TO: Texas State Institutional Review Board

FROM: Ashlee Dozier, Health Education Coordinator, Student Health Center

DATE: January 12, 2010 (Resubmitted February 1, 2010)

RE: American College Health Association’s National College Health Assessment II

**Requested Review Category: Expedited**

**Rationale**

The purpose of this project is to participate in a national survey that will measure Texas State University students’ health beliefs and behaviors and compare the findings to that of other universities. This survey will allow Texas State University to:

* Better understand students’ health beliefs and behaviors,
* Identify potential health risks and develop appropriate health education programs,
* Use the information as baseline data to compare to future NCHA survey results to see if ongoing programming at the university has made an impact,
* And identify programming and intervention needs.

**1. Sources of Potential Subjects**

Subjects for this study will include a stratified-random sample of 4,800 full-time, currently enrolled undergraduate Texas State students, eighteen years of age or older, based on race, ethnicity, and gender.

**2. Procedures for Recruitment of Subjects/Consent**

A random sample of 4,800 full-time, currently enrolled undergraduate Texas State students, eighteen years of age or older, will be generated from the Texas State Registrar’s Office. This sample of students will receive an e-mail to their Texas State e-mail address with an explanation of the voluntary survey, a link to the survey and an explanation of incentives. Distribution of messages will be managed by ACHA staff; each sampled student will be contacted a maximum of three times and students who indicate they do not wish to participate will be removed from the participant list and receive no further contact.

ACHA approves all e-mail messages to ensure that they explain the voluntary nature of the survey, the collection method in regards to confidentiality, and incentives. The survey does not have a formal consent page, due to being a web survey. The first page of the survey explains that participation is voluntary and subjects do not have to participate or answer any specific questions that they may not be comfortable with.

**3. Methodology**

See question 2 for recruiting and collection procedures. Students will receive the e-mails from ACHA with a link to the online survey, which takes about 20 minutes to complete. Students may complete the survey on their own time, anywhere they choose. ACHA collects all data and supplies the executive summary as well as aggregate data. The ACHA-NCHA survey can be found at <http://www.acha-ncha.org/docs/ACHA-NCHAII_sample.pdf>. A copy of the survey has also been attached to the online application.

ACHA research reports never identify individual students. All ACHA reports express data at the aggregate level in a way that prevents the identification of individual students.

**4. Potential Risks**

This study poses little to no risk to the subjects. Though subjects will be asked personal questions regarding health status and health behavior, including sexual health and illegal behaviors, the surveys will be kept entirely confidential. ACHA generates a unique ID for each student. This unique ID number is imbedded in the survey URL sent to each student. Unique IDs are downloaded with student responses and help to prevent duplicate responses and prevent students from outside the sample or campus from submitting a survey. Students will be assigned this ID number in order to manage their online data input; however, survey answers will be kept confidential. ID numbers and e-mail addresses are destroyed by the American College Health Association before data are compiled and shared with Texas State.

Should loss of confidentiality occur as part of the data distribution process, a potential risk of embarrassment could occur for participants. However, precautions are taken as listed above to ensure that loss of confidentiality does not occur.

Using the normal ACHA-NCHA implementation procedures, the survey is not anonymous. It is possible to conduct the NCHA web survey in an anonymous manner without using the unique ID numbers. In doing so however, duplicate submission from the same student and responses from students outside of our sample cannot be prevented.

**5. Minimizing Potential Risks**

When the data is analyzed, there will be no connection to any identifying information for the survey participant. At no time will results from an individual survey be released. See questions 3 and 4 above for details on the confidentiality of the survey.

Arrangements for medical treatment do not apply.

**6. Potential Benefits**

The primary potential benefit of the study is that the data collected will help Texas State plan health programs, prioritize campus needs, allocate resources, design strategies for intervention, and identify protective and risk factors associated with academic performance.

**7. Compensation offered**

A lottery system will be used to select 26 respondents to each receive a thank-you gift for their participation. 25 respondents will win a Texas State t-shirt and one grand prize winner will win a flip camera. The chance of being selected is dependent upon the number of students who decide to participate in the survey. Details about the incentives are provided in the recruitment and reminder e-mail messages.

**8. Risks in Relation to Benefits**

Since there is little to no risk for the subjects, the benefits outweigh any potential risks.

**9. Specific Sites**

There will be no outside sites used. De-identified data will be sent to the American College Health Association for analysis. Their address is P.O. Box 28937, Baltimore, MD 21240-8937. Information about the national survey can be found at <http://acha-ncha.org>.

**10. Not Applicable**

**11. Not Applicable**

**12. Previous IRB Review**

This is the fourth submission to the Texas State IRB. The previous reference numbers are 02-0292, 04-0565, and 2007-64579.

**13. Individuals with Access to Unpublished Results**

Staff members at the American College Health Association will analyze the data and send a report to the Student Health Center. Final results will be shared with the Director, Assistant Director, and Health Education Staff of the Student Health Center, the Vice President for Student Affairs and selected Texas State departments. Aggregate data from the final report may be cited in class presentations and in reports about the health of the student body.