit one of the listed categories, mark the "Other" box and give the respondent's answer verbatim. Choose the wording in parentheses depending upon the responses to questions 17d and 17e. If "y" in 17d, insert "lose" in 17g; otherwise, insert "control your" and continue with the question.

Mark the "Diet" box if the response to question 17g is "I watch what I eat." For any other response, such as "Don't eat as much as I used to," "Cut out snacks," or something similar, mark the "Other" box and enter the response verbatim.

18. Have you EVER been told by a doctor that you had diabetes?	1 Y	2 N
19. Have you EVER been told by a doctor that you had heart trouble?	1 Y	2 N
20. Have you EVER had a stroke?	1 Y	2 N

Self-explanatory.

21 Question 21, Smoking 21

21a. Have you smoked at least 100 cigarettes in your entire life?	1 Y	2 N (Medical Care Page)
b. Do you smoke cigarettes now?	1 Y	2 N (21e)
c. On the average, ABOUT how many cigarettes a day do you smoke?	_____ Cigarettes	
d. Have you EVER tried to stop smoking?	1 Y	2 N
e. Have you EVER been advised by a doctor to stop smoking?	1 Y	2 N (Medical Care Page)
f. Was this because of a specific condition you had at that time?	1 Y	2 N (Medical Care Page)
g. What condition was it?	_____ _____	
h. Any other condition?	Y (Reask 21g)	N

- 1 If in response to question 21a or b the respondent indicates he did smoke or is now smoking "little cigars" or "cigarillos," probe to determine if these are "cigarette-sized cigars." If they are, treat this as a "Yes" response and footnote that these are "cigarette-sized cigars." If the response is "No" or "Don't know," treat it as a "No" response and continue. If the answers to both questions 21a and 21b are "Yes," ask question 21c; enter the number of cigarettes on the line provided and continue. Remember that one pack holds 20 cigarettes.
- 2 Questions 21d and e are self-explanatory. Ask question 21f of persons who answer "Yes" to 21e to determine if this was due to a specific condition. Ask question 21g to determine what condition he had which resulted in a doctor advising him to stop smoking. Write in the condition in 21g and then ask 21h, "Any other condition." Reask 21g and h until you receive a final "No." Circle "N" and go to the Medical Care page.

SECTION II - MEDICAL CARE PAGES

①

Question 1, One Particular Doctor

①

Person number _____

1. Is there ONE particular doctor or place -- usually goes to when he is sick or when you need advice about his health?	1 Y	2 N (11)
---	-----	----------

Enter the column number of the sample person, then ask question 1 and follow the appropriate skip instruction. Be sure to emphasize the word "ONE" when asking this question. If the respondent does not answer "Yes" or "No" but says she has particular doctors for particular problems, reask the question. If a "Yes" or "No" is still not obtained, enter "DK" and go to question 11. Do not lead the respondent by referring to "family doctor" or "regular doctor." If the person is bedridden but has a particular doctor come to his home to give him medical care or advice, consider this as a "Yes" response.

②

Question 2, Where Receives Care

②

2a. Where do you go for this care or advice for --, to a clinic, hospital, doctor's office, or some other place? If Hospital: Is this an outpatient clinic or the emergency room? If Clinic: Is this a hospital outpatient clinic, a company clinic, or some other kind of clinic?	1 <input type="checkbox"/> Private doctor's office (5) 2 <input type="checkbox"/> Home (5) 3 <input type="checkbox"/> Doctor's clinic (2b) 4 <input type="checkbox"/> Group practice 5 <input type="checkbox"/> Hospital Outpatient Clinic 6 <input type="checkbox"/> Hospital Emergency Room 7 <input type="checkbox"/> Company or Industry Clinic <input type="checkbox"/> Other (Specify) 7
b. Is this a group practice clinic -- that is, does it consist of three or more doctors who share the same equipment?	1 Y 2 N 3 DK

If the person is unsure as to whether the place is a private doctor's office, doctor's clinic, or group practice, mark the "Private doctor's office" box. If the response to this question is "Hospital" or "Clinic," ask the appropriate probe question to determine if this was the outpatient clinic, emergency room, company clinic, etc.

3

Question 3, Particular Place

3

3a. What is the name of this (place) ?	_____
b. During the past 12 months, that is, since (date) a year ago, how many times did you see or talk to a doctor at this place about ---?	_____ VISITS 000 <input type="checkbox"/> None
c. If something bothered you about ---'s health, would you first go to (name of place), or would you try to determine what was wrong and go to the type of place most appropriate for this kind of trouble?	<input type="checkbox"/> 1 Go to regular place first <input type="checkbox"/> 2 Select most appropriate place <input type="checkbox"/> Other (Specify) →

1 When asking question 3a, insert the type of place reported in question 2a for the parentheses. Record in question 3b the number of visits to a doctor at this place during the past 12 months. The "past 12 months" is the date entered in the doctor and dentist visit probe in item C2.

2 Question 3c attempts to determine if the person would first contact this particular place if he needed health care or if he would first determine himself what was wrong and visit a place specializing in that kind of problem. When asking question 3c, insert the name of the place given in response to 3a for the parentheses.

NOTE: When asking question 3a as a result of marking the "2+ Doctors" box in question 5, say "What is the name of this place?" We want to obtain the name of the place with which these multiple doctors are associated. Use the respondent's answer verbatim when asking any following questions referring to "place." For example, "Did Dr. Jones' clinic EVER refer you to any of these other doctors?"

4

Question 4, Particular Doctor at the Place

4

4a. Is there a PARTICULAR doctor -- usually sees at (name of place) ?	1 Y 2 N (MT)
b. Is this doctor a general practitioner or a specialist?	01 <input type="checkbox"/> General practitioner (MT) <input type="checkbox"/> Specialist -- What kind of specialist is he? <u> </u> (MT)

- 1 Ask 4a inserting the name of the place which was given in response to question 3a.
- 2 If the doctor is a specialist, mark the "Specialist" box in 4b; ask the follow-up question and record the kind of specialist. If the respondent does not know the term for the specialist, but only knows what he specializes in, enter that information in the space provided, for example, heart ailments, X-ray doctor, etc.
 - a A general practitioner is a medical doctor who does not limit his practice to a specialty.
 - b A specialist is a medical doctor who limits his practice to certain groups of people (children, women, etc.), certain conditions (diabetes, arthritis, etc.), certain parts of the body (eyes, ears, nose and throat, etc.) or special procedures (anesthesia, radiology, etc.).
 - c Do not make double entries, for example, GP and internist, without some further explanation of the entry. If the respondent cannot specifically say whether the doctor is a GP or an internist, your entry should reflect this fact by an entry such as "GP or internist—DK which."

5

Question 5, Name of Doctor Seen at Private Doctor's Office

5

5a. What is the name of this doctor?	<input type="checkbox"/> 2+ Doctors (2b) <hr/>
b. During the past 12 months, that is, since (date) a year ago, how many times did you see or talk to (name of doctor) about ---? c. Is this doctor part of a group practice - that is, does he work with two or more other doctors and share the same equipment?	Visits 000 <input type="checkbox"/> None 1 Y 2 N 9 DK

Questions 5a and b are the same as 3a and b but ask about a specific doctor instead of a place. It is not necessary to probe for the doctor's complete name.

Occasionally a respondent may misunderstand question 1 and report more than one doctor in answer to question 5a. When this happens, mark the "2+ Doctors" box and go back and ask question 2b to determine if these doctors are part of a group practice clinic. Continue by asking questions 3 and 4.

6

Question 6, Kind of Doctor

6

6. Is this doctor a general practitioner or a specialist?	<input type="checkbox"/> General practitioner <input type="checkbox"/> Specialist - What kind of specialist is he? → <hr/>
---	---

Ask question 6 to determine if the doctor is a general practitioner or specialist and the kind of specialty. Use the same rules as for question 4c.

7

Question 7, Go to Particular Doctor First

7

7. If something bothered you about --'s health, would you first go to <u>(name of doctor)</u> , or would you try to determine what was wrong and select the most appropriate specialist?	1 <input type="checkbox"/> Go to regular doctor first 2 <input type="checkbox"/> Select most appropriate specialist <input type="checkbox"/> Other (Specify) <u>7</u>
--	---

This question attempts to determine whether the person would first go to the doctor recorded in 5a if he needed care or try to define the nature of his trouble and select a specialist without referral from this doctor.

M1

Interviewer Check Item M1

M1

M1	Refer to "12 Mo. DV" box at top of person's column and mark as appropriate:	1 <input type="checkbox"/> 12-month DV (8)	2 <input type="checkbox"/> No 12-month DV (17)
-----------	---	--	--

Refer to the "12 Mo. DV" box at the top of this person's column and follow the designated skip pattern after marking the appropriate box in item M1.

8

Question 8, Other Doctors Seen at Office

8

8a. (Besides <u>name of doctor</u>) During the past 12 months has -- seen a (any other) doctor at a private doctor's office?	1 Y	2 N (B)
8b. During that period, how many (other) doctors has -- seen at a private doctor's office?	1 <input type="checkbox"/> One _____ Doctors (Bd)	
8c. Did <u>(name of doctor/place)</u> EVER refer -- to this doctor?	1 Y (B)	2 N (B)
8d. Did <u>(name of doctor/place)</u> EVER refer -- to ANY of these other doctors?	1 Y	2 N (B)
8e. Did <u>(name of doctor/place)</u> refer -- to ALL of these other doctors?	1 Y	2 N

- 1 The purpose of question 8 is to find out whether the person has received medical care at a private doctor's office other than from the doctor recorded in 5a or at the place recorded in 3a. Refer to question 5a before asking this question. If the name of a doctor is entered in question 5, insert this name when asking questions 8a and 8c-e. If the "2+ Doctors" box is marked, insert the name of the place recorded in question 3. Also include the parenthetical phrases when asking questions 8a and 8b. An example of question 8a if there is a doctor's name in question 5 would be: "Besides Dr. Jones, during the past 12 months have you seen any other doctor at a private doctor's office?".
- 2 If there is no entry in question 5, ask questions 8a and b without the parenthetical phrases. Insert the name of the place entered in question 3 when asking questions 8c-8e.

9 - 10

Questions 9 and 10, Doctor Seen at Other Places

9 - 10

9. During the past 12 months has -- seen a doctor at (any of the following places) --		Did (name of doctor/place) refer him to this place?
		(1)
a. (A/any other) hospital emergency room?	1 Y (Col. 1) 2 N (2b)	1 Y 2 N
b. (A/any other) hospital outpatient clinic?	1 Y (Col. 1) 2 N (2c)	1 Y 2 N
c. (A/any other) company or industry clinic?	1 Y (Col. 1) 2 N (2d)	1 Y 2 N
d. (A/any other) public health clinic?	1 Y (Col. 1) 2 N (2e)	1 Y 2 N
e. (A/any other) neighborhood health center?	1 Y (Col. 1) 2 N (2f)	1 Y 2 N
10a. During the past 12 months has -- seen a doctor at any other type of place? (Do not include doctors seen while a patient in a hospital.)	1 Y 2 N (14)	
b. What type of place was this?	Type of place _____ (Col. 1)	1 Y } (Reask 10a) 2 N }
	Type of place _____ (Col. 1)	1 Y } (Reask 10a) 2 N }

- 1 Question 9 - Read the entire introduction, including the parenthetical phrase the first time you ask question 9. Reread the introduction but exclude the parenthetical phrase after you receive a "Yes" response to any of questions 9a-d and have completed column (1).
 - a Select "a" or "any other" in parentheses according to the entry in question 2a. If the place you are asking about is marked in 2a, use "any other;" otherwise, use "a."
 - b Use the name of the doctor you entered in question 5 when asking column (1). If there is no doctor recorded in question 5, use the name of the place in question 3a.

- 2 Question 10 - Include the parenthetical statement in question 10 if hospitalizations are reported for this person in item C1. Ask 10b if "Y" in 10a to determine the type of place before going to column (1). Complete column (1) and reask 10a and b until you receive a final "No;" then go to question 14. The rules for selecting doctor or place are the same as for question 9.

11

Question 11, Reason for No Particular Doctor

11

11. Many people do not have ONE particular doctor. (Hand Card D) Which of these statements best describes why you don't have one particular doctor or place for medical care for ---?	1	2	3
	Other (Specify) _____		

Read the introductory phrase and hand Card D to the respondent. Ask the remainder of question 11 and circle the number corresponding to the answer given by the respondent. If the answer is other than 1, 2, or 3, record the respondent's answer verbatim in the space for "Other."

M2

Interviewer Check Item M2

M2

M2	Refer to "12 Mo. DV" box at top of person's column and mark as appropriate:	<input type="checkbox"/> 12 Month DV (12)	<input type="checkbox"/> No 12 Month DV (17)
----	---	---	--

To mark this check item, refer to the "12 Mo. DV" box at the top of this person's column and follow the designated skip instruction after marking the appropriate box in item M2.

12

Question 12, Doctor Seen at Specified Places

12

12. During the past 12 months, has --- seen a doctor at any of the following places -	1 Y	2 N
a. A private doctor's office?	1 Y	2 N
b. A hospital emergency room?	1 Y	2 N
c. A hospital outpatient clinic?	1 Y	2 N
d. A company or industry clinic?	1 Y	2 N
e. A public health clinic?	1 Y	2 N
f. A neighborhood health center?	1 Y	2 N

Questions 12 and 13 obtain information about doctors seen in the last 12 months for persons who do not have one particular doctor. Read the entire introduction the first time you ask question 12 and any time thereafter you feel it necessary.

13

Question 13, Doctor Seen at Any Other Type of Place

13

<p>13a. During the past 12 months, has -- seen a doctor at any other type of place? (Do not include doctors seen while a patient in a hospital.)</p>	<p>1 Y 2 N (14)</p>
<p>b. What type of place was this?</p>	<p>Type of place _____ (Reask 13a)</p> <p>Type of place _____ (Reask 13a)</p>

Include the parenthetical phrase in 13a if hospitalizations are reported for this person in item C1. Reask questions 13a and b until you receive a final "No" to 13a before going to question 14.

14 — 15

Questions 14 and 15, Telephone Advice, Home Visits

14 — 15

<p>14. During the past 12 months did you get medical advice for -- from ANY doctor over the telephone?</p>	<p>1 Y 2 N</p>
<p>15. During the past 12 months has ANY doctor come to your home to give -- medical care?</p>	<p>1 Y 2 N</p>

Self-explanatory.

Question 16, Sources Who Paid Bill

Hand Card H	1 2 3 4 5 6 7 8 9 10
16a. During the past 12 months, which of these sources paid any part of --'s doctor bills?	Other (Specify) _____
b. During that period, did any other source pay any part of his doctor bills? If "1" is circled in 16a, go to 17, otherwise ask:	Y (Reask 16a) N
c. During the past 12 months, did you or your family pay any part of --'s doctor bills?	1 Y 2 N

1 Hand Card H to the respondent. Ask question 16a and circle the number(s) corresponding to the answer the respondent gives. Record verbatim responses which do not fit into categories 1-10. If questions arise as to the meaning of some of the statements on Card H, use the following as a guide:

a Self or Family - Payment by the person himself or by related household members.

NOTE: If the respondent indicates any of the bills were or will be paid by a family member outside the household, specify relationship on the "Other" line.

b Medicare - If the respondent actually says that part of the doctor bills were paid by Social Security Medicare, circle "2." If he only specifies "Medicare," determine whether this is Social Security or Armed Forces Medicare. If Armed Forces Medicare, circle "6."

Also circle "2" for persons under 65 who report that Social Security Medicare paid all or part of the doctor bills.

c Health Insurance - Includes insurance which pays all or part of the hospital and/or doctor's bill.

d Accident Insurance Carried by Family or Someone Outside the Family - Includes insurance such as liability, auto, or home owner's insurance, school accident insurance which pays for accidents while school children are at school or school sponsored activities and any other insurance which pays for medical expenses caused by accidental injuries.

e Armed Forces Dependent Care - Armed Forces Dependent Care or Armed Forces Medicare or Champus is available only to the following persons:

- 1) Active duty personnel and their dependents.
- 2) Retired Armed Forces personnel and their dependents.
- 3) Dependents of deceased Armed Forces personnel who died on active duty or in retirement status.

2 If "Yes" to 16b, reask 16a and b until a final "No" is received to 16b before going to 16c. Ask question 16c if you did not circle "1" in question 16a. This question determines whether the person or his family paid any part of his doctor bills.

17-19

Questions 17, 18, and 19, Problems Getting Medical Care

17-19

17. During the past 12 months, have you had any problems getting medical care for -- (for any of the following reasons) -		During the past 12 months, did this problem ever DELAY you in getting medical care for --?		During the past 12 months, did this problem ever PREVENT you from getting medical care for --?	
		(1)	(2)	(1)	(2)
a. Because no doctor was available when you needed one?	1 Y (Col. 1) 2 N (17b)	1 Y	2 N	1 Y	2 N
b. Because of how much it cost?	1 Y (Col. 1) 2 N (17c)	1 Y	2 N	1 Y	2 N
c. Because you didn't know where to go?	1 Y (Col. 1) 2 N (17d)	1 Y	2 N	1 Y	2 N
d. Because you didn't have a way to get to the doctor?	1 Y (Col. 1) 2 N (17e)	1 Y	2 N	1 Y	2 N
e. Because the office hours weren't convenient?	1 Y (Col. 1) 2 N (18)	1 Y	2 N	1 Y	2 N
18. During the past 12 months, have you had any problem getting an appointment for -- as soon as you felt he needed one?	1 Y (Col. 1) 2 N (18)	1 Y	2 N	1 Y	2 N
19a. During the past 12 months, have you had any other problem getting medical care for --?	1 Y 2 N (20)				
b. What problem did you have?		1 Y	2 N	1 Y } (Reask 19a)	2 N }
	_____ (Col. 1)			1 Y }	2 N } (Reask 19a)
	_____ (Col. 1)	1 Y	2 N	1 Y }	2 N }

- 1 Read the entire introduction including the parenthetical phrase the first time you ask question 17. If you get a "Yes" in 17a, b, c, or d, ask columns (1) and (2) and reread the introduction excluding the parenthetical phrase before going to the next part of question 17. Column (1) determines whether the problem caused delay in getting medical care; column (2) determines whether the problem prevented the receipt of medical care. After receiving a "No" to question 17e or after filling column (2) for 17e, go to question 18.
- 2 Complete question 18 in the same manner as question 17.
- 3 Questions 19a and b determine if there were any problems getting medical care which were not previously mentioned. Record the problem(s) in the answer space for 19b. Fill columns (1) and (2) for each problem reported in question 19b. Continue to reask 19a and b until a final "No" is received, then go to question 20.

