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**ICPSR**

**Inter-university Consortium for  
Political and Social Research**

**Criminal Victimization of  
District of Columbia Residents  
and Capitol Hill Employees,**

**1982-1983**

**Research Triangle Institute**

**ICPSR 8228**

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CRIMINAL VICTIMIZATION OF DISTRICT  
OF COLUMBIA RESIDENTS AND CAPITOL  
HILL EMPLOYEES, 1982-1983

(ICPSR 8228)

Principal Investigator

Research Triangle Institute

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ACQUISITIONS

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### Acknowledgement of Assistance

All manuscripts utilizing data made available through the Consortium should acknowledge that fact as well as identify the original collector of the data. The ICPSR Council urges all users of the ICPSR Data facilities to follow some adaptation of this statement with the parentheses indicating items to be filled in appropriately or deleted by the individual user.

The data (and tabulations) utilized in this (publication) were made available (in part) by the Inter-university Consortium for Political and Social Research. The data for CRIMINAL VICTIMIZATION OF DISTRICT OF COLUMBIA RESIDENTS AND CAPITOL HILL EMPLOYEES, 1982-1983 were collected by the Research Triangle Institute. Neither the collectors of the original data nor the Consortium bear any responsibility for the analyses or interpretations presented here.

In order to provide funding agencies with essential information about the use of archival resources and to facilitate the exchange of information about ICPSR participants' research activities, each user of the ICPSR data facilities is expected to send two copies of each completed manuscript or thesis abstract to the Consortium. Please indicate in the cover letter which data were used.

Research Triangle Institute;

CRIMINAL VICTIMIZATION OF DISTRICT OF COLUMBIA RESIDENTS AND  
CAPITOL HILL EMPLOYEES, 1982-1983 (ICPSR 8228)

This victimization study of District of Columbia residents and Capitol Hill employees was conducted between May 1982 and April 1983. The primary objective was to measure the extent of crime in the District of Columbia and the impact of crime on the quality of life in the District. Also studied was the degree to which Congressional employees working in the Capitol Hill area were subject to victimization and the extent to which victimization and the fear caused by it affected their productivity.

This data collection contains six files, three of which are data files. The first file contains person-level data such as residential mobility, crime prevention efforts, and socio-demographic characteristics. This file includes 5,542 cases with one record per respondent and has a logical record length of 334. The crime data file, called the "In Scope Crimes File," contains 1950 records. Each record in this file represents a reported criminal victimization, and the file's logical record length is 531. The third file, the "Out of Scope File," has 2,525 cases. An out of scope crime was defined as one which was either outside the analysis time period of May 1, 1982 to April 30, 1983 or not a crime of interest for this study. The logical record length of this file is 150. The three remaining files in this collection are machine-readable codebook files with logical record lengths of 133 characters. Class IV

**U.S. Department of Justice  
Bureau of Justice Statistics**

**The District of Columbia Household Victimization Survey  
Data Base Documentation**

by

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Prepared for  
Bureau of Justice Statistics  
U.S. Department of Justice

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Appendix B - Person Level Data File Documentation

Appendix C - In Scope Crimes File Documentation

Appendix D - Out of Scope Crimes File Documentation

THE DISTRICT OF COLUMBIA HOUSEHOLD VICTIMIZATION SURVEY  
DATA BASE DOCUMENTATION

Deliverable data for the District of Columbia Household Victimization Survey (RTI project 3122) are provided on computer tape RA5538. The tape is standard IBM labeled with a recording density of 6250 bpi and contains three separate OS data files with corresponding data file dictionaries as defined in the Tape Volume Table of Contents (Appendix A.). The data pertain only to completed interviews and do not contain confidential data items.

The Person Level Data File primarily contains data for questionnaire sections 'A' and 'P'. The In Scope Crimes File contains records for crimes that occurred during the analysis time period. The Out of Scope Crimes File contains records for events that did not fall within the analysis time period or were not crimes of interest.

Data file dictionaries are separate tape files preceding each data file. The dictionaries contain a label, beginning and ending position, length, and description for each variable. Also, variable codes with corresponding frequencies or ranges are provided. Hardcopy listings of the data dictionaries for the person level, in scope and out of scope crime files are provided in Appendixes B-D, respectively. In general the data dictionaries are self-explanatory and questions can be easily associated with the questionnaire.

A. Data Base Conventions

Certain conventions have been used in naming the variables and placing them in the data base. Generally, each data file begins with identifiers that are used for record linkage and data analysis. Then the relevant questionnaire data are given, followed by recodes and other variables constructed for use in analysis.

The first variable in all files is labeled "TYPE." The variable was originally assigned a unique value for each data file. This remains true for the Person Level Data File. However, due to interview program limitations long forms could be recorded for no more than six victimizations. As a result there were a few in scope crimes with short forms only for which a long form should have been completed. A hot deck imputation was implemented to replace missing long form data. The records were assigned to the In Scope Crimes File and the original "TYPE" code was retained. In addition, a few long form records were identified during post-processing as noncrimes or crimes outside

the analysis time period. Such records were reassigned to the Out of Scope Crimes File and the original "TYPE" code was retained.

The interview result code (RESULT) is the second variable on each file. Code "80" is the only value present and designates that the record is associated with a completed interview.

The deliverable data do not contain data items that were considered as potentially providing a means for identifying an individual or the agency at which he/she was employed. Each person-level record has a varying number of out of scope crimes reported (short form only) as well as in scope crimes (short form plus long form). The person identifier (CATINUM) is an encrypted value that provides the means for linking all data associated with a given respondent. The only other encrypted value is the household identifier (HUID) which appears on the Person Level Data File.

A naming convention was used to record the data obtained using the questionnaire. The variable name is composed of the section letter plus the question number. Thus, variable A1C contains the response to question 1, part C of section A. The Data Base User Manual contains a copy of the questionnaire.

For almost all data items, "DK" for "Don't Know" and "RE" for "Refused" were possible responses that could be keyed by the CATI interviewer. The CATI program translated these "DK" and "RE" entries to a numerical value of all 9's ending with an 8 for the "DK" entry and all 9's for the "RE" entry.

The CATI program was designed to skip questions that would be inappropriate to ask based upon the responses previously made by the person being interviewed (e.g., a respondent who stated that he lived in Virginia would not be asked what section of DC he lived in). Questions that were skipped by the CATI program had blank responses. Users of the data should be aware that these blank responses were recoded to dots (".") as a result of post-processing with Statistical Analysis System (SAS) software.

Use of CATI insured that, as long as the interviewer used the program as instructed, the skip patterns would be correctly followed. Inappropriate questions would not be displayed and hence no data would be requested or entered for these questions. In processing the data, a few instances have been found in which the interviewer did not use the program as instructed and contradictory data were collected (e.g., a response of "DC" for state of residence and a response of "Alexandria" to the question that should

not be asked of DC residents). Such contradictory data occur with low frequency and should not have a detrimental effect on data analyses.

B. Person Level Data File

The Person Level Data File contains 5,542 records, one record for each of the respondents to the District of Columbia Household Victimization Survey. The data record begins with the TYPE, RESULT, CATINUM, FIRSTPR, HUID, and LISTSMP variables. The TYPE (record type), RESULT (interview result code), and LISTSMP (sample indicator for DCHVS versus CHEVS) variables were used to construct the data file.

Following these identifying-type variables on the person-level data file are the variables containing responses to Section A questions (A1A through A8). The variable BVICTIM then follows. BVICTIM contains the response to the first question asked in Section B, "Right off, can you think of a time during 1982 or 1983 that any of these things happened to you?" The variable SELECT contains the response to the last question asked in Section B, "Has any other crime event that happened to you in 1982 or 1983 come to mind?"

Section P of the questionnaire obtains data on the characteristics of the person and his/her household. These data are provided by variables P1A through P23. Section P questions 1, 2, and 16 were only asked of the first respondent within the household, since these are household-level questions that would not change for each person (i.e., the characteristics of the dwelling and the family income). The responses for persons other than the first person are missing values for these variables since the questions were skipped.

It is a feature of the DCHVS that all respondents were not asked to report household demographic data. Instead, only the first household respondent was asked to provide these data and for subsequent household respondents these questions were skipped. The first household respondent, as identified by the interviewer, is indicated by the variable FIRSTPR. Due to interviewer error, there are some households with none or more than one respondent identified as the first person.

Following the Section P questions are the recodes and other variables created for use in analysis. REV16A to REV16F were combined to create the income range variable INCOME.

The next eight variables, INT1 through SESS2, provide roster information

about the interview and will not be used in most data analyses. For the telephone call in which the interview was completed, INT1, DATE1, TIME1, and SESS1 give the interviewer identification, the date, time of day, and the total time for the call. If the interview was completed in one session, the value of these variables will be representative of the total interview. If a previous breakoff interview occurred, the value of the breakoff variables and the completion variables will be representative of the interview session required to complete the interview. When an earlier telephone call resulted in a breakoff, INT2, DATE2, TIME2, and SESS2 give similar information for the first breakoff call. If no breakoff call occurred, these variables will be blank. These eight control system variables were provided since they may be useful in methodological investigations. The analyst using these variables is warned that the two session time variables - SESS1 and SESS2 - are subject to error since some backup and forward moves within the CATI program can trip the counter in inappropriate ways (e.g., reset the starting time, etc.).

Remaining variables in the Person Level File include imputations, weights and other variables constructed for analysis as defined in the Data Base User Manual.

#### C. In Scope Crimes File

The In Scope Crimes File contains 1,950 records, exactly one record for each crime victimization reported by a DCHVS respondent. A victimization was defined to be in scope when (1) it fell within the analysis time period of May 1, 1982 to April 30, 1983 and (2) it was a crime of interest for the study.

The file has a varying number of crime level records associated with each record in the Person Level File. CATINUM (the person identifier) is the common link between the person level records and associated crime records. EVENT (at the end of the record) in the crime level file is the crime record number within data collection wave. EVENT used in conjunction with CATINUM provides a unique identifier for each crime in the file.

Questionnaire data begins with SERIES1 which records whether the event being described is one victimization event or a series of events that cannot be separated. VAR1 records the cue that led to the event being reported. TIMES1 records the number of events when the record is associated with a series of crimes that the respondent could not separate.

D1A through D2P contain the responses to the questions designed to determine if the event was a crime and if so what type of crime. The CATI program used these responses to verify the criminal aspects of the event (if any) in the "Verify Table." DVTAL through DVTDE contain the results of this crime verification process.

Following this set of variables are D3 to D6B, which determined how many persons were involved, and D7 to D8F, which determined where the event occurred. Section D concludes with variables D9 through D13B2, which ascertained the date of the event.

The data items for questionnaire Sections E through O are reasonably self explanatory as indicated by the variable labels. Questions E4, E22, F2, G2C, G5b, H1, H2, J3, J4b, J7b, J11, J13, J14, J16b, K4b, K5b, O5, and O6b allowed multiple responses. For these questions, a yes-no indicator variable was created for each answer category.

With the exception of CRIME, variables at the end of the data file were created for use in analysis and data editing and cleaning. Using the responses to D9 through D13B2, the recode variable ANTMPER was constructed to indicate whether the event fell within the analysis time period of May 1, 1982 to April 30, 1983. Using a priority ordering scheme and the response to D1A through D2P, CRM\_CAT classified the crime into one of seven crime categories or as a non-crime (category 8). The variable ANALIND combines the two items to classify the event into one of three categories: (1) a crime occurring within the analysis time period, (2) a crime occurring outside of the analysis time period, and (3) not a crime of interest. Only crimes falling within the time period of interest are included in the In Scope Crimes File. TOC contains the type of crime classification.

Due to CATI space limitations only six crimes per person could have the Long Form (Questionnaire Sections E through O) completed for them. A total of 16 in scope crimes did not have a Long Form completed. For these events, the missing data was imputed as described in The Data Base User Manual. LFORMII indicates the crime event records with imputed Long Form data.

The data file concludes with LISTSMP, which indicates the sample in which the respondent belonged; EVENT, which uniquely identifies each crime event; and CRIME, which contains the verbal description given by the respondent in listing the crime. Only data for DCHVS sample individuals are included in the deliverable data files.

D. Out of Scope Crimes File

The Out of Scope Crimes File contains 2,525 records, one record for each out-of-scope crime event reported by the respondent. A victimization was defined to be out of scope when (1) it was outside the analysis time period of May 1, 1982 to April 30, 1983 or (2) it was not a crime of interest for the study.

Again each record is uniquely identified by the variables EVENT and CATINUM and can be linked to the person-level data using the person identifier CATINUM. The data variables are the same as those described for the In Scope Crimes File except that Sections E through O variables are not included since these questionnaire sections were not administered for out of scope events.

**Appendix A**  
**Tape Volume Table of Contents**

SAS

9:31 MONDAY, DECEMBER 17, 1984

TAPE LIST FOR DDNAME = IN1

CONTENTS OF TAPE VOLUME = RA5538

OWNER - RTI

**Appendix B**  
**Person Level Data File Documentation**

BUREAU OF JUSTICE STATISTICS DATE: 12/10/84 PAGE: 1  
 D. C. HOUSEHOLD VICTIMIZATION SURVEY, RTI PROJECT NUMBER 3122  
 PERSON LEVEL DATA (RECORD COUNT=5542)

LABEL	BC	EC	LEN	DESCRIPTION	FREQ
TYPE	0001	0001	1	RECORD TYPE	
				1 = PERSON LEVEL RECORDS	5542
				2 = SHORT / LONG FORM RECORDS	0
				3 = SHORT FORM RECORDS	0
RESULT	0002	0003	2	RESULT CODE	
				80 = INTERVIEW COMPLETED	5542
CATINUM	0004	0008	5	PERSON IDENTIFIER	
FIRSTPR	0009	0009	1	FIRST PERSON IN THE HOUSEHOLD?	
				BLANK = MISSING	19
				1 = YES	3033
				2 = NO	2490
HUID	0010	0014	5	HOUSEHOLD IDENTIFIER	
				RANGE = 00019 - 99948	
LISTSMP	0015	0015	1	SAMPLE INDICATOR	
				1 = CHEVS	0
				2 = DCHVS	5542
A1A	0016	0016	1	LENGTH OF STAY AT YOUR CURRENT RESIDENCE?	
				BLANK = MISSING	3
				1 = LESS THAN 1 YEAR	855
				2 = 1-2 YEARS	614
				3 = 2-5 YEARS	1111
				4 = MORE THAN 5 YEARS	2947
				8 = DON'T KNOW	3
				9 = REFUSED	9
A1BMON	0017	0018	2	MONTH	
				RANGE = 01 - 12	
A1BYEAR	0019	0020	2	YEAR	
				BLANK = MISSING	4073
				81 = 1981	232
				82 = 1982	685
				83 = 1983	542
				98 = DON'T KNOW	5
				99 = REFUSED	5
A1C	0021	0021	1	LENGTH YOU LIVED IN THE DC AREA?	
				BLANK = MISSING	4059
				1 = LESS THAN 1 YEAR	225
				2 = 1-2 YEARS	235
				3 = 2-5 YEARS	223

BUREAU OF JUSTICE STATISTICS DATE: 12/10/84 PAGE: 2  
 D. C. HOUSEHOLD VICTIMIZATION SURVEY, RTI PROJECT NUMBER 3122  
 PERSON LEVEL DATA (RECORD COUNT=5542)

LABEL	BC	EC	LEN	DESCRIPTION	FREQ
	--	--	--	4 = MORE THAN 5 YEARS	791
	--	--	--	8 = DON'T KNOW	4
	--	--	--	9 = REFUSED	5
A2	0022	0023	2	HOW MANY PEOPLE OVER 12 LIVE IN YOUR HOME?	
				BLANK = MISSING	2
				1 = 1	834
				2 = 2	1956
				3 = 3	1257
				4 = 4	837
				5 = 5	410
				6 = 6	146
				7 = 7	43
				8 = 8	12
				9 = 9	6
				10 = 10	4
				11 = 11	1
				12 = 12	1
				13 = 13	1
				98 = DON'T KNOW	2
				99 = REFUSED	30
A3	0024	0024	1	CITIZEN CRIME PREVENTION GROUP IN COMMUNITY?	
				BLANK = MISSING	2
				1 = YES	2133
				2 = NO	3139
				8 = DON'T KNOW	265
				9 = REFUSED	3
A4	0025	0025	1	DO YOU TAKE PART IN IT?	
				BLANK = MISSING	3406
				1 = YES	728
				2 = NO	1407
				8 = DON'T KNOW	1
				9 = REFUSED	0
A5	0026	0026	1	DO YOU BELONG TO ANY OTHER LOCAL ANTI-CRIME PROGRAM?	
				1 = YES	246
				2 = NO	5282
				8 = DON'T KNOW	13
				9 = REFUSED	1
A6	0027	0027	1	DURING 1982 OR 83, DID YOU OWN A MOTOR VEHICLE?	
				1 = YES	3860
				2 = NO	167
				8 = DON'T KNOW	
				9 = REFUSED	

BUREAU OF JUSTICE STATISTICS DATE: 12/10/84 PAGE: 3  
 D. C. HOUSEHOLD VICTIMIZATION SURVEY, RTI PROJECT NUMBER 3122  
 PERSON LEVEL DATA (RECORD COUNT=5542)

LABEL	BC	EC	LEN	DESCRIPTION	FREQ
A7	0028	0028	1	DID YOU SHARE (OTHER) VEHICLES IN 82 OR 83?	
			1 = YES . . . . .	2427	
			2 = NO . . . . .	3109	
			8 = DON'T KNOW . . . . .	0	
			9 = REFUSED . . . . .	6	
AB	0029	0029	1	DO YOU HAVE A PLACE AT HOME TO PARK OFF THE STREET?	
			BLANK = MISSING . . . . .	1139	
			1 = YES . . . . .	3569	
			2 = NO . . . . .	833	
			8 = DON'T KNOW . . . . .	1	
			9 = REFUSED . . . . .	0	
BVICTIM	0030	0030	1	DURING 1982 OR 1983 DID ANY OF THESE CRIMES HAPPEN TO YOU?	
			1 = YES . . . . .	1262	
			2 = NO . . . . .	4279	
			3 = UNSURE OF WHEN . . . . .	1	
			8 = DON'T KNOW . . . . .	0	
			9 = REFUSED . . . . .	0	
SELECT	0031	0031	1	ANY OTHER CRIME HAPPEN TO YOU IN 82 OR 83?	
			BLANK = MISSING . . . . .	4119	
			1 = YES . . . . .	7	
			2 = NO . . . . .	1416	
			3 = UNSURE OF WHEN . . . . .	0	
P1A	0032	0032	1	WHERE DO YOU LIVE?	
			BLANK = MISSING . . . . .	2488	
			1 = HOUSE . . . . .	1608	
			2 = TOWNHOUSE OR ROW HOUSE . . . . .	299	
			3 = APARTMENT OR DUPLEX, CONDOMINUM . . . . .	1112	
			4 = MOBILE HOME . . . . .	13	
			5 = HOTEL OR MOTEL . . . . .	0	
			6 = ROOMING HOUSE . . . . .	3	
			7 = OTHER . . . . .	12	
			8 = DON'T KNOW . . . . .	0	
			9 = REFUSED . . . . .	7	
P1B	0033	0033	1	IS THAT A ONE-FAMILY HOUSE?	
			BLANK = MISSING . . . . .	3635	
			1 = YES . . . . .	1845	
			2 = NO . . . . .	60	
			8 = DON'T KNOW . . . . .	1	
			9 = REFUSED . . . . .	1	

BUREAU OF JUSTICE STATISTICS DATE: 12/1  
D. C. HOUSEHOLD VICTIMIZATION SURVEY, RTI PROJECT NUMBER 3122  
PERSON LEVEL DATA (RECORD COUNT=5542)

DATE: 12/10/84 PAGE: 4

BUREAU OF JUSTICE STATISTICS DATE: 12/10/84 PAGE: 5  
 D. C. HOUSEHOLD VICTIMIZATION SURVEY, RTI PROJECT NUMBER 3122  
 PERSON LEVEL DATA (RECORD COUNT=5542)

LABEL	RC	EC	LEN	DESCRIPTION	FREQ
P4	0039	0040	2	HIGHEST GRADE COMPLETED?	
			0 = NEVER ATTENDED OR KINDERGARTEN	.	11
			1 = ELEMENTARY (GRADE 1)	.	12
			2 = ELEMENTARY (GRADE 2)	.	8
			3 = ELEMENTARY (GRADE 3)	.	17
			4 = ELEMENTARY (GRADE 4)	.	17
			5 = ELEMENTARY (GRADE 5)	.	29
			6 = ELEMENTARY (GRADE 6)	.	93
			7 = ELEMENTARY (GRADE 7)	.	125
			8 = ELEMENTARY (GRADE 8)	.	174
			9 = HIGH SCHOOL (GRADE 9)	.	143
			10 = HIGH SCHOOL (GRADE 10)	.	215
			11 = HIGH SCHOOL (GRADE 11)	.	251
			12 = HIGH SCHOOL (GRADE 12)	.	1378
			13 = COLLEGE (FRESHMAN)	.	388
			14 = COLLEGE (SOPHMORE)	.	564
			15 = COLLEGE (JUNIOR)	.	272
			16 = COLLEGE (SENIOR)	.	931
			17 = GRADUATE OR PROFESSIONAL TRAINING	.	870
			98 = DON'T KNOW	.	10
			99 = REFUSED	.	34
P5	0041	0041	1	SEX?	
			1 = MALE	.	2512
			2 = FEMALE	.	3030
			8 = DON'T KNOW	.	0
			9 = REFUSED	.	0
P6	0042	0042	1	RACE?	
			1 = WHITE	.	3438
			2 = BLACK	.	1803
			3 = AMERICAN INDIAN, ALEUT, ESKIMO	.	17
			4 = ASIAN OR PACIFIC ISLANDER	.	104
			5 = HISPANIC	.	83
			6 = OTHER	.	54
			8 = DON'T KNOW	.	4
			9 = REFUSED	.	39
P7	0043	0044	2	YOUR AGE?	
			RANGE = 12 - 89		
P8A	0045	0045	1	OCCUPATIONAL STATUS FROM MAY 1, 1982 TO APRIL 30, 1983	
			BLANK = MISSING	.	358
			1 = WORKING	.	3273
			2 = LOOKING FOR WORK	.	175
			3 = KEEPING HOUSE	.	598
			4 = IN SCHOOL	.	623

BUREAU OF JUSTICE STATISTICS  
 D. C. HOUSEHOLD VICTIMIZATION SURVEY, RTI PROJECT NUMBER 3122  
 PERSON LEVEL DATA (RECORD COUNT=5542)

DATE: 12/10/84 PAGE: 6

LABEL	BC	EC	LEN	DESCRIPTION	FREQ
				5 = UNABLE TO WORK	61
				6 = RETIRED	389
				7 = OTHER	39
				8 = DON'T KNOW	1
				9 = REFUSED	25
PBB	0046	0047	2	HOW MANY MONTHS FROM 5/1/82 TO 4/30/83 DID YOU WORK?	
				BLANK = MISSING	358
				0 = NONE OF PERIOD	1222
				1 = 1 MONTH	32
				2 = 2 MONTHS	61
				3 = 3 MONTHS	128
				4 = 4 MONTHS	82
				5 = 5 MONTHS	48
				6 = 6 MONTHS	90
				7 = 7 MONTHS	64
				8 = 8 MONTHS	86
				9 = 9 MONTHS	95
				10 = 10 MONTHS	113
				11 = 11 MONTHS	53
				12 = 12 MONTHS	3068
				98 = DON'T KNOW	12
				99 = REFUSED	30

PBC -- WHICH MONTHS DID YOU WORK FROM 5/1/82 TO 4/30/83?

