

Appendix A.

NCVS-R

Recruiting Screener

Hello, this is [NAME] from [Facility Name].

INCOMING: Thanks for calling us about participating in one of our studies. I just need to get a little bit of background information to start.

OUTGOING: I'm calling about a study we're helping the U.S. Bureau of Justice Statistics with. Let me first tell you a little about it. The Bureau of Justice Statistics is testing some questions for a crime survey and wants to be sure that their questions make sense to different types of people. So we are trying to find adults who are interested in helping us by answering the questions and giving their reactions to them. If you are interested and eligible, we will invite you to participate in a virtual Zoom interview, which will take about 60 minutes. After the Zoom interview, we will provide you with \$50. To see if you are eligible for the study, I need to ask you a few questions. This will only take about 5 minutes. Your participation is voluntary, which means you can skip any question you don't want to answer; and your responses will be kept confidential, which means no one outside of our research team will know how you answer these questions. Is this a good time? **IF NO, ASK FOR A BETTER TIME TO CALL BACK.**

1. In which of these age categories are you? **(RECRUIT A MIX)**

- 1 Under 18
- 2 18 to 30
- 3 31 to 50
- 4 51 to 64
- 5 65 or above
- 8 DK
- 9 REF

IF UNDER 18, REF OR DK, INELIGIBLE. THANK AND END

2. When was the last time you participated in a research focus group or interview?

- 1 LESS THAN 6 MONTHS AGO
- 2 6 MONTHS AGO OR MORE

- 3 NEVER
- 8 DK
- 9 REF

IF LESS THAN 6 MONTHS AGO, REF OR DK, INELIGIBLE. THANK AND END.

IF INELIGIBLE: Thank you for taking the time to answer these questions. You're not eligible to participate in the study at this time.

3. RECORD GENDER. (RECRUIT A MIX)
IF NECESSARY, ASK: What is your gender?

- 1 FEMALE
- 2 MALE
- 3 OTHER
- 8 DK
- 9 REF

The next questions are about different things that might have happened to you, personally, during the last 12 months.

4a. In the last 12 months, did anyone vandalize your property or something that belongs to you? (MARK ALL THAT APPLY)

- 1 Yes
- 2 No
- 8 DK
- 9 REF

IF CODES 2, 8, OR 9 IN 4A, SKIP TO #5A. OTHERWISE, CONTINUE.

4b. To help us better understand, can you please very briefly tell me what happened in this incident? If it happened more than once in the past 12 months, please tell me about the most serious incident.

4d. INTERVIEWER: MARK “ELIGIBLE EVENT” IF RESPONDENT PROVIDED A DESCRIPTION IN 4b. OTHERWISE MARK “NOT ELIGIBLE EVENT”.

- 1 ELIGIBLE EVENT
- 2 NOT ELIGIBLE EVENT

5a. In the last 12 months, did anyone steal or try to steal your vehicle? (MARK ALL THAT APPLY)

- 1 Yes, someone tried to steal my vehicle in the past 12 months
- 2 Yes, someone actually stole my vehicle in the past 12 months
- 3 No, this did not happen
- 8 DK
- 9 REF

IF CODE 1 IN 5A, CONTINUE. OTHERWISE, SKIP TO #6A.

5b. To help us better understand, can you please provide a few sentences about what happened in this incident? If it happened more than once in the past 12 months, please tell me about the most serious incident.

5d. INTERVIEWER: MARK “ELIGIBLE EVENT” IF RESPONDENT PROVIDED A DESCRIPTION IN 5b. OTHERWISE MARK “NOT ELIGIBLE EVENT”.

- 1 ELIGIBLE EVENT
- 2 NOT ELIGIBLE EVENT

6a. In the last 12 months, did anyone steal or try to steal something else from you?

