

Annex 4. HES methodological questionnaire



European Health Surveys Database
HIS/HES project phase II

QUESTIONNAIRE CONCERNING METHODOLOGICAL ASPECTS OF HEALTH EXAMINATION SURVEYS

Survey name:
Survey year:
Survey code:
Institute:
Country:



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This page contains information related to previous information collected during phase I of the HIS/HES project. Since it is a few years ago, some of these data may be outdated or inadequate. Please make additions and/or corrections. If options are mentioned, then we would like you to make a choice from these alternatives.

Survey name :
Survey name in English :

Institute mainly responsible for this survey and the contact person:

Institute :
Department :
Name contact person :
Telephone number :
Fax :
E-mail :

Other institutes involved in this survey (please state their role):

Institutes or organisations financing the survey:

Type of the above-mentioned survey:

- national HIS/HES
- national HES
- regional HIS/HES
- regional HES
- pilot for a planned national HIS/HES or HES
- other, specify:

Coverage of the health survey:

- Broad/multipurpose health survey
- Focused health survey (e.g. cardiovascular)
- Other, specify.

The frequency of the survey:

- Continuous
- Yearly
- __Yearly
- Irregular
- Other, specify:

The years in which the survey has been carried out (incl. this year if applicable):

The next year(s) the survey is expected to be carried out:

Survey design:

Follow-up

- no
- yes, to all
- yes, to subsample(s), namely....

Follow-up based on

- registers
- questionnaires and/or interviews
- examinations

The mode of data collection used for the survey:

- One phase only
- Interview phase before health examinations
- Interview phase after health examinations
- Self-completed questionnaires
- Additional phases/examinations after screening/selection (please specify criteria)

Survey structure:

- Core survey supplemented with different modules each time the survey is conducted
- Core survey supplemented with specific modules for certain subpopulations
- No major differences between years and subpopulations
- Other, specify:

Language(s) used during interviews and examinations:

Health status components (body functions and impairments) covered in the examinations Please indicate if any component was included for certain sub-groups/sub-samples only

Component	Year(s)
Functions of the cardiovascular system/cardiovascular diseases	
Respiratory functions/diseases	
Diabetes mellitus and metabolic functions/diseases	
Kidney and urinary tract function/diseases	
Functions/diseases of liver, gall bladder, stomach and pancreas	
Musculoskeletal diseases	
Cancer	
Infections	
Immunization	
Allergy	
Psychiatric disorders	
Hematological system functions/diseases	
Reproductive functions	
Hearing functions	
Seeing/visual functions	
Movement and mobility function (e.g. muscle power, joint function)	
Cognitive function and memory	
Other mental function	
Dental health	
Nutrition	
Risk factors and health behaviour Alcohol use Smoking Blood lipids Other, specify:	
Other, specify:	

Measurement/methods (e.g. laboratory and other tests) used (add year if needed) Please indicate if any measurement was used for certain sub-groups/sub-samples only

- Anthropometric measurements:
 - height
 - weight
 - skinfold
 - waist circumference
 - hip circumference
 - demi-span
 - other, specify:

- Blood samples
 - Fasting status:
 - Fasting ____ hours
 - non-fasting
 - Analysis:
 - in the field laboratory
 - sent to external/centralised laboratories
 - samples stored for future analysis (specify temperature____°C)

- Blood samples tested for:
 - Triglycerides,
 - Total Cholesterol
 - HDL Cholesterol
 - Glucose
 - Gamma-GT
 - Cotine
 - Other, specify

- Urine samples
 - Type of sample:
 - Dipstick
 - spot sample
 - urine collection overnight
 - urine collection 24 hour
 - Urine samples tested for:
 - Glucose
 - Albumin
 - Other, specify

- Blood pressure
 - number of measurements:
 - type of device:
 - Automated
 - Manual
 - Simple mercury sphygmomanometer
 - Random zero sphygmomanometer
 - Other, specify

Length of resting before measurements :.....
Time interval between measurements: :.....
Cuff sizes used (length/width) :.....:

ECG Protocol:

- 12 lead
- other, specify:
Classification:
- Minnesota code
- other
Classification type:
 - Automatic
 - manual

Respiratory function/Spirometry

Type/name of device:

Measurements:

- FVC
- FEV₁
- PEF

Allergy test

- Skin prick test
- Other, specify

Bone density measurement

- Ultrasound
- Other, specify

Location (calcaneus, trochanter, radius etc.):