20

Question 20, Getting Enough Medical Care

20

20a. In general do you feel -- is getting as much medical care as he needs? ----- Hand Card M	1 Y (21) 2 N
	1 2 3 4 5
20b. Which of these statements describes why -- isn't getting enough medical care? Any other reason? _____	Other (Specify) _____

Circle all reasons given

Ask 20a to determine if the respondent feels he is getting as much medical care as he needs and follow the appropriate skip instruction. Before asking question 20b, hand the respondent Card M and circle the number or numbers that correspond to the reason(s) given. If the reason is other than numbers 1-5, write in the reason in the space for "Other;" then ask "Any other reason?" and circle any additional reasons given.

21

Question 21, Services from Other Medical Persons

21

21. During the past 12 months, has -- received any services from any of the following persons --	
a. A chiropractor? -----	1 Y 2 N
b. An optometrist? -----	1 Y 2 N
c. A podiatrist or chiropodist? -----	1 Y 2 N
d. A physical therapist?	1 Y 2 N

Read the entire introduction the first time you ask question 21 and any time thereafter you feel it necessary.

RM

Interviewer Check Item RM

RM

RM RESPONDENT	Show who responded for the Hypertension and Medical Care Pages.	<input type="checkbox"/> Responded for self
	If other than self respondent, give reason for accepting a proxy.	Person _____ was respondent <input type="checkbox"/> Under 17 <input type="checkbox"/> Mentally incompetent <input type="checkbox"/> Physically incompetent

- 1 The purpose of this check item is to find out who the respondent was for the Hypertension and Medical Care pages. Mark the first part of the item in the same manner as item R of the questionnaire.
- 2 If a proxy was accepted, mark the box describing the reason—"Under 17," "Mentally incompetent," or "Physically incompetent." These are the only valid reasons for accepting a proxy.

CHAPTER 9. PERSON PAGES

A General Procedure

Person pages 46 and 47 obtain information about education, veteran status, and work status during the past two weeks. Pages 54 and 55 obtain information about income and marital status. The Currently Employed Persons page, pages 48-53, are placed between the two sets of Persons pages since information on the first Person page regarding work status is necessary to determine who requires a Currently Employed page.

B How to Ask

- 1 Ask questions 34 through 37 as a block for each person 17+ before going to the next person. If the person is under 17 years of age, mark "Under 17" in 34a and leave questions 34b-37e blank.
- 2 Next complete the Currently Employed Persons pages as appropriate.
- 3 Then ask questions 38-40 before going to question 41.
- 4 Ask question 41 for each person 17+ before going to the next person.

If 17 years old or over, ask:		<input type="checkbox"/> Under 17 (NP)	
34a. What is the highest grade or year -- attended in school?		<input type="checkbox"/> None (35)	
		Elem:	1 2 3 4 5 6 7 8
		High:	9 10 11 12
		College:	1 2 3 4 5 6+

b. Did -- finish the -- grade (year)?		1 Y	2 N

- 1 Circle only one number to report the answer to this question. Thus, if the highest grade or year a person attended is the junior year of high school, circle the "11" opposite "High." Circle the highest grade attended regardless of "skipped" or "repeated" grades.
- 2 Regular School - Count only grades attended in a regular school where persons are given formal education in graded public or private schools, whether day or night school, and whether attendance was full time or part time. A "regular" school is one which advances a person toward an elementary or high school diploma or a college, university or professional school degree.
 - a If the respondent tells you he did graduate from high school but that "they only had 11 years of school back then," ask if he received a high school diploma. If "Yes," circle the "12" opposite "High" and circle "Y" in 34b. If "No," circle the "11" opposite "High" and circle "Y" in 34b.
 - b If a person volunteers that he completed college in less than four years and he obtained a degree (graduated), circle "4" opposite "College" and circle "Y" in 34b. If the person did not graduate or receive a college degree, enter the actual number of years he attended college in question 34a, ask question 34b, and mark accordingly.
 - c If a person volunteers that he completed four years of college but did not get a degree because he was enrolled in a five-year program, such as engineering, circle "4" opposite "College" in question 34a and "Y" in question 34b. If a person completed the fifth year of a five-year degree program and received a bachelor's degree, then circle "5" opposite "College" in question 34a and "Y" in 34b.
 - d Also, persons may attend professional schools (law, medicine, dentistry) after less than four years of college. When the respondent answers in terms of these schools, obtain the equivalent in college years. For nurses, ask to determine the exact grade attended. If a nurse received her training in a college, determine grade attended in college. However, if training was received at a nurses school or hospital training school and did not advance the person towards a regular college degree, determine grade attended at the last regular school.

34 Education (Continued)

34

- 3 Nonregular School - Do not count education or training received in nonregular schools, such as vocational, trade or business schools, outside the regular school system. For example, do not count barber colleges, beautician schools, citizenship schools, and dancing schools; likewise, do not count training received "on the job," or service sponsored or correspondence school training unless it is given by a regular school and is credited toward a school diploma or college degree.
- 4 Junior High School - If the highest grade a person has attended is in a junior high school, determine the number of years attended and record the grade as if it has been in a school system with eight years of elementary school and four years of high school.
- 5 Postgraduate Schooling - For persons who have attended postgraduate high school but have not attended a regular college, circle the "12" opposite "High."

For those with postgraduate college training, circle the "5" or "6+," as appropriate, opposite "College."
- 6 Other School Systems - If the person attended school in a foreign country, in an ungraded school, under a tutor, or under other special circumstances, give the nearest equivalent of his highest grade attended or the number of years of attendance.
- 7 No Schooling - For persons who have not attended school at all, mark the "None" box and go to question 35a.
- 8 Question 34b, Grade (Year) Finished - Ask question 34b for all persons who are shown in question 34a as having attended school. Circle "Y" if the person has completed the entire grade or academic year entered in question 34a; circle "N" if the person did not finish the grade or year. For example, a person may have completed only a half year or he may have failed to "pass" the grade.
 - a Note that the entry in question 34b for a person who may be currently enrolled in the regular school system would be "N." For example, a 17-year-old boy enrolled in the fourth year of high school would have "12" circled opposite "High" in question 34a, but since he would not yet have completed this grade, you would circle "N" in question 34b.
 - b For a person with "6+" circled opposite "College" in question 34a who has gone through two or more postgraduate academic college years, circle "Y" in question 34b without asking the question.

Question 35, Service in Armed Forces

Ask for all males 17 years or over:				
35a. Did -- ever serve in the Armed Forces of the United States?		35a.	1 Y	2 N (36)
b. When did he serve?		b.	1 VN	4 WWI
Circle code in descending order of priority. Thus if person served in Vietnam and in Korea, circle VN.	Vietnam Era (Aug. '64 to present) VN		2 KW	5 OS
	Korean War (June '50-Jan. '55) KW		3 WWI	6 DK
	World War II (Sept. '40-July '47) WWII			
	World War I (April '17-Nov. '18) WWI			
	Other Service (all other periods) OS			

1 Ask question 35 on service in the Armed Forces only of males 17 years old and over. For females, go to question 36.

a Armed Forces - U.S. Army, Navy, Air Force, Marine Corps or Coast Guard and any National Guard Unit which was activated as part of the regular Armed Forces.

b Armed Forces Service—"Active Duty" - Included in "active duty" is the six-month period a young man may serve in connection with the provisions of the Reserve Forces Act of 1955. Count persons in the reserve who have served on the six-month active duty program as having been on active duty in the Armed Forces. Persons who are in this program but only attend weekly reserve meetings, summer camp or the like and have not completed the six-month program, have not been on "active duty."

c Exclude as service in the Armed Forces, persons working in civilian positions for the Armed Forces, serving in the Merchant Marine or, serving in a National Guard Unit not activated as part of the regular Armed Forces.

2 Accept the respondent's answer to question 35b regarding the period or periods of service in the Armed Forces. However, if a question is raised as to what dates are covered by a given war, use the following:

World War I - April 1917 to November 1918

World War II - September 1940 to July 1947

Korean War - June 1950 to January 1955

Vietnam Era - August 1964 to present

Circle one of the codes listed in 35a based on the following rules:

a If the person served in one or more of the four major conflicts of this century, that is, the Vietnam Era, the Korean War, World War II, or World War I, circle the code for the most recent wartime service, regardless of any peacetime service.

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35 Service in Armed Forces (Continued) 35

- b For persons who served in a time period other than those noted above, circle "OS" for "Other Service (All other periods)." The "OS" code also covers service in such earlier conflicts as the Spanish-American War, the Boxer Rebellion or the Philippine Insurrection.

Question 36, Work Status in Past Two Weeks

36a. Did -- work at any time last week or the week before -- not counting work around the house?	36a.	1 Y (CE then 37a)	2 N
b. Even though -- did not work during these 2 weeks, does he have a job or business?	b.	1 Y (CE then 36c)	2 N
c. Was he looking for work or on layoff from a job?	c.	1 Y	2 N (37)
d. Which -- looking for work or on layoff from a job?	d.	1 <input type="checkbox"/> Looking	3 <input type="checkbox"/> Both
		2 <input type="checkbox"/> Layoff	

- 1 Question 36a, Worked Last Week or Week Before - Ask question 36a for each person 17 years old or over. Circle "Y" in 36a and mark the "CE" box at the top of his column for a person who worked at any time last week or the week before, even for an hour.
- a Work - Paid work as an employee for someone else for wages, salary, commission or pay "in kind" (meals, living quarters, or supplies provided in place of cash wages). Also, include work in the person's own business, professional practice or farm and work without pay in a business or farm run by a related household member.
- b Exclude work around the house, volunteer or unpaid work, such as for church, Red Cross, or charity, and service in the Armed Forces.
- 2 Question 36b, With a Job or Business - Ask question 36b if "N" is circled in 36a. When questions arise, consider as having a job or business, a person who was temporarily absent from his job or business all of last week and the week before because of vacation, bad weather, labor dispute, or personal reasons, such as illness, but who expects to return when these events are ended. Also, circle "Y" for a person who says that he has a new job which he has not yet started, but enter a footnote, "New job--not yet started." Mark the "CE" box at the top of his column for a person who answers "Yes" to 36b.
- a Job - A definite arrangement with one or more employers to work for pay, full time or part time.
- b On Call - Do not consider a person "on call" to work only when his services are needed as having a job during weeks when he does not work; for example, a substitute teacher who did not work last week or the week before.
- c Seasonal - Consider seasonal employment as a job only during the season and not during the off-season.

36 Work Status in Past Two Weeks (Continued)

36

- d Business - A person has his own business (including a farm operation or professional practice) if he does one of the following:
- 1) Maintains an office, store, or other place of business.
 - 2) Uses machinery or equipment in which he has invested money for profit.
 - 3) Advertises his business or profession by a listing in the classified section of the phone book, a display sign, or distributes cards or leaflets publicizing the place.
- 3 Question 36c, Looking for Work or on Layoff - Ask question 36c regardless of the answer to question 36b. The reason for this is that a person who is not working but considers himself as having a job may actually be on temporary layoff or looking for a job, and we want to provide such persons an opportunity to say whether this is so. Circle "Y" if the respondent's answer indicates that the person was either looking for work or on layoff, or both.
- a Looking for Work - Any effort to get a job or to establish a business or profession. A person was looking for work if he actually tried to find work during the past two weeks and also, if he made such efforts within the past 60 days, and was waiting during the past two weeks to hear the results of these earlier efforts. Some examples of looking for work are: Registering at an employment office; visiting, telephoning, or writing applications to prospective employers; placing or answering advertisements for a job; and being "on call" at a personnel office or at a union hiring hall, etc.
- b Layoff - Waiting to be called back to a job from which he has been temporarily laid off or furloughed. Layoffs can be due to slack work, plant retooling or remodeling, seasonal factors, and the like. If a person was not working because of a labor dispute at his own place of employment, he is not considered "on layoff" but with a job from which he is absent.
- 4 Question 36d, Which, Looking or on Layoff - If the answer to question 36c is "Yes," ask question 36d and mark the appropriate answer, that is, "Looking," "Layoff," or "Both" as indicated by the respondent's answer.

Question 37, Industry, Occupation, and Class of Worker

Ask for all persons with a "Yes" in 36a, b, or c. If "Yes" in 36c only, questions 37a through 37d apply to this person's LAST full-time civilian job.	37a. For whom did -- work? Name of company, business, organization, or other employer	37a.	Employer
	b. What kind of business or industry is this? For example, TV and radio manufacturing, retail shoe store, State Labor Dept., farm	b.	Industry
	c. What kind of work was -- doing? For example, electrical engineer, stock clerk, typist, farmer	c.	Occupation
	d. What were --'s most important activities or duties? For example, types, keeps account books, files, sells cars, operates printing press, finishes concrete	d.	Duties
	Complete from entries in 37a-d; if not clear, ask: e. Was -- an employee of PRIVATE company, business, or individual for wages, salary, or commission? P -- a FEDERAL government employee? F -- a STATE government employee? S -- a LOCAL government employee? L -- self-employed in OWN business, professional practice, or farm? If not a farm, ask: Is the business incorporated? Yes I No (or farm) SE -- working WITHOUT PAY in family business or farm? WP -- NEVER WORKED NEV		Class of worker e. 1 <input type="checkbox"/> P 5 <input type="checkbox"/> I 2 <input type="checkbox"/> F 6 <input type="checkbox"/> SE 3 <input type="checkbox"/> S 7 <input type="checkbox"/> WP 4 <input type="checkbox"/> L 8 <input type="checkbox"/> NEV

- 1 Ask questions 37a through 37e for all persons with "Y" circled in any one of questions 36a, b, or c.
- 2 For persons who worked during the past two weeks ("Yes" to question 36a) and for persons with a job but not at work ("Yes" to question 36b), these questions are about the present job. If a person worked at or has more than one job, these questions refer to the job at which he spends the most time. If equal time is spent at each job, it refers to the one the respondent considers most important or has had longer.
- 3 For a person who is looking for work, on layoff from a job, or has a new job to begin in the near future, ask question 37 about his last "full-time" job or business. In case such a person has never had a full-time civilian job or business, enter "Never worked" in question 37a, skip to 37e and mark the "NEV" box. A "full-time" job is one at which the person worked 35 or more hours per week.

37a

- 4 Question 37a, Name of Employer - Ask question 37a, and enter the name of the company, business, government agency, or other employer. Do not use abbreviations in question 37a unless that is all the respondent can give you for the name of the employer. For persons who work for employers without company names, such as a farm, a dentist or lawyer's office, etc., write the name of the owner. Persons working for various private employers, such as baby sitters, domestics, etc., should be reported as "private families."

37a

37a

Industry, Occupation, Class of Worker (Continued)

37a

- a Government - For employees of a government agency, record the specific organization and state whether the organization is Federal (U.S.), State, county, etc. For example, U.S. Treasury Department, State Highway Police, City Tax Office, etc. It is not sufficient to report merely U.S. Government or Police Dept., etc.
- b Self-employed - If the person for whom you are obtaining the information is self-employed, ask if the place of business or establishment has a name (such as Twin City Barber Shop, Capitol Construction, etc.), and write it in 37a. If there is no business name, write "self-employed," "own business," etc.

37b

- 5 Question 37b, Kind of Business or Industry - Do not repeat the name of the employer in this entry. Question 37b should tell clearly and specifically what the company or business does at the location where the person works.

37b

- a In order to give a clear and exact description of the industry, the entry must state or indicate both a general and a specific function for the employer; for example, copper mine, fountain pen manufacturer, wholesale grocery, retail bookstore, road construction, shoe repair service. The words mine, manufacturer, wholesale, retail, construction, and repair service show the general function. The words fountain pen, grocery, bookstore, road, and shoe indicate the specific function.
- b Avoid Use of the Word "Company" - Do not use the word "company" in this entry. It does not give useful information. If the respondent reports that he works for a metal furniture company, ask "Do they manufacture or do they just sell it?" If they just sell it, ask "Do they sell to other stores (which would be wholesale) or to individuals (which would be retail)?" Accordingly, in such a case the possible replies would be "furniture manufacturer," "furniture wholesaler," or "furniture retailer." Note that where possible, you should specify for furniture manufacturers the major material used—wood, metal, plastic, etc., but for the selling operation, it is not necessary, since furniture wholesalers and retailers very often sell various types.
- c Multiple Activity Businesses - Some firms carry on more than one kind of business or industrial activity. If the activities are carried on at the same location, describe only the major activity of the establishment. For example, employees in a retail salesroom, located at the factory of a company primarily engaged in the manufacturing of men's clothing, should be reported as working in "Men's clothing manufacturing."