PBC_1	0048	0049	2	MAY	
				BLANK = MISSING	4694
				0 = NO	431
				1 = YES	398
				98 = DON'T KNOW	18
				99 = REFUSED	1
PBC_2	0050	0051	2	JUNE	
				BLANK = MISSING	4694
				0 = NO	326
				1 = YES	503
				98 = DON'T KNOW	18
				99 = REFUSED	1
PBC_3	0052	0053	2	JULY	
				BLANK = MISSING	4694
				0 = NO	362
				1 = YES	467
				98 = DON'T KNOW	18
				99 = REFUSED	1

BUREAU OF JUSTICE STATISTICS      DATE: 12/10/84 PAGE: 7  
 D. C. HOUSEHOLD VICTIMIZATION SURVEY, RTI PROJECT NUMBER 3122  
 PERSON LEVEL DATA (RECORD COUNT=5542)

LABEL	BC	EC	LEN	DESCRIPTION	FREQ
P8C_4	0054	0055	2	AUGUST	
				BLANK = MISSING .	4694
				0 = NO .	361
				1 = YES .	468
				98 = DON'T KNOW .	18
				99 = REFUSED .	1
P8C_5	0056	0057	2	SEPTEMBER	
				BLANK = MISSING .	4694
				0 = NO .	384
				1 = YES .	445
				98 = DON'T KNOW .	18
				99 = REFUSED .	1
P8C_6	0058	0059	2	OCTOBER	
				BLANK = MISSING .	4694
				0 = NO .	402
				1 = YES .	427
				98 = DON'T KNOW .	18
				99 = REFUSED .	1
P8C_7	0060	0061	2	NOVEMBER	
				BLANK = MISSING .	4694
				0 = NO .	402
				1 = YES .	427
				98 = DON'T KNOW .	18
				99 = REFUSED .	1
P8C_8	0062	0063	2	DECEMBER	
				BLANK = MISSING .	4694
				0 = NO .	403
				1 = YES .	426
				98 = DON'T KNOW .	18
				99 = REFUSED .	1
P8C_9	0064	0065	2	JANUARY	
				BLANK = MISSING .	4694
				0 = NO .	434
				1 = YES .	395
				98 = DON'T KNOW .	18
				99 = REFUSED .	1
P8C_10	0066	0067	2	FEBRUARY	
				BLANK = MISSING .	4694
				0 = NO .	442
				1 = YES .	387
				98 = DON'T KNOW .	18

BUREAU OF JUSTICE STATISTICS      DATE: 12/10/84 PAGE: 8  
 D. C. HOUSEHOLD VICTIMIZATION SURVEY, RTI PROJECT NUMBER 3122  
 PERSON LEVEL DATA (RECORD COUNT=5542)

LABEL	BC	EC	LEN	DESCRIPTION	FREQ
				99 = REFUSED	1
PBC_11	0068	0069	2	MARCH	
				BLANK = MISSING	4694
				0 = NO	447
				1 = YES	382
				98 = DON'T KNOW	18
				99 = REFUSED	1
PBC_12	0070	0071	2	APRIL	
				BLANK = MISSING	4694
				0 = NO	444
				1 = YES	385
				98 = DON'T KNOW	18
				99 = REFUSED	1
PBD	0072	0072	1	LOOK FOR WORK WHEN NOT WORKING (5/1/82-4/30/83)?	
				BLANK = MISSING	3468
				1 = YES	583
				2 = NO	1485
				8 = DON'T KNOW	1
				9 = REFUSED	5
P9A	0073	0073	1	YOUR JOB AS OF (OR LAST JOB PRIOR TO) APRIL 30TH?	
				BLANK = MISSING	1578
				1 = A GOVERNMENT EMPLOYEE?	1241
				2 = PAID EMPLOYEE OF PRIV. COMPANY, BUSINESS, INDIV.?	2259
				3 = SELF-EMPLOYED IN YOUR OWN BUSINESS OR PRACTICE?	326
				4 = OR, WORKING WITHOUT PAY IN A FAMILY BUSINESS?	19
				5 = UNABLE TO CATEGORIZE	80
				8 = DON'T KNOW	1
				9 = REFUSED	38
P9B	0074	0074	1	IS THAT FEDERAL, STATE, OR LOCAL?	
				BLANK = MISSING	4262
				1 = FEDERAL	869
				2 = STATE	118
				3 = LOCAL	252
				8 = DON'T KNOW	2
				9 = REFUSED	39
P9C	0075	0075	1	DID YOU WORK ON CAPITOL HILL?	
				BLANK = MISSING	4632
				1 = YES	93
				2 = NO	778
				8 = DON'T KNOW	1
				9 = REFUSED	38

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LABEL	BC	EC	LEN	DESCRIPTION	FREQ
P10	0076	0076	1	WHICH BEST DESCRIBES YOUR JOB?	
				BLANK = MISSING . . . . .	1580
				1 = PROFESSIONAL OR ADMINISTRATIVE, . . . . .	2236
				2 = CLERK OR SALESPERSON . . . . .	558
				3 = CRAFTS OR SKILLED TRADE, . . . . .	382
				4 = SERVICE WORKER, . . . . .	273
				5 = LABORER, . . . . .	183
				6 = GUARD OR POLICE WORK . . . . .	83
				7 = OTHER WORK? . . . . .	207
				8 = DON'T KNOW . . . . .	4
				9 = REFUSED . . . . .	36
P11 -- WAS ANY OF THE FOLLOWING A IMPORTANT PART OF YOUR JOB?					
P11_1	0077	0077	1	DELIVERING PASSENGERS OR GOODS?	
				BLANK = MISSING . . . . .	1580
				1 = YES . . . . .	380
				2 = NO . . . . .	3541
				8 = DON'T KNOW . . . . .	6
				9 = REFUSED . . . . .	35
P11_2	0078	0078	1	TRAVELLING OUT OF TOWN?	
				BLANK = MISSING . . . . .	1580
				1 = YES . . . . .	744
				2 = NO . . . . .	3181
				8 = DON'T KNOW . . . . .	3
				9 = REFUSED . . . . .	34
P11_3	0079	0079	1	DEALING WITH CUSTOMERS, CLIENTS, STUDENTS, OR PATIENTS	
				BLANK = MISSING . . . . .	1580
				1 = YES . . . . .	2609
				2 = NO . . . . .	1315
				8 = DON'T KNOW . . . . .	4
				9 = REFUSED . . . . .	34
P12A	0080	0080	1	DID YOU HAVE REGULAR WORKING HOURS?	
				BLANK = MISSING . . . . .	1580
				1 = YES . . . . .	3062
				2 = NO . . . . .	851
				8 = DON'T KNOW . . . . .	3
				9 = REFUSED . . . . .	46
P12B_1	0081	0088	8	FROM (AM/PM)	
P12B_2	0089	0096	8	TO (AM/PM)	

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LABEL	BC	EC	LEN	DESCRIPTION	FREQ
P13	0097	0100	4	WHAT YEAR DID YOU START WORKING FOR THE COMPANY? RANGE = 1900 - 1983	-----

P14 -- FROM START OF YOUR JOB TIL END OF 1981 DID ANY OF  
THE FOLLOWING HAPPEN?

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LABEL	BC	EC	LEN	DESCRIPTION	FREQ
TIME2	0174	0181	8	TIME BREAKOFF CALL WAS MADE	
SESS2	0182	0186	5	LENGTH OF CALL BEFORE BREAKOFF RANGE = 00000 - 00088	
STATE	0187	0187	1	IMPUTATION-REVISED P2A: LOCATION OF CURRENT RESIDENCE?	
			1 = D.C.	.	1868
			2 = MARYLAND	.	1855
			3 = VIRGINIA	.	1803
			4 = ELSEWHERE	.	16
STATEII	0188	0188	1	STATE IMPUTATION INDICATOR	
			0 = NOT IMPUTED	.	5430
			1 = IMPUTED	.	112
AGE	0189	0190	2	IMPUTATION-REVISED P7: AGE ON YOUR LAST BIRTHDAY? RANGE = 12 - 89	
AGEII	0191	0191	1	AGE IMPUTATION INDICATOR	
			0 = NOT IMPUTED	.	5454
			1 = IMPUTED	.	88
SEX	0192	0192	1	IMPUTATION-REVISED P5: ARE YOU MALE OR FEMALE?	
			1 = MALE	.	2512
			2 = FEMALE	.	3030
SEXII	0193	0193	1	SEX IMPUTATION INDICATOR	
			0 = NOT IMPUTED	.	5542
			1 = IMPUTED	.	0
RACE	0194	0194	1	IMPUTATION-REVISED P6: WHAT IS YOUR RACE?	
			1 = WHITE	.	3461
			2 = BLACK	.	1823
			3 = AM. INDIAN, ALEUT, ESK,	.	17
			4 = ASIAN OR PAC. IS.	.	104
			5 = HISPANIC	.	83
			6 = OTHER	.	54
RACEII	0195	0195	1	RACE IMPUTATION INDICATOR	
			0 = NOT IMPUTED	.	5499
			1 = IMPUTED	.	43
RACEA	0196	0196	1	RECODE OF RACE	
			1 = WHITE OR HISPANIC	.	3544
			2 = BLACK	.	1823
			3 = ALL OTHERS	.	175

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LABEL	BC	EC	LEN	DESCRIPTION	FREQ
RACERHH	0197	0197	1	RACE OF FIRST HOUSEHOLD RESPONDENT	
				1 = NON-BLACK . . . . .	3722
				2 = BLACK . . . . .	1820
FRSTPR2	0198	0198	1	INDICATOR FOR FIRST HOUSEHOLD RESPONDENT (EDITED)	
				1 = FIRST PERSON INTERVIEWED . . . . .	3016
				2 = NOT THE FIRST PERSON INTERVIEWED . . . . .	2526
PLACER	0199	0199	1	PLACE OF RESIDENCE	
				1 = MD PART OF DC-SMSA . . . . .	1774
				2 = DC PART OF DC-SMSA . . . . .	1868
				3 = VA PART OF DC-SMSA . . . . .	1706
				4 = OTHER MD OR 301 AREA CODE . . . . .	84
				5 = OTHER VA OR 703 AREA CODE . . . . .	100
				6 = OTHER 202 AREA CODE . . . . .	10
STRATUM	0200	0203	4	STRATUM IDENTIFIER	
				RANGE = 2001 - 2229	
WAVE	0204	0204	1	WAVE OF DATA COLLECTION	
				1 = WAVE 1 . . . . .	1865
				2 = WAVE 2 . . . . .	1876
				3 = WAVE 3 . . . . .	1801
WTI1	0205	0214	10	INITIAL WEIGHT - INVERSE OF PROBABILITY OF SELECTION	
				RANGE = 0174.04836 - 0407.34088	
PSHADJ	0215	0224	10	HOUSEHOLD-LEVEL POST-STRATIFICATION ADJUSTMENT FACTOR	
				RANGE = 0001.10331 - 0001.28643	
WTI1A	0225	0234	10	HOUSEHOLD-LEVEL ANALYSIS WEIGHT (UNSTANDARDIZED)	
				RANGE = 0192.02952 - 0524.01424	
PPSADJ	0235	0244	10	PERSON-LEVEL POST-STRATIFICATION ADJUSTMENT FACTOR	
				RANGE = 0000.85513 - 0001.94269	
WTPRSM	0245	0254	10	PERSON-LEVEL ANALYSIS WEIGHT (UNSTANDARDIZED)	
				RANGE = 0195.71491 - 0935.10083	
HSTADJ	0255	0264	10	HOUSEHOLD STANDARDIZATION ADJUSTMENT FACTOR: CITY/SUBURBS	
				RANGE = 0000.41062 - 0002.34472	
WTHSTD	0265	0274	10	STANDARDIZED WEIGHT FOR HOUSEHOLD ANALYSES, CITY/SUBURBS	
				RANGE = 0000.00000 - 1054.78702	
HSTADJ2	0275	0264	10	HOUSEHOLD STANDARDIZATION ADJUSTMENT FACTOR: DC-SMSA	
				RANGE = 0000.99529 - 0001.01346	

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LABEL	BC	EC	LEN	DESCRIPTION	FREQ
WTHSTD2	0285	0294	10	STANDARDIZED WEIGHT FOR HOUSEHOLD ANALYSES, DC-SMSA RANGE = 0000.00000 - 0531.06781	----
SMSADJF	0295	0304	10	PERSON STANDARDIZATION ADJUSTMENT FACTOR, CITY/SUBURBS RANGE = 0000.29180 - 0004.33913	-----
WTSMS	0305	0314	10	STANDARDIZED WEIGHT FOR PERSON ANALYSES, CITY/SUBURBS RANGE = 0082.32179 - 2504.69528	-----
SMSADJ2	0315	0324	10	PERSON STANDARDIZATION ADJUSTMENT FACTOR, DC-SMSA RANGE = 0000.95429 - 0001.09392	-----
WTSMS2	0325	0334	10	STANDARDIZED WEIGHT FOR PERSON ANALYSES, DC-SMSA RANGE = 0200.19610 - 0914.60583	-----

**Appendix C**  
**In Scope Crimes File Documentation**

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LABEL	BC	EC	LEN	DESCRIPTION	FREQ
TYPE	0001	0001	1	RECORD TYPE	
				1 = PERSON LEVEL RECORDS	0
				2 = SHORT / LONG FORM RECORDS	1936
				3 = SHORT FORM RECORDS	14
RESULT	0002	0003	2	RESULT CODE	
				80 = INTERVIEW COMPLETED	1950
CATINUM	0004	0008	5	PERSON IDENTIFIER	
SERIES1	0009	0009	1	SERIES INDICATOR	
				BLANK = MISSING	2
				1 = SINGLE	1824
				2 = SERIES	124
				8 = DON'T KNOW	0
				9 = REFUSED	0
VAR1	0010	0011	2	SECTION C., EXAMPLES & REMINDERS PROMPT CUES	
				RANGE = 01 - 66	
TIMES1	0012	0013	2	SECTION D., NUMBER OF EVENTS BEING DESCRIBED	
				RANGE = 01 - 89	
D1A	0014	0014	1	DID YOU SEE AN OFFENDER?	
				BLANK = MISSING	0
				1 = YES	444
				2 = NO	1497
				8 = DON'T KNOW	7
				9 = REFUSED	2
D1B	0015	0015	1	WERE YOU AND AN OFFENDER AT THE SAME PLACE?	
				BLANK = MISSING	0
				1 = YES	777
				2 = NO	1092
				8 = DON'T KNOW	55
				9 = REFUSED	26
D1C	0016	0016	1	ANY COMMUNICATION BETWEEN AN OFFENDER AND YOU?	
				BLANK = MISSING	0
				1 = YES	385
				2 = NO	1547
				8 = DON'T KNOW	12
				9 = REFUSED	6

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**DVTA1 - DVTD1 -- VERIFY TABLE**

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LABEL	BC	EC	LEN	DESCRIPTION	FREQ
				5 = COULD HAVE BEEN '82 OR '83	1
				8 = DON'T KNOW	0
				9 = REFUSED	0
D10A	0058	0059	2	WHAT MONTH WAS THAT?	
				BLANK = MISSING	1
				1 = JANUARY	111
				2 = FEBRUARY	137
				3 = MARCH	141
				4 = APRIL	176
				5 = MAY	106
				6 = JUNE	176
				7 = JULY	181
				8 = AUGUST	157
				9 = SEPTEMBER	136
				10 = OCTOBER	152
				11 = NOVEMBER	196
				12 = DECEMBER	163
				98 = DON'T KNOW	117
				99 = REFUSED	0
D10B	0060	0060	1	WAS IT IN WINTER, SPRING, SUMMER OR FALL 1982?	
				BLANK = MISSING	1833
				1 = WINTER	21
				2 = SPRING: MAR, APR, MAY	19
				3 = SUMMER: JUNE, JULY, AUG.	44
				4 = FALL: SEPT., OCT., NOV.	33
				8 = DON'T KNOW	0
				9 = REFUSED	0
D10C	0061	0061	1	WAS IT THIS PAST WINTER OR THE ONE BEFORE THAT?	
				BLANK = MISSING	1929
				1 = THIS PAST WINTER (82-83)	21
				2 = LAST WINTER (81-82)	0
				8 = DON'T KNOW	0
				9 = REFUSED	0
D10D	0062	0062	1	WAS IT BEFORE OR AFTER MAY 1?	
				BLANK = MISSING	1931
				1 = BEFORE	7
				2 = AFTER	12
				8 = DON'T KNOW	0
				9 = REFUSED	0

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LABEL	BC	EC	LEN	DESCRIPTION	FREQ
E4_4	0081	0081	1	FROM POLICE	
				BLANK = MISSING .	1548
				0 = NO .	345
				1 = YES .	57
				8 = DON'T KNOW .	0
				9 = REFUSED .	0
E4_5	0082	0082	1	OFFENDER(S) HAD THREATENED TO DO IT	
				BLANK = MISSING .	1548
				0 = NO .	398
				1 = YES .	4
				8 = DON'T KNOW .	0
				9 = REFUSED .	0
E4_6	0083	0083	1	FIGURED IT OUT	
				BLANK = MISSING .	1548
				0 = NO .	226
				1 = YES .	176
				8 = DON'T KNOW .	0
				9 = REFUSED .	0
E4_7	0084	0084	1	OTHER	
				BLANK = MISSING .	1548
				0 = NO .	333
				1 = YES .	69
				8 = DON'T KNOW .	0
				9 = REFUSED .	0
E5	0085	0085	1	WAS THIS PERSON MALE OR FEMALE?	
				BLANK = MISSING .	1480
				1 = MALE .	370
				2 = FEMALE .	89
				8 = DON'T KNOW .	11
E6	0086	0086	1	OFFENDER'S AGE?	
				BLANK = MISSING .	1480
				1 = CHILD (0-12) .	18
				2 = TEENAGER (13-17) .	90
				3 = YOUNG ADULT (18-34) .	241
				4 = OLDER PERSON (35 AND UP) .	109
				8 = DON'T KNOW .	12
E7	0087	0087	1	OFFENDER'S RACE?	
				BLANK = MISSING .	1460
				1 = WHITE .	176
				2 = BLACK .	231
				3 = HISPANIC .	16

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LABEL	BC	EC	LEN	DESCRIPTION	FREQ
				4 = ASIAN . . . . .	3
				5 = OTHER RACE . . . . .	5
				8 = DON'T KNOW . . . . .	38
				9 = REFUSED . . . . .	1
E8	0088	0088	1	HOW DID OFFENDER ACT?	
				BLANK = MISSING . . . . .	1642
				1 = NORMAL . . . . .	151
				2 = DRUNK OR DRUGGED . . . . .	81
				3 = INSANE . . . . .	29
				4 = NOT NORMAL . . . . .	34
				8 = DON'T KNOW . . . . .	13
E9	0089	0089	1	SOMEONE YOU KNEW OR HAD SEEN BEFORE?	
				BLANK = MISSING . . . . .	1480
				1 = YES-KNEW OR HAD SEEN BEFORE . . . . .	209
				2 = NO, STRANGER . . . . .	241
				8 = DON'T KNOW . . . . .	20
				9 = REFUSED . . . . .	0
E10	0090	0090	1	HOW WELL DID YOU KNOW THE PERSON?	
				BLANK = MISSING . . . . .	1741
				1 = WELL KNOWN . . . . .	90
				2 = CASUAL ACQUAINTANCE . . . . .	65
				3 = SIGHT ONLY . . . . .	54
				8 = DON'T KNOW . . . . .	0
E11	0091	0092	2	HOW DID YOU KNOW THIS PERSON?	
				BLANK = MISSING . . . . .	1795
				1 = SPOUSE . . . . .	3
				2 = EX-SPOUSE . . . . .	1
				3 = PARENT OR STEP-PARENT . . . . .	1
				4 = OWN CHILD OR STEP-CHILD . . . . .	1
				5 = BROTHER/SISTER . . . . .	7
				6 = OTHER RELATIVE . . . . .	5
				7 = BOY OR GIRLFRIEND, EX-BOY OR GIRLFRIEND . . . . .	10
				8 = FRIEND OR EX-FRIEND . . . . .	41
				9 = CO-WORKER, BUSINESS CONTACT, CUSTOMER, EMPLOYEE . . . . .	24
				10 = SCHOOLMATE . . . . .	13
				11 = NEIGHBOR . . . . .	29
				12 = OTHER NON-RELATIVE . . . . .	20
				98 = DON'T KNOW . . . . .	0

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LABEL	BC	EC	LEN	DESCRIPTION	FREQ
E12	0093	0093	1	ONLY TIME HE COMMITTED A CRIME AGAINST YOU?	
				BLANK = MISSING .	1795
				1 = YES .	107
				2 = NO, DONE BEFORE .	46
				8 = DON'T KNOW .	2
				9 = REFUSED .	0
E13	0094	0094	1	HOW MANY TIMES BEFORE?	
				BLANK = MISSING .	1904
				1 = ONCE BEFORE .	13
				2 = 2 OR 3 TIMES BEFORE .	12
				3 = MORE THAN 3 (OFTEN, MANY TIMES, ETC.) .	20
				8 = DON'T KNOW .	1
E14	0095	0095	1	DID HE DO SOMETHING ELSE TO YOU IN 1982, 1983?	
				BLANK = MISSING .	1904
				1 = YES .	21
				2 = NO .	25
				8 = DON'T KNOW .	0
				9 = REFUSED .	0
E15	0096	0096	1	WERE THEY MALE OR FEMALE?	
				BLANK = MISSING .	1600
				1 = ALL MALE .	283
				2 = ALL FEMALE .	19
				3 = BOTH MALE AND FEMALE .	38
				8 = DON'T KNOW .	10
E16	0097	0097	1	IN WHAT AGE GROUP WAS THE YOUNGEST?	
				BLANK = MISSING .	1600
				1 = CHILD (0-12) .	31
				2 = TEENAGER (13-17) .	170
				3 = YOUNG ADULT (18-34) .	122
				4 = OLDER PERSON (35 AND UP) .	18
				8 = DON'T KNOW .	9
E17	0098	0098	1	IN WHAT AGE GROUP WAS THE OLDEST?	
				BLANK = MISSING .	1600
				1 = CHILD (0-12) .	10
				2 = TEENAGER (13-17) .	126
				3 = YOUNG ADULT (18-34) .	162
				4 = OLDER PERSON (35 AND UP) .	34
				8 = DON'T KNOW .	18