Type/name of device:

x-ray:

- Chest
- Other, specify

Vision

Procedure:

- 40 cm board
- 4 meter board
- Other, specify

Tested:

- With own glasses
- Without glasses

Hearing

- Audiometry _____ Hz

special sound proof cabine

- Yes
- No
- whisper
- Other, specify

Musculoskeletal and movement-related function

- Joint function
- walking speed
- reaction time
- stair-mounting ability
- standing balance and/or sway of body's gravity center
- muscle strength:
 - Hand grip strength

- Other, specify
- Other tests, specify

- Cognitive function assessment /tests
 - MMSE
 - CERAD neuropsychological measures
 - CAMDEX
 - Other, specify

- Diagnostic mental health interview:
 - CIDI, specify the version:
 - Other, specify

- General mental health measures
 - Symptom Check-List-90 (SCL90) and Brief Symptom Inventory (BSI)
 - General Health Questionnaire (GHQ); specify the version:
 - Other, specify:

- Depression measures
 - Center for Epidemiological Studies depression Scale (CES-D)
 - Beck Depression Inventory (BDI)
 - Self-Rating Depression Scale (SDS)
 - Other, specify:

- Quality of life measures
 - WHO Quality of Life Assessment (WHOQOL)
 - Short-Form Health Survey (SF-36, SF-20, SF-12, SF-8, specify the version)
 - EuroQol quality of life scale
 - Other, specify:

- Measures of psychosomatic concepts
 - The Toronto Alexithymia Scale (TAS-26, TAS-20)
 - Other, specify

- Occupational health measures
 - The Maslach Burnout Inventory (MBI, MBI-GS)
 - Other, specify

- Social health measures
 - Social adjustment measure
 - Social support measure
 - Life event measure
 - Other, specify

- Positive mental health measures
 - Self-esteem measure
 - Sense of mastery measure
 - Sense of coherence measure
 - Self-efficacy measure

- Other diagnostic and/or symptom questionnaires
 - Rose questionnaire
 - MRC respiratory questionnaire
 - Edinburgh claudication questionnaire
 - Other, specify

- Clinical dental examination
Description of main topics:
- Clinical physical examination
Description of main topics:
- Other measurements/tests, specify

If available, please enclose copy of document(s) describing measurement protocols including equipment and references to methods

PLEASE ANSWER THE FOLLOWING QUESTIONS:

1. In general two types of sample are possible.
Which of these was used the last time the survey was carried out?
 - A sample of households
 - A sample of individuals

(If available please enclose a copy of a document describing the sampling procedure)

2. Target population
 - All residents included
 - Excluding institutionalised
 - Excluding temporary residents (e.g. students)
 - Excluding residents not fluent with survey languages
 - Excluding non-citizens (e.g. refugees)
 - Excluding other, specify
3. Which of the following institutionalised groups were included in the survey?
(tick more than one answer if necessary)
 - Persons living in:
 - Homes for the elderly
 - Nursing homes
 - Psychiatric institutions
 - Institutions for the mentally handicapped
 - Boarding schools
 - Convents/monasteries
 - Prisons
 - Others, namely
4. Sampling frame (the lists from which the sample is selected)
 - National registry of population (e.g. civil registry)
 - Address File, list of addresses
 - Census lists
 - Electoral registry/lists
 - Primary Health Care/Public health registry/lists
 - Other, specify

5. If a household sample was drawn: which persons of the household were examined in the survey?

- Only one person
- A limited number of persons of the household, namely persons
- All persons of the household of a certain age
- All persons of the household

If a limited number of persons of the household were selected, how was the person(s) selected?

6. If a sample of individuals was drawn: were other persons belonging to the household examined as well?

- Yes, all members of the household were selected
- Yes, some members of the household were selected
- No other persons were examined

7. What kind of sampling procedure was applied?

- A multistage probability sample → go to question no. 8
- A simple probability sample → go to question no. 10
- Other procedure, namely
..... → go to question no. 10

8. If a multistage probability sample was taken: which variables were used for the stratification? (tick more than one answer if necessary)

- Age
- Sex
- Marital status
- Geographic area
- Degree of urbanisation
- Other, specify

9. If a multistage probability sample was taken: was oversampling applied for certain groups of persons?

- Yes, namely for
- No

10. In the case of a HIS preceding the HES, where all sampled persons invited to health examinations?

- Yes, all persons were invited
- No, only a sample of those who were interviewed or returned a questionnaire were invited
- No, but all those who were first interviewed or returned a questionnaire were invited
- No, only those who filled the following criteria were invited
Specify criteria:

11. Is there any difference in questions or examinations (tests, measurements) among institutionalised groups from those among the general population (household or individuals)?