- 1) If the different activities are carried on at separate locations, describe the activity where the person works. For example, report a coal mine owned by a large steel manufacturer as "coal mine;" report the separate paint factory of a large chemical manufacturer as "paint manufacturing."
 - 2) A few specified activities, when carried on at separate locations, are exceptions to the above. Record the activity of the parent organization for research laboratories, warehouses, repair shops, and storage garages, when these kinds of establishments exist primarily to serve their own parent organizations rather than the public or other organizations. For example, if a retail department store has a separate warehouse for its own use, the entry for the warehouse employees should be "retail department store" rather than "warehouse."
- d Distinguish Among Manufacturing, Wholesale, Retail and Service - It is essential to distinguish among manufacturing, wholesale, retail, and service companies. Even though a manufacturing plant sells its products in large lots to other manufacturers, wholesalers, or retailers, it should be reported as a manufacturing company. Use the following as a guide:
- 1) A wholesale establishment buys, rather than makes products in large quantities for resale to retailers, industrial users, or to other wholesalers.
 - 2) A retailer sells primarily to individual consumers or users but seldom makes products.
 - 3) Establishments which render services to individuals and to organizations, such as, hotels, laundries, cleaning and dyeing shops, advertising agencies, and automobile repair shops are engaged in providing services. Report these as retailers but show the type of services provided, for example, TV and radio repair.
- e Manufacturers' Sales Offices - Record a separate sales office set up by a manufacturing firm to sell to other business organizations and located away from the factory or headquarters of the firm as "(product) manufacturers' sales office." For example, a St. Louis shoe factory has a sales office in Chicago; "shoe manufacturer's sales office" is the correct entry for workers in the Chicago office.
- f Government Organization - Usually the name of the government agency is adequate, for example, U.S. Census Bureau, City Fire Department.

37b

Industry, Occupation, Class of Worker (Continued)

37b

- 1) If the activity of the government agency is absolutely clear, the name of the agency is sufficient. In such cases, enter "Same as above" in 37b. However, sometimes the names of government agencies are not fully descriptive of their business or activity. A correct entry in 37b for a County Highway Commission might be one or any combination of the following: "County road building," "county road repair," "county contracting for road building (or repair)." For State Liquor Control Board, the correct entry might be "State licensing of liquor sales" or "State liquor retailer."
 - 2) If the business or main activity of a government employer is not clear, you should ask in what part of the organization the person works and then report that activity. For example, for a City Department of Public Works, a correct entry might be one of the following: "City street repair," "city garbage collection," "city sewage disposal" or "city water supply."
- g Persons Who Do Not Work at One Specific Location - Some people's work is done "on the spot" rather than in a specific store, factory, or office. In these cases, report the employer for whom they work in item 37a and the employer's business or industry in 37b. Among those who normally work at different locations at different times are Census interviewers, building painters, and refrigeration mechanics. Their industry entries might be U.S. Census Bureau, building contractor, or refrigeration repair service. For example, a local retail chain is doing remodeling of several stores, one at a time. They have a contract with a building contractor to furnish a small crew each day for the several months needed to do the work. Even though these people report to a retail store each day, they work for the building contractor.
- h Business in Own Homes - Some people carry on businesses in their own homes. Report these businesses as if they were carried on in regular stores or shops. For example, dressmaking shop, lending library, retail antique furniture store, insurance agency, piano teaching, boarding house, rest home, boarding children (for a foster home), etc.
- i Domestic and Other Private Household Workers - When the name of a single individual is given as the employer, find out whether the person works at a place of business or in a private home. The proper industry entry for a domestic worker employed in the home of another person is "private home." For a person cleaning a doctor's office which is in the doctor's own home, the proper entry is "doctor's office." This also applies to others, such as dentists or lawyers.

- j Examples of Adequate Entries for Question 37b - The following are some examples of inadequate and adequate entries for kind of business and industry (question 37b). Study them carefully and refer to them periodically to familiarize yourself with the types of entries that are proper and adequate.

InadequateAdequate

Agency	Collection agency, advertising agency, real estate agency, employment agency, travel agency, insurance agency.
Aircraft components Aircraft parts	Airplane engine parts factory, propeller manufacturing, electronic instruments factory, wholesale aircraft parts, etc.
Auto or automobile components Auto or automobile parts	Auto clutch manufacturing, wholesale auto accessories, automobile tire manufacturing, retail sales and installation of mufflers, battery factory, etc.
Bakery	Wholesale bakery (sells to grocers, restaurants, hotels, etc.), retail bakery (sells only to private individuals).
Box factory	Paper box factory, wooden box factory, metal box factory.
City or city government	City Street Repair Department, City Board of Health, City Board of Education.
City, private club	Golf club, fraternal club, night club, residence club, boarding house.
Coal company	Coal mine, retail coal yard, wholesale coal yard.
Credit company	Credit rating service, loan service, retail clothing store (sometimes called a credit company).
Dairy	Dairy farm, dairy depot, dairy bar, <u>wholesale dairy products</u> , <u>retail dairy products</u> , dairy products <u>manufacturing</u> .
Discount house Discount store	Retail drug store, retail electrical appliances, retail general merchandize, retail clothing store, etc.

37b

Industry, Occupation, Class of Worker (Continued)

37b

Inadequate

Electrical components
manufacturer
Electrical parts
manufacturer
Electronic components
manufacturer
Electronic parts
manufacturer

Engineering company

Express company

Factory, mill or
plant

Foundry

Freight company

Fur company

Laundry

Adequate

Electronic tube factory, memory core
manufacturing, transistor factory,
manufacturer tape readers, etc.

Engineering consulting firm, general
contracting, wholesale heating equipment,
construction machinery factory.

Motor freight, railway express agency, railroad
car rental (for Union Tank Car Company, etc.),
armored car service.

Steel rolling mill, hardware factory, aircraft
factory, flour mill, hosiery mill, commercial
printing plant.

Iron foundry, brass foundry, aluminum foundry.

Motor freight, air freight, railway, water
transportation, etc.

Fur dressing plant, fur garment factory, retail
fur store, wholesale fur, fur repair shop.

- a. Own home laundry (for a person doing
laundry for pay in her own home).
- b. Laundering for private family (for a person
working in the home of a private family).
- c. Commercial laundry (for a person working in
a steam laundry, hand laundry, Chinese
laundry, French laundry, or similar
establishment).

InadequateAdequate

	d. Self-service laundry (for a person working in an establishment where the customer brings her own laundry and pays a fee to use the washing machine or other equipment).
Lumber company	Sawmill, retail lumber yard, planing mill, logging camp, wholesale lumber, lumber manufacturer.
Manufacturer's agent Manufacturer's representative	Specify product being sold, such as jewelry manufacturer's representative, lumber manufacturer's agent, electric appliance manufacturer's representative, chemical manufacturer's agent, etc.
Mine	Coal mine, gold mine, bauxite mine, iron mine, copper mine, lead mine, marble quarry, sand and gravel pit.
Nylon factory	Nylon chemical factory (where chemicals are made into fibers); nylon textile mill (where fibers are made into yarn or woven into cloth); women's nylon hosiery factory (where yarn is made into hosiery).
Office	Dentist's office, physician's office, public stenographer's office, life insurance agency.
Oil company Oil industry Oil plant	Oil drilling, petroleum refinery, retail gasoline station, petroleum pipeline, wholesale oil distributor, retail fuel oil.
Packing house	Meat packing plant, fruit cannery, fruit packing shed (wholesale packers and shippers).
Pipeline	Natural gas pipeline, gasoline pipeline, petroleum pipeline, pipeline construction.
Plastic factory	Plastic materials factory (where plastic materials are made), plastic products plant (where articles are actually manufactured from plastic materials).
Public utility	Electric light and power utility, gas utility, telephone utility, water supply.

Industry, Occupation, Class of Worker (Continued)

Inadequate

Adequate

Railroad car shop

Railroad car factory, railroad repair shop, street railroad repair shop.

Rayon factory

Rayon chemical factory (where chemicals are made into fibers), rayon textile mills (where fibers are made into yarn or woven into cloth), rayon dress manufacturing (where cloth is made into garments).

Repair shop

Shoe repair shop, radio repair shop, blacksmith shop, welding shop, auto repair shop, machine repair shop.

Research

- a. Permanent-press dresses (product of the company for which research is done, when the company or organization does research for its own use), Brandeis University (name of university at which research is done for its own use), St. Elizabeth's Hospital (name of hospital at which medical research is done for its own use).
- b. Commercial research (if research is the main service which the company sells, and the research is done under contract to another company).
- c. National Geographic, Cancer Association, Brookings Institution (name of the nonprofit organization).

School

City elementary school, private kindergarten, private college, State university. Distinguish between public and private, including parochial, and identify the highest level of instruction provided, such as junior college, senior high school.

Tailor shop

Dry cleaning shop (provides valet service), custom tailor shop (makes clothes to customer's order), men's retail clothing store.

InadequateAdequate

Terminal

Bus terminal, railroad terminal, boat terminal, airport.

Textile mill

Cotton cloth mill, woolen cloth mill, cotton yarn mill, nylon thread mill.

Transportation company

Motor trucking, moving and storage, water transportation, air transportation, airline, taxicab service, subway, elevated railway, railroad, petroleum pipeline, car loading service.

Water company

Water supply irrigation system, water filtration plant.

Well

Oil drilling, oil well, salt well, water well.

37c

- 6 Questions 37c and 37d, Kind of Work - The answer in question 37c should tell clearly and specifically the kind of work or nature of duties performed by the person. The answer in question 37d should tell you the person's most important activities or duties. Often, the response to question 37d together with the response to question 37c, will give you the information needed to make the person's occupation description complete, and thus, adequate.

37c

a How to Ask - Ask question 37c as worded, record the respondent's answer, and then ask question 37d. When the combination of entries in both questions 37c and 37d does not give you an adequate description of the person's occupation, ask additional probing questions for question 37c until the total combined information adequately describes the person's job. If you cannot confine your entry to the space provided, continue in the notes section.

b Example of Combined Entries - The following example is provided to help clarify the use of the combined information in 37c and 37d.

<u>Inadequate</u>	<u>Adequate</u>		<u>Adequate</u>
37c - Mechanic	37c - Mechanic	OR	37c - Mechanic, auto body repairman
37d - Repairs cars	37d - Fixes dents, replaces fenders and other repairs to auto bodies		37d - Repair cars

In this case it is important to distinguish between the person who works on auto bodies from the person who does automobile engine repair work. Either of the above adequate combined responses does that.

37c

Industry, Occupation, Class of Worker (Continued)

37c

- c Examples of Adequate Entries for Question 37c - The following are some examples of inadequate and adequate job entries. If the combined entries for questions 37c and 37d provide the kind of information shown in the listing of adequate examples, accept them as being adequate.

Inadequate

Adequate

Accounting
Accounting work

Certified public accountant, accountant,
accounting machine operator, tax auditor,
accounts-payable clerk, etc.

Adjuster

Brake adjuster, machine adjuster, merchandise
complaint adjuster, insurance adjuster.

Agent

Freight agent, insurance agent, sales agent,
advertising agent, purchasing agent.

Analyst
Analyzer

Cement analyst, food analyst, budget analyst,
computer-systems analyst, etc.

Caretaker or
custodian

Servant, janitor, guard, building superintendent,
gardener, groundskeeper, sexton, property clerk,
locker attendant, vault attendant.

Claim examiner
Claim investigator
Claims adjuster
Claims analyst
Claims authorizer

Unemployment benefits claims taker, insurance
adjuster, right-of-way claims agent, merchandise
complaint adjuster, etc.

Clerical
Clerical work
Clerk

Stock clerk, shipping clerk, sales clerk. A
person who sells goods in a store is a salesman
or sales clerk—do not report them merely as a
clerk.

Data processing

Computer programmer, data typist, key punch
operator, computer operator, coding clerk, card
tape converter operator.

Doctor

Physician, dentist, veterinarian, osteopath,
chiropractor.

InadequateAdequate

Engineer	Civil engineer, locomotive engineer, mechanical engineer, stationary engineer, aeronautical engineer.
Entertainer	Singer, dancer, acrobat, musician.
Equipment operator	Road grader operator, bulldozer operator, trencher operator.
Factory worker	Electric motor assembler, forge heater, turret lathe operator, weaver, loom fixer, knitter, stitcher, punch-press operator, spray painter, riveter.
Farmworker	<p>Farmer - for the owner, operator, tenant or share cropper who is self-employed. Farm manager - for the person hired to manage a farm for someone else.</p> <p>Farm foreman - for the person who supervises a group of farm hands or helpers.</p> <p>Farmhand or farm helper - for those who do general farmwork.</p> <p>Fruit picker or cotton chopper are examples of persons who do a particular kind of farmwork.</p> <p>When the place of work is a ranch, indicate specifically rancher, ranch manager, ranch foreman, and ranch hand or helper, as shown above in the case for similar types of farmworkers.</p>
Fireman	Locomotive fireman, city fireman (city fire department), fire fighter, stationary fireman, fire boss.
Foreman	Specify the craft or activity involved, as foreman carpenter, foreman truck driver.
Graphic arts	Illustrator, commercial artist, poster artist, art layout man, etc.

37c

Industry, Occupation, Class of Worker (Continued)

37c

<u>Inadequate</u>	<u>Adequate</u>
Group leader	Group leader on assembly line, harvest crew boss, clerical group leader, labor gang leader, recreation group leader, etc.
Heavy equipment operator	Specify the type of equipment, such as: Clam-shovel operator, derrick operator, monorail crane operator, dragline operator, Euclid operator, etc.
Helper	Baker's helper, carpenter's helper, janitor's helper, etc.
IBM clerk IBM machine operator IBM operator	IBM card puncher, IBM tabulator, sorting machine operator, proof machine operator, etc.
Interior decorator	Be sure that entries in question 37c differentiate between the interior decorator who plans and designs interiors for homes, hotels, etc., and those who are painting, paperhanging, etc.
Investigator	Insurance claim investigator, income tax investigator, financial examiner, detective, social welfare investigator, etc.
Laborer	Sweeper, charwoman, baggage porter, janitor, stevedore, window washer, car cleaner, section hand, hand trucker.
Layout man	Pattern-maker, sheet-metal worker, compositor, commercial artist, structural steel worker, boilermaker, draftsman, coppersmith.
Maintenance man	Groundskeeper, janitor, carpenter, electrician.
Mechanic	Auto mechanic, dental mechanic, radio mechanic, airplane mechanic, office machine mechanic.
Nun	Specify the type of work done, if possible, as housekeeper, art teacher, organist, cook, laundress, registered nurse.

InadequateAdequate

Nurse Nursing	Registered nurse, nursemaid, practical nurse, nurse's aide, student, professional nurse.
Office clerk Office work Office worker	Typist, secretary, receptionist, comptometer operator, file clerk, bookkeeper, physician's attendant.
Program analyst	Computing-systems analyst, procedure analyst, vocational director, manufacturing liason planner, etc.
Program specialist	Program scheduler, data-processing-systems supervisor, metal-flow coordinator, etc.
Programmer	Computer programmer, electronics data programmer, radio or TV program director, senior computer programmer, production planner, etc.
Research Research and development Research and testing Research assistant Research associate Research specialist Research work	Specify field of research, as research physicist, research chemist, research mathematician, research biologist, etc. Also, if associate or assistant, research associate chemist, assistant research physicist, research associate geologist, etc.
Salesman	Advertising salesman, insurance salesman, bond salesman, canvasser, driver-salesman (routeman), fruit peddler, newsboy.
Scientist	Specify field, for example, political scientist, physicist, sociologist, home economist, oceanographer, soil scientist, etc.
Specialist	If the word specialist is reported as part of a job title, be sure to include a brief description of the actual duties in question 37d. For example, for a "transportation specialist" the actual duties might be any one of the following: "Gives cost estimates of trips," "plans trips or tours," "conducts tours," "schedules trains," or "does economic analysis of transportation industry."

37c

Industry, Occupation, Class of Worker (Continued)

Inadequate

Adequate

Shipping department

What does the worker himself do? Shipping and receiving clerk, crater, order picker, typist, wraps parcels, etc.

Supervisor

Typing supervisor, chief bookkeeper, steward, kitchen supervisor, buyer, cutting and sewing forelady, sales instructor, route foreman.

Systems analyst
Systems specialist

Computing-systems analyst, contract coordinator-manufacturer, production planner, etc.

Teacher

Teachers should report the level of school they teach and the subject. Those below high school who teach many subjects may just report level. College teachers should report title. Following are some illustrations:

<u>Level</u>	<u>Subject</u>
Preschool	-
Kindergarten	-
Elementary	-
Elementary	Music
Junior High	English
High School	Physical Ed.
College	Mathematics (Professor)

Technician

Medical laboratory technician, dental laboratory technician, X-ray technician.

Tester

Cement tester, instrument tester, engine tester, battery tester.

Trucker

Truck driver, trucking contractor, electric trucker, hand trucker.

Works in stock room,
bakery, office, etc.

Names of departments or places of work are unsatisfactory. The entry must specify what the worker himself does; for example, "shipping clerk" or "truck loader," not "works in shipping department;" "cost accountant" or "filing clerk," not "works in cost control."

- d Occupation of the Self-employed - When a person is self-employed, ask the occupation question: "What kind of work was ... doing?" Do not enter proprietor as the occupation unless the person actually spends most of his time in the management of the business. If the person spends most of his time in his trade or craft, record that as his occupation, that is, shoe repairman, beautician, or carpenter, as the case may be.
- e Caution on Occupations of Young Persons - Professional, technical, and skilled occupations usually require lengthy periods of training or education which a young person normally cannot have. Upon further inquiry, you may find that the young person is really only a trainee, apprentice, or helper (for example, accountant trainee, electrician trainee, apprentice electrician, electrician's helper).
- f Unusual Occupations - You may encounter occupations which sound strange to you. Accept such entries if the respondent is sure the title is correct. For example, "sand hog" is the title for a certain worker engaged in the construction of underwater tunnels, and "printer's devil" is sometimes used for an apprentice printer. Where these or any other unusual occupation titles are entered, add a few words of description if the combined entries do not clarify the response.
- 1) Apprentice Versus Trainee - An "apprentice" is under contract during his training period but a "trainee" is not. Include both the occupation and the word "apprentice" or "trainee," as the case may be, in the description, for example, apprentice plumber, buyer trainee.
 - 2) Baby Sitter Versus Boarding Children - A baby sitter usually cares for children in the home of her employer. Where the children are cared for in the worker's home, the occupation is "boarding children."
 - 3) Contractor Versus Skilled Worker - A "contractor" is engaged principally in obtaining building or other contracts and supervising the work. Classify a skilled worker who works with his own tools as a carpenter, plasterer, plumber, electrician, and the like, even though he hires others to work for him.
 - 4) Housekeeper (Paid) Versus Housemaid - A "paid housekeeper" employed in a private home for wages has the full responsibility for the management of the household. A housemaid (general housework), hired girl, or kitchen maid does not.
 - 5) Interior Decorator Versus Painter or Paperhanger - An "interior decorator" designs the decoration, plans for an interior of homes, hotels, offices, etc., and supervises the placement of the furniture and other decorations. A house painter or paper hanger only does painting or hangs paper.