- 1 Yes, someone tried to steal something from me in the past 12 months
- 2 Yes, someone actually stole something from me
- 3 No, this did not happen
- 8 DK
- 9 REF

IF CODE 1 OR 2 IN 6A, CONTINUE. OTHERWISE SKIP TO #7A.

6b. To help us better understand, can you please provide a few sentences about what happened in this incident? If it happened more than once in the past 12 months, please tell me about the most serious incident.

6c. Were you there when this incident was happening?

- 1 Yes
- 2 No
- 8 DK
- 9 REF

6d. INTERVIEWER: MARK “ELIGIBLE EVENT” IF RESPONDENT PROVIDED A DESCRIPTION IN 6b. OTHERWISE MARK “NOT ELIGIBLE EVENT”.

- 1 ELIGIBLE EVENT
- 2 NOT ELIGIBLE EVENT

7a. In the last 12 months, did anyone physically attack you, or try to physically attack you?

- 1 Yes, someone tried to physically attack me in the past 12 months
- 2 Yes, someone actually attacked me
- 3 No, this did not happen
- 8 DK
- 9 REF

IF CODE 1 OR 2 IN 7A, CONTINUE. OTHERWISE SKIP TO #8A.

7b. To help us better understand, can you please provide a few sentences about what happened in this incident? If it happened more than once in the past 12 months, please tell me about the most serious incident.

7c. Was there a weapon used in this incident?

- 1 Yes
- 2 No
- 8 DK
- 9 REF

7d. INTERVIEWER: MARK “ELIGIBLE EVENT” IF RESPONDENT PROVIDED A DESCRIPTION IN 7b. OTHERWISE MARK “NOT ELIGIBLE EVENT”.

- 1 ELIGIBLE EVENT
- 2 NOT ELIGIBLE EVENT

8a. In the last 12 months, did anyone have – or try to have – unwanted sexual contact without your consent, such as forcibly kissing you, groping you, or making you have unwanted sex?

- 1 Yes, someone tried to have unwanted sexual contact with me in the past 12 months
- 2 Yes, this actually happened
- 3 No, this did not happen
- 8 DK
- 9 REF

IF CODE 1 OR 2 IN 8A, CONTINUE. OTHERWISE SKIP TO #9A.

8b. Which of these best describes what happened? If it happened more than once in the past 12 months, please think about the most serious incident. (MARK ALL THAT APPLY)

- 1 Forcible kissing
- 2 Groping
- 3 Unwanted sex
- 4 Some other unwanted sexual contact
- 8 DK
- 9 REF

8d. INTERVIEWER: MARK “ELIGIBLE EVENT” IF 8b=1-4. OTHERWISE MARK “NOT ELIGIBLE EVENT”.

- 1 ELIGIBLE EVENT
- 2 NOT ELIGIBLE EVENT

9a. In the last 12 months, do you believe you were the victim of a hate crime?

- 1 Yes
- 2 No
- 8 DK
- 9 REF

9d. INTERVIEWER: MARK “ELIGIBLE EVENT” IF 9a=1 or 2. OTHERWISE MARK “NOT ELIGIBLE EVENT”.

- 1 ELIGIBLE EVENT
- 2 NOT ELIGIBLE EVENT

10a. In the last 12 months, did anything else happen to you personally that you believe was an attempted or a completed crime?

- 1 Yes
- 2 No
- 8 DK
- 9 REF

10b. To help us better understand, can you please provide a few sentences about what happened in this incident? If more than one additional incident happened to you in the past 12 months, please tell me about the most serious incident.

10d. INTERVIEWER: MARK “ELIGIBLE EVENT” IF RESPONDENT PROVIDED A DESCRIPTION IN 10b. OTHERWISE MARK “NOT ELIGIBLE EVENT”.

- 1 ELIGIBLE EVENT
- 2 NOT ELIGIBLE EVENT

CHECK 4D THROUGH 10D. IF ANY ARE CODE 1, CONTINUE. OTHERWISE, INELIGIBLE – POLITELY THANK AND END.

