

Group Level Intervention Conference Call  
November 4, 2008  
10am -11am

## I. Data

Katharine Carvelli discussed data items regarding reporting

1) The importance of correct data entry was stressed. These data are the data on record for the contractors and are used for the evaluation. Further, DSHS uses these data for CDC reports.

2) Some data errors occur with the input of the number of sessions attended and the input of the sessions completed. It is important that the applicable number of sessions for the cycle and number of sessions attended by each participant are entered. This includes one time interventions.

3) One reason that monthly summaries do not reflect the data the agency believes they have submitted is that they were submitted in the month following completion of the cycle and will, therefore not be included in that month's report. Note that this data WILL be reflected in the next months report.

4) The next summary report (delivered by Nov7) reflects contract year through 10/31/08. Note, however, the data from this time that have not been submitted by Nov 5, will not be included until the next report.

5) In the line listing of the worksheet, contractors should include both the clients who began the intervention AND the number who finished the intervention.

6) All contractors should speak with their field operations consultants about any issues they see with the summary reports. The data must be cleaned no later than mid January 2009.

7) Contractors should NOT resubmit data without speaking with Latrice FIRST; as much of the data will need to be hand cleaned

8) Contractors with questions on their data should contact their Field Operations Consultant and Latrice Miller ([latrice.miller@dshs.state.tx.us](mailto:latrice.miller@dshs.state.tx.us)) clarify discrepancies in data and how to what can be done to correct them.

Question about the possibility of a web conference to go over the data tables was requested.

## II. Recruitment

Contractors offered information about recruitment. Success stories and barriers were discussed about how to reach target population. Focused discussion included hard to reach IDU and MSM communities. Information was also offered on reaching women for interventions.

1) Thanks to San Antonio, Margo for getting the discussion started with input on utilizing community collaboration efforts resulting in recruitment at housing program, and program working with incarcerated women.

2) STSARS offered their new strategy of collaborating with a church which serves some of their MSM population.

3) Tarrant County discussed their strategies with IDU populations and collaboration efforts with in community.

4) HELP identified barriers with clients who don't show up for the intervention even though they appeared to commit during the recruitment in the community.

5) Legacy utilizes collaborations with Out-Patient substance abuse treatment facilities and housing facilities successfully. They also have found screening during a session they have before the intervention begins

to be helpful in determining the retention of clients who begin multi-session interventions. Legacy utilizes focus groups and social networking to get the feedback of clients and for client recruitment.

6) Longview's recruitment strategies include utilizing collaboration with controlled environment facilities and holding onto tangible reinforcements until the final session.

### **III. Tangible Reinforcements**

Strategies for effective use of tangible reinforcements as part of recruitment activities were discussed. It was emphasized that tangible reinforcements may but do not need to be gift cards. Contractors offered suggestions about what was working for them. The need for ongoing program evaluation & assessing the community needs are crucial to effective recruitment.

1) Harris County makes available food for the participants.

2) HELP discussed how they use gift cards to graduates who bring back new participants to the intervention who actually finish the intervention (\$30 per graduate goes to the "graduate recruiter" who brought that client into the intervention.

3) Tarrant County utilizes condom packs and graduation certificates as tangible reinforcements.

### **IV. Closing**

Next conference call will be late January or early February 2009. Contractors will be emailed notification.

Topics for discussion that was suggested during this call:

1) Retention

2) Multi-session interventions

Further topics can be suggested by contacting: [katy.walter@dshs.state.tx.us](mailto:katy.walter@dshs.state.tx.us) or [susan.dear@dshs.state.tx.us](mailto:susan.dear@dshs.state.tx.us) . Suggested topics for the next GLI conference call may also be indicated on the \*Google Group page.

**\*Please contact [Jeffrey.wagers@dshs.stat.tx](mailto:Jeffrey.wagers@dshs.stat.tx) if you want to become able to participate in the GLI Google Group.**