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**Project NG60377**  
**Living in Australia Wave 6**  
**Household Form**  
 M\_V3 (11/07/06)

Household ID

Last Known Address

IS FS

Date completed

Office to Code: Is Hhold Structure Date Set? **Yes / No** If yes, is it **IS** or **FS** ?

**IN-CONFIDENCE**

**Address Status** (circle appropriate code)

- Household now at new address ..... 1 →
- Household still at last known address
- Corrections needed to address..... 2 →
- No corrections needed..... 3
- Household now at new unknown address..... 4

**Write new corrections or new details for street address**

No. and Street \_\_\_\_\_

Suburb/town \_\_\_\_\_

State \_\_\_\_\_ Postcode \_\_\_\_\_

**INTERVIEWER NOTE: All work conducted by ACNielsen is confidential. Under the Code of Professional Behaviour of the Australian Market and Social Research Society you cannot disclose any information about respondents to any third party.**

Visits & phone calls	#	Visit (V) or ph (T)	Day	Date	Time in	Time out	Total time (mins)	Outcome of call	# SCQ's picked up	Comments
Initial Fieldwork Contacts (IS)	1									
	2									
	3									
	4									
	5									
	6									
	7									
	8									
	9									
	10									
	11									
	12									
	13									
	14									
Follow-up Fieldwork Contacts (FS)	1									
	2									
	3									
	4									
	5									
	6									

**Non-finalised Outcome of call codes (record in outcome column above)**

- NC: no contact made with a Wave 6 household member
- CN: contact made, no interview - appointment NOT made
- CA: contact made, no interview - appointment made
- C1: contact made, and interviews with some household members completed
- C2: contact made, and interviews with all household members completed
- SC: call to pick up self-completion only (record number picked up)

IS Interviewer Name:

**Appointments made**

	Day	Date	Time	Reason
1				
2				
3				
4				
5				

FS Interviewer Name:

Interviewer ID:						F2F 1	Phone 2	Interviewer ID:						F2F 1	Phone 2
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**A) ASK A LISTED HOUSEHOLD MEMBER:**

**Can I first just check a few of your details?** Check HF3, 5, 6 and record HF8 for respondent.

Only iww XXXs living in same hold as a PSM

**B) WHO IS PRESENT FROM LAST WAVE?**

**Last time we had ... listed as living with you. Does [he / she] still live here?**

Yes - check HF3, 5, 6 and record HF8. No - record HF8, 11-14. Repeat for all listed people.

**C) MOVERS GUIDE:**

Circle code

- All PSMs still live here ..... 1 → - Interview household at this address  
- Don't iww any XXXs who have moved out (ie. Don't follow an XXX living without a PSM)
- All PSMs have moved to one address ..... 2 → - Interview household at new local address  
- Phone 1800 if non-local or unknown address  
- Only interview an XXX living with a PSM
- Some PSMs still live here ..... 3 → - Interview household at this address. Only interview an XXX living with a PSM  
- Split PSMs who have moved locally and interview at new address  
- Phone 1800 if non-local or unknown address
- All PSMs have moved to more than one address ..... 4 → - Keep at least one PSM on this HF  
- Split other PSM(s) to new household(s)  
- Interview household(s) at new local address(es)  
- Interview any XXXs living with PSMs (don't follow an XXX living without a PSM)  
- Do not interview any XXXs still at this address  
- Phone 1800 for non-local or unknown addresses

**D) ANYONE ELSE NOW LIVING WITH A PSM? And does anyone else usually live here with you?** Record HF3, 5-8, 10, 12.

(Do not include if: 1) Lives somewhere else more than 1/2 the time; or 2) Is an overseas resident living in Australia for less than 1 year.)

**E) ANYONE ELSE? I have listed [read names of all Wave 6 Household Members]. Is there anyone I have missed – babies, boarders or anyone who usually lives here but is away at the moment?** Record HF3, 5-8, 10, 12.

WHAT PQ TYPE APPLIES TO PEOPLE NOT LISTED?

