

# Core SVIPP Shared Risk and Protective Factor Measurement Toolkit

## MS Access Database User Guide

Below you will find guidance on using the Shared Risk and Protective Factor Measurement Toolkit Version 2.0 (MS Access). The information included in this version of the Toolkit is similar to the information in Version 1.0 (MS Excel), but the new Access format presents this information in a more user-friendly interface. This User Guide will provide you with step-by-step instructions for using the Toolkit.

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### GETTING STARTED

The Shared Risk and Protective Factor Measurement Toolkit is a technical assistance tool designed to help state health departments and their partners identify ways to measure shared risk and protective factors linked to multiple forms of violence. New information, data sources, and research literature on shared risk and protective factors are continually emerging. The Shared Risk and Protective Factor Measurement Toolkit will be regularly updated and improved (at least annually) based on new information from the research literature, and lessons learned from users like you who are applying this information in practice settings. Please email any suggestions you have regarding the functionality or content of the Toolkit to: [toolkitfeedback@cdc.gov](mailto:toolkitfeedback@cdc.gov).

**NOTE:** Questions or comments that are NOT directly related to the Toolkit (e.g. questions on how to use measures from the Toolkit to evaluate your CoreSVIPP strategies) should be directed to your state support team (program consultant and/or evaluation officer).

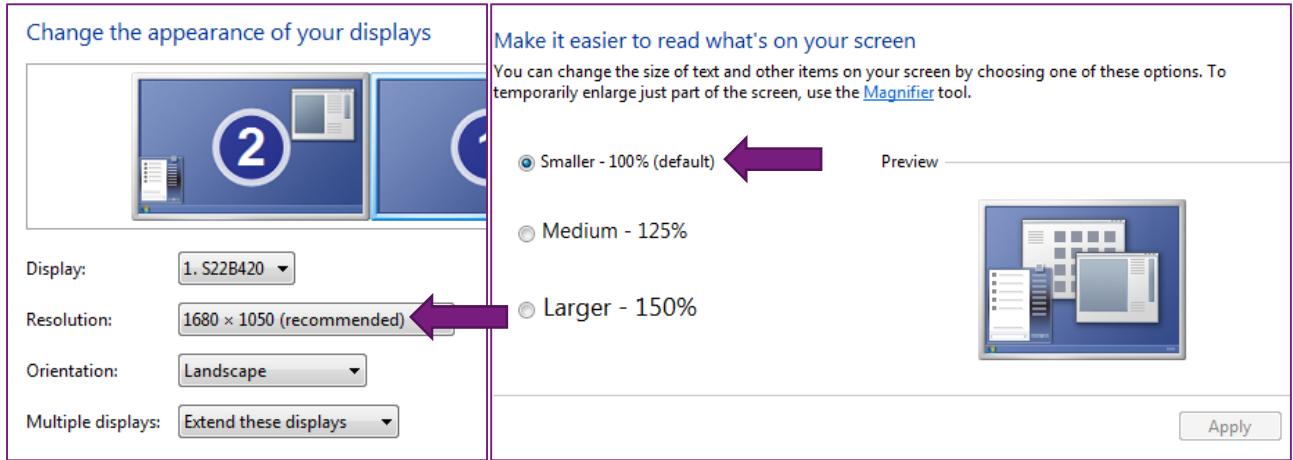
This version of the Toolkit can be accessed via a secure file transfer protocol (SFTP) site. To access the Toolkit, follow these steps:

1. Email [toolkitfeedback@cdc.gov](mailto:toolkitfeedback@cdc.gov) to request the link and password for the SFTP site
2. Download the MS Access file (“Shared Risk and Protective Factor Measurement Toolkit V2.0.exe”) from the SFTP site
3. Save the file to a convenient location on your computer.

**NOTE:** This database is an information resource only; no data will be collected by CDC using this tool.

At this time, we recommend the following resolution/display settings for optimally viewing the toolkit on your computer: Resolution: 1680 x 1050 (Figure 1) with 100% display zoom (Figure 2).

Figures 1 and 2.



Upon opening the file, please click the *Enable Content* button to proceed (Figure 3). Depending on your computer's administrative settings, you may also need to select "Yes" if prompted to make this file a "trusted document" the first time you open it (Figure 4).

Figure 3.

