Health Statistics & Surveillance

3/21/2019

Contact Name

Facility

Institution

Address

City/State, Zip

Annual Connecticut population estimates and the 2020 Census rely on a variety of information collected and reported by the Connecticut Department of Public Health (DPH) to the US Census Bureau. Accurate population figures are important for a variety of public health program activities as well as for numerous Federal and state funding allocation activities. Consequently, the accuracy of these figures has a direct or indirect impact on all jurisdictions and communities within Connecticut.

We are requesting your help in aiding the US Census Bureau to prepare for the 2020 Census and to assure that Connecticut’s population is accurately and completely counted. A significant component of the Connecticut population is the number of people living in Group Quarters (GQs). Group quarters are places where groups of unrelated people generally live together and share facilities. Examples of GQs include correctional facilities, nursing homes, college/university student housing, and military quarters. Although the GQ population may be relatively small in comparison to the overall population, the quality of the GQ listing can have a great impact on the quality of the census as a whole, especially for smaller geographic areas.

You have been contacted because your agency oversees or monitors persons in GQ facilities. In an effort to assist the US Census in their GQ Update Program, we are requesting that you provide a listing of the facilities that your agency oversees which meet the Census criteria for GQ facilities. It is our understanding that your agency monitors people in one or more of these GQ facility types. Please see the listing of GQ types below and refer to the attached pdf for more detailed definitions and examples of the QG types.

**Group Quarters Type Code and Type Name**

Institutional Group Quarters

103 State Prisons

104 Local Jails and Other Municipal Confinement Facilities

105 Correctional Residential Facilities

106 Military Disciplinary Barracks and Jails

201 Group Homes for Juveniles (non correctional)

202 Residential Treatment Centers for Juveniles (non correctional)

203 Correctional Facilities Intended for Juveniles

301 Nursing Facilities/Skilled-Nursing Facilities

401 Mental (Psychiatric) Hospitals and Psychiatric Units in Other Hospitals

402 Hospitals with Patients Who Have No Usual Home Elsewhere

403 In-Patient Hospice Facilities

405 Residential Schools for People with Disabilities

Non institutional Group Quarters

501 College/University Student Housing (College/University Owned/Leased/Managed)

701 Emergency and Transitional Shelters (with Sleeping Facilities) for People Experiencing Homelessness

702 Soup Kitchens

704 Regularly Scheduled Mobile Food Vans

706 Targeted Non-Sheltered Outdoor Locations

801 Group Homes Intended for Adults (non correctional)

802 Residential Treatment Centers for Adults (non correctional)

901 Workers’ Group Living Quarters and Job Corps Centers

903 Living Quarters for Victims of Natural Disasters

*What information to submit:*

At a minimum we need to provide the US Census with the full name and city-style address of every qualifying GQ facility. (Note: The address provided must be the physical location of the facility.) In addition, the Census Bureau is requesting optional information to facilitate follow-up contacts (a contact person’s name and phone number). We would also like to know which facilities, if any, are monitored for resident counts on, at least, an annual basis.

*How to submit this information or contact us:*

Detailed definitions of the GQ facility types listed above are attached for your information. We ask that you submit the QG facilities governed by your agency in electronic format as the Census Bureau requires that DPH submit this information to them electronically via a secure connection.. You may obtain [more complete instructions and a copy of the Connecticut GQ listing form](https://portal.ct.gov/DPH/Health-Information-Systems--Reporting/Population/Group-Quarters) on our website. Please complete and return this form to [Yongwen.Jiang@ct.gov](mailto:Yongwen.Jiang@ct.gov) no later than April 26, 2019.

If you have any questions about this request, please contact Yongwen Jiang at (860) 509-7125 or via email at [Yongwen.Jiang@ct.gov](mailto:Yongwen.Jiang@ct.gov).

*Confidentiality of the requested information:*

It is important that your agency understands that data they submit to the Census Bureau, via DPH, will be maintained as confidential pursuant to Title 13, United States Code. That is, once the Census Bureau receives the GQ data, they become confidential and protected by law. Every Census Bureau employee has taken an oath of non-disclosure and is subject to imprisonment, a fine, or both for any unauthorized disclosure of information that could identify this protected information and that such information can only be used for statistical purposes.

*Due Dates:*

The updated Group Quarters listing is due to the US Census Bureau by the end of April. We ask that you please return a complete listing of the GQ facilities, in electronic format, to us no later than April 26, 2019.

Thanks for your help in completing this project!

Karyn Backus

Karyn Backus, Epidemiologist 3

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