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LABEL	BC	EC	LEN	DESCRIPTION	FREQ
				99 = REFUSED	0
E22_3	0107	0108	2	PARENT OR STEP-PARENT	
				BLANK = MISSING	1909
				0 = NO	41
				1 = YES	0
				98 = DON'T KNOW	0
				99 = REFUSED	0
E22_4	0109	0110	2	OWN CHILD OR STEP-CHILD	
				BLANK = MISSING	1909
				0 = NO	41
				1 = YES	0
				98 = DON'T KNOW	0
				99 = REFUSED	0
E22_5	0111	0112	2	BROTHER/SISTER	
				BLANK = MISSING	1909
				0 = NO	41
				1 = YES	0
				98 = DON'T KNOW	0
				99 = REFUSED	0
E22_6	0113	0114	2	OTHER RELATIVE	
				BLANK = MISSING	1909
				0 = NO	40
				1 = YES	1
				98 = DON'T KNOW	0
				99 = REFUSED	0
E22_7	0115	0116	2	BOY OR GIRLFRIEND, EX-BOY OR GIRLFRIEND	
				BLANK = MISSING	1909
				0 = NO	39
				1 = YES	2
				98 = DON'T KNOW	0
				99 = REFUSED	0
E22_8	0117	0118	2	FRIEND OR EX-FRIEND	
				BLANK = MISSING	1909
				0 = NO	25
				1 = YES	16
				98 = DON'T KNOW	0
				99 = REFUSED	0

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LABEL	BC	EC	LEN	DESCRIPTION	FREQ
G1	0136	0136	1	DID OFFENDER TRY TO TAKE BUSINESS PROPERTY?	
				BLANK = MISSING . . . . . . . . . .	670
				1 = YES . . . . . . . . . .	102
				2 = NO . . . . . . . . . .	1160
				8 = DON'T KNOW . . . . . . . . . .	18
				9 = REFUSED . . . . . . . . . .	0
G2A	0137	0137	1	DID OFFENDER TAKE PERSONAL PROPERTY?	
				BLANK = MISSING . . . . . . . . . .	1848
				1 = YES . . . . . . . . . .	70
				2 = NO . . . . . . . . . .	31
				8 = DON'T KNOW . . . . . . . . . .	1
				9 = REFUSED . . . . . . . . . .	0
G2B	0138	0138	1	DID OFFENDER ACTUALLY TAKE PERSONAL BELONGINGS?	
				BLANK = MISSING . . . . . . . . . .	772
				1 = YES . . . . . . . . . .	1019
				2 = NO . . . . . . . . . .	157
				8 = DON'T KNOW . . . . . . . . . .	2
				9 = REFUSED . . . . . . . . . .	0
G2C -- WHAT KIND OF THINGS WERE TAKEN?					
G2C_1	0139	0140	2	MOTOR VEHICLES	
				BLANK = MISSING . . . . . . . . . .	861
				0 = NO . . . . . . . . . .	1039
				1 = YES . . . . . . . . . .	50
				98 = DON'T KNOW . . . . . . . . . .	0
				99 = REFUSED . . . . . . . . . .	0
G2C_2	0141	0142	2	MOTOR VEHICLE PARTS	
				BLANK = MISSING . . . . . . . . . .	861
				0 = NO . . . . . . . . . .	1055
				1 = YES . . . . . . . . . .	34
				98 = DON'T KNOW . . . . . . . . . .	0
				99 = REFUSED . . . . . . . . . .	0
G2C_3	0143	0144	2	GASOLINE OR OIL	
				BLANK = MISSING . . . . . . . . . .	861
				0 = NO . . . . . . . . . .	938
				1 = YES . . . . . . . . . .	151
				98 = DON'T KNOW . . . . . . . . . .	0
				99 = REFUSED . . . . . . . . . .	0

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LABEL	BC	EC	LEN	DESCRIPTION	FREQ
G2C_4	0145	0146	2	PURSE OR WALLET	
				BLANK = MISSING .	861
				0 = NO .	957
				1 = YES .	132
				98 = DON'T KNOW .	0
				99 = REFUSED .	0
G2C_5	0147	0148	2	CASH OR FOOD STAMPS	
				BLANK = MISSING .	861
				0 = NO .	845
				1 = YES .	244
				98 = DON'T KNOW .	0
				99 = REFUSED .	0
G2C_6	0149	0150	2	CREDIT CARD, CHECKS, SECURITIES	
				BLANK = MISSING .	861
				0 = NO .	997
				1 = YES .	92
				98 = DON'T KNOW .	0
				99 = REFUSED .	0
G2C_7	0151	0152	2	OTHER PERSONAL VALUABLES	
				BLANK = MISSING .	861
				0 = NO .	654
				1 = YES .	435
				98 = DON'T KNOW .	0
				99 = REFUSED .	0
G2C_8	0153	0154	2	GUN	
				BLANK = MISSING .	861
				0 = NO .	1083
				1 = YES .	6
				98 = DON'T KNOW .	0
				99 = REFUSED .	0
G2C_9	0155	0156	2	BICYCLE	
				BLANK = MISSING .	861
				0 = NO .	1027
				1 = YES .	62
				98 = DON'T KNOW .	0
				99 = REFUSED .	0
G2C_10	0157	0158	2	HOUSEHOLD FURNISHINGS	
				BLANK = MISSING .	861
				0 = NO .	981
				1 = YES .	1
				98 = DON'T KNOW .	0

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LABEL	BC	EC	LEN	DESCRIPTION	FREQ
				99 = REFUSED	0
G2C_11	0159	0160	2	GROCERIES, FOOD, LIQUOR, DRUGS	
				BLANK = MISSING	861
				0 = NO	1056
				1 = YES	33
				98 = DON'T KNOW	0
				99 = REFUSED	0
G2C_12	0161	0162	2	PET OR ANIMAL	
				BLANK = MISSING	861
				0 = NO	1079
				1 = YES	10
				98 = DON'T KNOW	0
				99 = REFUSED	0
G2C_13	0163	0164	2	OTHER	
				BLANK = MISSING	861
				0 = NO	877
				1 = YES	212
				98 = DON'T KNOW	0
				99 = REFUSED	0
G3	0165	0166	2	STOLEN PERSONAL OR HOUSEHOLD PROPERTY VALUE	
				BLANK = MISSING	861
				1 = LESS THAN \$10	103
				2 = \$10 - \$49	256
				3 = \$50 - \$99	183
				4 = \$100 - \$499	334
				5 = \$500 - \$999	70
				6 = \$1,000 - \$4,999	82
				7 = \$5,000 OR MORE	27
				8 = CAN'T PUT DOLLAR VALUE ON LOSS	10
				98 = DON'T KNOW	24
				99 = REFUSED AND CAN'T ESTIMATE	0
G4	0167	0167	1	DID YOU GET ANY OF THE PROPERTY BACK?	
				BLANK = MISSING	861
				1 = YES	158
				2 = NO	930
				8 = DON'T KNOW	1
				9 = REFUSED	0

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LABEL	BC	EC	LEN	DESCRIPTION	FREQ
G5A	0168	0168	1	PERSONAL PROPERTY OFFENDER TRIED TO TAKE BUT FAILED?	
				BLANK = MISSING .	670
				1 = YES .	160
				2 = NO .	1082
				8 = DON'T KNOW .	38
				9 = REFUSED .	0
G5B -- WHAT DID THEY TRY TO TAKE?					
G5B_1	0169	0170	2	MOTOR VEHICLES	
				BLANK = MISSING .	1790
				0 = NO .	142
				1 = YES .	18
				98 = DON'T KNOW .	0
				99 = REFUSED .	0
G5B_2	0171	0172	2	MOTOR VEHICLE PARTS	
				BLANK = MISSING .	1790
				0 = NO .	156
				1 = YES .	4
				98 = DON'T KNOW .	0
				99 = REFUSED .	0
G5B_3	0173	0174	2	GASOLINE OR OIL	
				BLANK = MISSING .	1790
				0 = NO .	137
				1 = YES .	23
				98 = DON'T KNOW .	0
				99 = REFUSED .	0
G5B_4	0175	0176	2	PURSE OR WALLET	
				BLANK = MISSING .	1790
				0 = NO .	140
				1 = YES .	20
				98 = DON'T KNOW .	0
				99 = REFUSED .	0
G5B_5	0177	0178	2	CASH OR FOOD STAMPS	
				BLANK = MISSING .	1790
				0 = NO .	145
				1 = YES .	15
				98 = DON'T KNOW .	0
				99 = REFUSED .	0

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#### H1 -- WHAT PERSONAL OR HOUSEHOLD PROPERTY WAS DAMAGED?

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LABEL	BC	EC	LEN	DESCRIPTION	FREQ
H1_3	0203	0204	2	FURNITURE OR HOUSEHOLD FURNISHINGS	
				BLANK = MISSING .	1304
				0 = NO .	601
				1 = YES .	45
				98 = DON'T KNOW .	0
				99 = REFUSED .	0
H1_4	0205	0206	2	CLOTHING OR OTHER PERSONAL BELONGING	
				BLANK = MISSING .	1304
				0 = NO .	618
				1 = YES .	28
				98 = DON'T KNOW .	0
				99 = REFUSED .	0
H1_5	0207	0208	2	PLANTINGS, FENCE, OTHER OBJECTS IN YARD OR GROUNDS	
				BLANK = MISSING .	1304
				0 = NO .	574
				1 = YES .	72
				98 = DON'T KNOW .	0
				99 = REFUSED .	0
H1_6	0209	0210	2	PET, ANIMAL	
				BLANK = MISSING .	1304
				0 = NO .	644
				1 = YES .	2
				98 = DON'T KNOW .	0
				99 = REFUSED .	0
H1_7	0211	0212	2	OTHER PROPERTY	
				BLANK = MISSING .	1304
				0 = NO .	575
				1 = YES .	71
				98 = DON'T KNOW .	0
				99 = REFUSED .	0
H1_8	0213	0214	2	NO DAMAGE	
				BLANK = MISSING .	1304
				0 = NO .	629
				1 = YES .	17
				98 = DON'T KNOW .	0
				99 = REFUSED .	0

## H2 -- WHAT WAS DONE TO CAUSE THE DAMAGE?

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LABEL	BC	EC	LEN	DESCRIPTION	FREQ
				8 = CAN'T PUT DOLLAR VALUE ON LOSS . . . . .	8
				98 = DON'T KNOW . . . . .	37
				99 = REFUSED AND CAN'T ESTIMATE . . . . .	0
I1	0223	0223	1	WAS IT REPORTED TO AN INSURANCE COMPANY?	
				BLANK = MISSING . . . . .	435
				1 = YES . . . . .	299
				2 = NO . . . . .	1198
				8 = DON'T KNOW . . . . .	18
				9 = REFUSED . . . . .	0
I2	0224	0224	1	WAS IT REPORTED TO ANYONE ELSE FOR COMPENSATION?	
				BLANK = MISSING . . . . .	734
				1 = YES . . . . .	222
				2 = NO . . . . .	980
				8 = DON'T KNOW . . . . .	14
				9 = REFUSED . . . . .	0
I3	0225	0225	1	WILL COMPENSATION COVER ANY OF LOSSES?	
				BLANK = MISSING . . . . .	1429
				1 = YES . . . . .	276
				2 = CLAIM STILL PENDING OR NOT YET FILED . . . . .	34
				3 = NO COMPENSATION . . . . .	210
				8 = DON'T KNOW . . . . .	1
I4	0226	0227	2	AFTER COMPENSATION WHAT WAS YOUR TOTAL LOSS?	
				BLANK = MISSING . . . . .	435
				1 = LESS THAN \$10 . . . . .	235
				2 = \$10 - \$49 . . . . .	359
				3 = \$50 - \$99 . . . . .	251
				4 = \$100 - \$499 . . . . .	436
				5 = \$500 - \$999 . . . . .	73
				6 = \$1,000 - \$4,999 . . . . .	55
				7 = \$5,000 OR MORE . . . . .	17
				8 = CAN'T PUT DOLLAR VALUE ON LOSS . . . . .	13
				98 = DON'T KNOW . . . . .	76
				99 = REFUSED AND CAN'T ESTIMATE . . . . .	0
J1	0228	0228	1	HOW WERE YOU THREATENED?	
				BLANK = MISSING . . . . .	1827
				1 = IN PERSON . . . . .	80
				2 = BY TELEPHONE . . . . .	30
				3 = IN WRITING . . . . .	5
				4 = SOME OTHER WAY . . . . .	6
				8 = DON'T KNOW . . . . .	2
				9 = REFUSED . . . . .	0

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LABEL	BC	EC	LEN	DESCRIPTION	FREQ
J2A	0229	0229	1	DID THE OFFENDER HAVE A WEAPON?	----
				BLANK = MISSING .	1870
				1 = YES .	29
				2 = NO .	44
				8 = DON'T KNOW .	7
				9 = REFUSED .	0

J2B -- WHAT WEAPON DID OFFENDER HAVE?

J2B_1	0230	0231	2	HANDGUN	1921
				BLANK = MISSING .	
				0 = NO .	10
				1 = YES .	19
				98 = DON'T KNOW .	0
				99 = REFUSED .	0
J2B_2	0232	0233	2	LONG GUN: RIFLE, SHOTGUN	1921
				BLANK = MISSING .	
				0 = NO .	25
				1 = YES .	4
				98 = DON'T KNOW .	0
				99 = REFUSED .	0
J2B_3	0234	0235	2	OTHER GUN OR UNKNOWN GUN TYPE	1921
				BLANK = MISSING .	
				0 = NO .	28
				1 = YES .	1
				98 = DON'T KNOW .	0
				99 = REFUSED .	0
J2B_4	0236	0237	2	STABBING INSTRUMENT: KNIFE, SCISSORS	1921
				BLANK = MISSING .	
				0 = NO .	24
				1 = YES .	5
				98 = DON'T KNOW .	0
				99 = REFUSED .	0
J2B_5	0238	0239	2	BLUNT OBJECT: CHAIR, BAT, FRYPAN, STONE	1921
				BLANK = MISSING .	
				0 = NO .	28
				1 = YES .	1
				98 = DON'T KNOW .	0
				99 = REFUSED .	0

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LABEL	BC	EC	LEN	DESCRIPTION	FREQ
J2B_6	0240	0241	2	MOTOR VEHICLE	
				BLANK = MISSING .	1921
				0 = NO .	29
				1 = YES .	0
				98 = DON'T KNOW .	0
				99 = REFUSED .	0
J2B_7	0242	0243	2	EXPLOSIVE DEVICE	
				BLANK = MISSING .	1921
				0 = NO .	29
				1 = YES .	0
				98 = DON'T KNOW .	0
				99 = REFUSED .	0
J2B_8	0244	0245	2	FIRE	
				BLANK = MISSING .	1921
				0 = NO .	29
				1 = YES .	0
				98 = DON'T KNOW .	0
				99 = REFUSED .	0
J2B_9	0246	0247	2	OTHER WEAPON	
				BLANK = MISSING .	1921
				0 = NO .	25
				1 = YES .	4
				98 = DON'T KNOW .	0
				99 = REFUSED .	0

J3 -- WHAT DID OFFENDER THREATEN TO DO TO YOU?

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LABEL	BC	EC	LEN	DESCRIPTION	FREQ
J3_3	0252	0253	2	TO BEAT R UP	
				BLANK = MISSING .	1827
				0 = NO .	100
				1 = YES .	23
				98 = DON'T KNOW .	0
				99 = REFUSED .	0
J3_4	0254	0255	2	TO INJURE R SEVERELY	
				BLANK = MISSING .	1827
				0 = NO .	108
				1 = YES .	15
				98 = DON'T KNOW .	0
				99 = REFUSED .	0
J3_5	0256	0257	2	LESSER OR UNSPECIFIC THREAT OF PHYSICAL HARM TO R	
				BLANK = MISSING .	1827
				0 = NO .	97
				1 = YES .	26
				98 = DON'T KNOW .	0
				99 = REFUSED .	0
J3_6	0258	0259	2	VAGUE, NOT CLEARLY VIOLENT THREAT TO R	
				BLANK = MISSING .	1827
				0 = NO .	104
				1 = YES .	19
				98 = DON'T KNOW .	0
				99 = REFUSED .	0
J3_7	0260	0261	2	BOMB THREAT	
				BLANK = MISSING .	1827
				0 = NO .	112
				1 = YES .	11
				98 = DON'T KNOW .	0
				99 = REFUSED .	0
J3_8	0262	0263	2	ARSON THREAT	
				BLANK = MISSING .	1827
				0 = NO .	123
				1 = YES .	0
				98 = DON'T KNOW .	0
				99 = REFUSED .	0
J3_9	0264	0265	2	OTHER THREAT	
				BLANK = MISSING .	1827
				0 = NO .	103
				1 = YES .	2
				98 = DON'T KNOW .	0

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LABEL	BC	EC	LEN	DESCRIPTION	FREQ
				99 = REFUSED	0
J4A	0266	0266	1	WAS MOTOR VEHICLE INVOLVED IN TRYING TO INJURE YOU?	
				BLANK = MISSING	1713
				1 = YES	67
				2 = NO	168
				3 = NOT INJURED OR NO ATTEMPT TO INJURE	2
				8 = DON'T KNOW	0
				J4 -- IN WHAT WAY?	
J4B_1	0267	0268	2	OFFENDER DROVE VEHICLE AT R OR TRIED TO CAUSE CRASH	
				BLANK = MISSING	1883
				0 = NO	20
				1 = YES	47
				98 = DON'T KNOW	0
				99 = REFUSED	0
J4B_2	0269	0270	2	BY VIOLENT MANEUVER OF CAR WITH BOTH R AND OFFENDER	
				BLANK = MISSING	1883
				0 = NO	55
				1 = YES	12
				98 = DON'T KNOW	0
				99 = REFUSED	0
J4B_3	0271	0272	2	MISSILE THROWN AT R OR R'S VEHICLE	
				BLANK = MISSING	1883
				0 = NO	62
				1 = YES	5
				98 = DON'T KNOW	0
				99 = REFUSED	0
J4B_4	0273	0274	2	GUN FIRED AT R'S VEHICLE	
				BLANK = MISSING	1883
				0 = NO	67
				1 = YES	0
				98 = DON'T KNOW	0
				99 = REFUSED	0
J4B_5	0275	0276	2	ALTERCATION ARISING FROM TRAFFIC INCIDENT	
				BLANK = MISSING	1883
				0 = NO	65
				1 = YES	2
				98 = DON'T KNOW	0
				99 = REFUSED	0

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LABEL	BC	EC	LEN	DESCRIPTION	FREQ
J4B_6	0277	0278	2	R ASSAULTED IN VEHICLE	
				BLANK = MISSING .	1883
				0 = NO .	66
				1 = YES .	1
				98 = DON'T KNOW .	0
				99 = REFUSED .	0
J4B_7	0279	0280	2	R ABDUCTED OR FORCED TO GET INTO VEHICLE	
				BLANK = MISSING .	1883
				0 = NO .	66
				1 = YES .	1
				98 = DON'T KNOW .	0
				99 = REFUSED .	0
J4B_8	0281	0282	2	OTHER	
				BLANK = MISSING .	1883
				0 = NO .	56
				1 = YES .	11
				98 = DON'T KNOW .	0
				99 = REFUSED .	0
J5	0283	0283	1	WERE YOU ATTACKED BY BODILY FORCE?	
				BLANK = MISSING .	1714
				1 = YES .	118
				2 = NO .	118
				8 = DON'T KNOW .	0
				9 = REFUSED .	0
J6A	0284	0284	1	WERE YOU SEXUALLY ATTACKED?	
				BLANK = MISSING .	1714
				1 = YES .	8
				2 = NO .	227
				8 = DON'T KNOW .	1
				9 = REFUSED .	0
J6B	0285	0285	1	WERE YOU RAPED?	
				BLANK = MISSING .	1942
				1 = YES .	4
				2 = NO .	4
				8 = DON'T KNOW .	0
				9 = REFUSED .	0
J7A	0286	0286	1	IS THERE MENTION OF A WEAPON ABOVE?	
				BLANK = MISSING .	1714
				1 = YES .	66
				2 = NO .	170

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LABEL	BC	EC	LEN	DESCRIPTION	FREQ
J7B_7	0299	0300	2	EXPLOSIVE DEVICE	
				BLANK = MISSING .	1840
				0 = NO .	107
				1 = YES .	3
				98 = DON'T KNOW .	0
				99 = REFUSED .	0
J7B_8	0301	0302	2	FIRE	
				BLANK = MISSING .	1840
				0 = NO .	110
				1 = YES .	0
				8 = DON'T KNOW .	0
				9 = REFUSED .	0
J7B_9	0303	0304	2	OTHER WEAPON	
				BLANK = MISSING .	1840
				0 = NO .	86
				1 = YES .	24
				98 = DON'T KNOW .	0
				99 = REFUSED .	0
J7C	0305	0305	1	DID THE OFFENDER HAVE A WEAPON?	
				BLANK = MISSING .	1780
				1 = YES .	44
				2 = NO WEAPON .	122
				3 = YES, WEAPON MENTIONED IN DESCRIPTION .	0
				8 = DON'T KNOW .	4
J8	0306	0306	1	DID THE OFFENDER HAVE ANOTHER WEAPON?	
				BLANK = MISSING .	1884
				1 = YES .	9
				2 = NO .	56
				8 = DON'T KNOW .	1
				9 = REFUSED .	0
J10	0307	0307	1	WERE YOU ATTACKED WITH ANY WEAPONS?	
				BLANK = MISSING .	1840
				1 = YES .	48
				2 = NO .	60
				8 = DON'T KNOW .	2
				9 = REFUSED .	0
J11 -- WEAPONS USED TO ATTACK YOU:					
J11_1	0308	0309	2	HANDGUN	
				BLANK = MISSING .	1902
				0 = NO .	44
				1 = YES .	4

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LABEL	BC	EC	LEN	DESCRIPTION	FREQ
J11_8	0322	0323	2	FIRE	
				BLANK = MISSING .	1902
				0 = NO .	48
				1 = YES .	0
				98 = DON'T KNOW .	0
				99 = REFUSED .	0
J11_9	0324	0325	2	OTHER WEAPON	
				BLANK = MISSING .	1902
				0 = NO .	41
				1 = YES .	7
				98 = DON'T KNOW .	0
				99 = REFUSED .	0
J12	0326	0326	1	WERE YOU FIRED AT?	
				BLANK = MISSING .	1941
				1 = YES .	2
				2 = NO .	7
				8 = DON'T KNOW .	0
				9 = REFUSED .	0
J13 -- WHAT WERE YOUR INJURIES?					
J13_1	0327	0328	2	GUNSHOT WOUND	
				BLANK = MISSING .	1856
				0 = NO .	93
				1 = YES .	1
				98 = DON'T KNOW .	0
				99 = REFUSED .	0
J13_2	0329	0330	2	KNIFE OR STAB WOUND	
				BLANK = MISSING .	1856
				0 = NO .	83
				1 = YES .	11
				98 = DON'T KNOW .	0
				99 = REFUSED .	0
J13_3	0331	0332	2	BROKEN BONES	
				BLANK = MISSING .	1856
				0 = NO .	82
				1 = YES .	12
				98 = DON'T KNOW .	0
				99 = REFUSED .	0

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J14 -- WHAT WEAPONS INJURED YOU?

