



When, how and to whom to give measures at “Time 1” and “Time 2”

As we are now moving to the exciting stage of having increasingly large datasets it is becoming increasingly important to ensure we have the relevant information to interpret them.

It may make a difference to members' results if they are giving out T1 and T2 measures in very different ways from each other or to very different groups of people. Therefore it is really important that we try to capture information about when, how and to whom measures are being given out and completed in different services and that members try to be as consistent as possible.

When

Time 1

SDQ completed by child and parents before they are first seen or during the first meeting.

CGAS or **HoNOSCA** completed by practitioner after the first meeting.

Goals based outcomes completed by practitioner following discussions with the child and family in as soon as these have been collaboratively agreed (usually within the first 3 meetings).

If you are using **Teacher SDQ** this should be completed as soon as possible after your first contact with the child

If you use CAPA the initial choice appointment is seen as the first meeting.

Time 2

SDQ completed by child and parents at 6 months after first meeting (should not be being less than 4 months after first meeting or more than 8 months after)

CGAS or **HoNOSCA** completed by practitioner at 6 months after first meeting or at end of contact if this is before 6 months.

CHI-ESQ completed by child and parents at 6 months or end of contact if this is before 6 months.





Goals based outcomes (i.e. how far family has reached goals) completed by practitioner at 6 months or at end of contact if this is before 6 months

If you are using **Teacher SDQ** this should be completed as close as possible to 6 months after the first Teacher SDQ was completed

Reasons for a protocol

We ask ideally that data be collected as close as possible to 6 months for Time 2. This ensures that we are collecting data consistently and therefore are comparing “like with like” across services and as a national benchmark. We acknowledge that some time two measures (such as CHI-ES, Goals based outcomes and CGAS/HONOSCA are most practical to implement at end of contact if this has occurred before the 6 month period so this is within the protocol.)

It is important that members **record the date** at which measures are completed (so that we can calculate the time span between when a Time 1 and Time 2 measure is given for example)

To find the full list of information you need to send the central team and how to code it go to:

<http://www.corc.uk.net/index.php?contentkey=33>

Note on SDQ

As discussed and agreed at the CORC Members' Forum in May 2008, and following advice from Professor Robert Goodman, it was agreed not to give the SDQ Time 1 questionnaire more than once within a short period of time (e.g. when first on waiting list and when first seen). Also if a child had completed a SDQ recently within another service always consider using this data rather than re-administering the SDQ as a matter of course. The advice is to use your professional judgement in such cases.

For more information on this, please see the [Frequently Asked Question \(1\) on page 3](#)

Note on CHI_ESQ

There is no Time 1 for this questionnaire; it should only be administered at Time 2.





How

The ways we are currently aware that members are administering the child and family questionnaires (i.e. SDQ, CHI) are as follows:

Post

Telephone by the practitioner

Telephone by someone else (e.g. admin or research assistant, other practitioner)

Face to face with the practitioner

Face to face with someone else (e.g. admin)

Completed in waiting room

Post with incentive

Online

Other

It is vital that we know how you are administering these questionnaires so we can check in the data if this makes a difference to the results. We have recently added a variable about this for the SDQ and CHI.

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To whom (response rates)

It is important for us to know what percentage of relevant people are completing the measures. Thus we are now asking questions about return rates when you submit your data. This will help us analyse and take into account how representative your data may be of your service as a whole.

Please note that this is our current advice at the time of producing this document, but that we are always reviewing our guidance and approach in light of the latest academic research and advice.





Frequently Asked Questions

1.) What do I do if the SDQ has already been collected for Time 1?

With the increasing use of the SDQ questionnaire across different services it may be that parents/children are asked to complete the Time 1 SDQ questionnaire more than once. If the Time 1 questionnaire was administered in the last 4 months, it is down to the professional judgement of the practitioner to consider:

- a) whether they consider that the child's difficulties would have substantially changed since the last questionnaire was completed
- b) how long ago the questionnaire was completed

One idea that has been suggested is to ask the child whether they think they would benefit from completing another questionnaire.

If the practitioner decides that the original Time 1 questionnaire is an accurate reflection of the child/parents then they should contact the service/agency and obtain the Time 1 results. Doing another Time 1 questionnaire unnecessarily could skew the results (see the front page SDQ advice).

2.) Do services share Time 1 SDQ results with family? If so, is this a positive thing?

Yes they do and yes it can be if this suits your style of working but this is something to be decided on by individual practitioners in consultation with their service settings. Some members have reported that they have found this way of working effective.

3.) In relation to shorter term interventions - if only one or two sessions are provided, do I still collect Time 2?

If only a short amount of sessions are provided, it is recommended that you still try to collect Time 2 data. For the CHI-ESQ and CGAS/HONOSCA and goals based measures these can be completed immediately at end of contact, however brief the contact. For the SDQ this will involve contacting the family after they have left the service and may incur additional problems around low response rates and setting up mechanisms for remembering to send follow-up questionnaires to these families. We welcome any feedback on members' experiences of doing this and any ideas or suggestions you may have for managing the administration of Time 2 questionnaires with short term interventions.