- No
- Yes

If yes, please specify

12. Was there a specific need to request permission to conduct the survey if the person was living in:

	YES	NO
Homes for the elderly	<input type="checkbox"/>	<input type="checkbox"/>
Nursing homes	<input type="checkbox"/>	<input type="checkbox"/>
Psychiatric institutions	<input type="checkbox"/>	<input type="checkbox"/>
Institutions for the mentally handicapped	<input type="checkbox"/>	<input type="checkbox"/>
Boarding schools	<input type="checkbox"/>	<input type="checkbox"/>
Convents/monasteries	<input type="checkbox"/>	<input type="checkbox"/>
Prisons	<input type="checkbox"/>	<input type="checkbox"/>
Others, namely	<input type="checkbox"/>	<input type="checkbox"/>

If yes, whose permission?

13. The data obtained from institutionalised groups were (will be) reported:

a. Separately from the general population (non-institutionalised persons)

- Yes
- No

b. Together with the general population (non-institutionalised persons)

- Yes
- No

c. Other, specify:

14. Was the survey restricted to certain age groups?

- Yes: minimum age:
maximum age:
- No: all age groups were included

15. What size was the sample (those invited to the examinations) the last time the survey was carried out? (net sample size, i.e. *exclusive of non-response*).

Number of households in the original sample:

Number of households in the sample after exclusion of ineligible (e.g. not meeting age criteria, deceased):

Number of persons in the original sample:

Number of persons in the sample after exclusion of ineligible (e.g. not meeting age criteria, deceased):

16. What was the overall percentage of non-response for the health examinations the last time the survey was carried out?
(Number of examined households or individuals / Number of sampled and eligible households or individuals)
- Percentage non-response:% (households)
Number of respondents (households)
Percentage non-response:% (individuals)
Number of respondents (individuals)
17. Specification of non-response:
Percentage not contacted
Percentage refusal
Percentage not able to participate (e.g. because of time-table, illness)
Other, specify
18. In the case of non-response: was basic information on the non-respondents collected by any means?
- Yes by means of a shortened examination protocol (e.g. home visit if no attendance for a clinic visit)
 - Yes by means of a short mailed questionnaire
 - Yes by means of a short telephone interview
 - Yes, from registers, specify...
 - No
19. In case of non-response/non-participation: how many times were the subjects re-contacted
On average ____ times by telephone/letter/home visit
20. How were the subjects contacted, invited/ and motivated to participate?
- invitation letter and reminders (please enclose a copy)
 - brochure/leaflet (please enclose a copy)
 - telephone contact(s)
 - personal contact(s) (visit)
21. How was the target population informed about the survey
- Personal contacts (letters, telephone contacts, visits)
 - National media (newspapers, radio, TV)
 - Regional media (newspapers, radio, TV)
22. How/when was informed consent obtained?
- No signed informed consent
 - During interview phase before examinations
 - During clinic/home visit for examination
 - Other, specify
- If available, please enclose copies of informed consent form(s)
23. Were reasons for refusal asked?
- No
 - Yes, please list main reasons:
24. Did participants receive any financial compensation/reimbursement
- no
 - yes, of travel expenses to all participants
 - yes, of travel expenses to participants with certain criteria
 - yes, other specify