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LABEL	BC	EC	LEN	DESCRIPTION	FREQ
	---	---	---	99 = REFUSED	0
J14_9	0359	0360	2	OTHER WEAPON	
				BLANK = MISSING	1913
				0 = NO	31
				1 = YES	6
				98 = DON'T KNOW	0
				99 = REFUSED	0
J14_10	0361	0362	2	UNIDENTIFIED WEAPON	
				BLANK = MISSING	1913
				0 = NO	27
				1 = YES	10
				98 = DON'T KNOW	0
				99 = REFUSED	0
J15A	0363	0363	1	WERE NOT HURT BY ANY OTHER WEAPONS?	
				BLANK = MISSING	1918
				1 = YES	0
				2 = NO	32
				8 = DON'T KNOW	0
				9 = REFUSED	0
J16A	0364	0364	1	DID YOU RECEIVE ANY MEDICAL CARE?	
				BLANK = MISSING	1856
				1 = YES	52
				2 = NO	42
				8 = DON'T KNOW	0
				9 = REFUSED	0
J16B -- WHERE WERE YOU TREATED?					
J16B_1	0365	0365	1	AT THE SCENE	
				BLANK = MISSING	1898
				0 = NO	51
				1 = YES	1
				8 = DON'T KNOW	0
				9 = REFUSED	0
J16B_2	0366	0366	1	AT R'S, NEIGHBOR'S, FRIEND'S HOME	
				BLANK = MISSING	1898
				0 = NO	51
				1 = YES	1
				8 = DON'T KNOW	0
				9 = REFUSED	0

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LABEL	BC	EC	LEN	DESCRIPTION	FREQ
L3	0406	0406	1	HOW MANY OTHER PEOPLE WERE PRESENT?	
				BLANK = MISSING . . . . .	1560
				1 = ONE OTHER PERSON PRESENT . . . . .	97
				2 = SMALL GROUP (2-9 OTHER PEOPLE) . . . . .	163
				3 = LARGE GROUP (10-25) . . . . .	58
				4 = CROWD (OVER 25) . . . . .	54
				5 = OTHER . . . . .	10
				8 = DON'T KNOW . . . . .	8
N1	0407	0407	1	WHAT TIME OF DAY DID IT HAPPEN?	
				BLANK = MISSING . . . . .	0
				1 = 6 A.M. TO NOON . . . . .	201
				2 = AFTERNOON TO 6 P.M. . . . .	447
				3 = UNKNOWN DAYTIME HOUR . . . . .	103
				4 = AFTER 6 P.M. TO 12 MIDNIGHT . . . . .	490
				5 = AFTER MIDNIGHT TO 6 A.M. . . . .	391
				6 = UNKNOWN NIGHT-TIME HOUR . . . . .	176
				8 = DON'T KNOW WHETHER DAY OR NIGHT . . . . .	142
				9 = REFUSED . . . . .	0
N2	0408	0408	1	WHERE DID IT HAPPEN?	
				BLANK = MISSING . . . . .	312
				1 = AT HOME . . . . .	783
				2 = VACATION HOME . . . . .	6
				3 = AT SCHOOL . . . . .	136
				4 = AT WORK . . . . .	188
				5 = SOMEPLACE ELSE . . . . .	514
				8 = NO IDEA WHERE IT HAPPENED . . . . .	11
				9 = REFUSED . . . . .	0
N3A	0409	0410	2	IN WHAT KIND OF PLACE DID IT HAPPEN?	
				BLANK = MISSING . . . . .	1286
				1 = SOMEONE'S HOME . . . . .	39
				2 = EATING, DRINKING OR ENTERTAINMENT PLACE . . . . .	58
				3 = STORE, BANK, SHOPPING MALL, OR OTHER COMMERCIAL PLACE . . . . .	107
				4 = HOSPITAL . . . . .	15
				5 = SCHOOL . . . . .	15
				6 = CHURCH OR TEMPLE . . . . .	8
				7 = OFFICE . . . . .	31
				8 = FACTORY OR WAREHOUSE . . . . .	3
				9 = HOTEL OR MOTEL OR LODGING PLACE . . . . .	8
				10 = PARKING GARAGE . . . . .	33
				11 = LOCAL PUB, TRANS. VEHICLE OR STATION . . . . .	28
				12 = INTERCITY PUBLIC TRANSPORTATION VEHICLE OR STATION . . . . .	8
				13 = ANOTHER PLACE . . . . .	309
				98 = DON'T KNOW . . . . .	2

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 IN SCOPE CRIMES (RECORD COUNT=1950)

LABEL	BC	EC	LEN	DESCRIPTION	FREQ
	--	--	--		
				4 = NOT UPSETTING AT ALL	165
				5 = OTHER	18
				8 = DON'T KNOW	0
ANTMPER	0454	0454	1	ANALYSIS TIME PERIOD	
				1 = YES	1950
				2 = NO	0
CRM_CAT	0455	0455	1	CRIME CATEGORY	
				1 = ROBBERY OR ATTEMPT	97
				2 = INJURY OR ATTEMPT	171
				3 = THREAT TO INJURE	92
				4 = BURGLARY OR ATTEMPT	310
				5 = PERSONAL LARCENY	875
				6 = HOUSEHOLD LARCENY	118
				7 = INTENTIONAL DAMAGE	287
				8 = NOT A CRIME OF INTEREST	0
ANALIND	0456	0456	1	ANALYSIS TIME PERIOD INDICATOR	
				1 = CRIME WITHIN ANALYSIS PERIOD	1950
				2 = CRIME OUTSIDE ANALYSIS PERIOD	0
				3 = NOT A CRIME OF INTEREST	0
TOC	0457	0458	2	TYPE OF CRIME	
				1 = RAPE WITH SERIOUS INJURY	5
				2 = RAPE WITH MINOR INJURY	0
				3 = RAPE WITH NO OTHER INJURY	0
				4 = ROBBERY WITH SERIOUS INJURY	7
				5 = ROBBERY WITH MINOR INJURY	29
				6 = ROBBERY WITH NO INJURY	58
				7 = ASSAULT WITH SERIOUS INJURY	14
				8 = ASSAULT WITH A WEAPON	93
				9 = SEXUAL ASSAULT (EXCLUDING RAPE)	0
				10 = SIMPLE ASSAULT WITH INJURY	27
				11 = ATTEMPTED ASSAULT WITH NO WEAPON	33
				12 = THREATS TO INJURE: FACE TO FACE CONTACT	50
				13 = THREATS TO INJURE: OTHER CONTACT	42
				14 = FORCIBLE ENTRY	118
				15 = UNLAWFUL ENTRY WITHOUT FORCE	99
				16 = ATTEMPTED FORCIBLE ENTRY	90
				17 = COMPLETED MOTOR VEHICLE THEFT	46
				18 = ATTEMPTED MOTOR VEHICLE THEFT	4
				19 = COMPLETED PURSE SNATCHING OR POCKET PICKING	68
				20 = ATTEMPTED PURSE SNATCHING OR POCKET PICKING	5
				21 = OTHER PERSONAL LARCENIES WITH CONTACT: \$50 OR MORE	114
				22 = OTHER PERSONAL LARCENIES WITH CONTACT: LESS THAN \$50	71
				23 = OTHER PERSONAL LARCENIES WITH CONTACT: AMT NOT AVAIL	37

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LABEL	BC	EC	LEN	DESCRIPTION	FREQ
				24 = HOUSEHOLD LARCENY: \$50 OR MORE	87
				25 = HOUSEHOLD LARCENY: LESS THAN \$50	48
				26 = HOUSEHOLD LARCENY: AMOUNT NOT AVAILABLE	39
				27 = PERSONAL LARCENY WITHOUT CONTACT: \$50 OR MORE	233
				28 = PERSONAL LARCENY WITHOUT CONTACT: LESS THAN \$50	169
				29 = PERSONAL LARCENY WITHOUT CONTACT: AMT. NOT AVAIL.	74
				30 = VANDALISM: \$50 OR MORE	153
				31 = VANDALISM: LESS THAN \$50	113
				32 = VANDALISM: AMOUNT NOT AVAILABLE	22
				33 = INJURY OR ATTEMPTED INJURY: LATER UNCONFIRMED	1
				34 = BURGLARY: LATER UNCONFIRMED	1
				35 = VANDALISM: LATER UNCONFIRMED	0
				36 = NOT A CRIME OF INTEREST	0
LFORMII	0459	0459	1	LONG FORM IMPUTATION INDICATOR	
				BLANK = MISSING	0
				0 = REAL DATA	1934
				1 = IMPUTED DATA	16
LISTSMP	0460	0460	1	SAMPLE INDICATOR	
				1 = CHEVS	0
				2 = DCHVS	1950
EVENT	0461	0463	3	EVENT NUMBER WITHIN WAVE	
				RANGE = 001 - 753	
CRIME	0464	0531	68	DESCRIPTION OF CRIME	

**Appendix D**  
**Out of Scope Crimes File Documentation**

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LABEL	BC	EC	LEN	DESCRIPTION	FREQ
TYPE	0001	0001	1	RECORD TYPE	
				1 = PERSON LEVEL RECORDS	0
				2 = SHORT / LONG FORM RECORDS	6
				3 = SHORT FORM RECORDS	2519
RESULT	0002	0003	2	RESULT CODE	
				80 = INTERVIEW COMPLETED	2525
CATINUM	0004	0008	5	PERSON IDENTIFIER	
SERIES1	0009	0009	1	SERIES INDICATOR	
				BLANK = MISSING	15
				1 = SINGLE	2280
				2 = SERIES	230
				8 = DON'T KNOW	0
				9 = REFUSED	0
VAR1	0010	0011	3	SECTION C., EXAMPLES & REMINDERS PROMPT CUES	
				RANGE = 01 - 66	
TIMES1	0012	0013	2	SECTION D., NUMBER OF EVENTS BEING DESCRIBED	
				RANGE = 01 - 89	
D1A	0014	0014	1	DID YOU SEE AN OFFENDER?	
				BLANK = MISSING	0
				1 = YES	530
				2 = NO	1979
				8 = DON'T KNOW	6
				9 = REFUSED	10
D1B	0015	0015	1	WERE YOU AND AN OFFENDER AT THE SAME PLACE?	
				BLANK = MISSING	0
				1 = YES	915
				2 = NO	1482
				8 = DON'T KNOW	82
				9 = REFUSED	46
D1C	0016	0016	1	ANY COMMUNICATION BETWEEN AN OFFENDER AND YOU?	
				BLANK = MISSING	0
				1 = YES	505
				2 = NO	1986
				8 = DON'T KNOW	25
				9 = REFUSED	9

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**DVTAL - DVTDE -- VERIFY TABLE**

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LABEL	DC	EC	LEN	DESCRIPTION	FREQ
				8 = DON'T KNOW . . . . .	2
				9 = REFUSED . . . . .	0
D8C	0052	0052	1	DID IT HAPPEN IN THE CAPITOL HILL AREA?	
				BLANK = MISSING . . . . .	2261
				1 = YES . . . . .	62
				2 = NO . . . . .	198
				8 = DON'T KNOW . . . . .	4
				9 = REFUSED . . . . .	0
D8D	0053	0053	1	IN WHAT COUNTY (IN MARYLAND)?	
				BLANK = MISSING . . . . .	2316
				1 = PRINCE GEORGES COUNTY . . . . .	102
				2 = MONTGOMERY COUNTY . . . . .	69
				3 = CHARLES COUNTY . . . . .	8
				4 = ELSEWHERE IN MARYLAND . . . . .	27
				8 = DON'T KNOW . . . . .	3
				9 = REFUSED . . . . .	0
D8E	0054	0055	2	WAS IT IN AN INDEPENDENT CITY OR A COUNTY (IN VA)?	
				BLANK = MISSING . . . . .	2364
				1 = CITY OF ALEXANDRIA . . . . .	24
				2 = CITY OF FALLS CHURCH . . . . .	3
				3 = FAIRFAX CITY . . . . .	6
				4 = CITY OF MANASSAS OR MANASSAS PARK . . . . .	3
				5 = FAIRFAX COUNTY . . . . .	40
				6 = ARLINGTON COUNTY . . . . .	25
				7 = LOUDOUN COUNTY . . . . .	8
				8 = PRINCE WILLIAM COUNTY . . . . .	16
				9 = ELSEWHERE IN VIRGINIA . . . . .	34
				98 = DON'T KNOW . . . . .	2
				99 = REFUSED . . . . .	0
D8F	0056	0056	1	WAS IT IN THE 50 STATES OR ELSEWHERE?	
				BLANK = MISSING . . . . .	2455
				1 = IN THE 50 STATES . . . . .	58
				2 = U.S. TERRITORY OR POSSESSION . . . . .	0
				3 = OUTSIDE THE U.S. . . . .	12
				8 = DON'T KNOW . . . . .	0
				9 = REFUSED . . . . .	0
D9	0057	0057	1	DID THIS EVENT HAPPEN BEFORE, IN 1982 OR IN 1983?	
				BLANK = MISSING . . . . .	1112
				1 = BEFORE 1982 . . . . .	188
				2 = 1982 . . . . .	621
				3 = 1983 . . . . .	573
				4 = COULD HAVE BEEN '81 OR '82 . . . . .	17

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LABEL	BC	EC	LEN	DESCRIPTION	FREQ
	--	--	--		
				5 = COULD HAVE BEEN '82 OR '83 . . . . .	5
				8 = DON'T KNOW . . . . .	7
				9 = REFUSED . . . . .	2
D10A	0058	0059	2	WHAT MONTH WAS THAT?	
				BLANK = MISSING . . . . .	1331
				1 = JANUARY . . . . .	115
				2 = FEBRUARY . . . . .	101
				3 = MARCH . . . . .	107
				4 = APRIL . . . . .	137
				5 = MAY . . . . .	208
				6 = JUNE . . . . .	203
				7 = JULY . . . . .	115
				8 = AUGUST . . . . .	20
				9 = SEPTEMBER . . . . .	1
				10 = OCTOBER . . . . .	4
				11 = NOVEMBER . . . . .	2
				12 = DECEMBER . . . . .	2
				98 = DON'T KNOW . . . . .	179
				99 = REFUSED . . . . .	0
D10B	0060	0060	1	WAS IT IN WINTER, SPRING, SUMMER OR FALL 1982?	
				BLANK = MISSING . . . . .	2346
				1 = WINTER . . . . .	40
				2 = SPRING: MAR, APR, MAY . . . . .	48
				3 = SUMMER: JUNE, JULY, AUG. . . . .	29
				4 = FALL: SEPT., OCT., NOV. . . . .	22
				8 = DON'T KNOW . . . . .	40
				9 = REFUSED . . . . .	0
D10C	0061	0061	1	WAS IT THIS PAST WINTER OR THE ONE BEFORE THAT?	
				BLANK = MISSING . . . . .	2485
				1 = THIS PAST WINTER (82-83) . . . . .	15
				2 = LAST WINTER (81-82) . . . . .	22
				8 = DON'T KNOW . . . . .	3
				9 = REFUSED . . . . .	0
D10D	0062	0062	1	WAS IT BEFORE OR AFTER MAY 1?	
				BLANK = MISSING . . . . .	2477
				1 = BEFORE . . . . .	27
				2 = AFTER . . . . .	8
				8 = DON'T KNOW . . . . .	13
				9 = REFUSED . . . . .	0

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LABEL	BC	EC	LEN	DESCRIPTION	FREQ
D11A	0063	0063	1	WAS IT BEFORE OR AFTER CHRISTMAS 1981?	
				BLANK = MISSING .	2508
				1 = BEFORE .	9
				2 = AFTER .	3
				8 = DON'T KNOW .	5
				9 = REFUSED .	0
D11B	0064	0064	1	WAS IT BEFORE OR AFTER MAY 1, 1982?	
				BLANK = MISSING .	2517
				1 = BEFORE .	4
				2 = AFTER .	0
				8 = DON'T KNOW .	4
				9 = REFUSED .	0
D12A	0065	0065	1	WAS IT BEFORE OR AFTER CHRISTMAS 1982?	
				BLANK = MISSING .	2520
				1 = BEFORE .	1
				2 = AFTER .	2
				8 = DON'T KNOW .	2
				9 = REFUSED .	0
D12B	0066	0066	1	WAS IT BEFORE OR AFTER LABOR DAY 1982?	
				BLANK = MISSING .	2524
				1 = BEFORE .	1
				2 = AFTER .	0
				8 = DON'T KNOW .	0
				9 = REFUSED .	0
D12C	0067	0067	1	WAS IT BEFORE OR AFTER MAY 1, 1982?	
				BLANK = MISSING .	2524
				1 = BEFORE .	0
				2 = AFTER .	1
				8 = DON'T KNOW .	0
				9 = REFUSED .	0
D12D	0068	0068	1	WAS IT BEFORE OR AFTER MAY 1, 1982?	
				BLANK = MISSING .	2521
				1 = BEFORE .	3
				2 = AFTER .	0
				8 = DON'T KNOW .	1
				9 = REFUSED .	0
D13A	0069	0069	1	HAVE YOU THOUGHT OF THE YEAR IT HAPPENED?	
				BLANK = MISSING .	2521
				1 = BEFORE 1982 .	0
				2 = 1982 .	1
				3 = 1983 .	1

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LABEL	BC	EC	LEN	DESCRIPTION	FREQ
				8 = DON'T KNOW . . . . .	2
				9 = REFUSED . . . . .	0
D13B	0070	0070	1	HAVE YOU THOUGHT OF THE MONTH IT HAPPENED?	
				BLANK = MISSING . . . . .	2447
				1 = R GIVES EXACT MONTH . . . . .	6
				2 = R GIVES RANGE OF MONTHS . . . . .	12
				8 = DON'T KNOW . . . . .	60
				9 = REFUSED . . . . .	0
D13B1	0071	0072	2	BEGINNING MONTH RANGE	
				BLANK = MISSING . . . . .	2507
				1 = JANUARY . . . . .	3
				2 = FEBRUARY . . . . .	4
				3 = MARCH . . . . .	1
				4 = APRIL . . . . .	1
				5 = MAY . . . . .	1
				6 = JUNE . . . . .	0
				7 = JULY . . . . .	1
				8 = AUGUST . . . . .	1
				9 = SEPTEMBER . . . . .	1
				10 = OCTOBER . . . . .	0
				11 = NOVEMBER . . . . .	2
				12 = DECEMBER . . . . .	2
				98 = DON'T KNOW . . . . .	1
				99 = REFUSED . . . . .	0
D13B2	0073	0074	2	ENDING MONTH RANGE	
				BLANK = MISSING . . . . .	2520
				1 = JANUARY . . . . .	0
				2 = FEBRUARY . . . . .	0
				3 = MARCH . . . . .	0
				4 = APRIL . . . . .	0
				5 = MAY . . . . .	0
				6 = JUNE . . . . .	1
				7 = JULY . . . . .	0
				8 = AUGUST . . . . .	0
				9 = SEPTEMBER . . . . .	0
				10 = OCTOBER . . . . .	0
				11 = NOVEMBER . . . . .	0
				12 = DECEMBER . . . . .	2
				98 = DON'T KNOW . . . . .	2
				99 = REFUSED . . . . .	0
ANTMPER	0075	0075	1	ANALYSIS TIME PERIOD	
				1 = YES . . . . .	2520
				2 = NO . . . . .	0

BUREAU OF JUSTICE STATISTICS DATE: 12/10/84 PAGE: 10  
 D. C. HOUSEHOLD VICTIMIZATION SURVEY, RTI PROJECT NUMBER 3122  
 OUT OF SCOPE CRIMES (RECORD COUNT=2525)

LABEL	BC	EC	LEN	DESCRIPTION	FREQ
CRM_CAT	0076	0076	1	CRIME CATEGORY	
			1	= ROBBERY OR ATTEMPT	67
			2	= INJURY OR ATTEMPT	130
			3	= THREAT TO INJURE	78
			4	= BURGLARY OR ATTEMPT	238
			5	= PERSONAL LARCENY	638
			6	= HOUSEHOLD LARCENY	81
			7	= INTENTIONAL DAMAGE	185
			8	= NOT A CRIME OF INTEREST	1108
ANALIND	0077	0077	1	ANALYSIS TIME PERIOD INDICATOR	
			1	= CRIME WITHIN ANALYSIS PERIOD	0
			2	= CRIME OUTSIDE ANALYSIS PERIOD	1417
			3	= NOT A CRIME OF INTEREST	1108
LFORMII	0078	0078	1	LONG FORM IMPUTATION INDICATOR	
			BLANK	= MISSING	2519
			0	= REAL DATA	5
			1	= IMPUTED DATA	1
LISTSMP	0079	0079	1	SAMPLE INDICATOR	
			1	= CHEVS	0
			2	= DCHVS	2525
EVENT	0080	0082	3	EVENT NUMBER WITHIN WAVE	
			RANGE = 001 - 851		
CRIME	0083	0150	68	DESCRIPTION OF CRIME	

**U. S. Department of Justice  
Bureau of Justice Statistics**

**The District of Columbia Household Victimization Survey  
Data Base User Manual**

**by**

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## ABSTRACT

The 1982 Supplemental Appropriations Bill allocated funds to the Bureau of Justice Statistics (U.S. Department of Justice) for a crime victimization study in the District of Columbia. The primary objective of the study was the measurement of the extent of crime in the District of Columbia and the impact of crime on the quality of life in the District. Of secondary interest was the degree to which Congressional employees working in the Capitol Hill area are subject to victimization and the extent to which victimization and the fear of victimization have decreased their work productivity. The District of Columbia Crime Victimization Study was conducted by the Research Triangle Institute under a contract from the Bureau of Justice Statistics. This report summarizes the important characteristics of the public-use data base created from the District of Columbia Household Victimization Survey and presents helpful remarks to assist secondary analysts.

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## CHAPTER 1. INTRODUCTION

The 1982 Supplemental Appropriations Bill allocated funds for a study of crime victimization in the District of Columbia (Public Law 92-257). Under contract to the Bureau of Justice Statistics (BJS), the Research Triangle Institute (RTI) designed and implemented the District of Columbia Crime Victimization Study. The primary objective of the study was the measurement of the level of crime victimization in the District of Columbia Standard Metropolitan Statistical Area (DC-SMSA). A secondary objective was the determination of the extent to which Capitol Hill employees are subject to victimization.

To meet these objectives, RTI conducted two surveys: the District of Columbia Household Victimization Survey (hereafter DCHVS), which measured crime victimization occurring to residents of the DC-SMSA, and the Capitol Hill Employees Victimization Survey (hereafter CHEVS), which measured crime victimization occurring to Capitol Hill employees. Complete results of the study appear in a 1985 Report to Congress and the District of Columbia Government (Cox and Collins, 1985). Additional documentation is contained in: The District of Columbia Crime Victimization Study Implementation (Cox, et al, 1983); The District of Columbia Household Victimization Survey: Data Base Documentation (Allen and Burt, 1984); and Crime Victimization in The District of Columbia: An Executive Summary (Collins, Cox, and Langan, 1985).

