

Date: January 24, 2014

To: Brenda Aguilar, Office of Information and Regulatory Affairs; Office of Management and Budget

From: The Office of Planning, Research and Evaluation; Administration for Children and Families

Subject: Revised Surveys and Data Collection Procedures for Field Test of Measurement Development: Family-Provider Relationship Quality (FPRQ) (OMB Number: 0970-0420; Expiration Date: 1/31/2015)

The attached documents provide findings from the pilot test of the Measurement Development: Family-Provider Relationship Quality (FPRQ) Study (OMB approval was received on January 16, 2013). The pilot test was conducted from February to May of 2013. As a result of these findings from the pilot test, some revisions were made to the data collection procedures and the Provider, Parent, and Director Surveys for the FPRQ field test.

- 1) The attached Data Collection Plan memo (see Attachment B) summarizes the procedural changes that were made. These changes include removal of the screener questions for directors, providers, and parents, and modified strategies for recruiting parents. These procedural changes do not affect respondent burden.
- 2) For the Parent and Provider Surveys, a few minor changes were made to both surveys after the completion of the pilot test (see Attachment D). The attached Final Survey Recommendations document contains detailed information about these changes, which included wording edits and the deletion of some items. Please find revised versions of the Provider and Parent Surveys that will be used in field test, both track-change (see Attachments E and F) and clean versions (see Attachments H and J). These revisions will not affect respondent burden.

- 3) The results of the pilot test indicated that no changes were needed for the Director Survey; however, two additional items were added to assess whether the program is providing families with information about the Women, Infants, and Children (WIC) program and health insurance. The revised Director Survey for the field test is also attached (see Attachments G and J). Adding these items will not affect respondent burden.

Attachments include:

- A. Pilot Test Summary.docx (Pilot Test Summary)
- B. Data Collection Plan.docx (Revised Data Collection Plan for Field Test)
- C. Field Test Analysis Plan.docx (Field Test Data Analysis Plan)
- D. List of Changes to the FPRQ Surveys.docx (List of Changes to the FPRQ Surveys)
- E. Parent Survey with track changes.docx (Track changes after pilot test)
- F. Provider Survey with track changes.docx (Track changes after pilot test)
- G. Director Survey with track changes.docx (Track changes after pilot test)
- H. Parent Survey.pdf (Field Test version)
- I. Provider Survey.pdf (Field Test version)
- J. Director Survey.pdf (Field Test version)