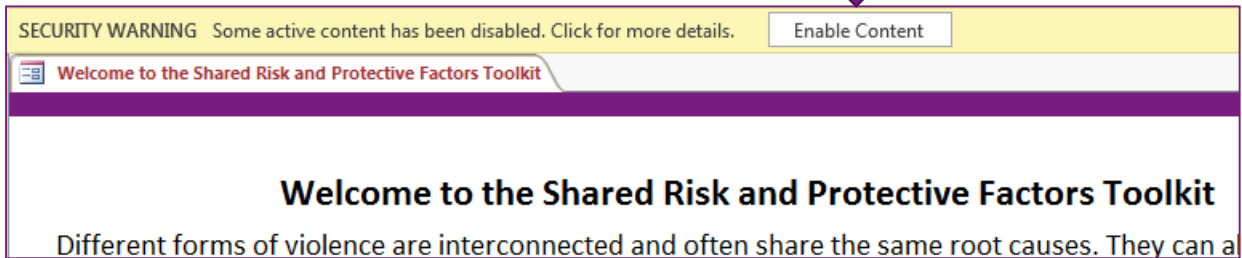
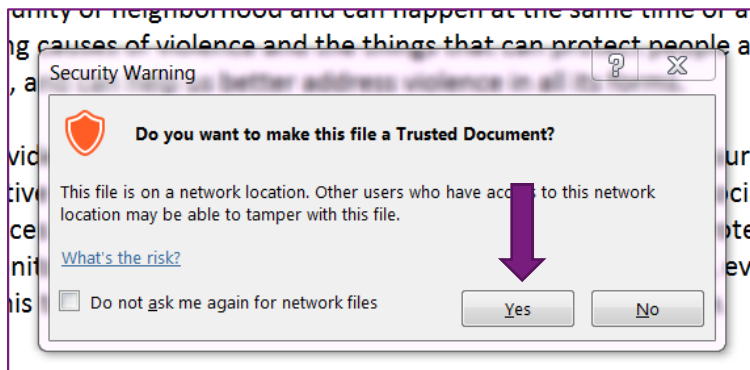


Figure 4.



## NAVIGATIONAL GUIDE

The welcome page of the toolkit includes the following guidance. It is important to review these pages before using the toolkit.

Welcome to the Shared Risk and Protective Factors Toolkit

### Welcome to the Shared Risk and Protective Factors Toolkit

Different forms of violence are interconnected and often share the same root causes. They can also all take place under one roof, or in a given community or neighborhood and can happen at the same time or at different stages of life. Understanding the overlapping causes of violence and the things that can protect people and communities is important, and can help us better address violence in all its forms.

The purpose of this toolkit is to provide injury and violence prevention practitioners with measures and data sources to assess shared risk and protective factors for multiple forms of violence, and across the social ecology. These indicators, measures, and data sources can be used to determine the prevalence of risk and protective factors in your state/community, inform and monitor strategic planning for injury and violence prevention, evaluate prevention strategies. This toolkit is not intended for broad distribution at this time.

1 Background 2 Toolkit Description 3 Guidance for Selecting Indicators 4 Related Resources \* Start Using Toolkit

1. **Background-** This button opens a new tab that contains an introduction to Shared Risk and Protective Factors, describes the Toolkit's purpose and intended use, and provides information on how the Toolkit was developed.
  2. **Toolkit Description-** This button opens a new tab that contains an overview of how the Toolkit is organized and gives a description of Primary and Secondary Data Measures (and pertinent practice and scientific information around these Measures, including the limitations of the Toolkit data).
  3. **Guidance for Selecting Indicators-** This button opens a new tab with questions designed to walk you through the process of choosing indicators that will best meet the needs of your program.
  4. **Related Resources-** This button opens a new tab listing resources currently (or soon to be) available. These include additional background information and support for states who are taking a Shared Risk and Protective Factor approach to violence prevention.
- \* **Start Using Toolkit-** This purple button opens a tab (see next page), revealing a clickable cross-walk of shared risk/protective factors and the different violence outcomes they are associated with.

# Start Using Toolkit

Welcome to the Shared Risk and Protective Factors Toolkit
Shared Risk and Protective Factors Across Multiple Forms of Violence

## Shared Risk and Protective Factors Across Multiple Forms of Violence\*

Email
Print

**Instructions:**

1 Double-clicking on a shared risk or protective factor (e.g. Community Support/Connectedness) will take you to the primary and secondary data measures associated with that factor.

2 Double-clicking on a purple button below provides information on how a risk or protective factor has been measured in the past for each form of violence.

