Subject: Guidelines for suggesting changes
Posted by DHS QRE Admin on Wed, 05 Mar 2014 16:29:09 GMT
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Please follow these Guidelines for suggesting changes to The DHS Program Core Questionnaires

Focus on questions in areas related to your expertise.
Whenever referring to existing questions, provide question numbers.

DELETIONS: Suggest questions to delete and explain why they can be deleted.
Perhaps questions have not produced reliable data, are not policy or program relevant, have not been used widely, or are low priority for other reasons, etc.

REVISIONS: Making recommendations to revise the wording of existing questions:
Provide the suggested change in question wording or response categories, and the rationale for the change.

ADDITIONS: Making recommendations to add new questions:
When making suggestions for questions to be added, provide the answers to these questions:

1. What is the information needed?

2. What questions will elicit this information?
Specify the content of the recommended question(s) and, if possible, propose exact wording for each question and the accompanying coding categories, presented in a format as close as possible to that currently in the DHS questionnaires. Indicate whether or not the questions have ever been fielded or validated.

3. How will the resulting information be used?
Explain how the data will be used. A clear but brief description of how the requested data will be used as an indicator, in programs, or in critical analysis helps to make the case for inclusion. If the data are to be used to estimate an indicator, fully define the numerator and denominator of the indicator. Describe how the data should be tabulated and presented in the final report.

4. What is the priority of suggested additions compared with what is already in the questionnaires?
Anyone recommending additions is requested to suggest what existing questions in that topical area can be removed (indicate priority). If the recommended new questions will obviate the need for other questions currently being asked, please indicate. Requests for additions to the questionnaires that are accompanied by a list of questions suggested for deletion will have a better chance of receiving favorable consideration.

5. If suggesting more than one addition, what is the priority among the suggested additions?

6. Should the additional data be collected in all countries, or only in selected types of countries (e.g., countries with a particular type of program, countries with prevalence of a particular infection >5% or 10%)?

We welcome your input.
Final decisions on questionnaire content are made by USAID

If you have questions, email us at dhsqre@dhsprogram.com

The Attachment repeats the above information (if you have a need to download the information).

## File Attachments

1) 1_Guidelines_for_suggesting_changes_to_DHS_Qnnaires_5Mar2014.docx, downloaded 651 times