IF...	THEN ASSIGN TO...	QUOTA
If 8D=1	RSA Group	Recruit 7 for 5 to show <ul style="list-style-type: none"> Mix of 8a=1 and 8a=2 No more than one 8b=1 Mix of 8b=2 and 8b=3 Recruit 1-2 males
Otherwise, if 9D=1	Hate Crime Group	Recruit at least one if possible
Otherwise, if 5D=1	Vehicle Group	Recruit 7 for 5 to show
Otherwise, if 7D=1	Attack Group	Recruit 7 for 5 to show <ul style="list-style-type: none"> No more than 2 where 7a=1 Mix of 7c=1 and 7c=2
Otherwise, if 4D=1	Vandalism Group	Recruit 7 for 5 to show
Otherwise, if 6D=1	Theft Group	Recruit 7 for 5 to show: <ul style="list-style-type: none"> Mix of 6c=1 and 6c=2
Otherwise, if any in 4D-10D=1	Hate Crime Group	Recruit 15 for 12 to show <ul style="list-style-type: none"> Excess recruits in any of the above rows can count towards this quota group

Thank you. Next are a few demographic questions.

11. How long have you lived at this address?

- 1 Less than 1 year (RECRUIT AT LEAST 4)
- 2 At least 1 year, but less than 5 years
- 3 5 years or more
- 8 DK
- 9 REF

12. What is the highest grade or level of education you have completed? (RECRUIT A MIX)

- 1 LESS THAN HIGH SCHOOL
- 2 HIGH SCHOOL DIPLOMA/GED
- 3 SOME COLLEGE (INCLUDES ASSOCIATE'S)
- 4 COLLEGE GRADUATE (BA, BS)
- 5 GRADUATE/PROFESSIONAL DEGREE (MA, MS, MD, JD, PhD, etc.)
- 8 DK
- 9 REF

13. Are you of Hispanic, Latino, or Spanish origin? (RECRUIT A MIX)

- 1 YES
- 2 NO
- 8 DK
- 9 REF

14. What is your race? Please select one or more. (RECRUIT A MIX)

- 1 White
- 2 Black or African American
- 3 Asian
- 4 Native Hawaiian or other Pacific Islander
- 5 American Indian or Alaska Native
- 8 DK
- 9 REF

15. What religion do you consider yourself to be, if any? (TRY TO RECRUIT AT LEAST 3 FOR THE HATE CRIME GROUP WHO ARE CODE 3, 4, 5, OR 7)

- 1 PROTESTANT CHRISTIAN (e.g. Episcopalian, Presbyterian, Methodist, Lutheran, Baptist)
- 2 CATHOLIC
- 3 JEWISH
- 4 MUSLIM
- 5 HINDU
- 6 ATHEIST
- 7 SOME OTHER RELIGION
- 8 AGNOSTIC/NOTHING IN PARTICULAR
- 9 DK
- 10 REF

16. Which of the following best represents how you think of yourself? (TRY TO RECRUIT AT LEAST 2 FOR THE HATE CRIME GROUP WHO ARE CODE 2, 3, OR 4)

- 1 Lesbian or gay
- 2 Straight, that is, not lesbian or gay
- 3 Bisexual
- 4 Something else
- 8 I don't know the answer
- 9 REF

Thank you for your answers so far.