### Protective Factor

Level 2: Community	Bullying	Child Abuse and Neglect	Elder Abuse and Neglect	Intimate Partner Violence	Sexual Violence	Suicide	Teen Dating Violence	Youth Violence
Community Support/Connectedness								
Access to Mental Health and Substance Abuse Services								
Level 3: Relationship	Bullying	Child Abuse and Neglect	Elder Abuse and Neglect	Intimate Partner Violence	Sexual Violence	Suicide	Teen Dating Violence	Youth Violence
Association with Pro-Social Peers								
Connection to a Caring Adult								
Connection/Commitment to School								

1. **Double-clicking on a Shared Risk or Protective Factor** will open a new tab with all associated Primary (collect your own data) and Secondary (data that is already collected) Data Measures.
2. **Double-clicking on a purple button** will bring up a pop-up box containing an explanation (and citation) for how the Shared Risk or Protective Factor has been measured in the past for each form of Violence.

*For example: clicking on the purple button here will open the pop-up box below, which explains that Resnick et al., 2004 found the Shared Protective Factor "Connection to a Caring Adult" was related to Youth Violence when Connection to a Caring Adult was specifically defined as connectedness to adults outside the family.*

### How has research measured this for violence?

**Connection to a Caring Adult**  
 has been related to Youth Violence  
 when the factor was defined as: Connectedness to adults outside the family (Resnick et al., 2004)

Reference: Resnick, M. D., Ireland, M., & Borowsky, I. (2004). Youth violence perpetration: what protects? What predicts? Findings from the National Longitudinal Study of Adolescent Health. *J Adolesc Health*, 35(5), 424 e421-410. doi:10.1016/j.jadohealth.2004.01.011

3. Several buttons are present on this tab and throughout the Toolkit:
- a. **Email** Opens an email with a PDF attachment of the tab you are currently viewing for sharing content with your partners, stakeholders, or other interested parties. **Note:** *You must send or cancel the email before doing anything else in the Toolkit.*
  - b. **Print** Opens a print dialog box for you to set preferred printer settings and print.
  - c. **Email Feedback** Opens an email addressed to [toolkitfeedback.gov](mailto:toolkitfeedback.gov) with a standard subject line and a pdf of the tab you are currently viewing. **Note:** *Please do not change the subject line or remove the attachment from this email. You must send or cancel the email before doing anything else in the toolkit.*
  - d. **Close** Closes the tab or pop-up box you are currently viewing.

# Primary Data Measures

Primary Data Measures are measures you can use to collect your own data. These measures have been created by another author and validated to gather the content that they measure. They are frequently tailored to specific audiences, or contexts which allows you to be specific about the information you gather. However, because you (or a partner) must collect this data, it does require resources, time, and effort to gather. If you or your partners have the means to collect your own data, then primary data measures may be a good fit for measuring shared risk and protective factors for your program.

Double-clicking on a Shared Risk or Protective Factor in the matrix will open both Primary and Secondary Data Measure lists for that Shared Risk or Protective Factor. The Risk or Protective Factor is listed at the top of the form, and there are tabs for both Primary (Options for Collecting your Own Data), and Secondary (Options for Using Pre-Existing Data) data measures. .

**Data Measures for Community Support/Connectedness**

Options for collecting your own data (Primary Measures) | Options for using pre-existing data (Secondary Measures)

