

How to Add Data Items to the North Carolina CHAMP Survey

The North Carolina Child Health Assessment and Monitoring Program (N.C. CHAMP) is a surveillance system that collects information about the health characteristics of children and adolescents from birth to age 17 in the state of North Carolina. N.C. CHAMP is a follow-up survey of N.C. Behavioral Risk Factor Surveillance System (BRFSS) households with children.

N.C. CHAMP operates through the State Center for Health Statistics (SCHS) Survey Center. The N.C. CHAMP survey is revised each year to meet the child health surveillance needs of the state of North Carolina. N.C. CHAMP staff work directly with N.C. BRFSS staff to coordinate measurements of health behaviors between parent/adult respondents from the N.C. BRFSS and child interviews obtained from N.C. CHAMP. Questions to be included in the N.C. CHAMP survey each year are solicited from the North Carolina public health community.

This document defines the procedures and criteria to be used in determining which questions and/or modules will be added to the N.C. CHAMP. In order to facilitate the process of adding questions to the N.C. CHAMP survey, the N.C. CHAMP program has established a N.C. CHAMP Advisory Committee.

Limitations on Added Questions:

Time – Research on telephone interview surveillance indicates that there is a time limit, beyond which refusal rates increase (and therefore survey quality decreases). Therefore, it is the goal of the N.C. CHAMP to restrict the length of the average interview to 15 minutes, with a maximum of 20 minutes. To accomplish this, we will strive for an average questionnaire length of about 90-100 questions, with a 120-question maximum.

Cost – Maternal and Child Health Block Grant funds have been allocated to support the core costs of administering N.C. CHAMP and cover the costs for questions sponsored by North Carolina Division of Public Health Agencies. Outside agencies have the opportunity to sponsor questions on the N.C. CHAMP 2014 survey for \$1,800 per question. Programs requesting questions must identify available funding to cover these costs.

Procedures for Requesting Added Data Items:

Requests for inclusion of data items will be reviewed and acted on by the N.C. CHAMP coordinator, in consultation with the N.C. CHAMP Advisory Committee, the N.C. BRFSS coordinator and SCHS.

Decisions regarding which questions or modules will be included in the survey will be made by Sept. 1 of the year preceding the survey. Surveillance is done on a calendar year basis.

Requests for inclusion of data items should be made to the N.C. CHAMP coordinator during the spring and summer of the year preceding the survey. **All requests must be received by August 1 to be considered for the coming year.**

A [N.C. CHAMP Survey Application](#) must be submitted for inclusion of data items on the N.C. CHAMP survey, which includes the following information for review:

1. Reason for the request, with a statement of its relationship to agency objectives or other appropriate strategic plan.
2. How the data will be used and analyzed by the program or agency, outlining specific analytic plans (e.g., data will be used to calculate prevalence rates? plans for complex statistical analyses?).
3. The number of questions to be asked and a draft of the proposed questions.
4. Prior use of the questions (e.g., have items been included on previous CHAMP surveys? have items been used in other states, other surveys? have questions been field tested?).
5. Amount and source of available funds to cover the request.
6. How the topic/question(s) addresses emerging or important public health issues in children or adolescent health.
7. How data derived from the topic/question(s) will benefit North Carolina public health.

Applicants will be notified by September regarding data item acceptance. Once questions are accepted, the N.C. CHAMP coordinator will work with the requester, the N.C. BRFSS coordinator, and the N.C. CHAMP Advisory committee on question placement and order.