17. Do you have access to high-speed (in other words, not dial-up) internet?
- | | | |
|---|-----|--|
| 1 | Yes | →Continue |
| 2 | No | →Eliminate (thank respondent politely) |
18. For this discussion, you would be required to use your computer's webcam and your computer audio to participate. Do you have a computer (laptop or desktop) with a webcam and audio that you can use to participate?
- | | | |
|---|-----|--|
| 1 | Yes | →Continue |
| 2 | No | →Eliminate (thank respondent politely) |
19. We will be conducting the discussion using Zoom. Have you ever used Zoom on this computer?
- | | | |
|---|-----|-------------|
| 1 | Yes | →Skip to 22 |
| 2 | No | →Continue |
20. Would you be willing to use Zoom on this computer for the discussion?
- | | | |
|---|-----|--|
| 1 | Yes | →Continue |
| 2 | No | →Eliminate (thank respondent politely) |
21. To participate in the discussion, we would like to email you a link to connect to the Zoom interview. Are you comfortable clicking on a Zoom link to participate in the interview, even if you need to get help from others?
- | | | |
|---|-----|--|
| 1 | Yes | →Continue |
| 2 | No | →Eliminate (thank respondent politely) |

FINALIZING SCREENER QUESTIONS

22. Thank you for answering these questions. We would like to invite you to participate in an online one-on-one interview. The interview will be audio-recorded, and may also be observed by researchers. Your participation and everything you say during the interview will remain confidential and your personal identifying information will not be included in any reports. After the interview, you will receive \$50 as a token of our appreciation for your participation. The interview will last approximately 1 hour. Are you interested in participating in this interview?

- | | | |
|---|-----|--|
| 1 | Yes | →Continue |
| 2 | No | →Eliminate (thank respondent politely) |

Thank you! Let me read you the days and times I have available for interviews, and you can tell me what would be best for you.

May I please have your e-mail address to send you a consent form, a list of resources and a confirmation letter with instructions for accessing the Zoom interview? I'd also like to collect your phone number and mailing address. [Verify e-mail address, phone number and mailing address.] [If a PO Box, ask for their physical address.]

[INSERT CONTACT INFORMATION]

Date of interview: _____ Time: _____

Thank you. Please try to log on 10 minutes before the starting time to ensure you can connect and do not have technical difficulties. Please try to be in a quiet, private space during the interview and if possible, use headphones. If you have any questions or find that you are unable to attend, please call [facility's phone number] as soon as possible. We are only interviewing a few people, so it is very important that you notify us as soon as possible if for some reason you are unable to attend. Thank you again for your time. We look forward to seeing you online at [TIME] on [DATE].

Read if necessary:

If you have any questions about the study, you can call Pamela Giambo, the project coordinator, at 240-453-2981 or email her at PamelaGiambo@westat.com. If you have questions about your rights and welfare as a research participant, please call the Westat Human Subjects Protections office at 1-888-920-7631. Please leave a message with your first name, the name of the research study that you are

calling about (The N.C.V.S Redesign), and a phone number beginning with the area code. Someone will return your call as soon as possible.

Appendix B.

Consent to Participate in an Interview

Purpose: We are inviting you to participate in a research activity. The research involves answering survey questions about crimes you may have experienced. You will then be asked how you came up with your answers or how you understood the questions. The feedback will help us improve the survey questions.

Sponsorship: Westat is conducting this project on behalf of the Bureau of Justice Statistics (BJS), which is part of the U.S. Department of Justice.

What is involved: The interviewer will ask you a series of questions about your experiences with different types of crimes and then ask you for your feedback on those questions. Your participation in this research project is voluntary, and you have the right to stop at any time or to refuse to answer any question. The session will take approximately one hour. There may be some observers from the research project who listen to the interview to take notes as we talk; if so, you will be informed of this at the start of the interview (if you would prefer not to allow observers, you can let the interviewer know and they will not be included in the interview session). Please try to be in a quiet, private space for the interview.

Confidentiality: We would like to audio record the interview. Sometimes it is helpful to review a portion of a recording as we make recommendations for improving the survey. If the recording is reviewed later, it will only be by Westat or BJS staff who are part of our research team. If you do not want to be audio recorded, let the interviewer know (and he/she will take hand-written notes instead).