37c

Industry, Occupation, Class of Worker (Continued)

37c

6) Machinist Versus Mechanic or Machine Operator - A "machinist" is a skilled craftsman who constructs metal parts, tools, and machines through the use of blue prints, machine and hand tools, and precise measuring instruments. A "mechanic" inspects, services, repairs, or overhauls machinery. A machine operator operates a factory machine (drill press operator, vinder, etc.)

37E

37E

7) Secretary Versus Official Secretary - Use the title "secretary" for secretarial work in an office; report a secretary who is an elected or appointed officer of a business, lodge, or other organization as an "official" secretary.

8) Names of Departments or Places of Work - Occupation entries which give only the name of the department or a place of work are unsatisfactory. Examples of such unsatisfactory entries are "works in warehouse," "works in shipping department," "works in cost control." The occupation entry must tell what the worker himself does, not what his department does.

37d

37d

g Importance of Question 37d - The responses to the activity question, question 37d, are very important for coding purposes. Although the question may seem redundant in some cases, the responses often permit more accurate coding of the occupation. We cannot provide you with a complete list showing when an activity response together with the job title is adequate or when additional proving is necessary. However, we would like to stress the importance of the activity question in providing more detail even though it may not appear so. Here are some examples showing the value of question 37d:
37c - Telephone Co. serviceman 37d - Telephone Co. serviceman
37d - Installs phones in homes 37d - Repairs telephone transmission lines

Both of these examples are an adequate combination of responses. However, with the additional information obtained from item 37d, the two responses identify different occupations even though the responses to question 37c are the same. These two telephone company servicemen will be assigned different occupation codes.

37c - Bookkeeping 37d - Operates a bookkeeping machine
37d - Keeping and balancing ledgers

Again, adequate responses are obtained in both, but on the basis of the detail provided by question 37d, these occupations will be coded in different categories. This is so because we classify people who operate bookkeeping machines separately from those who keep books by hand.

These two examples illustrate the importance of the activity question, question 37d, in obtaining adequate responses even though the question may seem repetitive.

7 Question 37e, Class of Worker - For each person with entries in questions 37a-d, record the class of worker by marking one of the boxes in question 37e. The information given in answer to questions 37a-d will usually be sufficient for identifying "class of worker." If the information previously supplied is not adequate for this purpose, ask additional questions as necessary, for example, "Was he a local government employee?"

- a Private-Paid - Mark "P" for work for a private employer for wages, salary or commissions. This includes also, compensation by tips, piece rates, or pay in kind, if received from a nongovernmental source, regardless of whether the source is a large corporation or a single individual. Include work for wages or salary for settlement houses, churches, unions, and other nonprofit organizations, such as Red Cross and U.S. Chamber of Commerce. Also, include work for private organizations doing contract work for State or local governments.
- b Government, Federal - Mark "F" for any branch of the Federal Government, including government-owned bus lines, government-owned electric power utilities, etc. Includes civilian employees of the Armed Forces and persons elected to paid federal offices. Mark "F" also for employees of international organizations, (for example, United Nations) and for employees of foreign governments, such as persons employed by the French Embassy or by the British Joint Services Mission. This rule applies only to those persons already listed in accordance with the instructions on whom to interview.
- c Government, State - Mark "S" for employees of State governments. This would include paid State officials, State police, and employees of State universities and colleges.
- d Government, Local - Mark "L" for employees of cities, towns, counties, and other local areas. Included here would be city owned bus lines, electric power companies, water and sewer services, etc. Employees of public elementary and secondary schools work for local governments. Since State Boards of Education often control subject content of schools and may also contribute money to the local areas for schools, some school employees think that they are State employees. But unless they work for a special school, such as for handicapped or experimental elementary school of the State University, they are in almost all cases local employees.

37e

Industry, Occupation, Class of Worker (Continued)

37e

- e Self-employed - Mark "SE" for persons working for profit or fees in OWN business, farm, shop, office, etc.
- 1) Include persons who have their own tools or equipment and provide services on a contract, subcontract, or job basis, such as carpenters, plumbers, taxicab operators, or truck operators.
 - 2) Exclude handymen, odd job workers, superintendents, foremen, managers, or other executives hired to manage a business or farm, salesmen working for commission, and offices or corporations.
 - a) If, in reply to your question, the respondent indicates that the business or profession is incorporated, mark "I."
 - b) If, in reply to your question, the respondent indicates that the business or profession is not incorporated, mark "SE." Also mark the "SE" box if the business is a farm.
- f Nonpaid - Mark "WP" for work WITHOUT PAY on a farm or unincorporated business operated by a related member of the household. Do not count room and board and a cash allowance as pay for these family workers; however, if the worker receives money which is definitely considered to be wages for work performed, mark "P."
- Normally in a household with a WP worker, you will also have someone in the same household shown with class of worker "I" or "SE." However, if the operator of the family enterprise has a wage or salary job in addition to the family farm or business, and worked longer at that job during the survey week, he would be marked "P" and not "I" or "SE" in question 37e. In such cases, footnote the "WP" entry for the unpaid family worker to indicate the line number of the household member who owns or operates the family farm, business, or professional enterprise.
- g Never Worked - Mark "NEV" for a person looking for work who never before held a full-time civilian job lasting two consecutive weeks or more.
- h Cautions Regarding Class-of-Worker Entries

- 1) Corporation Employees - Report employees of a corporation as employees of a private employer (except for a few cases of employees of government corporations, such as the Commodity Credit Corporation, who must be properly reported as Federal government employees). Do not report corporation employees as owning their business even though they may own part or all of the stock of the incorporated business. If a respondent says that a person is self-employed, and you find that the business is incorporated, mark the "I" box.
- 2) Domestic Work in Other Persons' Homes - Report maid, laundress, cook, or cleaning woman working in another person's home as working for a private employer.
- 3) Partnerships - Report two or more persons who operate a business in partnership as self-employed in own business. The word "own" is not limited to one person.
- 4) Public Utility Employees - Although public utilities (such as transportation, communication, electric light and power, gas, water, garbage collection, and sewage disposal facilities) are subject to government regulations, they are owned by either government or private organizations. Distinguish between government-operated and privately-owned organizations in recording class of worker for public utility employees.
- 5) Work for Pay "In Kind" - Pay "in kind" includes room, board, supplies, and food, such as eggs or poultry on a farm. This is considered pay except for a member of the family. Report persons who work for pay "in kind" as employees of a private company or individual.
- 6) Work on an Odd-job or Casual Basis - Report work on an odd-job or casual basis as work of an employee for a private company, business, or individual. For example, do not report the baby sitter employed in other peoples' households as self-employed.
- 7) Clergymen and Nuns - Mark "P" for preachers, ministers, priests, rabbis, and other clergymen except in the following two cases:
 - a) Record a clergyman, such as a prison chaplain working in a civilian government job as a government employee—"F," "S," or "L" in question 37e.
 - b) Record a clergyman not attached to a particular congregation or church organization, who conducts religious services in various places on a fee basis, as self-employed in his own professional practice—"SE" in question 37e.

Mark "P" for nuns who receive pay in kind.

37e

Industry, Occupation, Class of Worker (Continued)

37e

- 8) Registered and Practical Nurses—Private Duty - Report registered nurses and practical nurses who report "private duty" for kind of business as "SE."
- 9) PX (Post Exchange) Employees Versus Officers' Club, N.C.O. Club Employees, Etc. - Report persons working at a post exchange as "F." This nonprofit organization is controlled by government officials acting in their official capacity.
- 10) Foster Mothers and Child Care—Own Home - Report foster mothers and others who report their occupation as "child care" and industry as "own home" as "SE" class of worker. A foster mother and other persons who consider themselves as working for profit and who provide childcare facilities in their own homes are furnishing the shelter and meals for certain time periods and are to be considered as operating their own business.
- 11) Boarding House Keepers - Report boarding house keepers who consider themselves as working and who perform this work in their own homes as "Own home" for industry with "SE" class of worker. Report those who do this work for someone else for wages or salary or pay in kind as "boarding house" for industry with "P" class of worker.
- 12) Sales or Merchandise Employees - Report persons who own a sales franchise and are responsible for their own merchandise and personnel as "Retail or Wholesale Sales" for industry with "SE" class of worker. Report persons who do sales work for someone else (such as an Avon or Tupperware representative) as "P" for class of worker. Also for such people, indicate whether they sell door-to-door or use the party plan method.
- 13) Post Office and TVA Employees - Report persons who work for the Post Office Department and Tennessee Valley Authority as federal employees and mark them as "F."
- 14) Comsat and Amtrak - Comsat and Amtrak are private companies and you should report the employees of these companies as "P."

Question 38, Family Income

38

38

Hand Card I

Group 03 D 07 H
 00 A 04 E 08 I
 01 B 05 F 09 J
 02 C 06 G 10 K

38. Which of these income groups represents your total combined family income for the past 12 months - that is years, your --'s, etc.? Include income from all sources such as wages, salaries, social security or retirement benefits, help from relatives, rent from property, and so forth.

1 Ask question 38 once for a family to obtain the total combined income for all related household members during the past 12 months. Ask this question of each unrelated household member or group individually at the time he is interviewed. If the respondent does not or will not answer the question for some reason, enter the reason in a footnote.

a Hand Card I to the respondent, and then ask question 38.

b Read the income question just as it appears on the questionnaire. After you ask the income question, give the respondent enough time to prepare his estimate and mark the appropriate box. Where necessary, help the respondent obtain the total by summing the income of several family members or the income for several sources.

2 Income of All Related Members - We want the money income of the household head plus that of all his relatives who are currently household members. Also, include the income of a member of the Armed Forces who is living at home with his family even though we do not record health information about him. If he is not living at home, include allotments and other money received by the family from him. If the head of the household is living alone or with no other relatives, include his income only.

3 Income of Unrelated Persons - On the questionnaire prepared for each roomer, servant or other person not related to the household head, mark the box for his or her individual income. If two or more such persons are related to each other, for example, roomer and his wife, mark the box for their combined incomes.

4 Include as Income - Wages and salaries, net income from business or farm, pensions, dividends, interest, rent, welfare, alimony, and other periodic money income. Also include money periodically received from friends or relatives not living in the household.

5 Do Not Count as Income

a Income in kind, such as room and board, free meals in restaurants, value of crops produced by a farmer but consumed by his family, etc.

b Insurance payments or lump sum inheritances.

38 Family Income (Continued)

38

- c Occasional gifts of money from persons not living in the household or any exchange of money between relatives living in the same household.
 - d Money received from selling one's own house, car, or other personal property.
 - e Withdrawals of savings from banks.
 - f Tax refunds.
- 5 Where "Zero" Income Reported - When no one in the family had income or when a "loss" or "broke even" was reported as the total income for the family, mark the Group "A" box. Before accepting an answer of "No income," be sure the respondent understands all of the things we count as income.
- 6 Get Best Estimate - In difficult cases, you may have to help the respondent. Find out who worked during the past 12 months, how much they made a week, etc.; find out who operated a business or farm; or who received any pension, dividends, etc.
- 7 Reasons for Obtaining Income - Income is important in statistics for separating families into groups that live differently. The way these different income groups live often affects their health. For example, income indicates:
- a Differences in ability to obtain adequate health care.
 - b Differences in ability to afford food for adequate diets to prevent diseases, such as malnutrition in children.

<p>39a. Which (other) family members received some income during the past 12 months? Mark "Income" box in person's column.</p>	<p>39a. <input type="checkbox"/> Income</p>
<p>b. Did any other family members receive any income during the past 12 months? Y (Reask 39a and b) N</p>	
<p>If only one person with "Income" box marked, go to 41. If 2 or more persons with "Income" box marked, ask 40 for each: 40. Which of these income groups represents ---'s income for the past 12 months?</p>	<p>Group 03 <input type="checkbox"/> D 07 <input type="checkbox"/> H 00 <input type="checkbox"/> A 04 <input type="checkbox"/> E 08 <input type="checkbox"/> I 01 <input type="checkbox"/> B 05 <input type="checkbox"/> F 09 <input type="checkbox"/> J 02 <input type="checkbox"/> C 06 <input type="checkbox"/> G 10 <input type="checkbox"/> K</p>

- 1 Ask questions 39a-b if there are two or more family members to obtain the persons within the family who received any income at all during the past 12 months.
 - a Ask question 39a and mark the "Income" box in each person's column, including ones for deleted Armed Forces members living at home, reported as receiving income during the past 12 months. Then ask question 39b to determine if any other family members received some income during the past 12 months. If the answer is "Yes," reask 39a using the parenthetical "other" and mark the "Income" box in that person's column. Continue to reask 39a and b until a final "No" is received to 39b, then go to question 40.
 - b If only one person receives income or if it is a one-person household, mark the "Income" box in that person's column, circle "N" in 39b, and go to question 41.
- 2 If there are two or more persons for whom you have marked the "Income" box in question 39, ask question 40 for each including deleted Armed Forces members living at home.

This question obtains the income group which corresponds to the income received by each person during the past 12 months.

Do not probe to correct any inconsistencies between the responses given to question 40 and the family income reported in question 38.

- 3 Mark Social Security or Welfare checks which are in the parent's name but intended for the child in the child's column. If more than one person is covered by a bulk check, probe to determine the individual income. If this is unknown, put the total amount in the column for the person to whom the check is made out and footnote the situation. Follow this same procedure when recording income or allotments received from Armed Forces members living away from home.

41

Question 41, Marital Status

41

If 17 years old or over, ask:	
41. Is -- now married, widowed, divorced, separated, or never married? - Mark one box for each person.	41. <input type="checkbox"/> 0 Under 17 <input type="checkbox"/> 1 Married - spouse present <input type="checkbox"/> 6 Married - spouse absent <input type="checkbox"/> 2 Widowed <input type="checkbox"/> 4 Divorced <input type="checkbox"/> 8 Separated <input type="checkbox"/> 3 Never married

- 1 Ask question 41 on marital status only for persons 17 years old and over. If the person is under 17 years of age, mark "Under 17," without asking the question even though you may have learned that the person is married, widowed, divorced, or separated.
- 2 For persons 17 and over, if it is obvious from the relationship entries that two of the household members are husband and wife, mark one of the "Married" boxes without asking the question.
 - a Mark "Married-spouse present" for each married household member whose spouse is also listed on the questionnaire. This includes Armed Forces members living at home as well as those whose spouses are temporarily absent.
 - b Mark "Married-spouse absent" for a married person who is not legally separated, and whose husband or wife is not a member of the same household. This includes Armed Forces members who are not living at home.
- 3 Annulled Marriages - Consider persons whose only marriage has been annulled as "Never married."
- 4 Separated Persons - Accept a respondent's statement that a person is separated. If, however, the respondent raises a question as to the meaning of "separated," explain that the term refers only to married persons who have a legal separation or who have parted because they do not get along with each other.

Classify persons who are separated from their spouse because of the circumstances of their employment, service in the Armed Forces or similar reasons (other than marital discord) as married-spouse absent, not separated.

CHAPTER 10. CURRENTLY EMPLOYED PERSONS PAGE

A General

Complete a Currently Employed Person page for each family member 17+ years of age who is, by our definition, "currently employed." This would include all persons 17+ who answered "Yes" to question 36a or b on page 46 or 47 and for whom you have marked the "CE" box at the top of the person's column. If there are no currently employed persons, leave these pages blank. If it is volunteered that the person has more than one job, complete a separate Currently Employed Person page for each job at which he was employed during the past two weeks. Enter a footnote indicating which job you are referring to on each page. The first CE page should refer to his main job, that is, the one reported in question 37.

B Items to be Completed Before Asking Any Questions

E1	E2	E1	E2	E1	E2
Person number		1 <input type="checkbox"/> Not SP (E2) 2 <input type="checkbox"/> Eligible respondent avail. (E2) 3 <input type="checkbox"/> Return call required (Next CE Page)		Mark one box: 0 <input type="checkbox"/> No work-loss days (2) 1 <input type="checkbox"/> 1+ work-loss days (1)	

- 1 Person Number - Enter the column number of the first person for whom you have marked the "CE" box.
- 2 Item E1 - Mark the box in item E1 which indicates the status of this person at the time of the initial interview. All sample persons must respond for themselves. However, you may accept a proxy respondent for nonsample persons and for sample persons who are physically or mentally incompetent.
 - a "Not SP" - Mark this box if the person is not a sample person.
 - b "Eligible Respondent Avail." - Mark this box if the sample person is available for interview at this time or if he is mentally or physically incompetent and a proxy respondent is available.
 - c "Return Call Required" - Mark this box if the sample person is unavailable for interview at this time. If you mark this box, complete the following CE page for the next person with the "CE" box marked at the top of his column. If no one else in the household is currently employed, continue with the Person pages (54 and 55).

- (E2) 3 Item E2 - Mark one of the two boxes in item E2 according to the information previously recorded for this person in the "WORK LOSS" section of item C. (E2)
- a If the person previously reported no work-loss days, that is, the "NONE" box is marked in the "WORK LOSS" space, mark the first box, "No work-loss days," and go to question 2.
 - b If the person previously reported one or more work-loss days in the "WORK LOSS" box of item C1, mark the second box, "1+ work-loss days," and ask question 1.

