

MCBS FACILITY INSTRUMENT
2016 General Specifications

QUESTIONNAIRE FLOW

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1. SPECIFICATION COMPONENTS

Instrument

Refers to the entire set of questions administered during the Facility interview. The Instrument is also referred to as the “**Questionnaire**” when referring to the CAPI program. Unlike in the MCBS Community component, the field interviewer (FI) never interviews the beneficiary directly during a Facility interview. Instead, the FI administers the instrument to staff at the facility, who answer questions about the beneficiary.

Section

Refers to a subset of questions in the Facility instrument. Groups of related questions in the Facility instrument are organized into sections. Each section has a full name as well as an abbreviation. For example, the US section collects data about beneficiary’s Use of Health Services while residing in the facility. A section may be administered every round, once per year, or only when the beneficiary has recently entered a new long-term care (LTC) facility.

Core Components of the Facility Instrument:

Facility Characteristics

FQ Facility Questionnaire

Collects information on the facility’s contact information; structure type; number, classification, and certification status of beds within the facility; and billing rate ranges. The FQ section is completed for each beneficiary residing in the facility, regardless of whether multiple beneficiaries reside in the same facility.

Residence History

RH Residence History

Establishes where the beneficiary has resided for every day throughout the reference period, constructing a timeline of stays. For each stay in the timeline, the interviewer will collect the name of the place of residence, the type of place it is, and the start and end date for the period the beneficiary was living there.

Socio-Demographics

BQ Background Questionnaire

Collects background information about the beneficiary such as use of long-term care before admission to the current facility, level of education, race and ethnicity, service in the Armed Forces, marital status, spouse’s health status, living children, and income. The BQ is completed only once for each beneficiary and is completed during their first interview in the Facility component.

Health Insurance

IN Health Insurance

Collects information on the beneficiary's type(s) of health insurance coverage, such as Medicare, private insurance, long-term care insurance, Department of Veterans Affairs eligibility, TRICARE, or CHAMPVA. The IN section is completed upon the beneficiary's admission to a new facility and annually thereafter in the Fall round.

Utilization

The Facility instrument contains two questionnaire sections, which collect information about health care utilization:

US Use of Health Services

Collects information on the beneficiary's use of health care services while residing in the facility. The US section contains questions about visits with a range of providers including medical doctors, dentists, and specialists; visits to the hospital emergency room; and other medical supplies, equipment, and other types of medical services provided to the beneficiary.

PM Prescribed Medicines

Collects data on the beneficiary's use of prescribed medicines while in the facility. Data are collected on a monthly basis and include the medicine name, form, strength, dosage, how often it was administered daily, and the total times per month that the medicine was taken.

Cost

EX Expenditures

Captures information about the facility's charges for the beneficiary's health care and the payments by source for those charges. Cost and payment data are only collected for the time period in which the beneficiary is a resident of the current facility. Information is collected by billing period, or the period of time for which the facility submits bills for services.

Health Status

HS Health Status

Collects information on the beneficiary's general health status, ability to perform various physical activities, general health conditions, Instrumental Activities of Daily Living and Activities of Daily Living. The HS section is administered during the first interview for the beneficiary in a given facility and annually thereafter in the Fall round.

Missing Data Sections

The Facility instrument contains three missing data sections that are only activated if certain key items are missing (marked as “Don’t Know” or “Refused”) from the FQ, RH, or BQ sections. These missing data sections include:

FQM Facility Questionnaire Missing Data

RHM Residence History Missing Data

BQM Background Questionnaire Missing Data

2. ORDER SECTIONS ARE ADMINISTERED

The table below summarizes the order of questionnaire sections and the type of case eligible for each questionnaire section based on sample type and season. A summary of sample types is available below the table.

Because the Facility instrument is administered to facility staff and not directly to the beneficiary, the Facility instrument is designed to have a modular, flexible flow. The field interviewer must first complete the Facility Questionnaire (FQ) section. Next, the Residence History (RH) section must be conducted. After the RH section is completed, the remaining sections may be conducted in the order most suitable to the availability of facility staff.

Component	Abbrev.	Section	Sample Type	Season of Administration	Section Order
Facility Characteristics	FQ	FACILITY QUESTIONNAIRE	ALL	ALL	Start of Facility interview
Residence History	RH	RESIDENCE HISTORY	ALL	ALL	After FQ section
Socio-Demographics	BQ	BACKGROUND QUESTIONNAIRE	CFC, IPR	CFC: ALL IPR: FALL	Any order after FQ and RH sections are complete
Health Insurance	IN	HEALTH INSURANCE	ALL	CFR, IPR: FALL CFC, FFC, FCF: ALL	Any order after FQ and RH sections are complete
Utilization	US	USE OF HEALTH SERVICES	CFR, CFC, FFC, FCF	ALL	Any order after FQ and RH sections are complete
Utilization	PM	PRESCRIBED MEDICINES	CFR, CFC, FFC, FCF	ALL	Any order after FQ and RH sections are complete
Cost	EX	EXPENDITURES	CFR, CFC, FFC, FCF	ALL	Any order after FQ and RH sections are complete
Health Status	HS	HEALTH STATUS	ALL	CFR, IPR: FALL CFC, FFC, FCF: ALL	Any order after FQ and RH sections are complete
Missing Data	FQM	FACILITY QUESTIONNAIRE MISSING DATA	ALL*	ALL	Any order after FQ and RH sections are complete
Missing Data	RHM	RESIDENCE HISTORY MISSING DATA	ALL*	ALL	Any order after FQ and RH sections are complete
Missing Data	BQM	BACKGROUND QUESTIONNAIRE MISSING DATA	CFC, IPR*	CFC: ALL IPR: FALL	Any order after FQ, RH, and BQ sections are complete

*Section only activated and available for administration when critical data points from the FQ, RH, or BQ sections are marked as missing, Don't Know, or Refused.

SUMMARY OF SAMPLE TYPES:

Sample Type Abbrev.	Sample Type	Description	Valid Seasons
IPR	Incoming Panel Respondent	Beneficiary is in the Baseline sample. Beneficiary was identified as a facility resident in the first round of the study.	FALL ONLY
CFR	Continuing Facility Respondent	Beneficiary's last interview was in the same facility where the beneficiary currently resides.	ALL
CFC	Community-to-Facility Crossover Case	Beneficiary's last interview was in the Community component and beneficiary now lives in a facility.	ALL
FFC	Facility-to-Facility Crossover Case	Beneficiary's last interview was in a facility. The beneficiary lives in a new facility since the last interview.	ALL
FCF	Facility-to-Community-to-Facility Crossover Case	Beneficiary's last interview in a facility. The beneficiary has lived in the Community since the last interview, and currently lives in the same facility as the previous interview.	ALL