To help keep everything private:

- Your name will not be recorded on the interview notes or reported in any reports.
- Everything that you say will be confidential – that is, no one outside the research team will know what you told us.
- The things you say may be put in a written summary of this interview. Your name will not be linked to any of your responses, though we may include quotes that you provide in our reports.
- Any information that identifies you specifically (e.g., name, address, phone, survey answers, audio recording) will be kept in a secure, password-protected location and will be destroyed within 90 days of the study's conclusion.
- Your responses are protected by law (Title 34, United States Code, Sections 10134 and 10231).

Benefits and risks: There are no known benefits for you to take part, but your answers will help us improve the survey. There is a risk that some of the questions that we will ask you to talk about are about private and sensitive things that may bother you. Legally, we may not disclose any personal information you share with us. If thinking about the questions upsets you or makes you sad, you may want to talk with a counselor. A list of resources is on the other side of this form.

Questions: If you have any questions about the study, you can call Pamela Giambo, the project coordinator, at 240-453-2981 or email PamelaGiambo@westat.com. If you have questions about your rights and welfare as a research participant, please call the Westat Human Subjects Protections office at 1-888-920-7631. Please leave a message with your first name, the name of the research study that you are calling about (The N.C.V.S Redesign), and a phone number beginning with the area code. Someone will return your call as soon as possible.

You will be sent \$50 on an electronic card after the session.

At the beginning of the session, the interviewer will review this information and allow you to ask any questions you may have. Then, you will be asked if you would like to participate and if so, if we have your permission to audio record.

Under 5 CFR 1320.5(b), an agency cannot conduct, sponsor, or require a response to a collection of information unless the collection displays a currently valid Office of Management and Budget (OMB) approval number. The OMB approval number for this study is 1121-0339, with an expiration date of 4/30/2022.

Resources

Counseling Hotlines

The National Domestic Violence Hotline:

Telephone: 1-800-799-7233

Website: www.thehotline.org

[Support available 24 hours/ 7 days](#)

The National Suicide Prevention Lifeline:

Telephone: 1-800-273-8255

Website: <http://suicidepreventionlifeline.org/>

[Support available 24 hours/ 7 days](#)

The National Sex Assault Hotline/RAINN:

Telephone: 1-800-656-4673

Website: www.rainn.org

[Support available 24 hours/ 7 days](#)

Victim Referral Services

Victim Connect:

Telephone: 1-855-484-2846

Website: <http://victimconnect.org/>

Support available 8:30am-7:30pm E.T. /7 days

Appendix D.

Distress Protocol

During the interview administration, all interviewers will be trained to identify and respond appropriately to varying levels of distress. All interviewers will be trained to take notice of the Respondent's emotional state and follow the step by step procedures using the 2 levels of intervention outlined below. These step by step instructions are designed to respond to the elevated emotional states while also providing the respondent the opportunity to continue with the interview if s/he so chooses.

I. LOW TO MODERATE EMOTIONAL STATE: Respondent is showing some signs of emotional distress but there is no perceived or expressed threat to his/her own safety or the safety of others. These signs may include:

- Crying
- Change in mood
- Change in tone
- Voice is shaking or trembling
- Frequently getting off task allowing distractions to interrupt the pace of the interview
- Appearing to be “zoned out” – non responsive to questions

Step 1: If respondent is exhibiting any of these *signs of distress*: The interviewer will ask one of the following questions:

- How are you doing?
- Are you ok?
- Do you have any questions?

If respondent indicates s/he is “ok” and does not have any questions: The interviewer will continue with the interview.

Step 2: If the respondent does not respond or indicates s/he is distressed: The interview will ask:

- Do you need to take a short break?
- Do you need to stop the interview?

If the respondent answers “no” to these questions: The interviewer will continue with the interview.

Step 3: If the respondent answers “yes” to these questions: the interviewer will allow the respondent to take a short break. *Some participants may need a moment to collect themselves and will be willing to proceed.*

The interviewer will pause the recording during this time.

If the respondent wants to stop the Zoom session during the break, ask the respondent how s/he wants to let the interviewer know to restart the session (email or call).