①—② Questions 1 and 2, Work-loss Days for Personal Illness or Injury ①—②

Earlier it was reported that -- lost time from work during the past 2 weeks. (Hand calendar)	
1. On which days during that 2-week period outlined in red did he lose time from work because of illness or injury or because he wasn't feeling well? (Circle all days reported in Table WL-1)	
Hand calendar	
2a. During the past 2 weeks (the 2-week period outlined in red on that calendar) did -- lose any (other) time from work because he was sick or injured or because he wasn't feeling well?	
1 Y	2 N (3)
b. On which days did he lose time from work? (Circle all days reported in Table WL-1 and reask 2a.)	

- 1 If, when interviewing a sample person during a callback he denies having worked or had a job or business at any time during the preceding two weeks, do not continue this page and footnote the reason. If the SP disagrees with the number of work-loss days reported for him, footnote these facts on the Currently Employed Person Page but continue the page using the days he reports. DO NOT change the responses for him to question 36, the entry in the "Work-Loss" column of item C1, or the answer given previously for him in question 5 on page 2.
- 2 Ask question 1 for persons who reported some work-loss days to determine on which days during the past two weeks time was lost from work because of illness or injury or because the person wasn't feeling well. Circle these days in Table WL-1.
- 3 Question 2 is designed to pick up any additional time a person may have lost from work besides the time previously reported in probe question 5. It will also pick up time lost from work for persons who did not report one or more days earlier in the interview.
 - a Include the phrase "the two-week period outlined in red on that calendar" only when asking question 2a for persons who were not asked question 1. Include the word "other" only for persons who were asked question 1 or when reasking 2a.
 - b Question 2b distinguishes which days during the past two weeks were the "work-loss" days. Circle these days in Table WL-1 and reask 2a, inserting the word "other."

3

Question 3, Work-loss Days for Other Personal Health Reasons

3

3a. (Besides this time) During the past 2 weeks, did he lose any (other) time from work to visit a doctor, dentist, or other medical person for himself?

1 Y

2 N (WL-1)

b. On which days did he lose time from work for this reason? (Circle all days reported in Table WL-1 and reask 3a.)

- 1 Question 3a asks whether the person lost any time from work during the two-week period because he was receiving medical care. Read the phrases in parentheses, "Besides this time" and "other," only when the person had previously reported work-loss days in question 1 or 2 or when you are reasking question 3a. If no time loss had previously been reported, do not read these phrases when asking question 3a for the first time.

A medical person may include any persons, M.D. or others, such as chiropractors, podiatrists or optometrists, who provide some type of health care service to individuals.

- 2 Ask question 3b to determine on which days during the two-week period time was lost from work because the person was receiving medical attention. Include visits to a laboratory for tests, X-rays, etc. Circle the days in Table WL-1 and then reask question 3a inserting both parenthetical phrases.

WL-1

Item WL-1, Question 4, Days and Hours Lost for Personal Reasons

WL-1

WL-1	Days circled in WL-1?		TABLE WL-1													
	Y	N (7)	Week before							Last week						
	For EACH circled day, ask 4a and b		Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun
4a. How many hours did he lose from work on (day) ?																
1 <input type="checkbox"/> Self employed (Ask 4a only)																
b. Will his employer pay him in full, in part, or not at all for this time lost from work?		1 Full														
		2 Part														
		0 None														

- 1 Mark item WL-1 to indicate whether you are to ask question 4. Ask questions 4a and 4b as a block for EACH day circled to obtain the number of hours lost from work and to determine whether the person will receive all, part, or none of his pay from his employer for this "work-loss" day.
- 2 Ask question 4a for the first day circled in Table WL-1 and enter the hours on the line under the day. Next ask question 4b for the same day. Continue asking in this manner for EACH day circled in Table WL-1. If there is any possibility of a misunderstanding concerning which day you are referring to, include the date as well as the day.
- 3 If you learn at this point that the person is self-employed, or if you know this from prior information, mark the "Self-employed" box and do not ask 4b for these days.
- 4 If the respondent volunteers in response to question 4b that the pay he will receive from his employer is not sick leave pay but instead is vacation or annual leave pay, record "Full," "Part," or "None" as reported, but footnote the situation.
- 5 If you learn in question 4b, or if you know from prior information that the person works without pay in a family farm or business, footnote "Works without pay" and make no entry in 4b for these days.

5

Question 5, Additional Income

5

5a. (In addition to his employer) Did or will -- receive any income from loss of pay insurance or income from any other source for all or part of this time lost from work? Y N (6)

b. What source is this? (Specify) →

- 1 Ask question 5 to determine whether there is any other source of payment for the time lost from work. Use the phrase "In addition to his employer" in question 5a if "Full" or "Part" is marked anywhere in Table WL-1. After asking question 5b, enter the source reported, such as "workman's compensation" or "loss of pay insurance."
- 2 In case a question is raised, loss of pay insurance is insurance which is paid for by the person himself or his employer to replace, in full or in part, income lost as a result of time lost from work because of illness or injury. As a rule, insurance of this kind differs from the sick leave plans in that (1) premiums must be paid and (2) the benefits are received independent of the place of employment.

6

Question 6, Income Lost

6

If ONLY "Full" marked in 4b, go to 7; otherwise ask:

6. How much income did he lose BEFORE DEDUCTIONS because of this time lost from work?

Dollars	Cents
\$	

0000 None

- 1 Ask this question if "Part" or "None" is marked anywhere in Table WL-1 to determine the amount of money lost to the person, if any, for this time lost from work. Also ask question 6 of "Self-employed" persons. Enter the amount reported in dollars and cents or mark the "None" box as appropriate and go next to question 7. Enter a dash in the "Cents" box if only a dollar amount is reported.
- 2 The amount reported should be the amount lost before deductions are made for taxes and other purposes, such as Social Security payments, life insurance, etc. However, do not verify this with the respondent. Record the amount as reported. If the respondent volunteers that he can only report the amount lost after taxes and other deductions, for example, "take home pay," record this amount but be sure to footnote this situation.

①

Question 7. Work-loss Days for Nonpersonal Reasons

①

7a. (Besides this time you have just told me about) During the past 2 weeks, did he lose any time from work because someone else was sick or to take someone else to a doctor, dentist, or for other health care? Y N (//)

b. On which days did he lose time from work for this reason? (Circle all days reported in Table WL-2.)

c. During the past 2 weeks did he lose any other time from work for this reason? Y (Reask 7b) N

This question is similar to question 3 except it asks about time lost to care for someone else rather than for personal health reasons. If you receive a "Yes" to question 7a, ask 7b and circle the appropriate day(s) in WL-2. Reask questions 7b and c until a final "No" is received.

WL-2

Item WL-2, Questions 8-10, Days and Hours Lost for Nonpersonal Reasons

WL-2

		TABLE WL-2													
		Week before							Last week						
For EACH circled day, ask 8a and b		Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun
8a. How many hours did he lose from work on (day)?		Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours
1 Self employed (ask 8a only)															
8b. Will his employer pay him in full, in part, or not at all for this time lost from work?	1 Full														
	2 Part														
	0 None														
9a. (In addition to his employer) Did or will -- receive any income from loss of pay insurance or income from any other source for all or part of this time lost from work?		Y							N (//)						
b. What source is this? (Specify) →															
If ONLY "Full" marked in 8b, go to 11; otherwise ask:															
10. How much income did he lose BEFORE DEDUCTIONS because of this time lost from work?		Dollars		Cents											
		\$													0000 None

Refer to the instructions for questions 4, 5, and 6.

Question 11, Days and Hours Usually Worked

If data circled in Table WL-1 or WL-2 ask, otherwise go to 12.

11a. How many days per week does -- USUALLY work? _____ Days

b. How many hours per week does he ~~he~~ USUALLY work? _____ Hours

c. When he works -- hours, how much does he earn per week BEFORE DEDUCTIONS?

Dollars	Cents
\$.

1 Ask question 11a if there are days circled in Table WL-1 or WL-2 and enter the number of days usually worked per week on the line provided.

2 We are interested in obtaining the number of hours this person usually works per week in question 11b.

a If the respondent does not tell you the total number of hours worked per week but instead tells you the number of hours worked each day, refer to question 11a to find out the number of days usually worked each week. For example, if the person works 6 hours a day, and usually works 6 days a week, your entry in question 11b would be 36 hours.

b If the respondent usually works a certain amount of overtime, include this time in the entries for 11a and/or b, as appropriate.

3 Question 11c determines the dollar amount earned per week, when the person works the number of hours reported in question 11b, as in questions 6 and 10. The amount reported should be the amount earned per week before deductions for taxes, Social Security, etc. If the respondent volunteers that he can only report the amount earned after taxes and other deductions, record this amount but be sure to footnote this situation.

If the respondent cannot tell you the amount earned per week but is able to tell you the amount earned for some other time period, such as per month, per year, etc., record the amount and the time period as reported. Do NOT convert this figure to a weekly amount, as this will be done at the processing stage.

CHAPTER 11. TABLE X AND ITEM E

(X)

Table X

(X)

TABLE X - LIVING QUARTERS DETERMINATIONS AT LISTED ADDRESS			
Line No.	LOCATION OF UNIT	• If listed, enter sheet and line number, STOP Table X, and continue interview for original sample unit. • If unlisted, go to 4.	• If outside AREA SEGMENT boundary; mark box below, STOP Table X, and go to Household Page, item 9, or Probe page, question 1 (as applicable).
	Where are these quarters located? Enter exact description or location, e.g., basement, 2nd floor, rear.		
(1)	(2)	(3)	(4)
1		S ___ L ___	<input type="checkbox"/> Outside segment boundary
2		S ___ L ___	<input type="checkbox"/> Outside segment boundary
3		S ___ L ___	<input type="checkbox"/> Outside segment boundary

NOTE: Be sure to continue interview for original sample unit.

Are these (specify location) quarters for more than one group of people? If "Yes," fill one line for each group.	USE OR CHARACTERISTICS				CLASSIFICATION		
	OCCUPIED		ALL QUARTERS		N - Not a separate unit - Add occupants to this questionnaire. (Complete a separate questionnaire for each unrelated person or family group.) HU } Separate unit - interview on a separate questionnaire. OT }		
Do the occupants of these (specify location) quarters live and eat with any other group of people?		Do these quarters in (specify location) have:					
(5)	(6)	(7)	(8)	(9)			
Yes No	Yes - Go to 9 and circle N No	Direct access from the outside or through a common hall?	Complete kitchen facilities for this unit only?	Yes No	Yes No	N HU OT	
Yes No	Yes - Go to 9 and circle N No	Yes No	Yes No	Yes No	Yes No	N HU OT	
Yes No	Yes - Go to 9 and circle N No	Yes No	Yes No	Yes No	Yes No	N HU OT	

- Table X is designed to record the existence of additional living quarters at the sample address and to help determine whether the living quarters are a part of the unit being interviewed or constitute an EXTRA unit, to be interviewed on a separate questionnaire.
- See Part C, Topic (54) for instructions for filling Table X.
- Be sure to continue the interview for the original sample unit after filling Table X.

Item E

E

If this questionnaire is for an EXTRA unit, enter Control Number of original sample unit _____

If in AREA SEGMENT, also enter for FIRST unit listed on property _____

LISTING SHEET

Sheet number

Line number

Complete item E (above Table X) on each questionnaire prepared for an EXTRA unit. Item E requires the control number of the original sample unit; and if the EXTRA unit is in an area segment, the Area Segment Listing Sheet and line number of the first unit listed on the same property as the original sample unit.

CHAPTER 12. PROCEDURES FOR EXTRA UNITS AND MERGED UNITS

A EXTRA Units

- 1 An EXTRA unit is an unlisted unit, found at the sample address at time of interview. For a more complete discussion of EXTRA units, refer to Part C, Topic (18).
- 2 Prepare an HIS-1 for each EXTRA unit, whether occupied or vacant.
 - a Transcribe to this questionnaire, heading items 2, 3, and 4 from the questionnaire for the original unit.
 - b Transcribe PSU and segment number to item 5 but leave the space for serial number blank.
 - c Item 7, YEAR BUILT - Mark the Ask or Do NOT Ask box the same as for the original unit.
 - d Item 10, Land use - Mark the URBAN/RURAL boxes the same as for the original sample unit.
 - e Fill item E on the back of the questionnaire for the EXTRA unit.
 - f If the EXTRA unit is occupied, complete the questionnaire in the usual fashion. If the EXTRA unit is vacant, fill the questionnaire as you would for any vacant unit.

See page E1-10 for items which must be filled prior to transmittal.

- 3 Prepare an INTER-COMM; fill the heading items and explain how the EXTRA unit was discovered. Attach the INTER-COMM to the questionnaire for the EXTRA unit.

B Merged Units

- 1 A merger is a unit which is formed by the combination of two or more units. The resulting unit may or may not be in the current sample.
 - a To determine if the merged unit should be interviewed, see Part C, Topic (33) of the manual.
 - b For merged units discovered at time of updating, see Part C, Topic (33).

2 Questionnaires

- a First Unit Involved in Merger—A Current Sample Unit - If the first of the listed units which are involved in the merger is a unit for which you have a questionnaire, interview the merged unit on that questionnaire. If the merger involves any other units for which you have questionnaires, return those questionnaires as Type C—merged.
 - b First Unit Involved in Merger—Not a Current Sample Unit - If the first of the listed units involved in the merger is not a current sample unit but the merger involves one or more other units for which you do have questionnaires, return all the questionnaires as Type C—merged.
 - c On the Questionnaire Used for the Merger - Enter in item 6a the complete description or address of the units now merged. In the footnotes section, enter the date the merger was discovered.
- 3 In addition to the entries required on the questionnaires for merged units, certain notations must be made on the listing sheet. For these instructions, refer to Part C, Topic 33.
- 4 Prepare an INTER-COMM; fill the heading items and specify sheet and line numbers of the merged units. Attach the INTER-COMM to the questionnaires for the merged units.

CHAPTER 13. NONINTERVIEW HOUSEHOLDS

A General

A noninterview household is one for which information is not obtained because:

The unit is occupied but an interview was not possible.

or

The unit is occupied by persons not eligible for interview.

or

The unit is not occupied.

1 Noninterviews are classified into three groups—Types A, B, and C. The Type A group consists of households occupied by persons eligible for interview and for whom you would have filled questionnaires if you had obtained an interview. Sample units which are not interviewed for other reasons are Type B and C noninterviews. They are covered in Part C of this manual.

2 Every Type A noninterview means we are losing valuable information and our sample returns may not be representative of the population. These noninterviews may arise under the following circumstances:

- a No one is found at home in spite of repeated visits.
- b The entire family is temporarily away during all of the interview period.
- c The respondent refuses to give information.
- d The unit, although occupied, cannot be reached because of impassable roads.
- e An interview cannot be made because of serious illness or death in the family.
- f You are unable to locate a sample unit.

Under some circumstances, Type A noninterviews are unavoidable. However, if you establish good relations with your respondents and make your visits when people are likely to be home, you can avoid many noninterviews.

B Questionnaires for Noninterviews

Return a questionnaire for each noninterview sample unit. Mark the noninterview reason in item 18 and fill other items as indicated on the questionnaire.

C How to Report Type A Noninterviews

Mark one of the four boxes in HIS-1, item 18: "Refusal," "No one at home," "Temporarily absent," or "Other" as defined below for units occupied by persons eligible for interview which were not interviewed.

- 1 Refusal - Occasionally, a household may refuse to give any information. For example, the manager of a hotel or other type of special place may refuse to allow you to interview persons in the special place. In a footnote, explain the pertinent details regarding the respondent's reason for refusing to grant the interview. Return the HIS-1 as a Type A noninterview with "Refusal" marked.

Explain the circumstances on an Inter-Comm for any refusal household, attach it to the HIS-1 involved and mail it to the DCC with your other completed work. Your office will send a letter to the respondent (carbon copy to you) requesting the household's cooperation and stating that you will call on them again. If your supervisor will be in the area on other business, he may also visit the refusal household to try to obtain their cooperation.

- 2 No One at Home - If no one is at home at your first call, proceed as follows:

Fill a Request for Appointment (Form 11-38 or 11-38a) indicating when you plan to call back. Enter your name and telephone number in the space provided.

Also enter the date and time you said you would call back in a footnote on the Household page.

In situations in which the use of appointment forms is impractical, call back in an effort to contact the household. Try to find out from neighbors, janitors, or other knowledgeable persons when the occupants will be home.

If you have made a number of callbacks at various times of the day and still have been unable to contact the respondent, return the HIS-1 as noninterview, marking the "No one at home" box in item 18. Do not confuse this reason with the noninterview reason "Temporarily absent."

- 3 Temporarily Absent - When no one is home at the first visit, find out from neighbors, janitors, etc., whether the occupants are temporarily absent. Report a household as "Temporarily absent" if all of the following conditions are met:

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All the occupants are away temporarily on a vacation, business trip, caring for sick relatives, or some other reason, and will not return before your close-out date for that week.

and

The personal effects of the occupants, such as furniture are there. Even if the furniture is there, be sure it is the occupant's furniture because it could be a furnished unit for rent.

and

The unit is not for rent or for sale during the period of absence.

EXCEPTION: The unit is for rent or sale; however, it is not available until a specified time when the present occupants will leave the unit. For example, the present occupants are trying to sell their house with an agreement that they would not have to move until two weeks after the selling date. If, when you arrive to interview the unit, you discover that it has not been sold and that the occupants are away for the interview period, mark "Temporarily absent" as the noninterview reason.

and

The unit is not a summer cottage or other seasonal type unit.

If the occupants will return on a certain date, record this date in the notes space of the Household page and the source of the information, such as a neighbor. If the date of their expected return is before the end of the interview period, make a return visit, if feasible.