Check pg 7 for possible pre-printed PQ type. Otherwise, if EVER interviewed complete a CPQ, if NEVER interviewed complete a NPQ

HF1	HF2	HF3	HF4a	HF4b	HF5	HF6	HF7		HF8
PID	Previous W6 PID	First name and surname	Wave 5 PQ interview outcome	Wave and date last iwd	Sex	Date of birth	Interview?		Household membership at Household Structure Date
	<i>Split hh: Record person's ID from their previous W6 HF; Ghosts: record "ghost"</i>				M=1 F=2	dd/mm/yyyy	PQ type	Sample status	<u>Listed</u> Resident ..... 1→HF15 Absent for workload ..... 2→HF9 No longer member of household/in prison.... 3→HF11 Deceased ..... 4→HF11 <u>Not listed</u> Re-joiner/Merger(pg 7) ..5→HF10 New resident ..... 6→HF10 Absent for workload new resident ..... 7→HF9
		<i>Tick if details correct or cross out and record changes</i>			<i>Tick if details correct or cross out and record changes</i>				
01									
02									
03									
04									
05									
06									
07									
08									
09									
10									
11									
12									

**WHEN/HOW TO CONTACT HOUSEHOLD MEMBERS CURRENTLY AWAY**

<b>HF9 Are any household members <i>ABSENT FOR WORKLOAD PERIOD (HF19 =17)?</i></b>	Yes....	1....	<b>IS</b>	<b>FS</b>	→ complete contact details below → HF10
	No....	2....	1	2	

<b>PID(s):</b> ____	<b>First Name(s):</b> .....	<b>Expected return date:</b> ___/___/___	<b>Should we try to interview them:</b> While they're away? .....1 When they return?.....2	<b>CHECK: Is person aged 15-17?</b> Yes....1 → Permission from ID ____ No.....2
<b>Address:</b> ..... ..... .....			Ph (h) ..... Ph (w) ..... Ph (m) ..... Email:	<b>Comments:</b>

**Reason away:**

<b>PID(s):</b> ____	<b>First Name(s):</b> .....	<b>Expected return date:</b> ___/___/___	<b>Should we try to interview them:</b> While they're away? .....1 When they return?.....2	<b>CHECK: Is person aged 15-17?</b> Yes....1 → Permission from ID ____ No.....2
<b>Address:</b> ..... ..... .....			Ph (h) ..... Ph (w) ..... Ph (m) ..... Email:	<b>Comments:</b>

**Reason away:**

**FINDING OUT ABOUT JOINERS AND LEAVERS** (If HF8 is not coded 3-7 go to HF15) If overseas or in prison in Waves 5& 6 copy detail from P7

PID	HF10		HF11		HF12		HF13	HF14	
	<b>JOINERS: Why did [you / name in HF3] join the household?</b>		<b>LEAVERS: Why did [name in HF3] leave the household?</b>		<b>JOINERS &amp; LEAVERS: When did this happen?</b>		<b>LEAVERS LOCATION: Where did [name in HF3] move to?</b>	<b>LEAVERS NEW HHID:</b>	
	Marriage/live together..... 1		Separation/divorce..... 01		<i>If don't know, enter 99 / 9999</i>		New address: Local..... 1	New HHID for all split PSMs and XXXs who move with PSMs	
	New baby/Adopted ..... 2		To education/job ..... 02		<i>If know year, but not month, enter 99/yyyy</i>		New address: Non-local..... 2		
	Share/financial reasons ..... 3		To marry/live together..... 03			Address unknown..... 3	Deceased ..... 4		
	Returned to family household.. 4		To live independently..... 04			Overseas permanently ..... 5	Overseas but not permanently/don't know .... 6		
	Moved with family member..... 5		Bought own home..... 05			<i>Codes 1-3..... complete HF14 Codes 2-3,5-6 ..... complete pg 5 Code 3..... complete HF28 pg 7 Codes 2-4..... phone 1800</i>			
	Care/support..... 6		Returned to family household ..... 06						
	Other reason (specify) ..... 8		To live with other parent ..... 07						
			Left with family member..... 08						
			Deceased..... 09						
			Other reason (specify) ..... 10						
			Don't know ..... 11						
	<i>Enter code</i>	<i>Specify if necessary</i>	<i>Enter code</i>	<i>Specify if necessary</i>	<i>Month</i>	<i>Year</i>	<i>Enter code</i>		<i>Record new HHID</i>
01									
02									
03									
04									
05									
06									
07									
08									
09									
10									
11									
12									

