Eligibility Form Instructions
ELG Version A, 10/11/2000
QxQ Date 02/21/2001

I. GENERAL INSTRUCTIONS

The Eligibility Form (ELG) should be the first component of the Home Induction Interview following the Household Enumeration. The ELG is completed on each eligible household member willing to participate. The interviewers must be certified and shall have a working knowledge of JHS participant contact problem. They should also be familiar with and understand the document titled “General Instructions for Completing Paper Forms.” ID Number, Contact Year, and Name should be completed as described in that document.

Initiate the form by reading the script at the top of the form as printed. Allow time for participants to ask questions and feel comfortable with both the interviewer and their basic understanding of the Jackson Heart Study prior to proceeding with the questions.

II. SPECIFIC INSTRUCTIONS

Administrative Information:
1-4. Once the respondent is comfortable, begin by recording the date and time of the interview, the interviewer ID# and record the participant’s gender.

Individual Eligibility:
5. The first item actually asked of the participant is Item 5. This item is intended to ascertain individual eligibility for participation in the JHS based on participant age. If the participant is not between the ages of 35 and 84 based on the date of birth and the date of the interview, thank the participant using the script printed on the form and terminate the interview.

Research Participation:
If the respondent is within the age-eligible range, this section of the interview is intended to verify participation in either ARIC, or in some other heart study in order to document the burden of participation in multiple studies.

Geographic Stability:
The next section of the form is intended to ascertain whether the respondent intends to remain in the study area for at least the next full year.

6. If the respondent does not have immediate plans to move, proceed to the next section of the form.
If the respondent has definite moving plans in the next year, read the script as printed and terminate the interview. Provide the respondent with a JHS brochure, telephone number and business card of the Recruiter/Interviewer in case there is a change in plans.

7. The question regarding ARIC verifies eligibility for those persons who the sampling list identifies as ARIC participants. It is asked of ALL respondents to allow cross-validation of the non-ARIC sample as well.

8. The GENOA (pronounced Gen0a) study is a sibling study of heart disease currently ongoing in Jackson. Persons who are participating in ARIC may also be in this study, as well as non-ARIC community members.

9. This question is intended to identify any other heart or blood pressure studies the participant may have taken part in. If the participant responds “YES”, enter the name of the study in the appropriate blocks (8 b-d). If the participant does not know the name, probe to determine where and when the study was conducted and as much information as possible about it. If the respondent is able to provide sufficient identifying information, record this in the blocks provided. If not, record the information provided as a note in the margins and clarify the actual entry on return to the office.

Family Eligibility:
The next section of the form is intended to determine eligibility for participation in the Family Study of the JHS. Based on the responses to these questions, a Family Eligibility Score will be calculated by an algorithm following DMS data entry of the Home Induction Interview. If the participant has 2 siblings and 9 first-degree relatives living in the tri-county area, s/he may be included in the Family Study. A graphical pedigree will be drawn during the participant’s initial clinic visit, and Parental identification and Family Contact Forms will be completed. The Genetics Committee will review the Eligibility Score and graphical pedigree and will select families for recruitment.

10-19. Read the script printed on the form and proceed to ask the individual questions in order to determine whether the respondent has 2 siblings and 9 first-degree (grandparents, parents, siblings, children, aunts/uncles, nieces/nephews, grandchildren) relatives living in the JHS three-county study area.

For each relative group, ascertain the total number living in the tri-county sampling area, and the number who are 21 years of age or older. Only biological or blood relatives are included.

20. This item is intended to determine respondent permission to contact family members for inclusion in the JHS if their family is selected. If asked, clarify that family members will not be contacted unless the respondent’s family is
selected for inclusion in the Family Study of the JHS. This may be several months or years in the future. If no go to item 21. If yes, determine if and how many family should not be contacted.

**Reasons for Participating in the Jackson Heart Study**

This final section of the forms includes items to ascertain how the participant heard about the JHS and why the participant is either willing or not willing to take part in the study. The actual questions may be asked at various times during the interview process as an open-ended question. The responses are to be recorded using the response codes identified in the following questions. However, the interviewer is NOT to read each item to every respondent. The response codes may be used as probes for the open-ended question if the respondent is not forthcoming with an immediate response.

21. This item is intended to discover if the participant had any other source of information about the JHS prior to receiving the introductory letter inviting them to take part in the study. Ask this question as part of the introductory script at the beginning of the enumeration process. This question should follow the question “Have you received the letter from the JHS inviting you to participate in the study?” Record the response as YES or NO.

22. If the respondent replies YES to Item 21, ask: “How had you heard about the study?” Record the response(s) in Items 22a-o. DO NOT ASK THE QUESTIONS VERBATIM. Use these items as probes as appropriate. For example, if a particular type of information campaign is going on at the time of this interview, you may want to explicitly ask about it; e.g., distribution of flyers in schools for parents/grandparents of school-aged children.

23-24. If multiple ways of hearing about the JHS were identified in Item 22, ask which was most or least important. Enter the letter of the item most closely corresponding to the participant’s reply.

25. This question is intended to determine why the participant is willing to participate in the JHS, or why s/he is not willing to take part. Responses to this item are recorded using the response codes identified, however, the responses are NOT read verbatim to the respondent. This item is asked in one of two places during the interview.

1) Enumeration: If the respondent refuses to participate in the JHS and you are certain this is a “hard” refusal, say:

“I respect your decision not to take part in this study and will not try to change your mind. However, it is very helpful in making this important study of African-Americans a success to know the reasons that people decide not to take part. Would you be willing to tell me why you have
decided not to participate?” Probes may be used as appropriate based on the various item response categories.

Record the responses using Items 25 e, f, g, j, k, or o. If only one item is mentioned, mark Very Important. If more than one item is mentioned, ask “Is this very important or moderately important in your decision?” Mark the response given. If the item is not mentioned, mark Not Important.

2) Eligibility: If the respondent has agreed to the interview, read the introductory script as follows:

“Now in an effort to make sure that we do everything WITHIN OUR MEANS to make your participation in the Jackson Heart Study possible, I would like to ask you a couple of questions about why you are willing to take part in the study. I would also like to know about any expectations you have as a participant so we can meet your needs.

First, there are many reasons that people decide to take part in studies like the Jackson Heart Study. Can you tell me about why you decided to take part in the study?” Probes may be used as appropriate based on the various item response categories.

Record responses using Items 25 a, b, c, d, h, i, l, m, or o. If only one item is mentioned, mark Very Important. If more than one item is mentioned, ask how important this reason is: Very Important or Moderately Important. Mark the response given. If the item is not mentioned, mark Not Important.