- 4 Other - Mark occupied units which are noninterview for reasons other than "Refusal," "No one at home," or "Temporarily absent," as "Other" in HIS-1, item 18, with the specific reason entered in the space provided.

Among others, these reasons could include the following:

"No eligible respondent"

"Death in family"

"Household quarantined"

"Roads impassable" - During the winter months or in case of floods or similar disaster, there may be households which cannot be reached because of impassable roads. In such cases, ascertain whether or not it is occupied from neighbors, local grocery stores, gasoline service stations, Post Office or rural mail carrier, the county recorder of deeds, the U.S. Forest Service (Department of Agriculture) or other local officials.

If you determine the unit is occupied, mark "Other" in item 18 and describe the circumstances in the space provided.

If you determine the unit is vacant, determine which box to mark in item 18, Type B, using the criteria given in Part C, Topic 35.

D Type B and C Noninterviews

Mark the category that indicates why a sample unit is a Type B or C noninterview. An explanation of Type B and C noninterview reasons is given in Part C, Topic 35. Use the Other—Specify categories to describe any Type B or Type C noninterview for which a reason has not been provided. An INTER-COMM must accompany all Type C noninterviews.

CHAPTER 14. CONDITION SUPPLEMENTS

A General Procedure

Complete both the Medically Attended Condition Supplement (Form HIS-1A) and the Nonmedically Attended Condition Supplement (Form HIS-1B) according to the following rules:

- 1 Any person requiring either of these Condition Supplements must respond for himself if he is 17 years of age or older. A proxy respondent is acceptable for either of these supplements only for persons who are under 17 years of age and for persons who are mentally or physically incompetent.

During the initial interview, fill all required Condition Supplements for which an eligible respondent is available. This includes supplements for sample persons and nonsample persons.

- 2 If the person requiring either of these Condition Supplements is an adult (17+) sample person and he is not at home or is otherwise unavailable during the initial interview, you must make a return visit to interview that sample person.

- 3 If the person requiring either of these Condition Supplements is an adult (17+) nonsample person and he is not at home or is otherwise unavailable during the initial interview, you must make a telephone call to interview that nonsample person. Use a direct personal interview follow-back in place of a telephone call to obtain the information for the Condition Supplements for nonsample persons only under the following conditions:

a The household has no telephone or refused to provide a telephone number

or

b The nonsample person requiring the Condition Supplement is at home during the time that a return visit is made to interview a sample person who was unavailable during the initial interview.

- 4 It may occur that, on a return visit to interview a sample person, the sample person is not at home or is otherwise unavailable for interview, and yet a nonsample person who requires a Condition Supplement is there. In a case like this, complete the Condition Supplement for the nonsample person and reschedule the appointment for the sample person.

A5

5 Make no changes on the questionnaire because of the answer to any questions on the supplement.

B Form HIS-1A - Medically Attended Condition Supplement

Complete a separate HIS-1A according to the entries in item A4 of the Condition page for each condition which started during the past two weeks for which a doctor was seen or talked to.

C Form HIS-1B - Nonmedically Attended Condition Supplement

Complete a separate HIS-1B according to the entries in item A4 of the Condition page for each condition which started during the past two weeks for which no doctor was seen or talked to but which caused one or more cut-down days.

D Items a-k

These items are the same on both Condition Supplements.

(a-h)

Identification Items, Items a-h

(a-h)

a. PSU	b. Segment number	c. Serial number	d. Sample	e. Person number	f. Sample person 1 Y 2 N
g. Name of condition			h. Name of person		

Transcribe the identification items from the questionnaire to the appropriate form, including the person number, name of condition, and name of person. Record in "Name of condition" the condition for which you have marked item A2 and asked questions 4-9 about on the Condition page. In item f, circle "Y" if the supplement is for a sample person; circle "N" if the supplement is for a nonsample person.

(i)

Eligible Respondent Available, Item i

(i)

<p>i. Determine if eligible respondent is available:</p> <p><input type="checkbox"/> Eligible respondent available</p> <p><input type="checkbox"/> Telephone call or return visit required (A5, Condition page)</p>

If an eligible respondent is available during the initial interview, mark the "Eligible respondent available" box, and proceed with question 1. If an eligible respondent is not at home or is otherwise not available for interview at this time, mark the "Telephone call or return visit required" box, and continue with item A5 on this Condition page.

D

(j)

Record of Telephone Calls Only, Item j

(j)

j. RECORD OF TELEPHONE CALLS ONLY				
Date	Beginning time	Ending time	Completed	
1	G.M. P.M.	G.M. P.M.		
2	G.M. P.M.	G.M. P.M.		
3	G.M. P.M.	G.M. P.M.		
4	G.M. P.M.	G.M. P.M.		
5	G.M. P.M.	G.M. P.M.		

Record in item j the dates and times for ALL telephone calls made to complete either the Medically Attended or the Nonmedically Attended Condition Supplement for nonsample persons. Enter the date and beginning time before you dial the number so that all telephone attempts will be recorded. "Attempts" include those calls in which an interview is obtained as well as those resulting in busy signals, wrong numbers, not at home, etc. Mark the "Completed" box when the appropriate Condition Supplement is completed.

(k)

Reason for Noninterview, Item k

(k)

k. Reason for noninterview

1 Refused

2 Not at home - repeated calls

3 Temporarily absent


Other (Specify)

Fill this item in the same manner as item 18 on the Household page. The definitions are exactly the same as those for item 18. When your assignment is completed and there are still Condition Supplements outstanding, turn them in as noninterview if you are in per diem status. If you are not in per diem status, make additional attempts to complete the supplement through the Tuesday following interview week.

Introduction

Int

Int

 **INTRODUCTION:** In an interview at your household today (earlier this week) it was reported that you recently had
The following questions refer to that condition.
 Respondent denies having condition (RB)

- 1 Read the above introduction if either supplement is completed during a callback, whether by telephone or by a return visit. Use the phrase "earlier this week" if the callback is not made on the day of the initial interview. This introduction is the same on both supplements.
- 2 If the respondent denies having any condition, mark this box and go to item RA on the Medically Attended Condition Supplement or item RB on the Nonmedically Attended Condition Supplement.
 - a If he denies having this condition but gives another, determine if it is the same as the condition reported on the Condition page. If it is the same, continue by using the condition the respondent gives when asking the questions on the supplement. Footnote the condition reported by the respondent.
 - b If the condition reported by the respondent is not the same as the reported condition, mark the "Respondent denies condition" box and go to item RA or RB. Footnote the condition reported by the respondent.

E Questions 1 and 2

These questions appear on both Condition Supplements.

①

Question 1, Date First Noticed

①

1. Please look at the calendar (HAND CALENDAR) and tell me on what date you first noticed (had) the	_____	_____
	Month	Day

Ask this question using the two-week calendar and insert the name of the condition for the dots. If the supplement is completed by telephone, refer the respondent to the calendar on the back of the "Thank You" letter or ask him to get a calendar. Use the parenthetical "had" instead of "first noticed" if an accident or injury was involved. For example, "on what date you had the sprained back." Enter the month and date the condition was first noticed in the answer space. Verify the date if it was given in answer to question 9 of the Condition page. If in recording the date you learn that it was first noticed outside the two-week reference period, enter the date you learn that it was first noticed outside the two-week reference period, enter the date in question 1 as reported by the respondent and continue the remaining questions.

②

Question 2, How Serious

②

2. At that time when you first noticed (had) the . . . , how serious did you think it was - very serious, somewhat serious, or not serious at all?	1 <input type="checkbox"/> Very serious
	2 <input type="checkbox"/> Somewhat serious
	3 <input type="checkbox"/> Not serious at all

Question 2 determines the person's opinion of the seriousness of the condition when it was first noticed. This could be different from his opinion after talking to a doctor.

F1

③ How Long Before Talking to Doctor, Why Waited (Continued)

③

- 1 Question 3a determines the interval between the time the condition was first noticed and when the doctor was seen or talked to about it. When asking this question, insert the date entered in question 1 and record the number of hours, days, or weeks.

If the respondent is uncertain as to what is meant by this question or replies "Immediately" or "Right away," ask "Was it a matter of hours, days, or weeks?" If "just a matter of hours" is the response, ask "How many hours was it?"

If you learn no doctor was seen, footnote this and ask 3b omitting "time."

- 2 Ask 3b if the answer to 3a is four hours or over to determine why the person waited to see the doctor. Insert the "time" entered in 3a when asking the question.

Then proceed by asking questions A through I and circle "Y" or "N," as appropriate. Record the response to J verbatim if a "Yes" response is received to I.

If all "N's" are reported in answer to A-I, ask question K. If the response to J or K is something like "The pain went away" or "My sinus cleared up," the question has not been answered. What is wanted is why the person waited until the pain went away, or until his sinus cleared up. When such inadequate answers are given, probe until an appropriate response is received.

- 3 Question 3c determines which reason is the main reason a person waited to see the doctor when two or more reasons are given in A-K.
 - a If only one reason has been reported in A-K, mark the "Only 1 reason" box.
 - b After asking question 3c, circle the letter that corresponds to the source of the main reason for waiting as reported by the respondent. If he is unable to determine the main reason for several, circle as many as are mentioned in answer to 3c.

4

Question 4, Received Advice

4

4a. Before you talked to a doctor about this condition, did you ask anyone for advice about it, such as a nurse, druggist, relative, friend or someone else?	1 Y		2 N(S)					
b. Who was this?	1 <input type="checkbox"/> Nurse		2 <input type="checkbox"/> Druggist		3 <input type="checkbox"/> Relative (Household member)		4 <input type="checkbox"/> Other - Specify _____	
c. Did you ask anyone else for advice? Y (Reask 4b and c) N					4 <input type="checkbox"/> Relative (Non-household member)		5 <input type="checkbox"/> Friend	
Ask for each column marked in Q. 4b:								
d. Did -- advise you to see a doctor?	1 Y	2 N	1 Y	2 N	1 Y	2 N	1 Y	2 N
e. Did -- advise you to take some medicine?	1 Y	2 N	1 Y	2 N	1 Y	2 N	1 Y	2 N
f. Did -- advise you on some other type of treatment?	1 Y	2 N	1 Y	2 N	1 Y	2 N	1 Y	2 N
g. Did -- give you any other advice?	Y	o N (Next col.)	Y	o N (Next col.)	Y	o N (Next col.)	Y	o N(S)
h. What advice did -- give you?	_____		_____		_____		_____	
	(Reask g)		(Reask g)		(Reask g)		(Reask g)	

- 1 Ask question 4 to determine if the person sought advice from someone else before talking to the doctor and if so, who the person was and what advice was given. If you have learned in question 3 that no doctor was seen, ask question 4a without the preface "Before you talked to a doctor about this condition." Complete question 4 and skip to question 29.
- 2 Ask 4b if "Yes" is given in response to 4a, mark the appropriate box for each person mentioned and ask 4c. Continue to reask b and c until a final "No" is received to c. If it is learned that the relative or friend is also a nurse or druggist, mark the "Nurse" or "Druggist" box instead of "Relative" or "Friend." Do not include nurses seen or talked to in the doctor's office.
- 3 Then ask 4d-g for each person marked in 4b and circle "Y" or "N" as appropriate. Ask 4d-g for the first person reported in 4b. If "N" is received in answer to g, go to the next column and ask 4d-g for the next person until all columns are completed.

NOTE: If two boxes are marked in the third column, you should refer to both persons when asking questions 4d-g; for example, "Did your relative or friend advise you to see a doctor?" If both "Yes" and "No" answers are received, circle "Y."

- 4 Ask h if "Y" is circled in g and enter the respondent's answer verbatim. Continue to reask g until a final "No" is received for this person, then go to the next column.

F1

5

Question 5, First Visited Doctor

5

5. Please look at the calendar. (HAND CALENDAR)
On what date did you first visit or talk to a doctor about this condition? _____
Month _____ Date _____

Ask question 5, again referring the respondent to the calendar card and enter the date the doctor was first visited or talked to. Complete the remainder of the supplement even though the visit took place outside the two-week reference period.

6

Question 6, Where Saw Doctor

6

6. On (date) where did you first see or talk to the doctor - at a clinic, hospital, doctor's office, or some other place?
If hospital: Was it a hospital outpatient clinic or the emergency room?
If clinic: Was it a hospital outpatient clinic, a company clinic, or some other kind of clinic?

0	<input type="checkbox"/>	While inpatient in hospital (RA)
1	<input type="checkbox"/>	Doctor's office (group practice or doctor's clinic) (7)
2	<input type="checkbox"/>	Telephone (20)
3	<input type="checkbox"/>	Hospital outpatient clinic (10)
4	<input type="checkbox"/>	Home (7)
5	<input type="checkbox"/>	Hospital emergency room (10)
6	<input type="checkbox"/>	Company or industry clinic (10)
7	<input type="checkbox"/>	Other - Specify _____

(10)

Ask question 6, inserting the date of the visit from question 5. If the response to this question is "Hospital" or "Clinic," ask the appropriate probe question to determine if this was the outpatient clinic, emergency room, company clinic, etc. If you learn the doctor was first seen while the person was an inpatient in the hospital, mark that box and go to item RA on page 6. Do not ask any more questions on this supplement. If any other box is marked, follow the appropriate skip instruction.

①

Question 7, Visited Doctor Before

⑦

<p>7. Had you ever gone to this doctor before this visit?</p>	<p>1 Y</p>	<p>2 N</p>
---	------------	------------

Ask question 7 if "Doctor's office" or "Home" is marked in question 6 and circle the appropriate answer.

⑧

Question 8, How Chose Doctor

⑧

<p>8. How did you choose this doctor - through another doctor, a relative or friend, a medical bureau, from a telephone directory, or in some other way?</p>	<p>1 <input type="checkbox"/> Another doctor 2 <input type="checkbox"/> Relative/friend 3 <input type="checkbox"/> Medical bureau 4 <input type="checkbox"/> Telephone directory <input type="checkbox"/> Other - Specify _____</p>
--	---

This question determines the manner in which the respondent selected this doctor. If questions arise, the information wanted is how the doctor was initially chosen, so if the response is "I've been going to him for years," say something like "How did you choose him in the first place?" If a relative or friend, who is also a doctor, recommended this doctor, mark "Another doctor."

⑨

Question 9, Usual Doctor

⑨

<p>9a. Is this doctor you visited on (date) the doctor you would usually go to for this type of condition?</p>	<p style="text-align: center;">o Y (13) N</p>
<p>b. Why didn't you use the doctor or place that you would usually go to for this type of condition?</p>	<p>_____</p> <p>_____ (13)</p>

Insert the date entered in question 5 and circle the appropriate answer. Ask 9b if "N" in 9a and enter the respondent's answer verbatim.

F1

10

Question 10, Visited Place Before

10

10. Had you ever gone to this place before this visit?	1 Y	2 N
--	-----	-----

Ask question 10 and circle the appropriate answer if "Hospital outpatient clinic," "Hospital emergency room," "Company or industry clinic," or "Other" is marked in question 6.

11

Question 11, How Chose Place

11

11. How did you choose this place - through another doctor, a relative or friend, a medical bureau, from a telephone directory, or in some other way?	1 <input type="checkbox"/> Another doctor
	2 <input type="checkbox"/> Relative/friend
	3 <input type="checkbox"/> Medical bureau
	4 <input type="checkbox"/> Telephone directory
	5 <input type="checkbox"/> Other - Specify <u>7</u>

This question determines the manner in which the respondent selected this place. If questions arise, the information wanted is how the place was initially chosen, so if the response is "I've been going to this place for years," say something like "How did you first choose this place?" If a relative or friend, who is also a doctor, recommended this place, mark "Another doctor."

12

Question 12, Usual Place

12

12a. Is this place you visited on <u>(date)</u> the place you would usually go to for this type of condition?	<input type="radio"/> Y(13) <input type="radio"/> N
b. Why didn't you use the doctor or place that you would usually go to for this type of condition?	<hr/> <hr/>

Insert the date entered in question 5 and circle the appropriate answer. Ask 12b if "N" in 12a and enter the respondent's answer verbatim.

13

Question 13, Made Appointment

13

If "Home" in Q.6, go to Q. 16.	
13a. Did you make an appointment for this visit?	<input type="radio"/> 1 Y <input type="radio"/> 2 N(14)
b. Did you have any problem making this appointment?	<input type="radio"/> Y <input type="radio"/> 0 N(14)
c. What were the problems?	<hr/> <hr/>

If "Home" is marked in question 6, skip questions 13-15 and go to question 16.
 If "Yes" to 13b, ask 13c and enter the response verbatim.

14

Question 14, Difficult to Get to Doctor

14

14a. When you visited the doctor on <u>(date)</u> , how difficult was it for you to get there — was it very difficult, somewhat difficult, or not at all difficult?	1 <input type="checkbox"/> Very difficult 2 <input type="checkbox"/> Somewhat difficult 3 <input type="checkbox"/> Not at all difficult (c)
b. Why was it difficult? -----	----- -----
c. About how long did it take you to get there?	1 _____ Minutes 2 _____ Hours

This question determines how difficult it was to get to the doctor. Insert the date entered in question 5. Ask 14b if "Very difficult" or "Somewhat difficult" is marked in 14a. Enter verbatim the answer(s) given by the respondent on the lines provided. In 14c, enter hours and minutes if both are reported.

15

Question 15, Waiting Time

15

15a. After getting there, did you feel that the time you had to wait to see this doctor was much too long, somewhat too long, or not too long? -----	1 <input type="checkbox"/> Much too long 2 <input type="checkbox"/> Somewhat too long 3 <input type="checkbox"/> Not too long
b. About how long did you have to wait after getting there?	1 _____ Minutes 2 _____ Hours

1 Question 15a obtains the respondent's opinion of the length of waiting time involved before the doctor was seen.

2 Mark the applicable answer box and go next to question 15b to obtain the amount of waiting time involved before the doctor was seen. Enter on the lines provided both the hours and minutes, if any, which are reported.