**Primary Data Measures** *Double-click the name of instrument/scale below to see more info.*

Name of Instrument/Scale	Number of Items	Construct Measured
Community Support (Chicago Youth Development Study)	6	These items measure the extent to which youth and caregivers feel comfortable in their neighborhood.
Intergenerational Connections (Chicago Neighborhood Study)	5	These items measure connections between neighbors and active support of neighborhood children.
Neighborhood Integration (Rochester Youth Development Study)	7	These items measure neighborhood integration. Respondents are asked to indicate the extent to which they feel they can talk to adults in their neighborhood about their concerns.
Opportunities for Prosocial Involvement		Measures the extent to which youth feel they can talk to adults in their neighborhood about their concerns.
The National Longitudinal Study of Adolescent to Adult Health (ADD Health)	15	Section 30: Civic Participation and Citizenship asks respondents about volunteer and community involvement.
The National Longitudinal Study of Adolescent to Adult Health (ADD Health)		Sections 35 and 36: Neighborhood measure the extent to which the respondent perceives his or her neighborhood as safe.
The National Longitudinal Study of Adolescent to Adult Health (ADD Health)		Section 31: Religion and Spirituality measures respondents religion and spiritual life.
Collective Efficacy (Chicago Neighborhood Study)	10	These items measure informal social control, willingness to intervene, and social cohesion in the neighborhood.
Community Assessment Project	57	This observation log measures housing damage, security measures, nuisances, and property conditions.
Community Environment Scale in the National Survey of Child and Adolescent Development	9	These items measure caregivers perceptions of risk and protective factors in their neighborhood.
Neighborhood Action/Willingness to Intervene	6	These items measure the perceived likelihood that the resident or a neighbor will intervene.
Neighborhood Cohesion	8	Measures the extent to which residents feel a sense of belonging in the neighborhood and shared responsibility.
Physical disorder (Systematic Screening Observation)	5	Five of the nine items from the block observation log measuring the presence (1) or absence (0) of physical disorder.
Reciprocated Exchange (Chicago Neighborhood Study)	5	These items measure the relative frequency of social exchange within the neighborhood on a reciprocal basis.
Religiosity		Measures youths' self reported frequency of attending religious services or activities.
Sense of Belonging (Chicago Youth Development Study)	6	These items measure the extent to which youth and their caregivers feel a sense of loyalty and attachment to their neighborhood.
Social Control of Children (Chicago Neighborhood Study)	3	These items measure general aspects of social cohesion and neighborhood control in situations involving children.

All of the Primary Data Measures that can be used to measure the Factor you selected will be listed in a table in the center of the screen (along with a few key pieces of information listed here). If you would like to see more information about any of the listed instruments, double-click on the instrument name in the list, and a pop-up box will open with additional details and a link to the resource as shown below.

Close

## Primary Data Measures

*Community Support/Connectedness*

*Intergenerational Connections (Chicago Neighborhood Study)*

Construct Measured:	Connections between neighbors and active support of neighborhood children by parents and other adults		
Number of Items:	5	Pages:	p. 354
Suggested Items:	Typically based on all items		Website:
Reference:	Sampson, R. J., Morenoff, J. D., & Earls, F. (1999). Beyond social capital: Spatial dynamics of collective efficacy for children. <i>American sociological review</i> , 633-660.		
Notes:			
Target Group Description:	Urban residents, aged 18 and older		

Email Feedback

Click the *Close* button on the pop-up box to return to the list of Primary Data Measures. This list can be filtered by target age group or the number of items in the instrument, as shown below.

### Filter Primary Data Measures:

Target Age:  ▼
 # of Items:  *(or fewer)*

Filter
Clear Filter(s)
Generate Primary Data Measures Report

You can set one or both of these filters (like the example below) and click the *Filter* button to update the list.

**Filter Primary Data Measures**  
 Target Age:  # of Items:  (or fewer)

**Filter Primary Data Measures:**

Target Age:  # of Items:  (or fewer)

You will see this note above the list to confirm that the filter was applied: ***Filtered records are being shown.***

If you would like to print or share the filtered (or unfiltered) list of Primary Data Measures, click the *Generate Primary Data Measures Report* button to open a new tab with a summary report of the information. For your information, the filter(s) you selected on the Primary Data Measures list will be reflected at the top of the report. You can share this information via the *Email Report* button (which will attach the file as a PDF to a blank email) or the *Print Report* button (which will open your printer dialog box for you to enter your preferences). Additionally, you can export the data from the report to excel for further aggregation, sharing, and use.

**Primary Data Measures Report: *Community Support/Connectedness***

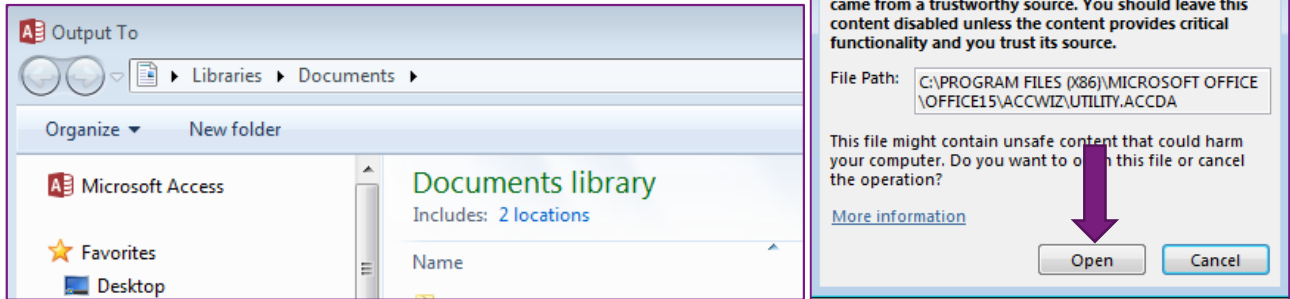
Target Age Group:

# of Items:  (or fewer)

Instrument/Scale Name	# of Items	Target Group Age	Website
Neighborhood Action/Willingness to Intervene	6	All Adults (18+)	<a href="http://www.cdc.gov/violenceprevention/pdf/yv_compendium.pdf">http://www.cdc.gov/violenceprevention/pdf/yv_compendium.pdf</a>
Neighborhood Cohesion	8	All Adults (18+)	<a href="http://www.cdc.gov/violenceprevention/pdf/yv_compendium.pdf">http://www.cdc.gov/violenceprevention/pdf/yv_compendium.pdf</a>
Intergenerational Connections (Chicago Neighborhood Study)	5	All Adults (18+)	<a href="http://www.cdc.gov/violenceprevention/pdf/yv_compendium.pdf">http://www.cdc.gov/violenceprevention/pdf/yv_compendium.pdf</a>



If you click the *Export to Excel* button, the dialog boxes below will open for you to select a convenient location on your computer to save the file. Depending on your computer security settings, you may also need to select “Yes” or “Open” in a Microsoft Security dialog box (as shown below).



## Secondary Data Measures

Secondary Data Measures are measures that are periodically collected (sometimes annually, sometimes less often) and publically available. Examples include United States Census data, data collected by the Centers of Disease Control and Prevention, or data that is provided through other organizations (such as Kids Count). These data tend to serve a wide range of purposes, and may not be as tailored to the specific or content you are interested in as primary data measures, but it is typically easier to use these data, since they require no collection on your part. These data may be available at multiple geographic levels (national, state, or county/city). If you do not have resources to collect your own data, secondary data measures may be a good fit for measuring shared risk and protective factors for your program.

Double-clicking on a Shared Risk or Protective Factor in the matrix will open both Primary and Secondary Data Measure lists for that Shared Risk or Protective Factor. The Risk or Protective Factor is listed at the top of the form, and there are tabs for both Primary (Options for Collecting your Own Data), and Secondary (Options for Using Pre-Existing Data) data measures.

All of the Secondary Data Measures that can be used to measure the Factor you selected will be listed in a table in the center of the screen (along with a few key pieces of information listed here).

Welcome to the Shared Risk and Protective Factors Toolkit | Data Measures

### Data Measures for Community Support/Connectedness

Options for collecting your own data (Primary Measures) | Options for using pre-existing data (Secondary Measures)

**Secondary Data Measures** *Double-click the construct measured below to see more info.*

Construct	Indicator
Community Engagement	Number of civic, social, religious, political, and business organizations per 10,000 people
Civic Engagement	Number of civic, social, religious, political, and business organizations per 10,000 people
Social Organization- Local Capitalism/Economic Independence	Number of family farms in the county per 1,000 people
Community Engagement	Percentage of registered voters who participated in the most recent general election
Social Capital	Percentage of registered voters who participated in the most recent general election
Social Organization- Local Capitalism/Economic Independence	Proportion of all manufacturing firms in the county that employ less than 20 workers
Social Organization- Local Capitalism/Economic Independence	Proportion of workers that are self-employed
Social Organization- Local Capitalism/Economic Independence	Proportion of workers that work at home
Social Capital	Associational density: the number of the following establishments in each county: (a) civic organizations, (b) religious organizations, (c) fraternal organizations, (d) service organizations
Supportive Neighborhoods	Average score of four items: 1) People in my neighborhood help each other out, 2) We watch out for each other, 3) We get along, 4) We have a sense of community
Social Capital	Census response rate
Civic Engagement	Dollar amount of volunteer service contributed
Social Engagement	Extent to which residents eat dinner with household members, see or hear from friends and family

As shown below, this list can be filtered by the geographic level for which the data are available (by county/city, state, or national estimates). Additionally, if you would like to only see options that have been used in previous scientific studies, you can set the Reference Available filter to “Yes” for viewing only secondary data measures with this empirical backing.