This report summarizes the characteristics of the DCHVS data base and instructions on using the data. The CHEVS data are not available as a public use data file. The small population size for the CHEVS made preserving respondent confidentiality uncertain in a public use data file. These

data are being archived at the Research Triangle Institute for the Bureau of Justice Statistics.

Chapter 2 of this report describes the study design and other important considerations for analysis. The third chapter then describes the questionnaire and how it was used to gather crime victimization data for DC area residents. Chapter 4 describes the organization and structure of the data base and highlights variables that are particularly useful in data analysis. Finally, Chapter 5 presents a discussion of file building for analysis and appropriate methodology to use in analyzing the data.

## CHAPTER 2. STUDY OVERVIEW

To a large extent, the District of Columbia Household Victimization Survey (DCHVS) was modeled after the victimization survey methodology used by the National Crime Survey. The District of Columbia Household Victimization Survey provides a detailed picture of crime in the nation's capital using information obtained directly from crime victims. This information is distinct from data that are accumulated from police reports and published by the Federal Bureau of Investigation in the Uniform Crime Reports. The victim survey methodology provides data on crimes experienced by victims whether or not they reported them to the police; police data, on the other hand, are limited to crimes brought to their attention.

### A. Sample Design and Selection

The target population for the DCHVS was the civilian, noninstitutionalized residents age 12 and over of the District of Columbia Standard Metropolitan Statistical Area (DC-SMSA) and those residents of adjacent areas that share telephone exchange codes with the DC-SMSA. In defining the metropolitan area, the definition of the DC-SMSA in the 1980 Census was used. The areas included in that definition of the DC-SMSA are DC city; the Maryland counties of Charles, Montgomery, and Prince George's; the Virginia counties of Arlington, Fairfax, Loudoun, and Prince William; and the Virginia independent cities of Alexandria, Fairfax, Falls Church, Manassas, and Manassas Park.

The sample of residents to participate in the study was selected by first creating a list of all telephone exchange codes used in the DC-SMSA. This exchange code is the area code and the first three digits of the seven digit telephone number. All possible four digits were added to the DC area

exchange codes to create a list of all telephone numbers allocated to the DC area by the local telephone companies. Numbers were randomly selected from each exchange code using this list. This resulted in a sample of telephone numbers that were distributed over the entire geographic area of the DC-SMSA. To obtain sufficiently accurate estimates for DC city, oversampling of DC city telephone numbers was needed since the District population is less than one-fourth that of the entire metropolitan area and a lower proportion of DC city telephone numbers are residential numbers (approximately 15 percent as compared to 30 percent for the suburbs).

Telephone interviewers dialed each sample number to determine whether the number was associated with a residence. For residential numbers, the interviewer individually interviewed each household member who was age 14 or older, beginning first with adult members of the household. Responses for 12 and 13 year olds were obtained from their parents. At least one completed interview was obtained from 81 percent of the telephone numbers that were identified as working residential numbers. From these cooperating households, completed interviews were obtained from 83 percent of the household members that were identified as 12 or over. A total of 5,542 DC area residents completed interviews in the DCHVS portion of the study.

#### B. Computer Assisted Telephone Interviewing

Computer assisted telephone interviewing (CATI) was used to conduct the interview. Rather than using a printed questionnaire, the CATI interviewer read questions as they were displayed on a computer viewing screen. After the interviewer recorded the respondent's answer, the next question consistent with that answer and prior answers appeared on the screen and the process was repeated. As the interview was conducted and the respondent data keyed, the CATI system entered the data directly onto a computer-readable file.

CATI gave greater control over the interview process and aided in reducing interviewer errors and survey costs. Because skip patterns were computer-controlled rather than interviewer-controlled, the incidence of missing or inconsistent data was reduced. Editing procedures were included in the CATI programs so that the data were checked for out of range codes and other invalid responses as the data were entered. The CATI system required that invalid data be corrected while the interview was still in progress.

C. Type of Crime Coding

Since the DC crime study used a modified crime incident form, the study also had to develop definitions for the types of crime. The logic used in defining the NCS type of crime variable was closely followed. However, there are still marked differences between the definitions used by the two studies. This section summarizes these differences. For the interested reader, Appendix B contains the specifications in terms of data base variables.

The type of crime variable was generally defined to correspond with definitions used by the National Crime Survey. In decreasing order of seriousness, the following categories were defined:

- Rape with Serious Injury: If rape occurred and either an obviously serious injury indicated or an injury with hospitalization for more than one night indicated.
- Rape with Minor Injury: If rape occurred and a minor injury indicated.
- Rape with No Other Injury: If rape occurred but no other injury indicated and hospitalization for more than one night not indicated.
- Robbery with Serious Injury: If personal or household belongings taken or an attempt made to take them and either an obviously serious non-rape injury indicated or an injury with hospitalization for more than one night.

- Robbery with Minor Injury: If personal or household belongings taken or an attempt made to take them and injury occurred but the injury was not obviously serious and did not require hospitalization for more than one night.
- Robbery with No Injury: If personal or household belongings taken or an attempt made to take them and injury was threatened or attempted but no injury occurred.
- Assault with Serious Injury: If injury occurred and was an obviously serious non-rape injury or required hospitalization for more than one night.
- Assault with a Weapon: If weapons were involved and injury or an attempt to injure occurred with no obviously serious injury and no hospitalization for more than one night.
- Sexual Assault (Excluding Rape): If injury or attempt and sexual assault occurred but rape was not indicated.
- Simple Assault with Injury: If injury occurred that was not obviously serious and did not require hospitalization for more than one night.
- Attempted Assault with No Weapon: If an attempt to injure occurred but no injury and no weapons were involved.
- Threats to Injure: Face to Face Contact: If a threat was made to injure but no injury or attempt occurred and the threat was made in person.
- Threats to Injure: Other Contact: If a threat was made to injure but no injury or attempt occurred and the threat was not made in person.
- Forcible Entry: If burglary or attempt and the burglar broke in.
- Unlawful Entry Without Force: If burglary or attempt and the burglar entered but did not break in.
- Attempted Forcible Entry: If burglary or attempt and the burglar tried but failed to get in.
- Completed Motor Vehicle Theft: If theft or attempted theft of household or personal belongings and a motor vehicle stolen.
- Attempted Motor Vehicle Theft: If theft or attempted theft of household or personal belongings and an unsuccessful attempt was made to steal a motor vehicle.
- Completed Purse Snatching or Pocket Picking: If theft or attempted theft of personal belongings and the victim saw the offender or was in the same place at the same time as the offender and a purse or wallet stolen.

- Attempted Purse Snatching or Pocket Picking: If theft or attempted theft of personal belongings and the victim saw the offender or was in the same place at the same time as the offender and an attempt was made to steal a purse or wallet.
- Other Personal Larcenies With Contact: \$50 or more: If theft or attempted theft of personal belongings and the victim saw the offender or was in the same place at the same time as the offender and the total value of the property taken was \$50 or more but a purse or wallet was not stolen nor was an attempt made to steal a purse or wallet.
- Other Personal Larcenies With Contact: Less Than \$50: If theft or attempted theft of personal belongings and the victim saw the offender or was in the same place at the same time as the offender and the total value of the property taken was less than \$50 but a purse or wallet was not stolen nor was an attempt made to steal a purse or wallet.
- Other Personal Larcenies With Contact: Amount Not Available: If theft or attempted theft of personal belongings and the victim saw the offender or was in the same place at the same time as the offender and the total value of the property taken was not known but a purse or wallet was not stolen nor an attempt made to steal a purse or wallet.
- Household Larceny: \$50 or More: If household belongings taken or an attempt to take and the total value of property taken was \$50 or more.
- Household Larceny: Less Than \$50: If household belongings taken or an attempt to take and the total value of property taken was less than \$50.
- Household Larceny: Amount Not Available: If household belongings taken or an attempt to take and the value of the stolen property was not known.
- Personal Larceny Without Contact: \$50 or more: If personal belongings taken or an attempt to take and the victim was not in the same vicinity as the offender and the total value of the property taken was \$50 or more.
- Personal Larceny Without Contact: Less than \$50: If personal belongings taken or an attempt to take and the victim was not in the same vicinity as the offender and the total value of the property taken was less than \$50.
- Personal Larceny Without Contact: Amount Not Available: If personal belongings taken or an attempt to take and the victim was not in the same vicinity as the offender and the total value of the property taken was not known.

- Vandalism: \$50 or More: If intentional damage done and the damage was \$50 or more.
- Vandalism: Less Than \$50: If intentional damage done and the damage was less than \$50.
- Vandalism: Amount Not Available: If intentional damage done and the amount of the damage was not known.
- Injury or Attempted Injury: Later Unconfirmed: If injury or attempt mentioned and later denied.
- Burglary: Later Unconfirmed: If burglary or attempt mentioned and later denied.
- Vandalism: Later Unconfirmed: If intentional damage mentioned and later denied.
- Not A Crime of Interest: If no crime mentioned.

When a crime fell into more than one category, the crime was classified as the most serious type.

#### D. Development of Analysis Weights

To make inferences from data collected in a sample survey, sample weights must be developed that reflect the sample design. The weight of a sample individual can be viewed as the number of individuals in the survey population that the sample unit represents. The sample weight for the DCHVS was calculated as the inverse of the probability of selection. Since District of Columbia residents were sampled at a higher rate than suburban residents, the sample weights for the two locations differ.

These initial sample weights were then adjusted to account for non-response and undercoverage of nontelephone households. Within broad categories defined by age, race, sex, and location of residence, the sample weights were adjusted so that the final analysis weights within each category summed to the population category total as estimated by the 1980 Census. These final analysis weights serve to differentially weight the

data from sample individuals to remove the disproportionality of the final sample relative to the population of interest.

E. Standardization for Population Differences

Much of the analyses presented in the study reports involve comparisons of crime victimization between population subgroups such as DC city residents versus DC suburban residents. The composition of these subgroups differ along such factors as age, race, and sex and these factors are related to the risk of victimization. A standardization approach was used to control for the effect of such confounding variables in DC study analyses. This approach adjusts the analysis weights of respondents within each population subgroup so that the distributions within the population subgroup after adjustment are forced to a "standard" distribution with respect to the confounding variables. Standardizing adjustments were applied directly to the analysis weights so that standardized estimates could be computed directly using the adjusted weights.

This method was used to prepare two sets of standardized weights: one set for use in comparing the victimization experiences of DC city, DC suburb, and DC-SMSA residents and the second set for use in comparing Capitol Hill employee victimization to that of DC area residents who are employed. For comparisons between DC city, DC suburbs, and DC-SMSA residents, the analysis weights for each of the three sets of household respondents were standardized to the age, race, and sex distribution of the entire DC metropolitan area as estimated from the 1980 Census. For employee level comparisons, employed DC area residents had their analysis weights standardized to the Capitol Hill employee distribution with respect to age, race, and sex.

When a standardization approach is used, the resultant estimates for the population subgroups are not descriptive of the actual experience of the populations being studied. In many cases, the purpose of an analysis is to describe the victimization characteristics of population subgroups, as they actually exist. In this situation, standardized data can be misleading and inappropriate. The unstandardized estimate should be used when information about the actual victimization experience of a population subgroup is desired. The standardized estimates should be used to determine if the observed differences between population subgroups are due to extraneous differences between the distributions of the subgroups.

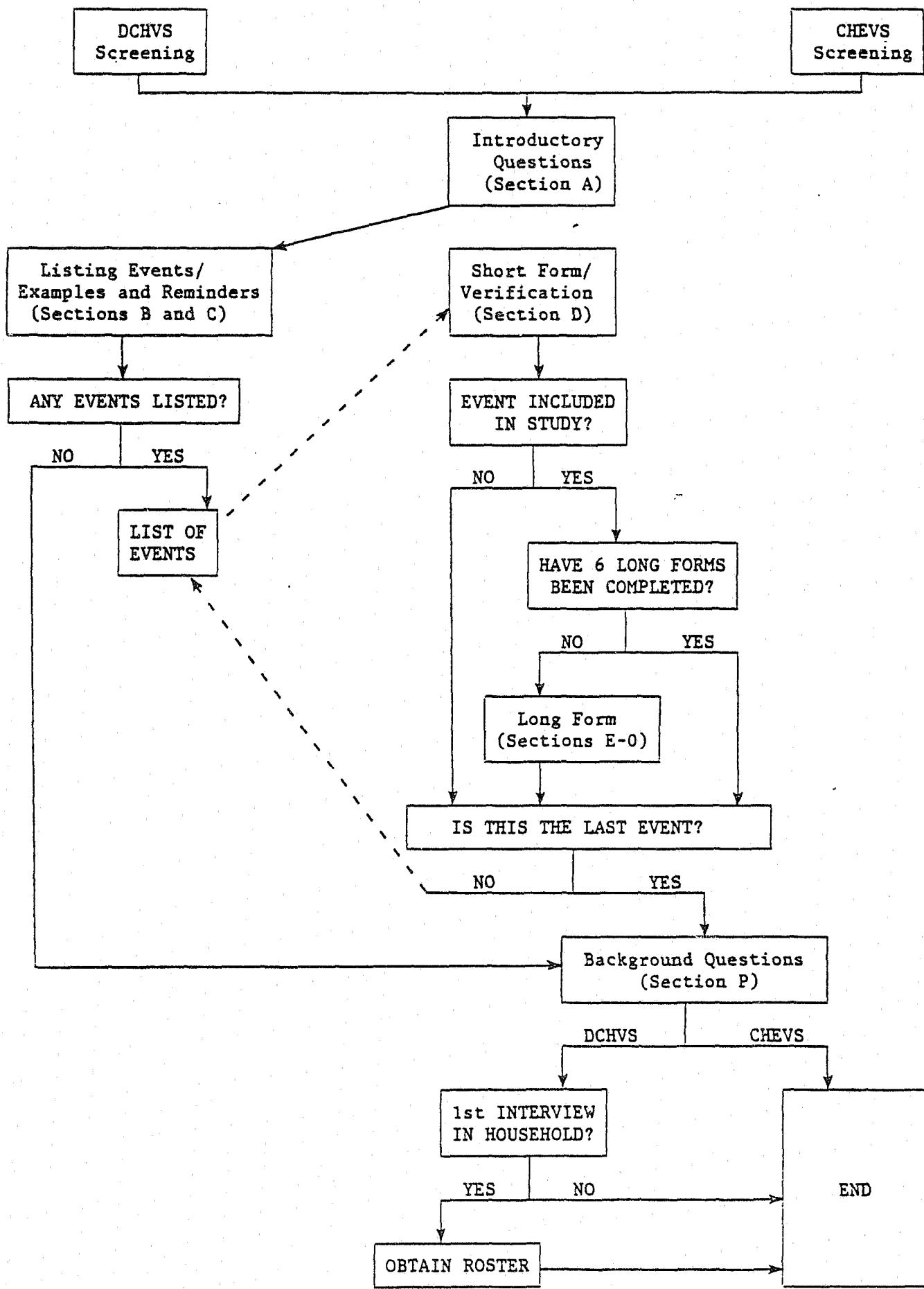
### CHAPTER 3. QUESTIONNAIRE DESIGN AND IMPLEMENTATION

The questionnaire for the DC crime study was developed by the Bureau of Social Science Research, which has been investigating alternative questionnaire approaches and data collection procedures for the National Crime Survey (NCS) as a part of the Crime Survey Redesign Consortium. The DC crime study instrument differs from the current NCS questionnaire in that the crime screening questions cover more types of incidents in an attempt to promote better recall of crime events. Questions specific to the objectives of the DC crime study were added to the usual questions asked by the National Crime Survey.

As illustrated in Figure 3-1, the interviewer began by asking a set of lead-in questions about the person and his/her participation in community programs to combat crime. Next, the interviewer listed various types of crimes and asked, "Right off, can you think of a time during 1982 or 1983 when any of these things happened to you?" After recording the immediate responses, the interviewer then read a list of example crimes and example crime locations. The respondent was instructed to stop the interviewer whenever he/she thought of a crime that had not been previously mentioned. Each time an example caused the respondent to think of a new crime, the respondent's description of the incident was entered into the list of events. The interviewer then probed for similar events by asking, "Has any other crime event that happened to you in 1982 or 1983 come to mind?" Any additional crimes mentions were again added to the list of crimes.

The respondents were asked to list victimizations that had occurred to them during the period from January 1, 1982 to the date of the interview. Since data collection occurred from late May through August of 1983, sample

Figure 3-1  
FLOW OF INTERVIEW



individuals reported victimizations for a minimum of 16½ months and a maximum of 19½ months. For analysis purposes, it was decided that a common reporting period was needed. Therefore, only those victimizations occurring in the time period from May 1, 1982 to April 30, 1983 were included in the analysis. To obtain an accurate list of crimes occurring to the respondent, it was deemed necessary to ask the respondent to list all crimes occurring in 1982 and 1983.

Having obtained a list of crimes occurring to the respondent in 1982 or 1983, the interviewer then asked questions that obtained details about each crime that the person reported. A modified version of the NCS crime incident form was developed for use in the survey. This incident form was divided into several sections. The first section served a "verification" purpose in the sense that it determined the date when the crime incident occurred, the type of crime that occurred (including non-crime incidents), and the person or persons involved. Only for crimes that occurred to the respondent directly (robbery, assault, personal larceny, personal vandalism) or to his/her household as a whole (burglary, household larceny, household vandalism) and that occurred within the analysis time period of May 1, 1982 to April 30, 1983 were the remaining sections of the incident form completed. These sections of the crime incident form obtained information about the characteristics of the crime incident, injury and property losses, victim behavior, a description of the offender(s), and the crime location and conditions.

The interviewer closed the interview by asking general information questions such as the respondent's age, race, and sex, and the characteristics of the dwelling in which the person lived.

Having described the structure of the interview in general, the remainder of this chapter will describe each section of the questionnaire in detail.

A. Section A: Introductory Questions

This section served two purposes--to introduce the respondent to the interview situation and to collect information to set up skip patterns in subsequent sections of the questionnaire. From each respondent, information was collected on their living situation, participation in local anti-crime organizations, and ownership (or sharing) of motor vehicles. The questions in Section A require factual answers and were asked prior to the crime questions to establish in the respondent's mind that the interview requires factual information.

B. Section B: Listing Events

Section B began with short descriptions of the types of crime included in the study. The respondent was then asked if he/she could think "right off" of a time in 1982 or 1983 that any of these things happened to him/her. This question gave the respondent an opportunity to tell immediately of any event(s) that came to mind as soon as he/she learned the purpose of the survey. If the answer was "No," Section C was then begun. If the answer was "Yes," questions were asked to elicit a brief description of the event.

The term "event" is not described for the respondent except in terms of "a time," "another time," etc. Thus, an event may in fact be a single time when a single crime or several crimes (e.g., break-in and robbery) occurred, or it may be a "series" of events that the respondent is unable to separate in his/her mind (e.g., a series of threatening phone calls).

Whenever possible, multiple events recalled by the respondent were separated into single events. A set of questions was provided to assist in correctly listing single and multiple (series) events. Since some series events could not be split into separate events, an indicator for each event denotes if the event being described is a single event or a series event.

The respondent was asked to give a "few words" to describe "what occurred." The interviewer then probed to obtain additional recollections. When the respondent could think of no other event off the top of his head, the interviewer proceeded with Section C.

#### C. Section C: Examples and Reminders

Section C continued the listing process with examples, reminders, and questions to elicit events that the respondent had not yet reported. All examples, reminders, and questions are numbered 02-66; these numbers are prompt identifier numbers that were used in the listing process. Following an introduction, the respondent was instructed to stop the interviewer only if he/she thought of an event not yet mentioned. The first set of reminders (Set A) was skipped if the respondent did not own or share a motor vehicle in 1982 or 1983. This information was collected in Section A and stored in CATI memory to direct the interviewer to the appropriate starting place.

Section C was used as a memory jogger--a check list of people, places, things, and happenings to remind the respondent of all crime events that happened to him/her in 1982 or 1983. The respondent was instructed to stop the interviewer only when he/she thought of an event not already mentioned.

When the respondent was reminded of event not yet listed, the interviewer stopped reading and listed the event (single or multiple) according to the listing instructions given for Section B. The prompt identifier

number was also noted that led to the mention. After the event was listed, the interviewer returned to Section C and reread the last item read prior to the listing.

When Section C was completed, the interviewer continued with Section D (if an event was listed) or went to Section P (if no events were listed).

D. Section D: Crime Event Verification

Section D was designed to determine which of the events that were listed were eligible to be included in the study--that is, if the event qualified as a "crime" as defined for this study and if so, if the event occurred within the time frame of interest in this study. To make this determination, questions were asked about each crime event listed.

Crime events that did not meet the study definition of "crime" or that did not occur within the study time frame were excluded in this section. Events that qualified for the study remained and the respondent was asked additional Long Form questions (Sections E to O) about each such crime - for a maximum of six crime events.

For each event listed, the description was first verified with the respondent and corrected if necessary. For series events, an additional question determined on how many occasions the event happened; a statement then instructed the respondent to answer questions for only one of these occasions--the most recent one or a typical one.

The first set of questions collected information on the circumstances of the event and on all incidents that happened in connection with the event. The answers to these questions determined if the event met the study definition of a crime. Events that did not meet this definition were excluded from the study at this point.

For "crime" events, the interviewer continued by asking about other persons who were victims of the crime, the location of the crime, and the month and year of the crime. Following this set of questions, the CATI program determined if additional questions were to be asked about the event. If so, the interviewer continued with the Section E of the questionnaire; if not, CATI displayed the next listed event for verification or, if no next event, continued with the Background Questions (Section P).

Section D, also called the Short Form, was completed for all events listed. The Long Form (Sections E-0) was completed for a maximum of six events that qualified to remain in the study; that is, met the study definition of a crime and occurred within the study time frame. The Long Form collected detailed information about the crime. Certain sections of the Long Form applied to all crimes; others applied only to certain types of crime.

#### E. Section E: Offender Information

This section collected information about the offender(s) involved in the crime. Answers to questions in prior sections plus several screening questions at the first of this section determined if the respondent had enough information to answer specific questions about the offender(s). If not, the interviewer skipped to the next applicable section. If the respondent had the required information, the remainder of Section E was completed.

The section contained two sets of questions--one set to be asked if the respondent indicated there was only one offender; the other to be asked for more than one offender. The information collected by both sets is the same; however, the questions were worded differently for single versus multiple offenders. CATI displayed the correct set of questions for the

I. Section I: Losses Due To Theft or Property Damage

This section was completed if property was actually stolen or damaged. The questions collected information on any compensation received by the respondent and the after-compensation total loss due to theft and/or intentional property damage.

J. Section J: Injury, Attempted Injury, or Threat

Questions in this section collected information on various circumstances and outcomes of injury, attempted injury, or threat to injure. Many of the questions dealt with weapons the offender(s) had and/or used or threatened to use.

The first set of questions in this section was asked if the event was a threat only. Information was collected on how the respondent was threatened (person, telephone, or in writing), any weapons the offender(s) may have had, and what the offender(s) threatened to do. No other questions in the section were asked for a threat only.

For events that involved an injury or an attempt to injure, the questions collected information on involvement (if any) of motor vehicles, weapons the offender(s) may have had, and attacks made on the respondent.