16

Question 16, Spent Enough Time

16

<p>16. During this visit on <u> (date) </u>, did the doctor spend enough time with you or not enough time?</p>	<p>1 <input type="checkbox"/> Spent enough time</p> <p>2 <input type="checkbox"/> Did not spend enough time</p>
--	---

- 1 This question determines whether the respondent feels the doctor spent enough time with him or not enough time with him.
- 2 Mark the appropriate box and go next to question 17.

17

Question 17, Advised to Come Back

17

<p>17a. During this visit did the doctor advise you to come back and see him for the . . . ?</p>	<p>1 Y 2 N (18)</p>
<p>b. Did or will you go back to see him for this condition?</p>	<p>1 Y (18) 2 N 3 DK</p>
<p>c. Why not?</p>	<p>_____</p> <p>_____</p>

- 1 Ask 17a and circle the appropriate answer.
- 2 If "No" or "DK" to 17b, ask 17c and enter the reason the respondent will not go back to see the doctor.

18

Question 18, Prescribed Medicine

18

<p>18a. During this visit on <u> </u> (date), did the doctor prescribe or advise you to get any medicine for this . . . ?</p>	<p>1 Y 2 N(19)</p>
<p>b. Did you get this medicine?</p>	<p>0 Y(19) N</p>
<p>c. Why not?</p>	<p>_____</p> <p>_____</p>

- 1 This question determines whether the doctor prescribed or advised any medicine for this person.
- 2 If a response of "Yes" is received to question 18a, circle "Y" and go to question 18b; otherwise, circle "N" and go to question 19. If "No" to 18b, enter in 18c the reason the respondent did not get the medicine which was prescribed or advised for him.

19

Question 19, Referred to Another Doctor

19

<p>19a. During this visit did the doctor refer you to another doctor?</p>	<p>1 Y 2 N(28)</p>		
<p>b. Did or will you see this other doctor?</p>	<p>1 Y(28)</p>	<p>2 N</p>	<p>3 DK</p>
<p>c. Why not?</p>	<p>_____</p> <p>_____ (28)</p>		

If the answer to 19a is "Yes," ask 19b to determine if the person did or will see this other doctor. If "No" or "DK" to 19b, ask 19c and enter the reason he did or will not.

20

Question 20, Doctor or Place Visited Before

20

20. Had you ever gone to this doctor or place before this call?	1 Y 2 N
---	--

Ask question 20 and circle the appropriate answer if the response to question is "Telephone."

21

Question 21, How Chose Doctor or Place

21

21. How did you choose this doctor or place - through another doctor, a relative or friend, a medical bureau, from a telephone directory, or in some other way?	1 <input type="checkbox"/> Another doctor 2 <input type="checkbox"/> Relative/friend 3 <input type="checkbox"/> Medical bureau 4 <input type="checkbox"/> Telephone directory <input type="checkbox"/> Other - Specify <u>7</u>
---	---

This question determines the manner in which the respondent selected this doctor or place. If questions arise, the information wanted is how the doctor or place was initially chosen, so if the response is "I've been going to him for years," say something like "How did you first choose this doctor or place." If a relative or friend, who is also a doctor, recommended this doctor or place, mark "Another doctor."

22

Question 22, Usual Doctor or Place

22

22a. Is this doctor or place you called on <u>(date)</u> the doctor or place you would usually go to for this type of condition?	o Y(23) N
b. Why didn't you use the doctor or place that you would usually go to for this type of condition?	<hr/> <hr/>

Insert the date entered in question 5 when asking this question. Enter in 22b the respondent's answer verbatim.

23

Question 23, Difficult to Reach by Telephone

23

23a. How difficult was it for you to reach the doctor by telephone on <u>(date)</u> - was it very difficult, somewhat difficult, or not at all difficult?	1 <input type="checkbox"/> Very difficult 2 <input type="checkbox"/> Somewhat difficult 3 <input type="checkbox"/> Not at all difficult (24)
b. Why was it difficult?	<hr/> <hr/>

Mark the appropriate box according to the respondent's answer. Ask 23b if "Very difficult" or "Somewhat difficult" was given in answer to 23a and enter the response verbatim.

24

Question 24, Spent Enough Time

24

24. During this call on <u>(date)</u> , did the doctor spend enough time with you or not enough time?	1 <input type="checkbox"/> Spent enough time 2 <input type="checkbox"/> Did not spend enough time
--	--

- 1 This question determines whether the respondent feels the doctor spent enough time with him or not enough time with him.
- 2 Mark the appropriate box and go next to question 25.

25

Question 25, Advised to Come In

25

25a. During this call did the doctor advise you to come in and see him for the . . . ?	1 Y 2 N(26)
b. Did or will you go in to see him for this condition?	1 Y(26) 2 N 3 DK
c. Why not?	<hr/> <hr/>

Ask question 25a and circle the appropriate answer. If "No" or "DK" to 25b, ask 25c and enter verbatim the reason the respondent did or will not go to see the doctor.

26

Question 26, Prescribed Medicine

26

26a. During this call on (date) , did the doctor prescribe or advise you to get any medicine for this . . . ?	1 Y 2 N(27)
b. Did you get this medicine?	0 Y(27) N
c. Why not?	<hr/> <hr/>

- 1 This question determines whether the doctor prescribed or advised medicine for this person.
- 2 If a response of "Yes" is received to question 26a, circle "Y" and go to 26b; otherwise, circle "N" and go to question 27. If "No" to 26b, enter in 26c the reason the respondent did not get the medicine which was prescribed or advised for him.

27

Question 27, Referred to Another Doctor

27

27a. During this call, did this doctor refer you to another doctor?	1 Y 2 N(28)
b. Did or will you see this other doctor?	1 Y(28) 2 N 3 DK
c. Why not?	<hr/> <hr/>

If the answer to 27a is "Yes," ask 27b to determine if the person did or will see this other doctor. If "No" or "DK" to 27b, ask 27c and enter verbatim the reason he did or will not.

28

Question 28, Satisfied With Treatment

28

28a. In your opinion, were you satisfied or dissatisfied with the treatment or care you received from this doctor on <u> </u> (date) ?	<input type="checkbox"/> Satisfied (b)
	<input type="checkbox"/> Dissatisfied (c)
b. Would you say that you were very satisfied or just somewhat satisfied?	1 <input type="checkbox"/> Very satisfied (29)
	2 <input type="checkbox"/> Somewhat satisfied (d)
c. Would you say that you were very dissatisfied or just somewhat dissatisfied?	4 <input type="checkbox"/> Very dissatisfied
	3 <input type="checkbox"/> Somewhat dissatisfied
d. Why is that?	<hr/> <hr/>

- 1 Question 28a determines whether or not the person was satisfied with the treatment or care given by the doctor on that date.

If the response to this question is "Dissatisfied," mark that box and go to question 28c.

- 2 Ask question 28b only if "Satisfied" is reported in answer to question 28a. Mark either the "Very satisfied" box and go to 29 or the "Somewhat satisfied" box and go to question 28d.
- 3 Ask question 28c if "Dissatisfied" is reported in answer to question 28a. Mark the appropriate answer box and go next to question 28d.
- 4 In question 28d, enter verbatim the answer given by the respondent on the lines provided. If more than one reason is given, enter all of the reasons reported.

G Questions 3-5, Nonmedically Attended Condition Supplement

Most of the questions on Form HIS-1B are the same as those for HIS-1A. The exceptions are given below:

3

Question 3, Received Advice

3

3a. Did you ask anyone for advice about this condition, such as a nurse, druggist, relative, friend, or someone else?		1 Y		2 N(4)					
b. Who was this?		1 <input type="checkbox"/> Nurse		2 <input type="checkbox"/> Druggist		3 <input type="checkbox"/> Relative (Household member)		<input type="checkbox"/> Other - Specify <u> </u>	
c. Did you ask anyone else for advice? Y (Reask 3b and c) N						4 <input type="checkbox"/> Relative (Non-household member)			
Ask for each column marked in Q. 3b:						5 <input type="checkbox"/> Friend			
d. Did — advise you to see a doctor?		1 Y 2 N		1 Y 2 N		1 Y 2 N		1 Y 2 N	
e. Did — advise you to take some medicine?		1 Y 2 N		1 Y 2 N		1 Y 2 N		1 Y 2 N	
f. Did — advise you on some other type of treatment?		1 Y 2 N		1 Y 2 N		1 Y 2 N		1 Y 2 N	
g. Did — give you any other advice?		Y 0 N (Next col.)		Y 0 N (Next col.)		Y 0 N (Next col.)		Y 0 N(4)	
h. What advice did — give you?		_____		_____		_____		_____	
		(Reask g)		(Reask g)		(Reask g)		(Reask g)	

Question 3 on the HIS-1B is the same as question 4 on the HIS-1A except that the phrase "Before you talked to a doctor about this condition" is omitted.

4

Question 4, Expect to Talk to Doctor

4

4. Do you expect to see or talk to a doctor about this . . . ?	1 Y(5b)	2 N	3 DK
--	---------	-----	------

This question determines if the person expects to see or talk to a doctor about this condition. Circle the appropriate response. In those rare cases where "In interview week" and "Never" have been marked in question 2 on this Condition page, circle "Y" without asking the question. If you learn the person did see a doctor at any time prior to the interview, circle "Y," determine and footnote the date and continue with question 5b.

G

5

Question 5, Why Didn't See a Doctor

5

5a. We are interested in the various reasons why people do not go to doctors. Please tell me whether any of the following statements were reasons why you didn't see or talk to a doctor about this condition -

5b. We are interested in the various reasons why people wait before going to a doctor. Please tell me whether any of the following statements were reasons why you waited (time) to see or talk to a doctor about this condition -

PROBE IF RESPONSE IS INAPPROPRIATE:

PROBE IF RESPONSE IS INAPPROPRIATE:

If 2 or more reasons given in statements A-K, ask; otherwise mark box:

5c. Which of these reasons would you say was the MAIN reason for (not seeing/waiting to see) a doctor for this condition?

Circle the appropriate statement letter in the space to the right.

A. Did you not see a doctor (did you wait) because you couldn't get an appointment or the doctor was not available? 1 Y 2 N

B. Because you didn't have the money? 1 Y 2 N

C. Because you didn't have a way to get to the doctor? 1 Y 2 N

D. Did you not see a doctor (did you wait) because you felt the doctor couldn't do anything for the condition? 1 Y 2 N

E. Because you felt you could treat the condition yourself? 1 Y 2 N

F. Because you didn't want to bother the doctor? 1 Y 2 N

G. Did you not see a doctor (did you wait) because you didn't think it was serious enough? 1 Y 2 N

H. Because you feel uncomfortable with doctors or have a fear of doctors? 1 Y 2 N

I. Did you not see a doctor (did you wait) for any other reason? 1 Y 2 N(K)

J. What was the reason?
(1) _____ (Reask I)
(2) _____ (Reask I)

If all "N's" in A-I ask; otherwise, go to Q.5c:
K. Why did you (not/wait to) see or talk to a doctor about this . . . ? Any other reason?

(1) _____
(2) _____

Only 1 reason

- | | | | | | |
|------|------|---------|---------|---------|---------|
| 01 A | 04 D | 07 G | 10 J(2) | 13 K(1) | 16 K(4) |
| 02 B | 05 E | 08 H | 11 J(3) | 14 K(2) | |
| 03 C | 06 F | 09 J(1) | 12 J(4) | 15 K(3) | |

Why Didn't See a Doctor (Continued)

- 1 If "N" or "DK" in question 4, ask 5a. When asking questions A-K, do not include the parenthetical phrase, "did you wait."
- 2 If "Y" is circled in question 4, ask 5b. When asking questions A-K, use the parenthetical phrase "did you wait" if "Y" is circled in question 4. The "Time" referred to is the length of time since the condition was first noticed until the time of interview. Omit "Time" if a doctor was seen during interview week.
- 3 In question 5c, use the phrase "not seeing" if "N" or "DK" is circled in question 4. Use the phrase "Waiting to see" if "Y" is circled in question 4.

H Still Have Condition, Respondent, and Type of Interview

②9 — ⑥

Question 29 or Question 6, Still Have Condition

②9 — ⑥

29. Do you still have the . . . ?	1 Y	2 N
-----------------------------------	-----	-----

- 1 Question 29 on the HIS-1A is the same as question 6 on the HIS-1B.
- 2 Ask the question and circle the appropriate answer on either supplement.

HI.

RA RB

Item RA or RB, Respondent

RA RB

RA RESPONDENT	Show who responded for this supplement. If other than self-respondent, show who responded for him.	1 <input type="checkbox"/> Responded for self Person _____ was respondent
	If other than self-respondent, give reason for accepting a proxy.	0 <input type="checkbox"/> Under 17 1 <input type="checkbox"/> Mentally incompetent 2 <input type="checkbox"/> Physically incompetent

1 Item RA on this HIS-1A is the same as item RB on the HIS-1B.

The purpose of this question is to find out who the respondent was for this Condition Supplement. Mark the first part of the question in the same manner as item R or the questionnaire.

2 The second part of the question shows the reason a proxy was accepted. Mark the box according to the reason—"Under 17," "Mentally incompetent," or "Physically incompetent."

I

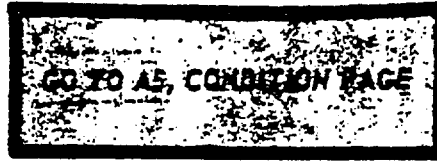
Item I, Type of Interview

I

I TYPE OF INTERVIEW	Show how the information on this supplement was obtained.	1 <input type="checkbox"/> Completed during initial interview 2 <input type="checkbox"/> Completed by return visit 3 <input type="checkbox"/> Completed by a telephone callback
----------------------------------	---	---

1 Item I, type of interview, is the same on both Condition Supplements.

2 This question shows how the supplement was completed. Mark the appropriate box.

Interviewer Check Item

- 1 After completing item I of this supplement, go to item A5 in the questionnaire for this condition and continue with the remaining questions if the supplement is completed during the initial interview.
- 2 If this supplement is completed by a return visit or telephone callback, complete any remaining Condition Supplements.

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PART E
INTERVIEWING TECHNIQUES AND ADMINISTRATIVE

CHAPTER 1. INTERVIEWING TECHNIQUES

A How to Begin the Interview

1 Introduce Yourself to the Respondent

a The first step in the interview is to introduce yourself, including these five points:

- 1) Your name.
- 2) The U.S. Bureau of the Census.
- 3) Your Identification Card.
- 4) The fact that it is a health survey.
- 5) U.S. Public Health Service.

b A suggested introduction is:

"I am _____ from the United States Bureau of the Census; here is my identification (show your identification card). We are taking a health survey for the United States Public Health Service."

c If you are not invited in immediately after you have introduced yourself, and you determine that the household is to be interviewed, you may add, "May I come in?"

2 Ask the First Question as Soon as Possible

a After seating yourself, begin immediately with the first question of the interview: "What is your exact address?" The sooner the respondent begins to participate in the interview, the better. To start off with the interview is much more desirable than to describe the types of questions you are planning to ask.

b An advance letter, sometimes called the "Dear Friend" letter, is sent out from the Data Collection Center on Monday preceding the week of interview. It is sent only to those households for which a specific street address or mailing address has been obtained. This letter tells the respondent that his household has been selected for inclusion in the sample and briefly explains the general purpose of the survey.

Even though the advance letter is sent to inform the household of your visit, you should not ask whether it has been received, or voluntarily supply the respondent with a copy. Drawing attention to the letter might interfere with the introduction as specified above. However, if the respondent questions why you are there, you may use the material in the letter in making your explanation.

- c If persons who are not members of the immediate family are present, suggest to the respondent before continuing that he might prefer to talk to you in a more private place. Even though a respondent might not refuse to be interviewed under these circumstances, the presence of outsiders might cause a reluctance to talk about certain types of illnesses which could result in a loss of information.

3 Explaining the Survey

a Background of the Health Interview Survey

- 1) The National Health Survey, of which the Health Interview Survey is a part, was set up by an Act of Congress in 1956. The National Health Survey is supported by both major political parties, by the American Medical Association, and other organizations.
- 2) The National Health Survey is a fact-finding survey only. Everyone realizes the importance of information about people's health and medical care, and they trust the survey to be concerned only with gathering facts about these health problems—and not with how the problems should be solved. Actually, when there are controversies about how to solve some health problem both sides turn to the Health Interview Survey for the facts on the situation because they trust the survey to be unbiased.
- 3) If the respondent confuses this survey with other census work, or the 10-year Census, explain that this is one of the many special surveys that the Census Bureau is asked to carry out because of its function as an objective fact-finding agency and because of its broad experience in conducting surveys.

b Purpose of the Survey

- 1) You will find that most respondents will accept your introduction as the reason you are taking the survey. However, there will be a few who will want more information about the survey and you should be prepared to answer their questions. There may be a few others who are reluctant to give information, or who may actually refuse to be interviewed because they don't want to be bothered or because they don't believe the survey has any real value.

A3

- 2) If a respondent questions the purpose of the survey, use the explanation on the back of your flashcard booklet. If it is necessary to give an additional explanation, you should base it on the material given in Part A, Chapter 1 of this Manual, using your own words to suit the level of understanding of the respondent.
- 3) If you have difficulty in obtaining an interview, explain the purpose and importance of the survey, and stress the confidential treatment accorded all information furnished by the respondent. This should be done also at any point during the interview if the respondent should hesitate to answer certain questions.

c Why This Household - This happens to be one of the representative addresses picked. Who lives at the address, and whether or not they have problems with their health, had nothing to do with the selection. Each address represents approximately 1,300 households. Taken as a group, the people living at these sample addresses will represent the total population of the United States in the health statistics produced and published by the Public Health Service.

d How Long Will It Take

- 1) This depends on the number of people in the family and on their health conditions. Do not say that the interview will take only a few minutes.
- 2) If the respondent states that he has no time right now for an interview, find out when you can come back. However, always assume (without asking) that the respondent has the time right now unless he tells you otherwise.