If you would like to see more information about any of the listed data constructs/indicators, double-click on the construct name in the list and a pop-up box will open with additional details and a link to the resource as shown below.

**NOTE:** Constructs are specific concepts that make up or are related to a shared risk or protective factor. References for how constructs and indicators have been used and studied in the research literature are also displayed in the pop up box.

**Secondary Data Measures** Close

*Community Support/Connectedness*

*Supportive Neighborhoods*

Name:

Indicator:

County/City Estimate:  Website:

State Estimate:

National Estimate:  Data Years:

Instructions:

Notes:

This indicator is one of possible multiple indicators used by the following studies to measure Supportive Neighborhoods

In Text Citation	Full Citation
Berg, Shiu, Acharya	Berg, K. L., Shiu, C. S., Acharya, K., Stolbach, B. C., & Msall, M. E. (2016). Disparities in adversity among children with autism spectrum disorder

[Email Feedback](#)

Click the *Close* button on the pop-up box to return to the list of Secondary Data Measures for further exploration.

**Filter Secondary Data Measures:**

County/City Estimate:  State Estimate:  National Estimate:  Reference Available:

**Filter Secondary Data Measures:**

County/City Estimate:  State Estimate:  National Estimate:  Reference Available:

You will see this note above the list to confirm that the filter was applied: ***Filtered records are being shown.***

If you would like to print or share the filtered (or unfiltered) list of Secondary Data Measures, click the *Generate Secondary Data Measures Report* button to open a new tab with a summary report of the information. The filter(s) you selected on the Secondary Data Measures list will be reflected at the top of the report for your information. You can share this information via the *Email Report* button (which will attach the file as a PDF to a blank email) or the *Print Report* button (which will open your printer dialog box for you to enter your preferences). Additionally, you can export the data from the report to excel for further aggregation, sharing, and use.

**Secondary Data Measures Report: *Community Support/Connectedness***

County/City Estimate:  Yes      National Estimate:      

State Estimate:       Reference Available:  Yes                 

Construct Measured	Indicator	County/City Est	State Est	Natl Est	Reference Avail
Social Capital	Associational density: the number of the following establishments in each county: (a) civic organizations; (b) bowling centers; (c) golf clubs; (d) fitness centers; (e) sports organizations; (f) religious organizations; (g) political organizations; (h) labor organizations; (i) business organizations; and (j) professional organizations per 10K people <a href="http://factfinder.census.gov/faces/nav/jsf/pages/index.xhtml">http://factfinder.census.gov/faces/nav/jsf/pages/index.xhtml</a>	Yes	Yes	Yes	Yes
Social Organization- Civic Engagement	Number of civic and social organizations per 1,000 people <a href="http://factfinder.census.gov/faces/nav/jsf/pages/index.xhtml">http://factfinder.census.gov/faces/nav/jsf/pages/index.xhtml</a>	Yes	Yes	Yes	Yes

In some situations, there may not be a Primary or Secondary Data Measure for a specific Shared Risk or Protective Factor. In this case, you will see a note above the area where a list would normally be, indicating that there are not any available Primary/Secondary Data Measures. In addition, you will see that the filter options that are normally available will be are greyed out, as pictured below.

**Data Measures for High Alcohol Outlet Density**

Options for collecting your own data (Primary Measures)      Options for using pre-existing data (Secondary Measures)

**Primary Data Measures**      *Double-click the name of instrument/scale below to see more info.*      *There are no primary data measures.*