	HF15	HF16	HF17	HF19 Complete HF19 for everyone listed in HF3 after completing the PQ	HF20
	First name	Employment status	Health	PQ response status	SCQ outcome
	Carry over the first name of household members from HF3 to the same person number below	Only to be asked for those persons aged 15 years and over i.e. born on or before 30 <sup>th</sup> June 1991  Looking at SHOWCARD HF16, what is ...'s current employment status?  Employed – usually works 35+ hours per week ..... 1 Employed – usually works less than 35 hours per week ..... 2 Not employed but is looking for work ..... 3 Neither employed nor looking for work: Retired ..... 4 Home duties ..... 5 Non-working student ..... 6 Other ..... 7	Looking at SHOWCARD HF17, does anyone here have any long-term health condition, disability or impairment such as these?  Yes ..... 1 No ..... 2	Interview in person ..... 01 Interview by phone ..... 02 Ineligible to interview Born after 30 <sup>th</sup> June 1991 (<15) ..... 03 Overseas for more than 6 months ..... 04 In prison for more than 6 months ..... 05 XXX no longer living with a PSM ..... 06 Refusal Too busy ..... 07 Too invasive ..... 08 Other reason ..... 09 Refusal via 1800 number ..... 10 Interview terminated ..... 11 Other non-interview Deceased ..... 12 Moved to another HF (complete HF14) ..... 13 Language problem (specify) ..... 14 Incapable/illness/infirmity ..... 15 Home but unable to contact ..... 16 Away for workload (complete HF9) ..... 17 Other unable to contact (only if HF30=11/41) ..... 18 Contact made and all calls made (only if HF30=12/42) 19	Code HF20 if HF19=01 or 02  Picked up ... 1 To be sent... 2 Refused..... 3 Not given... 4  Otherwise: skip HF20  If HF20=4, Specify reason

PID	First Name	Employment Status	Health	IS	FS	IS	FS
01							
02							
03							
04							
05							
06							
07							
08							
09							
10							
11							
12							

**HF18 How are the different members of the household related to each other?**

01 Married spouse (incl same sex ptrns)	Name eg John's	A: Reference Person						eg B is A's...				
02 De facto spouse (incl same sex ptrns)		A										
03 Ex partner	PID	01	02	03	04	05	06	07	08	09	10	11
04 Own child (incl adopted child)												
05 Step child (not adopted child)												
06 Foster child												
07 Own parent	01											
08 Step parent	B	02										
09 Foster parent		03										
10 Parent in-law (incl step/adopted/foster)		04										
11 Son-in-law/daughter-in-law		05										
12 Grandchild (incl step/adopted/foster)		06										
13 Grandparent (incl step/adopted/foster)		07										
14 Brother or sister – both parents same		08										
15 Brother or sister – step or half		09										
16 Adopted brother or sister		10										
17 Foster brother or sister		11										
18 Other relative – specify		12										
19 Unrelated												

<b>HF21 Are there any PSM leavers or non-contacts on this HF?</b> (PSM and HF19=13 or 16 or 18)	Local movers, address known.....	1 → HF25
	Other movers.....	2 → HF22
	Non-contacts.....	3 → HF24
	No movers and no non-contacts...	4 → HF25

**TRACKING INFORMATION**

**HF22 HELP US CONTACT MOVERS**

*It is important that you do your best to try and locate any movers. Investigate as much as possible and record all details below. Even if you only find out the town or suburb the person may have moved to, record this below.*

- If more than one PSM has moved to the same address record each person's name in the same box below.
- If PSMs have moved to different addresses record each person's name in different boxes below.
- Do not record details for any XXXs who have moved without a PSM.
- Email contacts are helpful, particularly for people who have moved overseas.
- **If address is unknown record name of missing persons(s) along with any further information to assist with tracking.**

Name(s) of mover		Further information
Person ID(s) of mover		
Address and phone numbers		
Name(s) of mover		Further information
Person ID(s) of mover		
Address and phone numbers		
Name(s) of mover		Further information
Person number(s)		
Address and phone numbers		