Step 4: AFTER THE BREAK the interviewer will ASK: “Do you want to keep going?”

If “yes”, the interviewer will continue with the interview and re-start the recording.

If the respondent had left the Zoom session and is having difficulty rejoining, help the respondent troubleshoot. If the respondent is unable to rejoin, ask if a telephone interview would be acceptable. If so, call the respondent on the phone number of their choice. If the respondent would prefer to cease the interview session, thank, remind of the resource list, and end the interaction. (The respondent will receive their incentive.)

Step 5: If “no”, the interviewer will SAY: Thank you for participating and for sharing such sensitive information that will be used to help inform future research with victims of crime. I would like to provide you with some names of resources you can call if you would like to talk to someone. This list also appears in the consent form that was emailed to you.

Pull up the list of resources and share your screen with the participant. “I’m going to display the Resource list on the screen. This has contact information for organizations that you can use if you want to talk about any feelings or emotions you experience. You can either copy down the resources, or take a screen shot with your device.”

II. ELEVATED EMOTIONAL STATE, the interviewer will assess the type of distress and respond using the step by step instructions listed for each of the three scenarios: extreme distress without intent to harm self or others, expressed self-harm, or expressed harm to others.

- a) Extreme distress without intent to harm self or others:
 - Uncontrollable crying
 - Emotional outbursts, including expressions of rage
 - Respondent isn’t making sense when s/he’s talking
 - Dissociation (*can’t remember time/place*)

- Experiencing flashbacks (*like responding to a bad dream*)
- b) Expressions of self-harm:
- Plans to hurt him/herself
 - Plans to kill him/herself
 - Statements indicating s/he might hurt herself
 - Statements indicating s/he might kill herself
 - Statements indicating s/he has lost a reason to live or that life has no purpose
- c) Expressions of harm to others:
- Plans to hurt someone else
 - Plans to kill someone else
 - Expressed statements that s/he might hurt someone else
 - Expressed statements that s/he might kill someone else
 - Expressed statements about planning or thinking about using a firearm or other weapon

In all cases the interviewer will stop the interview. The interviewer will say:

Step 1: STOP THE INTERVIEW and say: “It seems you are upset and it may be helpful to talk to a trained counselor. I can stay on Zoom until you connect with a counselor now or I can put up a list of resources on the screen for you to contact a counselor after we’ve ended this session. Which would you prefer?”

IF NEITHER, say: “Thank you for participating and for sharing such sensitive information that will be used to help inform future research with crime victims. I’m going to go ahead and display the Resource list on the screen, just in case. This has contact information for organizations that you can use if you want to talk about any feelings or emotions you experience. You can either copy down the resources, or take a screen shot with your device. This list also appears in the consent form that was emailed to you.”

IF RESOURCES, pull up the list of resources and share your screen with the participant. “I’m going to display the Resource list on the screen. This has contact information for organizations that you can use if you want to talk about any feelings or emotions you experience. You can either copy down the resources, or take a screen shot with your device. This list also appears in the consent form that was emailed to you.”

IF COUNSELOR, say: “OK. Do you have a cell phone you can use to call? Once you are connected, I will give you privacy and end the Zoom call.”

Step 2 (IF CONNECTING WITH COUNSELOR), say: “Do you have any questions before you make the call to the counselor?”

ANSWER QUESTIONS AND THEN STAY ON REMOTE SESSION UNTIL RESPONDENT CONNECTS WITH CRISIS LINE.

DISCONNECT REMOTE SESSION AS SOON AS RESPONDENT IS CONNECTED WITH COUNSELOR.

Note: even if the respondent indicates s/he may harm self or others we are unable to report because of Title 42 (this includes children). However, if the interviewer witnesses a [new] crime then s/he should call the local emergency services – provide the respondent’s name, phone number and address (if known) and provide details on the crime that the interviewer witnessed.