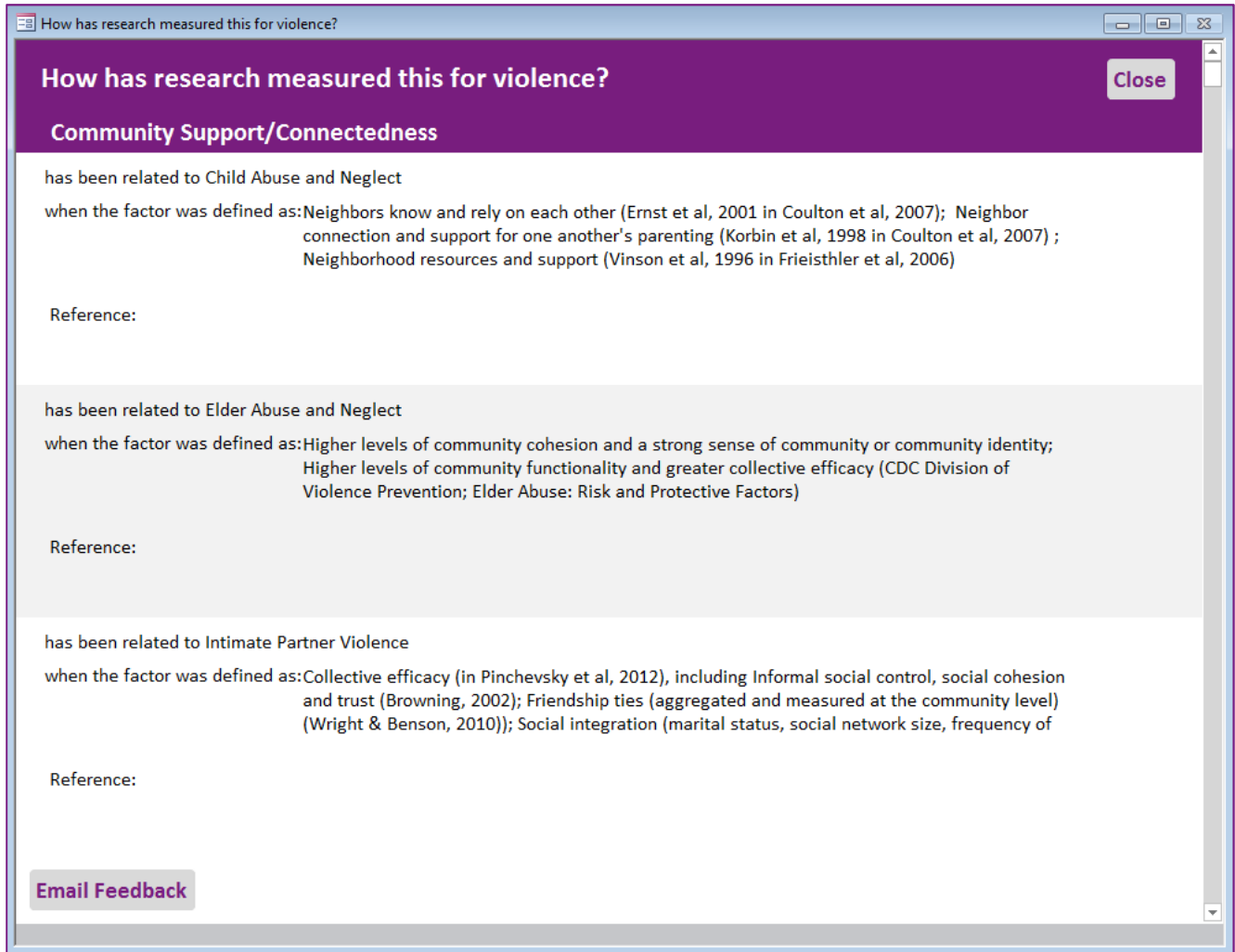
Name of Instrument/Scale	Number of Items

**Filter Primary Data Measures:**

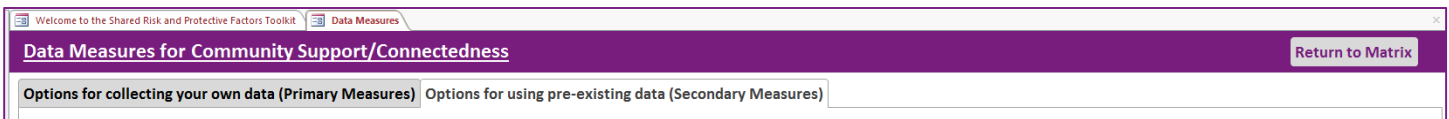
Target Age:       # of Items:  (or fewer)

## How has this factor been measured in the research?

Clicking on the *How has this factor been measured in the research?* button at the bottom of the Data Measures form will launch a pop-up box containing an explanation (and citation) for how the shared risk or protective factor has been measured in the past for each form of Violence.



When you are finished viewing the data measures tab- click the *Return to Matrix* button to close the Data Measures tab and re-open the Connecting the Dots Matrix.



Thank you for using the Shared Risk and Protective Factor Measurement Toolkit!

We are eager to learn from your experience using this Toolkit and the measures, data sources, and indicators for measuring shared risk and protective factors included here. **Please email us at [Toolkitfeedback@cdc.gov](mailto:Toolkitfeedback@cdc.gov) with any feedback, questions, or suggestions you have for improvement.**