**HF23 Do you know where the non-local PSMs are?** MULTI RESP

Yes.....1 → Ensure details recorded above at HF22  
 Phone 1800 656 670 (02 8873 7076)  
 Record date phoned at HF29.1  
 Go to HF25

No.....2 → HF24

**HF24 MOVER PSMs – ADDRESS UNKNOWN OR NON-CONTACTS**

(i) **Which of the following steps did you take to try and track the household/respondent?** MULTI RESP

Asked any remaining sample members at address..... 1

Asked new occupants at address.....2

Called all contact phone numbers (home, work, mobile).....3

Asked neighbours (only if no contact with remaining sample members).....4

Other (specify).....8

(ii) **Give full details and outcome of all sources/people consulted (eg names of sample members, flat/house number of neighbours etc.).**

.....

.....

.....

(iii) **Is tracking required?** Yes.....1 → HF24(iv)  
 No.....2 → HF25

(iv) **Phone 1800 656 670 (02 8873 7076) immediately.**  
**Record HF29.1**

(v) **If you locate any of these people: phone the Panel Administrators and advise them to stop tracking.**

**TELL US ABOUT THIS HOUSEHOLD: Complete for all HF's**

**HF25 Record anything which will help us reapproach the household either by phone or face-to-face.**  
**For non-responding households or part responding households ALSO provide details of non-response.**

**Initial Stage** .....

.....

.....

.....

.....

.....

**Follow-up Stage** .....

.....

.....

.....

.....

**HF26 For future approaches to this household, which of the following do you think would be most successful?**

*Answer for all households.*

- |   | <b>IS</b> | <b>FS</b> |
|---|-----------|-----------|
| It is ok for a face to face interviewer to phone this household first (eg. unlikely to refuse over phone) ..... | 1         | 1         |
| It is recommended that a face to face interviewer phone this household first (eg. difficult to contact) .....   | 2         | 2         |
| All approaches to this household should be face to face if possible (eg. likely to refuse over phone) .....     | 3         | 3         |
| This household should not be re-issued (specify) _____  |           |           |
| _____   | 4         | 4         |
| This household should be issued to phone only (specify reason) _____  |           |           |
| _____   | 5         | 5         |

**HF27 What was the main reason for refusal?** (Use codes 1-6 or 8 if any HF19=07-11; Code 7 if there are no refusals in the hhold)

- |  | <b>IS</b> | <b>FS</b> |
|--|-----------|-----------|
| Too busy .....                               | 1         | 1         |
| Not interested / waste of time .....         | 2         | 2         |
| Questions too personal / too intrusive ..... | 3         | 3         |
| Don't trust surveys / Government .....       | 4         | 4         |
| Never do surveys.....                        | 5         | 5         |
| Weary of participating in the study.....     | 6         | 6         |
| Other (specify) .....                        | 8         | 8         |
| No refusals in household .....               | 7         | 7         |

**OFFICE USE ONLY**

<p>A1 Complete for HF30 IS = 03-15 &amp; 17 (Issue FU P2?)</p> <p>F2F ..... 1 } Skip A2-A4</p> <p>Phone ..... 2 }</p> <p>Either ..... 3 }</p> <p>Do not issue P2 FU..... 4</p>	<p>A3 Issue FFU P3? FS = 33-45 &amp; 47</p> <p>F2F (Met only)..... 1 } Skip A4</p> <p>Phone..... 2 }</p> <p>Either..... 3 }</p> <p>Do not issue P3 FFU ..... 4</p>
<p>A2 Issue FU P3? IS = 03-15 &amp; 17</p> <p>F2F (Met only)..... 1 } Skip A3-A4</p> <p>Phone ..... 2 }</p> <p>Either ..... 3 }</p> <p>Do not issue P3 FU.....</p> <p>.....</p> <p>..... 4</p>	<p>A4 Wave 7</p> <p>F2F..... 1</p> <p>Phone..... 2</p> <p>Either..... 3</p> <p>Do not issue W7 (<b>must</b> give reason/details)</p> <p>.....</p> <p>..... 4</p>