- Please, specify criteria for reimbursement/compensation:
25. Were other means used to motivate participation
- No
 - Yes, lottery among participants
 - Yes, other means, specify:
26. List up to five reasons you feel are most important factors motivating response/participation (willingness to participate in the survey)?
27. List up to five reasons you feel are most important factors causing non-response/non-participation in this survey?
28. Please indicate below in which months the examinations were conducted the last time the survey was carried out?
(tick all months that apply)
- | | | |
|-----------------------------------|---------------------------------|------------------------------------|
| <input type="checkbox"/> January | <input type="checkbox"/> May | <input type="checkbox"/> September |
| <input type="checkbox"/> February | <input type="checkbox"/> June | <input type="checkbox"/> October |
| <input type="checkbox"/> March | <input type="checkbox"/> July | <input type="checkbox"/> November |
| <input type="checkbox"/> April | <input type="checkbox"/> August | <input type="checkbox"/> December |
29. Average duration of survey per participant (total)
- Interview phase _____ hours _____ minutes
- Examination phase _____ hours _____ minutes
30. Where were the field health examinations mainly carried out?
- At the participants home
 - At a mobile clinic
 - At normal health care organisations/facilities (health centres or hospitals)
 - At stationary clinic(s) set up for the examinations
 - Other _____
31. Was specific survey personnel employed to carry out the examinations?
- No, regular health care personnel was used
 - No, specific survey personnel had been employed before and was used to carry out this survey
 - Yes, specific survey personnel/teams was employed for this survey
32. What kind of personnel groups carried out the examinations? (tick several, if necessary)
- Nurses
 - Physicians
 - Psychologists
 - Dentists
 - Dental hygienists
 - Laboratory technicians
 - Medical-technical assistants
 - Trained/lay interviewers
 - Other _____

33. What kind of training did the personnel receive before and/or during fieldwork? (tick several, if necessary)

- A general training before fieldwork
- A special training for some/the following methods/instruments_____
- Repeated training/briefing during fieldwork
- Other _____

34. Were the examination results entered in a computer file already at the field examination?

- Yes
- No, recorded mainly on paper and entered afterwards elsewhere

35. Were previously standardised or recommended procedures were followed during the fieldwork?

- No such procedures followed
- cardiovascular survey methods recommended by WHO
- blood pressure measurement according to MONICA protocol
- blood pressure measurement according to EHRM recommendations
- anthropometric measurements according to MONICA protocol
- anthropometric measurements according to EHRM recommendations
- blood collection according to MONICA protocol
- blood collection according to EHRM recommendations
- other, specify:

How were the participants informed about examination results? (tick several if necessary)

- The results were explained to them during and/or at the end of the examination
- The results were explained in a mailed letter to the participant
- The results were mailed to the participant's own doctor, GP or other professional

(if available, please enclose copies of forms, letters etc. given to subjects concerning their test/examination results)

37. Was external quality control performed during fieldwork (other than laboratory tests

- Yes, by_____ name of the institute(s)
- No, only internal quality control by research team
- Other_____

What type of quality assurance and control procedures were used during fieldwork (other than laboratory tests)?

- Training (and retraining) of personnel
- Pilot runs
- Calibration of equipment at regular intervals
- Internal observation during examinations (including supervision, videos etc.)
- External observation during examinations (including supervision, videos etc.)
- Repeated measurements of the same subjects by two or more observers during one clinic/home visit
- Repeated measurements of the same subjects at two or more occasions, e.g. at home and at the clinic
- Repeated measurements with different equipment and/or protocol (e.g. automatic and manual devices)
- Analyses of standard/control samples
- Monitoring findings reported by observers
- Other _____

39. Was a reference laboratory used?

- No
- Yes, specify

40. Are the micro-data (i.e. data on the level of the individual) from the survey available (in principle) for research by other institutes?

- Yes
- No

41. Publications: Please, give a list of major publications where the design, methods and procedures of this survey have been reported (Please enclose copies, if available)

SOME QUESTIONS ABOUT OTHER HEALTH EXAMINATION SURVEYS IN YOUR COUNTRY

If you know of any other health examination surveys in your country that would be of interest to us, please fill in the next section. Please inform us also of surveys at an advanced planning stage.

Please note that any survey to be included should meet the following criteria:

1. The survey should contain a substantial *health monitoring* component.
2. The survey uses *national* population-based samples or representative *regional* samples.
3. The survey should not be restricted to a specific part of the population (e.g. children, occupational groups, patients or prisoners)
4. The survey should not be restricted to one specific health component/disease (e.g. nutrition, asthma or AIDS)
5. Preferably there should be plans to repeat the survey later unless it already has been repeated. You can record also once-only surveys if there are no repeated surveys.

Name of the survey :

Name of the survey in English :

Type of survey
(National /regional) :

Institute responsible for this survey.....

Contact person for this survey

Address :

Telephone number :

Fax :

E-mail :

THANK YOU FOR ANSWERING THE QUESTIONS.

Please return this questionnaire, and, if applicable, the above mentioned letters, brochures, leaflets, manuals/protocols to:

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