If the respondent was injured during the event, additional questions were asked regarding the type of injury, weapon(s) by which injured, medical treatment, compensation received, and out-of-pocket cost resulting from the injury.

A final question was asked concerning the respondent's conception of the intent of the offender(s).

interviewer to ask, depending upon the number of offenders involved in the event.

F. Section F: Burglary or Attempt

Crimes involving burglary (break-in) or attempt were identified as such in Section D. Information concerning the location (home, second home, hotel/motel) was also collected in Section D. Section F determined if the crime was an actual or attempted burglary and collected information on methods of entry (if actual) or how detected (if attempted).

G. Section G: Theft or Attempt

This section determined if an actual theft, an attempted theft, or both occurred in connection with the event. Additional information was collected on the items the offender(s) took or attempted to take.

Since the DC crime study was concerned only with personal or household belongings, the first question excluded any property belonging to a business or used for a business and focused the respondent's thoughts on only personal or household property. The next set of questions determined what personal and/or household items were actually taken (if any), the value of the items taken, and if the respondent recovered any of these items. Following this set were questions to determine if attempted theft was involved, and if so, what personal or household items the offender(s) attempted but failed to take. Additional questions collected information if the theft or attempted theft involved a motor vehicle, motor vehicle parts, or items carried on the person.

H. Section H: Property Damage

If the respondent reported damage that was done on purpose, Section H collected information on what property was damaged, what caused the damage, and the cost to repair or replace the damaged property.

K. Section K: Victim Behavior

Questions in this section were asked only if the respondent saw, communicated with, or was in the same place as the offender(s). The questions asked about the respondent's behavior during the event in regard to threats the respondent may have made, actions the respondent may have taken to protect himself/herself or his/her property, and any weapon(s) the respondent may have had.

L. Section L: Witnesses

If the event was a threat in writing or by phone, this section was skipped. For all other events, the respondent was asked about any witnesses to the event--how many and if the respondent knew all or some of them. The next section to be completed was Section N. There was no Section M.

M. Section N: Crime Location and Conditions

Questions in Section N collected information on the time of day the event happened and the location of the event.

N. Section O: Aftermath of Event

In this section, the respondent was asked about the consequences of the event. Information was collected on any time lost from work and payment for that time, why the police were or were not informed of the event, and the degree to which the respondent was affected by the event.

O. Section P: Background Information

As mentioned earlier, the Short Form (Section D) was completed for each event listed; the Long Form (Sections E-O) was completed for a maximum of six events. All events were covered in the order listed. After the

last event, the interviewer continued with Section P to obtain background information on each respondent. If the respondent reported no events, the interviewer skipped to this section immediately after the Examples and Reminders (Section C).

Questions 1 and 2 of this section obtained information on the type and location of the residence of the household. On the first interview with the household the interviewer asked these questions; on subsequent interviews with members of the household, the interviewer skipped these two questions and began this section with Question P3, the marital status of the respondent. This was followed by questions to determine the sex, race, and age of the respondent.

The next series of questions deals with employment during the period from May 1, 1982 through April 30, 1983 and the job the respondent had on April 30, 1983 or the most recent job prior to that time. Two of these questions were asked only of CHEVS individuals; the entire set was skipped if the respondent did not work at all during the specified period of time or was less than 16 years old.

Respondents were next asked about the method of transportation used most frequently, family income (again only once in each household), and opinions about crime in the Washington area. The interview was then complete for CHEVS respondents. For individuals in the DCHVS sample, a final question determined if the respondent worked at any time in 1982 for the six Congressional agencies of interest in this study.

## CHAPTER 4. FILE ORGANIZATION AND STRUCTURE

The data base for the DCHVS contains three data files: (1) a data file of person-level data with one record for each survey respondent, (2) a data file of crime-level data with one record for each in-scope crime event reported by survey respondents, and (3) a data file of crime-level data with one record for each out-of-scope crime event reported by survey respondents.

Three data file dictionaries (codebooks) corresponding to the respective data files are also included in the data base. The dictionaries contain a label, beginning and ending position, length, and description for each variable. Also, the codes used for each variable are defined with corresponding frequencies or ranges provided.

Data files and data dictionaries are OS files provided on a standard IBM labeled tape (RA5538) recorded at 6250 bpi. The corresponding tape file numbers and data set names are as follows:

1. DCHVS.PERSON.CDBK
2. DCHVS.PERSON.DATA
3. DCHVS.INSCOPE.CDBK
4. DCHVS.INSCOPE.DATA
5. DCHVS.OUTSCOPE.CDBK
6. DCHVS.OUTSCOPE.DATA

Data base documentation, a tape file contents directory, and data file dictionaries are provided by Allen and Burt, 1985.

### A. Definition of In Scope Crimes

The time period of interest for the study was the twelve month period from May 1, 1982 to April 30, 1983. Having obtained a list of all crimes that had occurred to the respondent, the interviewer determined for each crime, using Section D of the questionnaire, whether (1) it occurred in the

analysis time period and (2) it was a crime of interest to the study. Crimes that satisfied these two requirements are referred to as "in scope crimes". These crimes had Sections D through O completed to describe the crimes; the information is given in the In Scope Crimes File. These are the crime level records that should be used in analysis.

Crimes not meeting both of these requirements only had Section D of the Questionnaire completed for them. The Section D data for these crimes are given in the Out of Scope Crimes File. These data are provided for use in methodological investigations only and should not be used for analyzing the characteristics of crime victimization in the District.

#### B. Data Base Conventions

Certain conventions have been used in naming the variables and placing them in the data base. Generally, each data file begins with identifiers that are used for record linkage and data analysis. Then the relevant questionnaire data are given, followed by recodes and other variables constructed for use in analysis. The data for Sections A and P of the questionnaire are found in the Person Level Data File. The In Scope Crimes File contains the data obtained for each in scope crime using Sections D through O of the questionnaire.

A naming convention was used to record the data obtained using the questionnaire. The variable name is composed of the section letter plus the question number. Thus, variable A1C contains the response to question 1, part C of section A. Appendix A contains a copy of the questionnaire used in the study.

For almost all data items, "DK" for "Don't Know" and "RE" for "Refused" were possible responses that could be keyed by the CATI interviewer. The CATI program translated these "DK" and "RE" entries to a numerical

value of all 9's ending with an 8 for the DK entry and all 9's for the "RE" entry.

The CATI program was designed to skip over questions that would be inappropriate to ask based upon the responses previously made by the person being interviewed (e.g. a respondent who stated that he lived in Virginia would not be asked what section of DC he lived in). These skip patterns are indicated in the questionnaire given in Appendix A. Questions that were skipped over by the CATI program had blank responses. Users of the data should be aware that these blank responses were recoded to dots (".") as a result of post-processing with Statistical Analysis System (SAS) software.

Use of CATI insured that, as long as the interviewer used the program as instructed, the skip patterns would be correctly followed. Inappropriate questions would not be displayed and hence no data would be requested or entered for these questions. In processing the data, a few instances have been found in which the interviewer did not use the program as instructed and contradictory data were collected (e.g., a response of "DC" for state of residence and a response of "Alexandria" to the question that should not be asked of DC residents). Such contradictory data occur with low frequency and should not have a detrimental effect on data analyses.

The first variable in all files is labeled "TYPE." The variable was originally assigned a unique value for each data file. This remains true for the Person Level Data File. A CATI program limitation was implemented that allowed recording of long forms for a maximum of six victimizations. As a result there were a few in scope crimes with short forms only for which a long form should have been completed. A hot deck imputation was

implemented to replace missing long form data. The records were assigned to the in scope crime file and the original "TYPE" code was retained. A few long form records were identified as being noncrimes or crimes outside the analysis time period. Such records were reassigned to the Out of Scope Crime File and the original "TYPE" code was retained.

The interview result code (RESULT) is the second variable on each file. Code "80" is the only value present and designates that the record is associated with a completed interview. Also included on each data file is the variable LISTSMP which indicates the sample in which the respondent was selected. Code "2" is the only value present and indicates the record is associated with a DCHVS respondent.

The deliverable data do not contain data items that were considered as potentially providing a means for identifying an individual or the agency at which he/she was employed. Each person-level record has a varying number of out of scope crimes reported (short form only) as well as in scope crimes (short form plus long form). The person identifier (CATINUM) is an encrypted value that provides the means for linking all data associated with a given respondent. The only other encrypted value is the housing unit identifier (HUID) which appears on the Person Level Data File.

#### C. Person Level Data File

The Person Level Data File contains 5,542 records, one record for each of the 5,542 respondents to the DCHVS. The data record begins with the TYPE, RESULT, CATINUM, FIRSTPR, HUID, and LISTSMP variables. The TYPE (record type), RESULT (interview result code), and LISTSMP (sample indicator for DCHVS versus CHEVS) variables were used to construct the data file. These variables will not be used in data analyses.

Each record is uniquely identified by the variable CATINUM, which is an encrypted version of the identifying person number used by the CATI data collection software. CATINUM provides the means for linking data associated with a given individual (e.g., victimization data in the crime-level files to person-level data).

Another identifying variables is HUID, the household identifier. HUID was included in the data file for those researchers interested in methodological questions requiring knowledge of exactly which persons belong to the same household. In addition, HUID is also needed to define the first stage sampling units within each stratum.

It is a feature of the DCHVS that all respondents were not asked to report household demographic data. Instead, only the first household respondent was asked to provide these data and for subsequent household respondents these questions were skipped over. The first household respondent, as identified by the interviewer, is indicated by the variable FIRSTPR. Due to interviewer error, there are some households with none or more than one respondent identified as the first person.

Following these identifying-type variables on the person-level data file are the variables containing responses to Section A questions (A1A through A8). The variable BVICTIM then follows. BVICTIM contains the response to the first question asked in Section B, "Right off, can you think of a time during 1982 or 1983 that any of these things happened to you?" The variable SELECT contains the response to the last question asked in Section B, "Has any other crime event that happened to you in 1982 or 1983 come to mind?" These two variables were included since they may be useful for methodological investigations.

Section P of the questionnaire obtained data on the characteristics of the person and his/her household. These data are provided by variables P1A through P23. Section P questions 1, 2, and 16 were only asked of the first respondent within the household (FIRSTPR=1), since these are household-level questions that would not change for each person (i.e., the characteristics of the dwelling and the family income). The responses for persons other than the first person are blank for these variables since the questions were skipped.

Following the Section P questions are the recodes and other variables created for use in analysis. The first set of variables are revised versions of the variables recording family-level data. For every respondent REV\_P1A to REVP16F gives the response that the first person within the respondent's household gave to Section P questions 1, 2, and 16. If the record is associated with the first person responding within the household, the response to these variables will be the same as to the previous questions. For convenient use in analysis, the responses to income questions REVP16A to REVP16F were combined to create the income range variable INCOME.

The next eight variables, INT1 through SESS2, provide roster information about the interview and will not be used in most data analyses. The two date variables have a DD-MMM-YY format (e.g., 05-AUG-83); the time of day variables have a HH:MM AM/PM format (e.g. 07:15 PM). The session variables have five digits and measure interview length in minutes. For the telephone call in which the interview was completed, INT1, DATE1, TIME1, and SESS1 give the interviewer identification, the date, time of day, and the total time for the call. If the interview was completed in one session, the value of these variables will be representative of the total interview. If a previous breakoff interview occurred, the value of

these variables will be representative of the interview session required to complete the interview. When an earlier telephone call resulted in a breakoff, INT2, DATE2, TIME2, and SESS2 give similar information for the first breakoff call. If no breakoff call occurred, these variables will be blank. These eight control system variables were provided since they may be useful in methodological investigations. The analyst using these variables is warned that the two session time variables - SESS1 and SESS2 - are subject to error since some backup and forward moves within the CATI program can trip the counter in inappropriate ways (e.g., reset the starting time, etc.).

Imputation was needed to replace missing data for the location, age, race, and sex variables used in sample weighting. These variables may also be used for data analyses. The relevant variables are STATE, AGE, RACE, and SEX; imputation indicator variables associated with these items are STATEII, AGEII, RACEII, and SEXII. The procedures used in developing these imputation-revised variables are given in Appendix B.

Other variables constructed for use in analysis and weighting include RACEA, RACERHH, FRSTPR2, PLACER, STRATUM and WAVE. RACEA is the collapsed race variable used in DC crime study analyses. RACERHH indicates the race of the first household respondent. This variable was used for post-stratification adjustment to create the household-level unstandardized weights and for standardization classification as well.

FRSTPR2 was constructed for use in household-level analyses and is a cleaned, edited version of FIRSTPER. It is a feature of the DCHVS that all respondents were asked to report household crimes. Hence, the crime file may contain multiple records for the same household crime, depending upon the number of persons in the household. In forming estimates of household

crimes, the approach used by the DC crime study was to include only those household crimes reported by the first respondent within the household. For use in analysis, the first household respondent is identified by FRSTPR2, with one and only one respondent identified as the first person for each of the 3,033 households included in the DCHVS.

PLACER is the place of residence variable used in weighting and data analysis by the D.C. crime study. Survey respondents were classified into six categories based upon their location of residence and area code. For data analysis, the DC study considered as the "DC suburbs" all locations in Virginia or Maryland regardless of whether or not they were within the Census-defined DC-SMSA boundaries. "DC city" was defined as the DC part of the DC-SMSA and locations other than Virginia and Maryland with a 202 area code.

The DCHVS can be treated as a stratified random sample in data analysis. The variable STRATUM identifies the stratum to which the respondent belongs and HUID identifies the primary sampling unit.

WAVE records the wave of data collection in which the respondent was sampled. WAVE is included in the data base since it may be of methodological interest to some researchers.

Beginning with the variable WTII and continuing to the end of the data file are the variables directly associated with the weighting process. The remainder of this section will explain which weight to use in particular analyses.

For household-level analyses (unstandardized), the analysis weight to use is WTIIA. As explained earlier, only records associated with the first household respondent (FRSTPR2=1) should be included in the analysis. WTIIA was created through a household-level post-stratification adjustment of the initial sampling weight ( $WTIIA = WTII * PSHADJ$ ).

WTPRSN is the analysis weight to use for person-level analyses (un-standardized). WTPRSN was created through a person-level post-stratification adjustment of the household analysis weight ( $WTPRSN = WTI1A * PPSADJ$ ).

For both household and person analyses, the DC crime study constructed standardized estimates for comparing the city and suburbs to each other and to the entire DC-SMSA. The analysis weights for each of the three locations - DC city (PLACER=1 or 6), DC Suburbs (PLACER=2,3,4, or 5), and the entire DC-SMSA (all DCHVS respondents) - were standardized to the 1980 Census distribution for the DC-SMSA. It should be noted that standardized weights were needed to construct the DC-SMSA estimates since the DCHVS sample contains residents with 202, 301, and 703 area codes who live outside the DC-SMSA Census boundaries and hence the population distribution will differ somewhat from the 1980 Census distribution.

For household analyses, the weights were standardized to the DC-SMSA black/nonblack household distribution of the 1980 Census. WTHSTD should be used when separate standardized estimates for DC city and DC suburbs are desired. WTHSTD was constructed via a standardization adjustment of the household-level analysis weight ( $WTHSTD = WTI1A * HSTADJ$ ). WTHSTD2 should be used when estimates are desired for the entire DC-SMSA that are standardized to the 1980 Census distribution. WTHSTD2 was also constructed via a separate standardization adjustment of the household-level analysis weight ( $WTHSTD2 = WTI1A * HSTADJ2$ ). In performing these analyses, only the victimization data for the first household respondent (FRSTPR2=1) should be used.

For person-level analyses, the weights were standardized to the age/race/sex distribution of the 1980 Census. For constructing standardized person-level estimates for DC city or DC suburbs, WTSMS should be used. WTSMS2 should be used to construct standardized estimates for the entire

DC-SMSA. These weights were constructed via a standardization adjustment of the person-level analysis weight ( $WT_{SMS} = WTPRSN * SMSADJF$ ,  $WT_{SMS2} = WTPRSN * SMSADJ2$ ).

D. In Scope Crimes File

The In Scope Crimes File contains 1,950 records, exactly one record for each crime victimization reported by a DCHVS respondent. A victimization was defined to be in scope when (1) it fell within the analysis time period of May 1, 1982 to April 30, 1983 and (2) it was a crime of interest for the study. The file begins with the TYPE (record type) and RESULT (interview result code) variables used to construct the file. Again these variables will not be used in data analyses.

Each record is uniquely identified by the variables CATINUM and EVENT. CATINUM (the person identifier) provides the means for linking the person-level data to the crime victimization data in the In Scope Crimes File. EVENT (at the end of the record) is the record number within data collection wave. To uniquely identify each crime record in the file, EVENT should be used in conjunction with CATINUM.

The questionnaire data begins with SERIES1 which records whether the event being described is one victimization event or a series of events that cannot be separated. The series designation of the event was determined when the event was being listed.

VAR1 records the cue that led to the event being reported. A response of "01" is given for VAR1 when the respondent reported the event as the result of being asked the Section B question, "Right off, can you think of a time during 1982 or 1983 that any of these things happened to you?" The VAR1 responses of 02 through 66 indicate which cue in Section C was read prior to the respondent stopping the interviewer to report a new crime.

The Section D data begins with TIMES1 which records the number of events in a series of crimes that the respondent could not separate. For a series of crimes, the respondent was instructed to think of the most recent event or a typical event in responding to subsequent questions about the crimes.

D1A through D2P contain the responses to the questions designed to determine if the event was a crime and if so what type of crime. The CATI program used these responses to verify the criminal aspects of the event (if any) in the "Verify Table." DVTAl through DVTDE contain the results of this crime verification process.

Following this set of variables are D3 to D6B, which determined how many persons were involved, and D7 to D8F, which determined where the event occurred. Section D concludes with variables D9 through D13B2, which ascertained the date of the event..

The following data items are reasonably self explanatory and contain the responses for the various questionnaire items in Sections E through O as indicated by the variable label. Questions E4, E22, F2, G2c, G5b, H1, H2, J3, J4b, J7b, J11, J13, J14, J16b, K4b, K5b, O5, and O6b allowed multiple responses. For these questions, a yes-no indicator variable was created for each answer category.

At the end of the data file are variables created for use in analysis and data editing and cleaning. Using the responses to D9 through D13B2, the recode variable ANTMPER was constructed to indicate whether the event fell within the analysis time period of May 1, 1982 to April 30, 1983. Using a priority ordering scheme and the responses to D1A through D2P, CRM\_CAT classified the crime into one of seven crime categories or as a non-crime (category 8). The variable ANALIND combines the two items to

classify the event into one of three categories: (1) a crime occurring within the analysis time period, (2) a crime occurring outside of the analysis time period, and (3) not a crime of interest. Only crimes falling within the time period of interest are included in the In Scope Crimes File.

TOC contains the type of crime classification. Appendix B provides the exact specifications for developing this variable. In reporting, the DC crime study used a collapsed version of this variable.

Due to CATI space limitations only six crimes per person could have the Long Form (Questionnaire Sections E through O) completed for them. A total of 16 in scope crimes did not have a Long Form completed. For these events, the missing data was imputed as described in Appendix B. LFORMII indicates the crime event records with imputed Long Form data.

The data file concludes with LISTSMP, which indicates the sample in which the respondent belonged; EVENT, which uniquely identifies each crime event; and CRIME, which contains the verbal description given by the respondent in listing the crime. Only data for DCHVS sample individuals are included in the deliverable data files.

#### E. Out of Scope Crimes File

The Out of Scope Crimes File contains 2,525 records, one record for each out-of-scope crime event reported by the respondent. A victimization was defined to be out of scope when (1) it was outside the analysis time period of May 1, 1982 to April 30, 1983 or (2) it was not a crime of interest for the study.

Again each record is uniquely identified by the variable EVENT and can be linked to the person-level data using the person identifier CATINUM. The data variables are the same as those described for the In Scope Crimes

File except that no Sections E through O variables are given since these questionnaire sections were not administered for out of scope events.

Since only in scope crimes were of analytical interest to the DC crime study, the Out of Scope Crimes File has not been cleaned or edited. These data are provided solely for use in methodological investigations. The researcher who uses the Out of Scope Crimes File is cautioned to examine the data base prior to tabulating the data. A number of circumstances led to out of scope events being listed and a record being included in the Out of Scope Crimes File. First, the respondent may have reported an event during crime listing that (1) was not a crime of interest to the study, or (2) did not occur to the respondent or his household, or (3) did not occur during the analysis time period. Second, the respondent may have reported the same event more than once during crime listing or the interviewer may have accidentally created a crime listing. When an event listing occurred in error, the CATI program did not include a mechanism for erasing the erroneous listing. Instead, such listings had a crime description of "NONE" and otherwise very little data recorded for them.

## CHAPTER 5. FILE BUILDING AND ESTIMATION

The data files from the DCHVS were constructed in their present form to conserve as much information as possible for analytical and methodological investigations. Each data file is stored in a rectangular format with fixed record lengths and contains the identification variables needed for data linkage. Prior to data analysis, researchers will need to build working files that contain the person and crime level data needed for his/her analyses. The types of file and recodes and other data needed will vary depending upon the research objectives of the analysts. However, many will focus upon person level or crime level analyses. To aid in setting up analysis files and using these files appropriately, the file building and analysis procedures used in producing the Report to Congress will be described in this section.

### A. Construction of a Person-Level Analysis File

Many of the victimization rate analyses of DCHVS data were at the person level and required a person-level working file. A base file was constructed by abstracting the person identification variable, CATINUM, and the required person descriptors (e.g., INCOME, AGE, RACE, SEX, PLACER, etc.), analysis weights (WTPRSN, WTSMS, and WTSMS2), and sample design descriptors (STRATUM and HUID) from the Person Level Data File. Next, the analyst used the In Scope Crimes File to count the number of victimizations each person by type of crime. Eight person-level count variables were created, one variable for each of the following types of crimes analyzed in the study: (1) crimes of violence, (2) robbery, (3) assault, (4) threat to injure, (5) crimes of theft or damage, (6) personal larceny with contact,

(7) personal larceny without contact, and (8) personal vandalism. (The type of crime variable TOC was collapsed prior to making the tabulations.) These eight person-level count variables were merged to the person-level analysis file using the unique person-identifier variable CATINUM. This last step resulted in a person-level analysis file that contained one record for each sample respondent with all variables needed for data analysis.

B. Construction of a Household-Level Analysis File

The estimation of burglary rates occurred at the household level since this crime affects all residents of the household. In addition, larcenies and vandalisms were classified as household crimes when property belonging to the entire household was taken or damaged. To construct a household-level working file for use in analysis, only the first household respondent data were included (FRSTPR2=1) for the reasons described earlier. The Personal Level Data File was subsetted by FRSTPER = 1 and family-level data (e.g., INCOME, PLACER, etc.) abstracted for these records. In addition, the required identifiers (CATINUM and HUID), design descriptors (STRATUM and again HUID), and weights (WTI1A, WTHSTD, WTHSTD2) were also abstracted. The abstracted records from the Person Level Data File with FRSTPER=1 constituted the base file.

