

THE INTERVIEWER INSTRUCTIONS FOR USING CALENDARS

FOLLOW-BACK

Drug/Alcohol 6-Month Follow-back Calendar

1. Fill in today's date.
2. Make note of key events in subject's life during defined period and relate to pattern of alcohol and drug use (i.e., death of mother, major hospitalization, etc.).
3. Start with the current month. Fill in current month and remind subject how many days have elapsed in this month.
4. Go through the alcohol section first. Ask how many days he/she has used alcohol? What type? (i.e., beer, whiskey) How much? (drinks/day) How often? (days/month).
5. Next go to the drugs for this month. As above, ask about what type, how much, how often, proceeding one drug at a time.
6. Then work backwards, one month at a time, first with alcohol, and then with other drugs. Probe for patterns of use and emphasize days of abstinence within each month.
7. Total days per month of alcohol used and total days per month of drugs used, refers to total number of days on which any substance was used (more than one drug or kind of alcohol may be used on any one day).
8. If subject is unable to determine days of use per month of any substance, use non-directive questioning to determine general information (i.e., Did you use more than half the month or less than half the month, etc.).
9. Depending on the context in which the 6 month Follow-back is done (i.e., is it part of an interview where other drug and alcohol information has already been gathered?), you may want to reconcile any inconsistencies that occur between information gathered earlier, and the 6 month Follow-back. (Consult with your principle investigator/project manager regarding the manner in which discrepancies will be resolved.)

Instructions for Residential Follow-back Calendar

1. Fill in today's date.
2. On the grid (work sheet), write in all the months of the past year (or time period indicated by interview instructions), starting with the current month and working backwards (See the instructions in Section E: Residential Follow-Back Calendar).
3. Ask where they lived, what their major residence was over the past year. Record moves and dates.
4. Go down list of prompts on left side of work sheet.
 - a. Start with asking number of overnight visits to any family members. If visits were frequent, ask about patterns or routines.
 - b. Then ask about number of overnight visits with friends. If visits were frequent, ask about patterns or routines.
 - c. And continue asking remaining prompts listed.
5. When subject says yes to any one item/kind of place, always ask if there were any more of the same kind (i.e. if hospitals, did you stay in any other hospitals?).
6. Use non-directive questioning to determine when, how frequently and how many times subject was in any one particular place.
7. Subject may be unsure about when and how long and how frequently he/she stayed at any one place. Try to place the subject in time, in relation to major yearly events, such as birthdays, seasons, holidays, etc. (i.e., do you recall if it was before Christmas or after? Do you remember what the weather was like?).
8. When the grid is completed and you have the basic structure of all the places where subject stayed over the past year (or within the time frame defined by the interview), go back and ask more detailed questions about each place (i.e., address, with whom subject stayed, how long and the cost, why subject left/entered, etc.) as dictated by interview and fill out the Residential History Section with details for each Location (See Section F: Living Situation).
9. If subject is unable to recall exact dates, ask if he remembers month or season. Also if you can't get dates, try to get total length of time stayed (i.e., more than 2 weeks or less than 2 weeks). Get as specific as client is able.
10. We record only places where the subject stayed overnight. A day visit in a hospital or a few hours in jail are not recorded here unless they are a part of an overnight stay.