

Data Collection, Use, and Sharing Agreements Talking Points

Logistics:

- o The YRBS is being administered in the spring semester of 2025 and then again at the same time of year in 2027. I believe that they hope to do it in February, but in practice, I believe the survey window is wider than that, depending on when the schools fit it in.
- o Both surveys will be administered in the classroom on the dates within the survey window that the school chooses.
 - The DHHS contractor for the YRBS will arrange the survey materials and explain how to administer the YRBS.
 - My evaluation team will be providing similar support for the PFS youth survey.
- o Parental consent- Typically, parental consent processes follow the school policy. In the past, they have used a passive consent model for both surveys. This means parents are informed about the survey and then given the opportunity to opt out of having their child participate. The child is assumed to have parental consent unless the parent returns the form.
- o To maximize the chance that data results can be provided back to the school districts while protecting the privacy of the individual students, schools are asked to offer these surveys to all students in grades 7-12 in their schools. Results will only be reported for groups of students with 30 or more valid responses.

Timelines

- o All surveys are administered in the semester of the school year.
 - For the Youth Survey, schools have the option to choose any date to administer the survey between the last week of January and the last week of May before school ends.
- o Time Commitment
 - The YRBS typically takes up to 45 minutes of class time to administer.
 - The Youth Survey is expected to take less than 10 minutes to complete.
 - Types of Questions
- o The YRBS questionnaires can be found on this website: <https://www.hhs.nd.gov/health/YRBS>. The high school version of the questionnaire is 100 questions long and covers a wide variety of topics, including health, nutrition, distracted driving, carrying a weapon to school, being bullied, substance use, mental health concerns, sexual health and experiences, and risky behaviors. The middle school questionnaire is shorter (58 questions) and has many fewer potentially controversial questions. Note, though, that version does have a much trimmed-down version of sexual health and experiences. Overall, it covers many of the same topics.
- o The PFS project will only be using results for YRBS questions related to alcohol use and the questions about having lived with someone with mental health or substance use concerns. These are also the only questions we have incorporated into the Youth Survey.
- o The Youth Survey is short. The middle school version has 14 questions, and the high school version has 15 questions. I am attaching draft versions of the questionnaires to this email.
- o Draft copies of the middle and high school versions of the Youth Survey questionnaire are attached to see the questions.

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Data Use Specifics:

- o No individually identifiable information is collected on either of these surveys. Students are specifically asked not to write their names or any other identifiable information on the surveys. The online versions of these surveys do not provide any places where names or other identifying information can be written.
- o For both surveys, no data results will be reported for subgroups of less than 30 students.
- o Results will be released for the PFS project to fulfill PFS grant data reporting requirements to represent the HNC. They will also be included in the publicly available evaluation reports for the HNC, demonstrating the impact of the PFS project. Wherever possible, these results reporting will combine the data from the multiple school districts rather than be identifiable to a specific school district.
- o Data use for the YRBS
 - YRBS data is typically used by DHHS to provide state and regional results from the survey. The data agreement we are asking for allows the PFS evaluation team to use individual student data from all the schools in the service area who participated in the opt-in option. The data set for the individual data will not include all the survey question data. Instead, it will be pared down to only the questions related to alcohol use, minimal demographics (sex, grade level, race, ethnicity), and having lived with someone with a mental health/substance use concern. A school district identifier, or an identifier for the HNC, will be included to ensure that results can be used to represent the High Need Community's (HNC's)
 - The evaluation needs to analyze the results separately based on whether or not the students have lived with someone with a mental health/substance use issue. These specific results are not available in the standard YRBS results reporting, so we need the individual-level data to do this special analysis.
- o Data Use for the Youth Survey
 - WYSAC will collect and assemble the data sets for the Youth Survey
 - Because children of parents with mental health/substance use issues are a target population, the evaluation needs to analyze the results separately based on whether or not the students have lived with someone with a mental health/substance use issue.
 - School districts that participate in the Youth Survey will receive results from the survey, typically in the form of an interactive Excel dashboard file. These school-district-specific results will not be released publicly.
- o Data security
 - Data will be encrypted in transit.
 - Data sets will be stored on secure internal servers, which only authorized project personnel will be allowed access to.
 - Data sets will contain no personally identifiable information. This includes NOT collecting names, addresses, social security numbers, and birthdates.