Next the analyst used the In Scope Crimes File to count the number of victimizations occurring to each household by type of crime. To prevent duplication, only the household crimes reported by the first household respondent (FRSTPR2=1) were counted. Three household-level count variables were created, one variable for each of the three following types of household crimes: (1) burglary, (2) household larceny, and (3) household vandalism. These three recodes were merged to the household-level base file

using the unique identifier CATINUM. (HUID could also have been used.) This last step produced a household-level analysis file with one record for each responding household and all the data required for analysis.

C. Construction of Crime-Level Analysis Files

Construction of the Personal Crimes Analysis File began with the abstraction of required data (CATINUM and crime descriptions needed) for personal crimes only from the In Scope Crimes File to form the base file for the Personal Crimes Analysis File. Then, the analyst abstracted weights variables (WTPRSN, WTSMS, WTSMS2) and other needed variables (e.g., PLACER, STRATUM, HUID) from the Person-Level Data File and merged them to the base file (using CATINUM) to create the required file for analyses of the characteristics of personal crimes.

Construction of the Household Crimes Analysis File was similar except that (1) only records associated with household crimes reported by the first household respondent (FRSTPER=1) was used, and (2) the weights used in analysis were WTI1A, WTHSTD, and WTHSTD2.

D. Estimation Using These Analysis Files

Most software packages, including SAS and SPSS, assume that the individuals included in the sample have been selected by simple random sampling (SRS). As noted in Chapter 2, however, the DCHVS sample used unequal probabilities of selection (DC city residents were oversampled), stratification (telephone exchange codes were grouped by location), and clustering (all persons age 12 and over were interviewed when their residential telephone number was selected). Since a complex survey design was used for the DCHVS, the SRS methods of variance estimation, construction of confidence intervals, and hypothesis testing used by standard software packages are no

longer appropriate. When SRS methods are used with complex survey data, the true variance of survey estimates is usually understated.

Several methods have been developed to approximate the variance of complex survey estimates. Most commonly used are: (1) balanced repeated replication (McCarthy, 1966), (2) the jack-knife method (Jones, 1974), and (3) Taylor Series linearization (Woodruff, 1971). Each of these methods assumes a multi-stage stratified sample design with two or more primary sampling units per stratum. For the DCHVS, the strata are identified by the variable STRATUM and the primary sampling units by the variable HUID.

These variance estimation algorithms are available in a number of software packages (Cohen, 1983). OSIRIS IV contains procedures that implement each of these common variance-estimation procedures (Van Eck, 1979). The balanced repeated replication method is used for estimating the variance of means, proportions, totals, and rate in the Health Examination Survey Variance and Cross Tabulation Program (Jones, 1977). Finally, RTI has developed general purpose software procedures that use the Taylor Series linearization approach for variance estimation. Two procedures were used in this study. RATIO2 was used to calculate the rates and their standard errors (Wheless and Shah, 1982). RTIFREQS was used to calculate percents and their standard errors (Shah, 1982). These procedures and other RTI variance estimation procedures have been released for general use.

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**APPENDIX A**

**QUESTIONNAIRE USED IN THE DISTRICT OF COLUMBIA  
CRIME VICTIMIZATION STUDY**

O.M.B. Number 1121-0101  
Approval Expires 8/31/83

DISTRICT OF COLUMBIA CRIME VICTIMIZATION STUDY  
CORE QUESTIONNAIRE

Conducted by the Research Triangle Institute  
Under Contract No. OJARS-83-C-002  
to the Bureau of Justice Statistics,  
U.S. Department of Justice

## Section A

### Introductory questions

So that I can ask questions that fit your living situation, I'll start by asking a few facts about that:

1a. How long have you lived at your current residence?

- 1 - Less than 1 year
- 2 - 1-2 years
- 3 - 2-5 years → GO TO 2.
- 4 - More than 5 years → GO TO 2.
- DK - Don't know → GO TO 1c.

1b. What month and year did you move in?

MONTH: \_\_\_\_\_ YEAR: \_\_\_\_\_

1c. How long have you lived in the Washington area?

- 1 - Less than 1 year
- 2 - 1 to 2 years
- 3 - 2 to 5 years
- 4 - More than 5 years

2. How many people who are 12 or older live in your house or apartment, including yourself?

ENTER NUMBER: \_\_\_\_\_

3. In your area, is there a Neighborhood Watch or citizens' group that patrols the community to prevent crime?

- 1 - Yes
- 2 - No → GO TO 5.
- DK - Don't know → GO TO 5.

4. Do you take part in it?

- 1 - Yes
- 2 - No

5. Do you belong to any other local organization that has an anti-crime program?

- 1 - Yes
- 2 - No

6. During 1982 or 83, did you own a car, van, motorcycle or other motor vehicle?

- 1 - Yes
- 2 - No

7. Did you share the use of any (other) vehicles owned by people you lived with in 1982 or 1983?

- 1 - Yes
- 2 - No

8. (IF OWNS OR SHARES MOTOR VEHICLE: Q. 6-7) Did you have a place at home to park your vehicle or vehicles off the street?

- 1 - Yes
- 2 - No

## Section B

### Listing events

Next we need to list each crime event that happened to you during 1982 or 1983. We want to cover the following kinds of crimes:

- Any physical attack against you, personally
- Break-in or illegal entry of your home or lodgings
- Theft of your personal or household belongings
- Deliberate damage or setting fire to your home or belongings.
- Attempts or threats to do any of these things are also included.

Right off, can you think of a time during 1982 or 1983 that any of these things happened to you?

- 1 - Yes
- 2 - No → GO TO SECTION C.
- 3 - Unsure of when

a. What sort of thing happened? Give me a few words to describe what occurred. IF UNCLEAR WHETHER SINGLE OR MULTIPLE EVENT, ASK: Did this happen one time or several times?

- 1 - R mentions single event → ENTER DESCRIPTION AND GO TO i.
- 2 - R indicates multiple events or times

b. Is there any particular time that is clear in your mind? The most recent event for instance?

- 1 - Yes
- 2 - No → GO TO i.

c. Give me a few words about what happened. ENTER DESCRIPTION AND CONTINUE.

d. Is there any other time that is clear in your mind?

- 1 - Yes → RETURN TO c.
- 2 - No

e. Have you described all the events you were thinking of?

- 1 - Yes → GO TO i.
- 2 - No

f. Were any of the times related somehow to each other—they happened in the same place, involved the same person, or were similar crimes?

- 1 - Yes
- 2 - No → GO TO h.

g. Give me a few words to describe what happened.

ENTER DESCRIPTION. DESIGNATE AS "SERIES" IF MORE THAN ONE EVENT. GO TO i.

h. I need to make an entry to describe each type of crime. Give me a few words to describe these types of crimes separately or as a group.

FOR EACH TYPE MENTIONED, ENTER DESCRIPTION. DESIGNATE AS "SERIES" IF MORE THAN ONE EVENT. CONTINUE WITH i.

i. Has any other crime event that happened to you in 1982 or 1983 come to mind?

- 1 - Yes → RETURN TO a.
- 2 - No → GO TO SECTION C.
- 3 - Unsure of when → RETURN TO a.

List of events since January 1, 1982

Event number	Events	Series
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		

## Section C

### Examples and reminders

I am going to read some examples that give you an idea of crime events we want to learn about. As I read them, be thinking of whether something like that happened to you during 1982 or 83.

(IF R HAS ALREADY MENTIONED ONE EVENT OR MORE) You only have to stop me when you think of some event you didn't mention already.

(IF R HAS NOT MENTIONED AN EVENT) You only have to stop me when you are reminded of something you think should be mentioned.

CHECK ITEM A: DOES R OWN OR SHARE USE OF A MOTOR VEHICLE? (Q. A6 OR A7 = YES)

- 1 - YES — CONTINUE.  
2 - NO — GO TO 2.

1. First are examples of things that might have happened during 1982-83 to a car, truck, motorcycle, or other motor vehicle that you owned or shared with people living with you:

- 02 - was a vehicle stolen?  
03 - broken into or tampered with?  
04 - gas or oil stolen?  
05 - damaged on purpose—for instance: antenna or window broken, tire slashed?  
06 - parts stolen: for instance, tire, tape deck, hubcap or battery?

2. (First/Next) think of whether any of the following things happened to you involving anyone's motor vehicle.

- 07 - something of yours stolen from a vehicle, such as groceries, clothing, a briefcase?  
08 - being forced to get in or stay in a vehicle?  
09 - a driver trying to run into you or into your vehicle?  
10 - a driver trying to force you off the road or into a crash?

PROBE: Am I going too fast or too slow?

As soon as you think of some crime (that you haven't yet mentioned), please stop me even if it doesn't fit an example I have just read.

3. Next think of whether you were attacked or threatened in any of these ways:

- 11 - attacked with bare hands: punching, choking, scratching, kicking, biting?  
12 - with any weapon: for instance, gun, knife, scissors?  
13 - with a stick, ballbat, frypan?  
14 - by something thrown, such as a rock, bottle, can?  
15 - a bombing or bomb scare? fire bomb?  
16 - by drug or poison? burning or scalding?  
17 - by someone siccing a dog on you?  
18 - grabbed, held, manhandled?  
19 - a sexual attack?  
20 - a threatening phone call? threat notes or letters?  
21 - threats face-to-face?  
22 - robbery or shake-down?

4. The next examples may remind you of a time that something of yours was stolen or damaged, such as—

- 23 - bicycle  
24 - briefcase or luggage, book, records  
25 - personal belongings like money, wallet, ID, credit card, purse  
26 - sports equipment  
27 - clothing  
28 - jewelry, watch, fur  
29 - household belongings, such as TV or stereo, silverware, rugs  
30 - tools, equipment, building material  
31 - gun  
32 - groceries  
33 - pet or animal

5. Was there any pilfering—getting at such things as fuel oil or firewood, your food or liquor supply, fruit or vegetables you grow?

- 34 - Yes — IF R NAMES NEW EVENT, DESCRIBE IN LIST OF EVENTS.  
No

6. Was any (other) personal or household property taken during 1982 or 1983?

- 35 - Yes — IF R NAMES NEW EVENT, DESCRIBE IN LIST OF EVENTS.  
No

7. As far as you know, did anyone try to steal anything?

- 36 - Yes — IF R NAMES NEW EVENT, DESCRIBE IN LIST OF EVENTS.  
No

IF R HAS NOT RESPONDED TO ANY REMINDERS, PROBE: Remember to stop me anytime you think of something (you haven't mentioned yet).

8. Think now about whether any intruder broke in or tried to get into your home:

- 37 - by forcing a door? through a window?  
38 - by trickery? just walking in?  
39 - got in or tried to get in the garage, shed, storage room?  
40 - in a vacation home you own or were renting?  
41 - a break-in of a hotel or motel room you were staying in?

9. Vandalism or deliberate damage to your property:

- 42 - windows broken, lock damaged  
43 - walls defaced, graffiti  
44 - mailbox broken  
45 - plantings destroyed or damage in your yard  
46 - your property set on fire

10. Thinking about places can remind you of events that happened there. Here are reminders of places crimes can happen.

- 47 - at work?  
48 - at school?  
49 - a restroom, waiting room, waiting line?  
50 - street, alley, a parking lot or garage?  
51 - store, shopping mall, laundromat, gas station?  
52 - restaurant or bar?  
53 - a hospital or clinic?  
54 - recreation place, such as a stadium, theater, gym, bowling alley, game arcade?

55 - a park, beach, or pool?

56 - a gathering such as a party, funeral, or wedding?

57 - a parade, rally, or meeting?

58 - on a bus, Metro, taxi?

59 - while travelling? plane? train? bus?

60 - a hotel or motel?

11. How about places you keep things, such as

61 - a desk or locker?

62 - porch, yard, garden?

12. Finally, we want to be sure to include things done by people you know, such as:

63 - a co-worker, customer, or employee

64 - a neighbor or friend

65 - relative or family member

13. Can you think of any (other) crimes in 1982 or 1983 that we should (add to the) list?

66 - Yes — IF R NAMES NEW EVENT, DESCRIBE IN LIST OF EVENTS.  
No

IF NO EVENTS ARE LISTED: GO TO SECTION P.

IF ANY EVENTS ARE LISTED: BEGIN SECTION D VERIFICATION, STARTING WITH EVENT NO. 1 AND FILLING REPORTS FOR ALL EVENTS IN ORDER LISTED.

### Interviewer instructions for examples and reminders

READ ITEMS SLOWLY AND DISTINCTLY AND GIVE R TIME TO THINK.

IF R SAYS THAT A PREVIOUSLY MENTIONED EVENT FITS AN EXAMPLE JUST READ, SAY: Different examples I am reading can fit the same event. For now, we just want to list each separate event that happened. Once you've mentioned an event to me, try to think of any other times in 1982 or 1983 that there was a crime against you.

IF R REPORTS AN EVENT:

a. What sort of thing happened? Give me a few words to describe what occurred. IF UNCLEAR WHETHER SINGLE OR MULTIPLE EVENT, ASK: Did this happen one time or several times?

1 - R mentions single event ENTER DESCRIPTION AND GO TO i.  
2 - R indicates multiple events or times

b. Is there any particular time that is clear in your mind? The most recent event, for instance?

1 - Yes

2 - No — GO TO i.

c. Give me a few words about what happened. ENTER DESCRIPTION AND CONTINUE.

d. Is there any other time that is clear in your mind?

1 - Yes - RETURN TO c.

2 - No

## Section D

### Crime event verification

- e. Have you described all the events you were thinking of?  
 1 - Yes → GO TO i.  
 2 - No
- f. Were any of the times related somehow to each other — they happened in the same place, involved the same person, or were similar crimes?  
 1 - Yes  
 2 - No → GO TO h.
- g. Give me a few words to describe what happened.  
**ENTER DESCRIPTION. DESIGNATE AS SERIES IF MORE THAN ONE EVENT. GO TO i.**
- h. I need to make an entry to describe each type of crime. Give me a few words to describe these types of crimes separately or as a group.  
**FOR EACH TYPE MENTIONED, ENTER DESCRIPTION. DESIGNATE AS SERIES IF MORE THAN ONE EVENT. CONTINUE WITH i.**
- i. Okay. Here are some more examples. You only have to stop me when you think of an event you haven't already told me about.

**RESUME READING CUES WHERE LEFT OFF.**

You mentioned that (READ DESCRIPTION), is that right?

Yes  
 No → **CORRECT DESCRIPTION.**

IF SERIES OF CRIMES. ASK: How many events are you describing?

**ENTER NUMBER: \_\_\_\_\_**

THEN SAY: I'm going to ask you some questions about this series of events. Think about the most recent one of these, or a typical one, and answer the questions for that one time.

1. Let's call whoever did this the offenders. While the crime was going on:

**YES NO**

- a. did you see an offender? 1 2  
 b. were you and an offender both at the same place at the same time? 1 2  
 c. was there any communication between an offender and you? 1 2

2. To be sure I get the whole picture, I want to know all of the things that happened in connection with this crime. In describing what happened, you may have to repeat information you have already given me. First,

- a. Was there burglary, illegal entry, or attempted break-in? IF BREAK-IN ONLY TO CAR, BOAT, OFFICE, OR BUSINESS, CODE "NO".  
 1 - Yes  
 2 - No → GO TO i.  
 DK - Don't know → GO TO i.

- b. Was that at your home, a vacation home or second home, or somewhere else?  
 1 - Home → GO TO i.  
 2 - Vacation or second home  
 3 - Somewhere else → GO TO h.  
 DK - Don't know → GO TO i.

- c. Were you renting it for your own use, did you own it, or were you just visiting?  
 1 - Renting → GO TO i.  
 2 - Own  
 3 - Visiting → GO TO i.  
 DK - Don't know → GO TO i.

- d. Was it rented out to someone else at the time?  
 1 - Yes → GO TO i.  
 2 - No  
 DK - Don't know → GO TO i.

- e. Was it vacant at the time?

- 1 - Yes → GO TO i.  
 2 - No  
 DK - Don't know → GO TO i.

- f. Did someone get in or try to get in your actual living quarters?

- 1 - Yes  
 2 - No

- g. Did they get in or try to get into a garage, shed, or other structure used just by your household?

- 1 - Yes  
 2 - No  
 DK - Don't know

} GO TO i.

- h. Did someone get in or try to get in a hotel or motel room you were staying in?

- 1 - Yes  
 2 - No

- i. During this event, did anyone take or try to take anything that belonged to you personally?

- 1 - Yes  
 2 - No

- j. Did they take or try to take property that belonged to your entire household, such as furniture or appliances?

- 1 - Yes  
 2 - No

- k. Was there any damage to anything that belongs to you personally?

- 1 - Yes  
 2 - No

- l. Was there damage to property that belongs to your entire household?

- 1 - Yes  
 2 - No

**CHECK ITEM B:**

**WAS THERE DAMAGE? (Q. D2k or l = YES)**

- 1 - YES → CONTINUE.  
 2 - NO → GO TO n.

- m. Was any of the damage done on purpose?  
 1 - Yes  
 2 - No

- n. During the event, did anyone injure you, attempt to injure you, or threaten to injure you?  
 1 - Yes  
 2 - No → GO TO VERIFY TABLE.  
 DK - Don't know → GO TO VERIFY TABLE.

- o. Were you injured?

- 1 - Yes → GO TO VERIFY TABLE.  
 2 - No

- p. Was an attempt made to injure you?

- 1 - Yes  
 2 - No

**VERIFY TABLE**

**YES NO**

- A. BURGLARY OR ATTEMPT:

1. OWNER OR RENTER OCCUPIED (Q. D2i or g = YES) 1 2  
 2. VACANT DWELLING (Q. D2g = YES) 1 2  
 3. HOTEL OR MOTEL ROOM (Q. D2h = YES) 1 2

- B. THEFT OR ATTEMPT

- (Q. D2j or l = YES) 1 2

- C. INTENTIONAL DAMAGE

- (Q. D2m = YES) 1 2

- D. INJURY, ATTEMPT, OR THREAT

- TO INJURE (Q. D2n = YES) 1 2

CHECK ITEM C:

IF VERIFY ITEM A1 = YES → GO TO 3.  
IF VERIFY ITEM A2 = YES → GO TO 8a.  
IF VERIFY ITEM A3 = YES → GO TO 4.  
IF VERIFY ITEM B OR C = YES → GO TO 5.  
IF VERIFY ITEM D = YES → GO TO 6.  
OTHERWISE, GO TO NEXT EVENT OR SECTION P.

3. (BURGLARY OR ATTEMPT: OWNER OR RENTER OCCUPIED) At the time of the break-in or attempted break-in, how many people 12 years old or older were living there, including yourself?

ENTER NUMBER: \_\_\_\_\_ GO TO 6b.

4. (BURGLARY OR ATTEMPT: HOTEL OR MOTEL ROOM) At the time of the break-in or attempted break-in, how many people 12 years or older were staying in your room or suite?

ENTER NUMBER: \_\_\_\_\_ GO TO 6b.

5. (THEFT OR ATTEMPT, INTENTIONAL DAMAGE) Including yourself, how many people 12 years old or older were victims of this event in the sense that someone took, tried to take, or damaged something belonging to them?

ENTER NUMBER: \_\_\_\_\_ GO TO 6b.

6a. (INJURY OR ATTEMPT, THREAT) Including yourself, how many people 12 years old or older were victims of this event in the sense that someone injured, tried to injure, or threatened to injure them?

ENTER NUMBER: \_\_\_\_\_

6b. How many of these people are members of your current household?

ENTER NUMBER: \_\_\_\_\_

IF BURGLARY OR ATTEMPT OF HOTEL OR HOTEL ROOM (Q. 2h = YES), GO TO 8a.

7. Did this event happen at your current home?

- 1 - Yes → GO TO 9.  
2 - No

8a. Was it in D.C., Maryland, Virginia, or elsewhere?

- 1 - D.C.  
2 - Maryland → GO TO 8d.  
3 - Virginia → GO TO 8e.  
4 - Elsewhere → GO TO 8f.  
DK - Don't know → GO TO 9.

8b. (IN D.C.) Did it happen in the Northeast, Northwest, Southeast or Southwest section?

- 1 - NE  
2 - NW  
3 - SE  
4 - SW

8c. Did it happen in the Capitol Hill area?

- 1 - Yes  
2 - No  
DK - Don't know

} GO TO 9.

8d. (IN MARYLAND) In what county?

- 1 - Prince Georges County  
2 - Montgomery County  
3 - Charles County  
4 - Elsewhere in Maryland  
DK - Don't know

} GO TO 9.

8e. (IN VIRGINIA) Was it in an independent city or in a county?

- 1 - City of Alexandria  
2 - City of Falls Church  
3 - Fairfax City  
4 - City of Manassas or Manassas Park  
5 - Fairfax County  
6 - Arlington County  
7 - Loudoun County  
8 - Prince William County  
9 - Elsewhere in Virginia  
DK - Don't know

} GO TO 9.

2 - After → IF 1983 (Q. 9), GO TO NEXT EVENT OR SECTION P OTHERWISE GO TO 13b.

DK - Don't know → GO TO NEXT EVENT OR SECTION P

11a. Was it before or after Christmas 1981?

- 1 - Before → GO TO NEXT EVENT OR SECTION P.  
2 - After

11b. Was it before or after May 1, 1982?

- 1 - Before → GO TO NEXT EVENT OR SECTION P.  
2 - After → GO TO 13a.  
DK - Don't know → GO TO NEXT EVENT OR SECTION P.

12a. Was it before or after Christmas 1982?

- 1 - Before  
2 - After → GO TO 12d.  
DK - Don't know → GO TO 12d.

12b. Was it before or after Labor Day 1982?

- 1 - Before  
2 - After → GO TO 13a.  
DK - Don't know

12c. Was it before or after May 1, 1982?

- 1 - Before → GO TO NEXT EVENT OR SECTION P.  
2 - After → GO TO 13a.  
DK - Don't know → GO TO NEXT EVENT OR SECTION P.

12d. Was it before or after May 1, 1983?

- 1 - Before  
2 - After → GO TO NEXT EVENT OR SECTION P.  
DK - Don't know → GO TO NEXT EVENT OR SECTION P.

13a. Have you thought of the year it happened? IF R IS UNSURE OF TIME, ASK: Which is more likely: that this event happened in 1982 or that it happened in 1983?

- 1 - Before 1982 → GO TO NEXT EVENT OR SECTION P.  
2 - 1982  
3 - 1983  
DK - Don't know → GO TO NEXT EVENT OR SECTION P.

13b. Have you thought of the month it happened? IF R CANNOT GIVE EXACT MONTH, ASK: Can you give me a range of months in which it happened?

- 1 - R gives exact month: \_\_\_\_\_  
2 - R gives range of months: \_\_\_\_\_ to \_\_\_\_\_  
DK - Still can't say

IF BETWEEN MAY 1, 1982 AND APRIL 30, 1983 (Q. 9, Q. 13a, AND Q. 13b), CONTINUE. OTHERWISE GO TO NEXT EVENT OR SECTION P.

SELECTION TABLE

HAVE SECTIONS E-O BEEN COMPLETED FOR SIX CRIMES?

1 - YES → GO TO NEXT EVENT OR SECTION P.

2 - NO → GO TO SECTION E.

## Section E

### Offender information

I'd like to ask you about the offender or offenders who were involved.