B Your Own Manner

- 1 Your greatest asset in conducting an interview efficiently is to combine a friendly attitude with a business-like manner. If a respondent's conversation wanders away from the interview, try to cut it off tactfully, preferably by asking the next question on the questionnaire. Overfriendliness and concern on your part about the respondent's personal troubles may actually lead to your obtaining less information.

- 2 It is especially important in this survey that you maintain an objective attitude. Do not indicate a personal opinion about replies you receive to questions, even by your facial expression or tone of voice. Since the illness discussed may be of a personal or serious nature, expressions of surprise, disapproval, or even sympathy on your part may cause respondents to give untrue answers or to withhold information. Your own objectivity about the questions will be the best method for putting the respondent at ease and making him feel free to tell you of the conditions and illnesses in his family.
- 3 Avoid "talking down" to respondents when explaining terms but give as direct and simple explanations as possible.

C How to Ask the Questions

- 1 Ask the Questions in the Order Specified - If you change the order, it is likely that both you and the respondent will become confused. This is especially true of the health questions, which refer to different periods of time. Asking the questions out of order would force the respondent to keep jumping back and forth between time periods and would invite confusion.
- 2 Complete the Condition, Doctor Visits, and Hospital pages after all of the probe questions on conditions, doctor visits, and hospitalizations have been asked for each related member of the household. Going back and forth between the probe questions and the various pages would be the "hard way" to conduct the interview and it is certain that if you fail to follow the correct interviewing sequence you would not remember to ask every question for every person.
- 3 Information Given Out of Turn or Volunteered - Sometimes respondents will start describing the health of the family in answer to the very first question and will cover their own illnesses and those of other family members in such a way that it is difficult to keep straight which person has which condition. When this happens, you should explain your problem to the respondent, namely, that you cannot keep up with him in recording the information and, at the same time, be sure that you are recording accurately what he says. Then, ask him to permit you to ask the questions as they appear so that he won't need to give the information more than once.

If, however, a single condition is volunteered (reported not in response to the question asked or reported while asking questions not designed to pick up conditions), prior to the Health Insurance page, enter it in item C2 and complete a Condition page for it if it was present during the past two weeks. In this case, enter the source of the condition wherever it is reported. For example, if it is volunteered in answer to probe question 4, "Yes, I spent two days in bed with a cold," enter "4-cold" in item C.

C4

- 4 Ask Each Question as Instructed - The wording and order of each question have been tested in actual interviewing and have been carefully designed to obtain the desired information. Therefore, the uniformity and value of the final results depend on all interviewers asking the questions in the same order and with the same wording.
 - a Avoid Asking Questions Unnecessarily - It is bad interviewing practice to ask a question when the respondent has already provided you with the specific answer. It may confuse the respondent, or even antagonize him, and may result in loss of information for later questions in the interview.
 - b If you are sure of the specific answer, you may make the appropriate entry without asking the question. However, if you are not sure about the earlier answer, it is good interviewing practice to verify the answer by saying something like: "I believe you told me earlier that a motor vehicle was involved in the accident, is this correct?"

- 5 Avoid Influencing the Respondent
 - a Experience in other studies has shown that respondents tend to agree with what they think you expect them to say, even though the facts in the case may be different. Therefore, you must avoid "leading" the respondent by adding words to the questions or making slight changes in them that might indicate an answer you expect to hear.
 - b Even slight changes which may seem to make no apparent difference can prove harmful and should be avoided. For example, the question, "During those two weeks did you stay in bed because of any illness or injury?" is greatly changed in meaning when changed to, "You didn't stay in bed during those two weeks because of any illness or injury, did you?" The question, "What did the doctor say it was? Did he give it a medical name?" would have a different meaning if changed to, "Did the doctor say you had glaucoma?"
 - c Changes in question wording such as these suggest answers to the respondent and must be avoided. In an effort to be helpful the respondent may say, "Yes, that was it" or "That is true" or "That sounds about right;" whereas, the facts may have been quite different.
 - d Sometimes the respondent may not know the answers to the questions, and if this is the case, record the fact that he doesn't know.

- 6 Listen to the respondent until he finishes his statement. Failure to do so can result in your putting down incorrect or incomplete entries. The two most common types of errors made in this regard are:
- a Failure to listen to the last half of the sentence because you are busy recording the first half.
 - b Interrupting the respondent before he has finished, especially if the respondent hesitates. A respondent often hesitates when trying to recollect some fact, and you should allow sufficient time for this to be done. Also, people will sometimes answer "I don't know" at first, when actually they are merely considering a question. When you think that this may be the situation, wait for the respondent to finish the statement before repeating the question or asking an additional question.
- 7 Repeat the Question - The respondent may not always understand the question when it is first asked, and sometimes you can tell from the answer that the question has not been understood. In this case, repeat the question using the same phrasing as you used originally. This should not prove to be embarrassing since what you said the first time was not heard or understood. Frequently the respondent is capable of understanding the question but has missed a word or two. If you think it is helpful, you can preface the repetition of the question by a phrase, such as "I see," "Oh, yes," and the like, and then repeat the actual question.
- 8 Repeat the Answer - Sometimes it is helpful to repeat the respondent's answer and then pause expectantly. Often this will bring out additional information on the subject. It is also useful as a check on your understanding of what has been said, especially if the statements or comments given have not been entirely clear. For example, "Including your doctor visit last week, that makes three times during the past two weeks?"
- 9 Do Not "Practice Medicine"
- a Do not try to decide yourself whether or not any member of the household is ill. If a person mentions some condition but makes light of it or expresses doubt that he was "ill," enter the condition on the questionnaire anyway and ask the appropriate questions about it.
 - b Do not attempt to diagnose a respondent's illness from his symptoms, or to substitute names of diseases for the respondent's own description of the trouble. If a respondent's answer to a question is not specific or detailed enough, ask additional questions in accordance with instructions in paragraph E below. However, the final entry must always represent what the respondent said, in his or her own words.

C10

10 Pacing the Interview

- a Try to avoid hurrying the interview even under trying circumstances. If the respondent senses that you are in a rush to complete the questions and get out of the house, she will probably cooperate by omitting important health information which she might feel would take too much time to explain and record.
- b Maintaining a calm, unhurried manner and asking the questions in an objective and deliberate way will do much to promote an attitude of relaxed attention on the part of the respondent.

11 The flashcard booklet must be used for various parts of the interview. To keep the interview moving smoothly, learn how to handle the booklet. Also, have a second flashcard booklet for the respondent's use so that the necessity of passing the flashcard booklet back and forth can be reduced to a minimum.

D Asking Additional Questions (Probing)

1 When to Ask Additional Questions

- a Sometimes a person will give you an answer which does not furnish the kind of information you need or one which is not complete. Ask additional questions in such cases, being careful to encourage the respondent to do the explaining without suggesting what the explanations might be. Ask as many questions as necessary to satisfy yourself that you have obtained complete and accurate information insofar as the respondent is able to give it to you.
- b Be sure to keep asking additional questions until you have a complete picture and all the pertinent details.
- c However, do not "over-probe." If the respondent says she does not know the answer to a question, do not try to insist that she give some answer. This might irritate the respondent, and also make her wonder about our interest in accurate responses.

2 How to ask Additional Questions

- a Ask in such a way that you obtain the information required without suggesting specific answers to the respondent. For example, "Please explain that a little more," "Please describe what you mean," or "What was the operation for?" Fit the questions to the information which has already been given.

- b In some instances you may need to suggest specific alternatives to the respondent when general phrases have not been successful in obtaining the information. This is also an acceptable method for asking additional questions, provided the respondent is never given a single choice. Any items specifically suggested to the respondent must always consist of two or more choices. The examples below illustrate both acceptable and unacceptable methods for asking additional questions.

AcceptableNot acceptable

- | | |
|--|------------------------------------|
| 1) Can you tell me the approximate number of days? | Would you say it was six days? |
| 2) You said you first noticed the condition about a year ago. Was it more than 12 months ago or less than 12 months ago? | Was it more than a year ago? |
| 3) Do you all live and eat together? | Are you all one household? |
| 4) Does she live the greater part of the year here or at her sister's home? | Is she a member of this household? |
| 5) What kind of asthma is it? | Is it bronchial asthma? |
- c The "Not acceptable" questions in examples 3) and 4) show an interviewer who is unable to apply Census rules for determining the composition of a household, and expects the respondent (who doesn't know the Census rules) to make the decision.
- d The "Not acceptable" questions in examples 1) and 5) illustrate an invitation to the respondent to just say "Yes" without giving any thought to the question.
- e The "Acceptable" question in example 2) illustrates a proper way to give the respondent an opportunity to tie an event to a particular period of time. The "Not acceptable" question is again an invitation to the respondent to say "Yes."

E

E Recording Information Correctly

Recording information correctly is just as important a part of the interview as asking the questions correctly. This involves writing clearly and plainly, recognizing in advance the amount of space allotted for descriptive entries and adjusting the size of your writing to fit into the space provided. If additional description is required, make free use of the footnote space. Be careful not to leave blank spaces where they should be filled in.

- 1 Use a black lead pencil or ball point pen.
- 2 Use "DK" for "don't know" only to indicate that the respondent does not know the answer to a particular question. Do not use it to fill answers for questions that you may have overlooked at the time of interview.
- 3 If, after an interview, you discover blanks in the questionnaire for questions which should have been asked, leave the items blank.

F Review of Work

1. At Close of Interview - Look over the questionnaire while you are in the house and with the respondent so that you can ask any additional questions that are needed. Check to be sure:
 - a You have completed a Condition page for each condition listed in item C2. If you have not completed all required Condition Supplements, you should have entered the column numbers of persons requiring return visits or calls in item 20 of the Household page and circled "Y" in the "Cond. Supp." column of 20a for sample persons.
 - b You have completed a two-week doctor visits column for each doctor visit or call recorded in item C1. If you have not completed question 7 for all sample persons, you must enter their column numbers in item 20a of the Household page and circle "Y" in the "2 wk. DV" column.
 - c You have completed a Hospital column for each hospital/nursing home stay recorded in item C1.
 - d You have completed all Health Insurance questions.
 - e You have completed all required Hypertension and Medical Care questions for all sample persons. If the adult sample person is not available at this time, you must enter his column number in item 20a of the Household page. Note that the "Y" is precircled in this column since these questions must be asked for all adult sample persons.

- f You have completed all "person information."
- g You have completed all required Currently Employed Person pages. If the adult sample person is not available at this time, you must enter his column number in item 20a of the Household page and circle "Y" or "N" in the "CE" column.
- h You have entered dates and times for return calls on the Household page.

2 Prior to Transmittal

- a Review the Household pages for completeness. Verify that you have correctly filled the following items:

1) EXTRA Units

- 1 through 5 (Except serial number.)
- 6
- 7 (Ask or Do NOT Ask box must be marked same as for original unit. YEAR BUILT boxes marked, if required.)
- 8
- 10 (RURAL or URBAN box must be marked same as for original unit.)
- 11 through 12 (If required.)
- 13 through 22
- Item E

2) Nonrelated Household Members

- 1 through 5
- 6b
- 15 through 22

3) More Than One Questionnaire for Related Household Members

- 1 through 5
- 17

4) Noninterviews

All items must be completed as specified in item 18.

- b When you review your questionnaires, do not enter any information which should have been furnished by the respondent and recorded during the interview.

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G

G "Thank You" Letters

The "Thank You" letters are signed by the Director of the National Center for Health Statistics. A 1974 calendar is printed on the back of the "Thank You" letter for reference for nonsample persons during callbacks for the Condition Supplement.

- 1 Leave one of these at each household after the interview has been completed. The letter thanks the respondent briefly for his cooperation and can be shown by the person interviewed to other members of the household who were not at home at the time of your call.
- 2 In leaving the letter, say something, such as: "Here is a letter of appreciation from the U.S. Public Health Service," or "Here is a letter from the Public Health Service thanking you for your cooperation in this survey."

H Use of Telephone

Use a local telephone wherever practicable. Telephone only:

- 1 To make appointments.
- 2 To obtain one or two items of information for which the respondent has specifically invited you to telephone later.
- 3 To complete the Condition Supplement(s) for nonsample persons.

Consult your Administrative Handbook on use of long distance calls.

CHAPTER 2. ADMINISTRATIVE

A Transmittal of Materials

- 1 Transmit all "materials" for a segment to the DCC together, in the same package. These include all questionnaires (completed interviews and final noninterviews), and the Segment Folder.
- 2 Mail the materials on the day you make your last call, that is, complete your last interview, in the (each) segment, but no later than Saturday of interview week.
- 3 If you feel you will not be able to complete your assignment by Saturday of interview week but can complete it by Monday or Tuesday of the following week, contact your DCC by Friday for instructions.
- 4 If you have picked up an EXTRA unit(s), enter "EXTRA" in the serial number column of the "Record of Transmittal" on the Segment Folder, following the serial numbers for questionnaires received from your office.
- 5 Enter the date you are mailing the "materials" for the segment in the Segment Folder in the "Date of Shipment" column opposite serial number "01."
- 6 If, in unusual circumstances, you are permitted to complete any questionnaires after interview week, enter the following notation in the lower left-hand corner of the mailing envelope: "Late transmittal for Week _____" (enter the appropriate interview week number, for example, 01, 02, etc.).

APPENDIX A TO PART E

CONFIDENTIAL NATURE OF INFORMATION COLLECTED
IN NATIONAL HEALTH SURVEYS

- 1 General - National Health Surveys are conducted for the U.S. Public Health Service by the Bureau of the Census.
- 2 Nondisclosure of Information - The Health Interview Survey involves obtaining on a continuing basis details of the personal health records of a large number of individuals throughout the Nation. The Public Health Service has given assurance to the public that information identifying the individual will be held strictly confidential, will be used solely by persons engaged in and only for, the purposes of the survey, and will not be disclosed or released to other persons or for any other purpose. Bureau of the Census employees will observe this assurance of confidentiality and are subject to the Public Health Service as well as Department of Commerce and Bureau of the Census laws against unauthorized disclosure.
- 3 Subpoena of Records - In the event of a record collected in the Health Interview Survey being subpoenaed, any Bureau employee upon whom such subpoena is served will communicate with the Director of the Census through your Data Collection Center. Action to satisfy such subpoena will be taken only as authorized by Public Health Service Regulations, Section 1.108 of Title 42, Code of Federal Regulations.
- 4 Penalties for Unauthorized Disclosure or Falsification - Unauthorized disclosure of individual information collected in the National Health Surveys is punishable by a fine of up to \$1,000, or imprisonment up to one year, or both (18 U.S.C. 1905). Deliberate falsification by an employee of any information in the survey is punishable by a fine up to \$10,000, or imprisonment up to five years, or both (18 U.S.C. 1001).

APPENDIX B TO PART E

DIAGNOSTIC ERROR CODES

<u>Error Code</u>	<u>Definition</u>
01	"Present effects" not given on Condition page but "old" operation (3 mos.+) entered in question 3.
02	"Condition" which was reason for "current" operation (-3 mos.), laboratory tests, surgery, observation, etc., not given on same Condition page, or "condition" which was reason for operation, laboratory tests, surgery, observation, etc., not given in same hospital column. For example, "stomach operation" but no entry of reason for operation; or the results of tests or final diagnosis not given with no entry to indicate results or final diagnosis not known. If code 02 is assigned, assign no other code.
03	Question 3a of Condition page or question 6 of Hospital page "DK" or left blank; only "part of body" is entered; or "part of body" entered with only very vague description of condition, for example, "bad back," "stomach bothers," "limps," "heart failure," etc., (with no indication as to what is wrong); or "Condition on Card C" box marked for a condition which is not on Card C. If code 03 is assigned, assign no other code.
04	"Cause" not given in question 3b, Condition page or question 6; Hospital page, for a condition other than cancer.
05	"Kind" (or "Manifestation") not given in question 3c, Condition page or question 6, Hospital page, for the conditions specified in question 3c.
06	"Effects" (or "Manifestation") not given in question 3d, Condition page for <u>allergy</u> or <u>stroke</u> . "Effects" (or "Manifestation") not given in question 6, Hospital page, for allergy.
07	"Part of body" affected inadequate or not given in question 3e, Condition page or question 6, Hospital page, for the specified conditions or impairments.
08	Accident questions (11-15, Condition page) not filled for an injury or for a condition due to an accident or injury. Footnote entry, "Same accident as condition _____," is acceptable.

Error CodeDefinition

- 09 "Part of body" not given or inadequate in question 12a or in question 12b, Condition page or question 6, Hospital page, for an accident or injury.
- 10 Inadequate description of "kind of injury" in 12a, Condition page or in question 6, Hospital page, for accident or injury.
- 11 "Present effects" inadequate or not given in 12b, Condition pages, for injury which happened before three months ago.
- 12 Question 10 not asked for persons six years old or over when eye condition reported on Condition page.
- 14 Impossible date or omission in question 2, Hospital page.
- 15 Omission or inconsistent entries in questions 4-5c of Hospital page.
- 16 Condition page not filled for condition reported on Hospital page only, with one or more nights in question 5b, Hospital page.
- 17 Condition page not filled for condition reported on Two-Week Doctor Visits page only.
- 18 Positive responses in probe questions 4-8, 10 and/or 18 and no entry in item C2.
- 19 Limitation reported in probe questions 22-28 and no entry in item C2.
- 20 Condition page not filled for a condition recorded in item C2.
- 21 No separate Condition page filled when more than one condition is on a single Condition page in question 3a.
- 22 Positive responses to probe questions 30-32 and no entry in item C1.
- 23 Hospital page not filled for hospitalization reported in item C1.