

During a GAIN-Q4 interview, the participant will not always respond in the correct response format or with a definite answer. It is important for the interviewer to clarify these responses without leading to ensure that the most accurate information is collected.

Item A4a (A. Administrative Information section): In a few words can you tell me why you are here today?

The interviewer should ask the item, allow the participant to respond and then clarify and code the most accurate response. Many times the participant will respond with “To get clean,” or something similar. The interviewer should clarify whether the participant was under pressure from someone else to come to treatment or came for his or her own personal reasons, before coding.

Item B2b (B. Background Information section): Who currently has legal custody of you?

The interviewer should ask the item, allow the participant to respond, and then clarify the participant’s response to document the most accurate code. The interviewer should make sure the participant is reporting who has custody of them, and not just who they currently live with. If the participant says that their parents have custody of them, the interviewer should clarify whether their parents live together, or are separated and share custody. Also, if the participant identifies one individual as having custody of them, the interviewer should ask if anyone else shares custody.

Item B15 (B. Background Information section): What is your current marital status?

The interviewer should ask the item, allow the participant to respond, and then clarify the participant’s response if necessary, in order to document the most accurate code. Sometimes participants will respond with, “I’m single” or “I’m not married.” If either of these responses are given, it is important to clarify whether the participant has ever been married, since “5/Divorced,” “6/Legally separated” or “7/Widowed” may be an appropriate coding option. The interviewer should also clarify whether the participant is currently living with their significant other since many participants regard any relationship status, other than being married, as being single. If a participant reports currently living with someone with whom they are involved in a relationship but not being married (e.g. common-law marriage), “3/Living with someone as married” should be coded.

Items SP1e1-2 (SP. School Problems section) and WP1e1-2 (WP. Work Problems section)

These items record school and work attendance in the past 90 days. The interviewer should remember to take holidays and other legitimate days off into account, and remember that 5 days per week in a 90-day time period would amount to 64 days total.

Appropriate use of “Any others?”

For all MENTIONED items (e.g., B3a in the B. Background Information section) and verbatim responses, the interviewer should ask “Any others?” until the participant reports no others to ensure that all relevant information is collected for that item. For items which ask for a “main” or “most important reason,” it is not necessary to ask for “Any others?” If the participant gives more than one answer in this situation, the interviewer should document all, but clarify and note which of those reasons is the main or most important.

99/Other items

At the end of some lists of items there is a “99/Other category” with a verbatim line. If the participant endorses “other,” the interviewer should probe for a description of the place, person, etc. and document it on the line. They should then ask “Any others?” until they report nothing else in this category. If the participant reports something that would fall into one of the categories already mentioned, the interviewer should explain that and re-administer the appropriate category along with 99/Other.

Responding outside of the desired format

Throughout the GAIN-Q4 assessment the participant will be asked to respond to certain items using specific response formats (e.g., yes/no, with a response card, with a number of days, etc.). It is important that the interviewer clarify when the participant responds outside of the desired format. For example, if the participant says “Maybe” or “Sometimes” to a yes/no question, the interviewer would ask, “So, would that be yes or no?” before coding a response.

Clarify and Code items

For Clarify and Code items (e.g., A4a in the A. Administrative Information section), if the participant’s response is too vague to permit you to select an accurate code from the accompanying list, clarify further and document the additional detail on the verbatim line before coding the answer.