

☆ Interview Tips ☆

From Garry Daeke – Census experience in Granville, Vance, Warren, Orange

- ▶ Always smile
- ▶ Always be respectful

Ring bell

Step back off the steps to ~12 – 15 ft away in the line of sight from the door

Hold up your badge/neck wallet to show when they come to the door

Do intro from way back, then ask to come forward

If you could help me with this, this is how it will make a difference...

Also –

Do not accept food, drink, or other offers.

If you bring your water in with you, a refusal won't as likely offend anyone.

Ask if they are willing to sit on the porch with you

In house? Adapt if there is nowhere else to sit

From Mel Downey- Piper from Durham County – Survey last year (and we agree!)

Practice your introduction until it feels comfortable and you are not just reading it

Don't react to their responses – you don't want to influence them. If you react, they will start to try to give you the response they think you are looking for.

You will run into some folks who want to tell a story with every answer. Think of ways to keep moving through the questions while being respectful.

Ticket for prize drawing – We will be drawing for 6 winners/ county to receive a prize with a minimum value of \$30. **BE SURE to have them complete a ticket!**

Leave an info card with everyone you speak to – whether they participate or not.

UPDATES from Granville County

GENERAL

- ALWAYS wear your vest and BE SURE your neck wallet is visible. Picture ID in clear front pocket.
- ALWAYS GIVE YOUR NAMES
- ¼ page card has GCHD number on it – don't let them give it back. They can use it for f/u questions
- SHOW THEM SOTCH Report in bag – explain link between survey today and health dept reports
- Bring ALL clipboards/materials back at end of day; we'll clean and reset up for the next day.
- Neck wallets are yours to keep.
- No matter how tempting, do NOT leave a survey with someone to complete – they are meant to be completed face-to-face

SURVEY QUESTIONS

- Complete hard copies in case we need for survey monkey
- Sort duties – one enters into handheld; other reads questions/lists from, and enters into, hard copy.
- Be consistent in the way you ask your questions to all respondents
- Even if a question appears to have been addressed in an earlier response do not complete it on your own. Be sure to ask each question in the order they are listed, according to the instrux.
- Questions 1-6 – Don't read elaborations unless respondent needs clarification
- **Question 9** – Changed instrux from GC surveys; "health behavior" not clear - now have a list to show.
- Question 11 – Explain they can say more than 1
- Question 13 – Read list and allow time for answer to each one
- Question 20 – If they exercise in their neighborhood/street, mark "other" and specify what they say.
- **Question 22** – Improved instrux – on your handout, juice clarification included, on hard copies, it's not
- **Question 29** – Added: Do you have health insurance? Then complete.
- Questions 31/ 32 – Be sure to read out the options and allow time for the answers after each item.
- **Question 34** – Complicated. Some may not know about CO detectors but are certain about smoke detectors (rental units). How to answer? We answered yes for smoke only.
- Question 35 – Partial "kits" don't count. Many will say yes b/c they have canned food in the house, and most of the other supplies. We didn't instruct GC to probe, so can't change too much. Consider using H2O as limiting factor. If separate containers are not available, say "no". 1 gallon/day per person is guide for determining days of supplies available.
- Question 37 – Don't offer info about what will work or not, but they may follow that thread on own. Just reiterate question: What they are likely to use for communication if an event occurs?
- Question 39 – "Yes if I can bring my pet", Probe: "If can't bring pets...?" Answer may be "not sure".