1. Do you know if there was one offender or more than one?

- 1 - One → GO TO CHECK ITEM D.
- 2 - More than one → GO TO CHECK ITEM D.
- DK - Don't know

2. Do you think it was one or more than one?

- 1 - One
- 2 - More than one

CHECK ITEM D. DID R SEE THE OFFENDER? (Q. D1a = YES)

YES → GO TO CHECK ITEM E.

NO → CONTINUE.

3. Did you learn who did it, or anything about who did it - for instance, whether young or old, black or white, male or female?

- 1 - Yes
- 2 - No → GO TO SECTION F.
- DK - Don't know or not sure → GO TO SECTION F.

4. How did you learn about who (possibly) did it? MARK ALL THAT APPLY.

- 1 - Other member of household who was eyewitness
- 2 - From other eyewitnesses
- 3 - Offender(s) admitted it
- 4 - From police
- 5 - Offender(s) had threatened to do it
- 6 - Figured it out by who had motive, opportunity, or had done it before
- 7 - Other

CHECK ITEM E:

If Q. E1 OR E2 = 1, CONTINUE WITH 5.  
If Q. E1 OR E2 = 2, GO TO 15.

OTHERWISE, GO TO SECTION F.

IF ONE OFFENDER:

5. Was this person male or female?

- 1 - Male
- 2 - Female

6. Would you say the person was a child, teenager, young adult, or an older person?

- 1 - Child
- 2 - Teenager
- 3 - Young adult
- 4 - Older person

7. What was the race of this person?

- 1 - White
- 2 - Black
- 3 - Hispanic
- 4 - Asian
- 5 - Other race

8. (IF R SAW OR COMMUNICATED WITH OFFENDER: Q. D1a OR D1c = YES)  
Did (he/she) act normal, or did (he/she) seem drunk, drugged, or insane?

- 1 - Normal
- 2 - Drunk or drugged
- 3 - Insane
- 4 - Not normal, couldn't tell whether drunk, drugged, insane

9. Was the person someone you knew or had seen before?

- 1 - Yes, knew or had seen before
- 2 - No, stranger → GO TO SECTION F.
- DK - Don't know → GO TO SECTION F.

10. How well did you know the person - by sight only, casual acquaintance or well known?

- 1 - Well known
- 2 - Casual acquaintance
- 3 - Sight only → GO TO SECTION F.
- DK - Don't know → GO TO SECTION F.

11. How did you know this person? Was the person a friend, relative, co-worker, or what?

- 1 - Spouse
- 2 - Ex-spouse
- 3 - Parent or step-parent
- 4 - Own child or step-child
- 5 - Brother/sister
- 6 - Other relative
- 7 - Boy or girlfriend, ex-boy or girlfriend
- 8 - Friend or ex-friend
- 9 - Co-worker, business contact, customer, employee
- 10 - Schoolmate
- 11 - Neighbor
- 12 - Other non-relative

12. Was this the only time this person committed a crime against you or your household?

- 1 - Yes → GO TO SECTION F.
- 2 - No, done before
- DK - Don't know → GO TO SECTION F.

13. How many times before?

- 1 - Once before
- 2 - 2 or 3 times before
- 3 - More than 3 (or often, many times, etc.)

14. Did (he/she) do something else to you or your household during 1982 or 1983?

- 1 - Yes
- 2 - No
- DK - Don't know

} GO TO SECTION F.

IF MORE THAN ONE OFFENDER:

15. Were they male or female?

- 1 - All male
- 2 - All female
- 3 - Both male and female

16. Was the youngest a child, a teenager, young adult, or an older person?

- 1 - Child
- 2 - Teenager
- 3 - Young adult
- 4 - Older person

17. In which age group was the oldest?

- 1 - Child
- 2 - Teenager
- 3 - Young adult
- 4 - Older person

18. What was the race of these persons?

- 1 - White
- 2 - Black
- 3 - Hispanic
- 4 - Asian
- 5 - Mix of races
- 6 - Other race

19. (IF R SAW OR COMMUNICATED WITH OFFENDERS: Q. D1a OR D1c = YES)

Did all the offenders act normal, or did any of them seem drunk, drugged, or insane?

- 1 - All normal
- 2 - Some or all drunk or drugged
- 3 - Some or all insane
- 4 - Some or all not normal, couldn't tell whether drunk, drugged, insane

20. Were some or all of them people you knew or had seen before?

- 1 - Yes, some or all known or seen before
- 2 - No, all strangers → GO TO SECTION F.
- DK - Don't know → GO TO SECTION F.

21. How well did you know the offenders - by sight only, casual acquaintance or well known?

CODE FOR BEST-KNOWN OFFENDER.

- 1 - Well known
- 2 - Casual acquaintance
- 3 - Sight only → GO TO SECTION F.
- DK - Don't know → GO TO SECTION F.

22. How did you know them? Were they friends, relatives, co-workers, or what? MARK ALL THAT APPLY.

- 1 - Spouse
- 2 - Ex-spouse
- 3 - Parent or step-parent
- 4 - Own child or step-child
- 5 - Brothersister
- 6 - Other relative
- 7 - Boy or girlfriend, ex-boy or girlfriend
- 8 - Friend or ex-friend
- 9 - Co-worker, business contact, customer, employee
- 10 - Schoolmate
- 11 - Neighbor
- 12 - Other non-relative

23. Was this the first time any of these persons committed a crime against you or your household?

- 1 - Yes → GO TO SECTION F.
- 2 - No, done before
- DK - Don't know → GO TO SECTION F.

24. How many times before?

- 1 - Once before
- 2 - 2 to 3 times
- 3 - More than 3 (or often, many times, etc.)

25. Did any of them do something else to you or your household during 1982 or 1983?

- 1 - Yes
- 2 - No

**Section F****Burglary or attempt****CHECK ITEM F:**

DOES VERIFY ITEM A1, 2 OR 3 = YES?

- 1 - YES → CONTINUE.  
2 - NO → GO TO SECTION G.

1. You mentioned a break-in. Did the offender(s) actually get in or just try to get in?

- 1 - Actually got in → GO TO 3.  
2 - Just tried

- 3 - There was no break-in → GO TO SECTION G.

2. How do you know someone tried to get in? MARK ALL THAT APPLY.

- 1 - Window, door, etc.  
opened or had marks showing tampering  
2 - R saw or heard attempt to enter  
3 - Others saw or heard attempt to enter  
4 - Other knowledge or suspicion  
DK - Don't know

3. How did the offender(s) get in?

- 1 - Broke in: picked lock, forcing or breaking or removing window, door, other opening  
2 - Let in  
3 - By trickery or deception  
4 - Pushing past someone  
5 - Through open or unlocked door, window, or opening  
Had key  
Other

**GO TO SECTION G.**

**Section G****Theft or attempt****CHECK ITEM G:**

DOES VERIFY ITEM B = YES?

- 1 - YES → CONTINUE.  
2 - NO → GO TO SECTION H.

1. In this event, did the offender(s) take or try to take property belonging to a business or used for a business?

- 1 - Yes  
2 - No → GO TO 2b.  
DK - Don't know → GO TO 2b.

- 2a. Not counting that business property, did the offender(s) actually take property that was for your personal use or the use of your household?

- 1 - Yes → GO TO 2c.  
2 - No → GO TO 5a.  
DK - Don't know → GO TO 5a.

- 2b. Did the offender(s) actually take your personal belongings or those of your household?

- 1 - Yes  
2 - No → GO TO 5a.  
DK - Don't know → GO TO 5a.

- 2c. What kind of things were taken? PROBE: Anything else? IF NOT SPECIFICALLY MENTIONED: Any cash taken? MARK ALL ITEMS MENTIONED IN COLUMN 1 OF STOLEN GOODS TABLE.

3. What was the total value of the personal or household property that was taken? (READ IF CAT. 6 MARKED: Include any loss you had because checks were cashed or credit cards were stolen.) If you're not sure, just give me your best estimate.

- 1 - Less than \$10  
2 - \$10-\$49  
3 - \$50-\$99  
4 - \$100-\$499  
5 - \$500-\$999  
6 - \$1,000-\$4,999  
7 - \$5,000 or more  
8 - Can't put dollar value on loss  
DK - Don't know and can't estimate

4. Did you get any of the property back not counting compensation from insurance or other sources?

- 1 - Yes  
2 - No

- 5a. Was there any (other) personal property of yours or your household that the offender(s) tried to take but failed?

- 1 - Yes  
2 - No → GO TO CHECK ITEM H.  
DK - Don't know → GO TO CHECK ITEM H.

- 5b. What did they try to take? PROBE: Anything else? IF NOT SPECIFICALLY MENTIONED: Any cash? MARK ALL ITEMS MENTIONED IN COLUMN 2 OF TABLE.

**CHECK ITEM H:**

ARE THERE ANY MARKS IN COLUMN 1?

YES → GO TO Q. 6.

NO → CONTINUE.

ARE THERE ANY MARKS IN COLUMN 2. CATEGORIES 1-7?

YES → GO TO Q. 6.

NO → GO TO SECTION H.

6. (IF CAT. 1 MARKED IN COL. 1-2) You said there was (attempted) theft of your motor vehicle. How many people in your household owned or shared the use of that vehicle, including yourself?

ENTER NUMBER: \_\_\_\_\_

7. (IF CAT. 2 MARKED IN COL. 1-2) Did the offenders (try to) take the vehicle parts from the vehicle itself?

- 1 - Yes  
2 - No

8. (IF CAT. 4-7 MARKED IN COL. 1-2 AND Q. D1b = YES) Was any of the property on your person at the time; for instance, in a pocket or being worn or carried?

- 1 - Yes  
2 - No

**Stolen goods table**

Type of property	(1) R's property taken	(2) Attempt to take
1. Motor vehicle: Car Truck, van, Other 4 + wheeled vehicle Motorcycle Moped or other Off-the-road vehicle	_____	_____
2. Motor vehicle parts: Battery Tire Tape deck, radio, Etc. Hubcap or ornament Mechanical parts Other	_____	_____
3. Gasoline or oil stolen	_____	_____
4. Purse or wallet	_____	_____
5. Cash or food stamps	_____	_____
6. Credit card Checks or checkbook Other negotiables (Stocks, bonds, etc.)	_____	_____
7. Other personal valuables: Jewelry Watch Briefcase Camera Personal stereo Clothing, furs Keys Driver's license, ID Other	_____	_____

**Stolen goods table (cont.)**

Type of property	(1) R's property taken	(2) Attempt to take
8. Gun	_____	
9. Bicycle	_____	
10. Household furnishings: Appliances Electronic equipment: TV, stereo, etc.	_____	
Tools Silverware Rugs Furniture Childrens things: Toys, baby stroller Other	_____	
11. Groceries, food, liquor, drugs	_____	
12. Pet or animal	_____	
13. Other	_____	

**Section H  
Property damage****CHECK ITEM I:**

DOES VERIFY ITEM C = YES?

- 1 - YES → CONTINUE  
2 - NO → GO TO SECTION I.

1. You told me that something was damaged. What personal or household property of yours was actually damaged? Anything else? MARK ALL THAT APPLY.

- 1 - Vehicle or part  
2 - Building or part of it  
3 - Furniture or household furnishings  
4 - Clothing or other personal belongings  
5 - Plantings, fence, other objects in yard or ground  
6 - Pet, animal  
7 - Other property  
8 - No damage → GO TO SECTION I.

2. What was done to cause the damage? MARK ALL THAT APPLY.

- 1 - With a vehicle  
2 - Bomb or arson  
3 - Rock, brick, other object  
4 - By bodily force  
5 - Something to deface or dirty  
6 - Another way  
7 - Unknown

3. How much did it or would it cost to repair what was damaged or replace what could not be repaired? If you're not sure, just give me your best estimate.

- 1 - Less than \$10  
2 - \$10-\$49  
3 - \$50-\$99  
4 - \$100-\$499  
5 - \$500-\$999  
6 - \$1,000-\$4,999  
7 - \$5,000 or more  
8 - Can't put dollar value on loss  
DK - Don't know and can't estimate

**Section I  
Losses due to theft  
or property damage****CHECK ITEM J:**WAS ANYTHING ACTUALLY STOLEN  
(Q. G2a = 1 or Q. G2b = 1) OR DAMAGED  
(VERIFY ITEM C = YES)?

- 1 - YES → CONTINUE  
2 - NO → GO TO SECTION J.

1. Was the theft/damage reported to an insurance company?

- 1 - Yes → GO TO 3.  
2 - No

2. Was the theft/damage reported to anyone else in order for you to receive compensation for the loss?

- 1 - Yes  
2 - No → GO TO 4.  
DK - Don't know → GO TO 4.

3. Did you or do you expect to get any compensation to cover all or part of your loss(es)?

- 1 - Yes  
2 - Claim still pending or not yet filed  
3 - No compensation  
DK - Don't know

4. (After you (get/got) that compensation), what (will be/was) your total loss due to theft or damage to your property? Count losses from credit cards that were used or checks that were cashed (if they were not covered by the compensation).

- 1 - Less than \$10  
2 - \$10-\$49  
3 - \$50-\$99  
4 - \$100-\$499  
5 - \$500-\$999  
6 - \$1,000-\$4,999  
7 - \$5,000 or more  
8 - Can't put dollar value on loss  
DK - Don't know and can't estimate

## Section J

### Injury, attempted injury, or threat

#### CHECK ITEM K:

IS THIS EVENT A THREAT ONLY? (Q. D2n = YES AND Q. D2o = NO AND Q. D2p = NO)

- 1 - YES → CONTINUE.  
2 - NO → GO TO CHECK ITEM L.

1. You said you were threatened. Were you threatened in person, by telephone, or in writing?  
IF MORE THAN ONE, CODE LOWEST NUMBER.

- 1 - In person → CONTINUE.  
2 - By telephone  
3 - In writing  
4 - Some other way  
DK - Don't know

} GO TO 3.

2a. Did the offender(s) have a weapon or something they were using as a weapon?

- 1 - Yes  
2 - No → GO TO 3.  
DK - Don't know → GO TO 3.

2b. What weapon did the offender(s) have?  
PROBE: Anything else? MARK ALL THAT APPLY.

- 1 - Handgun  
2 - Long gun: rifle, shotgun  
3 - Other gun or unknown gun type  
4 - Stabbing instrument: knife, scissors  
5 - Blunt object: chair, bat, frypan, stone  
6 - Motor vehicle  
7 - Explosive device  
8 - Fire  
- Other weapon

3. What did the offender(s) threaten to do to you?  
PROBE: Anything else? MARK ALL THAT APPLY. THEN GO TO SECTION K.

- 1 - To kill R  
2 - To rape R  
3 - To beat R up  
4 - To injure R severely  
5 - Lesser or unspecific threat of physical harm to R  
6 - Vague, not clearly violent threat to R  
7 - Bomb threat  
8 - Arson threat  
9 - Other threat

#### CHECK ITEM L: WAS THERE INJURY OR ATTEMPT? (Q. D2o = YES or Q. D2p = YES)

- 1 - YES → CONTINUE.  
2 - NO → GO TO SECTION K.

You said that...

you were injured (IF Q. D2o = YES)  
there was an attempt to injure you  
(IF Q. D2p = YES)

4a. Was a motor vehicle involved in the offenders (injuring/trying to injure) you?

- 1 - Yes  
2 - No motor vehicle involved → GO TO 5.  
3 - No one injured or tried to injure the respondent → GO TO SECTION K.  
DK - Don't know → GO TO 5.

4b. In what way? PROBE: Any other way? MARK ALL THAT APPLY.

- 1 - Offender deliberately drove vehicle at R or tried to cause crash  
2 - By violent maneuver of car both R and offender were riding in  
3 - Missile thrown at R or Rs vehicle  
4 - Gun fired at Rs vehicle  
5 - Altercation arising from traffic incident  
6 - R assaulted in vehicle; ejected from moving vehicle; or attempt  
7 - R abducted in or forced to get into a vehicle  
8 - Other  
9 - Unspecified

5. Were you attacked by bodily force — hit, punched, choked, etc.?

- 1 - Yes  
2 - No

6a. Were you sexually attacked?

- 1 - Yes  
2 - No → GO TO 7a.  
DK - Don't know  
RE - Refused → GO TO 7a.

6b. Were you raped?

- 1 - Yes  
2 - No

7a. INTERVIEWER CHECKPOINT: IS THERE MENTION OF A WEAPON OR A WEAPON-RELATED INJURY IN THE CRIME DESCRIPTION?

- 1 - YES  
2 - NO → GO TO 7c.

7b. INTERVIEWER INSTRUCTIONS: FOR EACH WEAPON MENTIONED IN THE DESCRIPTION ABOVE, ENTER IN COLUMN 1 OF WEAPONS TABLE. (IF MENTION OF A GUN OR BEING SHOT ASK: What type of gun did they have?) AFTER ENTERING WEAPON, GO TO 8.

7c. Did the offender(s) have a weapon or something they were using as a weapon?

- 1 - Yes → GO TO 9.  
2 - No weapon → GO TO CHECK ITEM M.  
DK - Don't know → GO TO CHECK ITEM M.

8. You said this event involved (WEAPON MARKED). Did the offender(s) have another weapon or something else they were using as a weapon?

- 1 - Yes  
2 - No → GO TO 10.  
DK - Don't know → GO TO 10.

9. What was it? PROBE: Anything else? MARK ALL WEAPONS MENTIONED IN WEAPONS TABLE, COL 1.

10. Were you attacked with any (of these) weapon(s)?

- 1 - Yes  
2 - No → GO TO CHECK ITEM M.  
DK - Don't know → GO TO CHECK ITEM M.

11. What weapons were used to attack you?  
PROBE: Anything else? MARK ALL WEAPONS IN COL 2 OF TABLE.

12. (IF CATEGORY 1, 2, or 3 MARKED IN COLUMN 2 OF TABLE) Were you fired at?

- 1 - Yes  
2 - No

#### CHECK ITEM M: Was there injury? (Q. D2o = YES)

- 1 - YES → CONTINUE.  
2 - NO → GO TO 20.

#### Weapons table

Weapons	(1) Weapons offenders had	(2) Attacked with	(3) Injured with
1. Handgun:	_____	_____	_____
2. Long gun: Rifle, shotgun	_____	_____	_____
3. Other gun or unknown gun type	_____	_____	_____
4. Cutting or stabbing: Knife, scissors	_____	_____	_____
5. Blunt object: Beating or clubbing Weapon or missile Chair, bat, frypan, stone	_____	_____	_____
6. Motor vehicle	_____	_____	_____
7. Explosive	_____	_____	_____
8. Fire	_____	_____	_____
9. Other weapon	_____	_____	_____

13. You told me you were injured. What were your injuries? PROBE: Any others? MARK ALL THAT APPLY.

- 1 - Gunshot wound  
2 - Knife or stab wound  
3 - Broken bones  
4 - Internal injuries  
5 - Raped  
6 - Knocked unconscious  
7 - Black eye, bruised, cut, scratched, teeth chipped, or knocked out  
8 - Other

IF GUN OR KNIFE WOUND, MARK APPROPRIATE WEAPON IN COL 3 AND GO TO 15a.

IF OFFENDER HAD A WEAPON (Q. 7a or Q. 7c = YES), CONTINUE. OTHERWISE GO TO 16a.

14. What weapons were you injured by? MARK ALL WEAPONS IN COL 3.

15a. Were you hurt by any other weapons?

- 1 - Yes  
2 - No → GO TO 16a.  
DK - Don't know → GO TO 16a.

Section K	Section L
Victim behavior	Witnesses
<p>15b. What other weapons? MARK ALL WEAPONS MENTIONED IN COL. 3.</p> <p>16a. Did you receive any medical care for your injury?</p> <p>1 - Yes 2 - No → GO TO 20. DK - Don't know → GO TO 20.</p> <p>16b. Where were you treated? MARK ALL THAT APPLY.</p> <p>1 - At the scene 2 - At R's, neighbor's, friend's home 3 - Health unit, first aid station 4 - Doctor's office or clinic 5 - Emergency room at hospital 6 - Hospital 7 - Other</p> <p>16c. (IF HOSPITAL: Q. 16b) How long did you stay in the hospital?</p> <p>1 - Less than 24 hours 2 - Overnight 3 - More than a night but less than a week 4 - A week or more</p> <p>17. Was an insurance claim filed to get your medical expenses paid?</p> <p>1 - Yes, claim filed 2 - No, claim not filed 3 - No insurance coverage</p> <p>18. Did you receive or do you expect any compensation from any company or agency to cover medical costs? Include private insurance plans, Medicaid, Medicare, Champus, V.A., and public welfare.</p> <p>1 - Yes 2 - No</p> <p>19. How much did you or will you or your household have to pay that was not covered by insurance or other compensation?</p> <p>1 - Less than \$10 2 - \$10-\$99 3 - \$100-\$499 4 - \$500-\$999 5 - \$1000-\$4999 6 - \$5000 or more 7 - Compensation not yet received</p> <p>20. Do you believe the offender(s) intended to injure you severely, or slightly, or did (he/she/they) not really attempt to hurt you?</p> <p>1 - Intended to kill 2 - Severely 3 - Slightly 4 - Did not really intend to hurt 5 - Other</p>	<p>CHECK ITEM N: WAS R IN THE SAME PLACE, OR DID R SEE OR COMMUNICATE WITH OFFENDER(S)? (Q. D1a, b, OR c = YES)</p> <p>YES → CONTINUE. NO → GO TO SECTION L</p> <p>CHECK ITEM O. IS THIS EVENT ONLY A THREAT IN WRITING OR BY PHONE? (VERIFY ITEM E = YES AND Q. J1 = 1)</p> <p>1 - YES → GO TO SECTION N. 2 - NO → CONTINUE.</p> <p>1. During the event, did you threaten or try to hurt (any of) the offender(s)?</p> <p>1 - Yes 2 - No → GO TO 4a. 3 - No, not aware crime was going on → GO TO SECTION L DK - Don't know → GO TO 4a.</p> <p>2. (IF R WAS ATTACKED OR THREATENED: Q. D2g OR VERIFY ITEM E = YES) Was this before or after you were attacked or threatened?</p> <p>1 - Before 2 - After 3 - Same time</p> <p>3. (IF R WAS INJURED: Q. D2o = YES) Was this before or after you were injured?</p> <p>1 - Before 2 - After 3 - Same time</p> <p>4a. Did you do anything (else) to protect yourself or your property during this event?</p> <p>1 - Yes 2 - No → GO TO 5a. DK - Don't know → GO TO 5a.</p> <p>4b. What did you do? MARK ALL THAT APPLY.</p> <p>1 - Argued, pleaded, reasoned with offenders 2 - Stalled, pretended to cooperate 3 - Held onto property or refused to give it up 4 - Tried to evade or escape offender (hide, run away) 5 - Tried to get help, attract attention 6 - Chased offender, tried to detain or apprehend 7 - Other resistance 8 - Other action</p> <p>4c. (IF VERIFY ITEM D OR E = YES) Was this before or after (you were injured/the attempt was made to injure you/you were threatened)?</p> <p>1 - Before 2 - After 3 - Both before and after.</p> <p>5a. Did you have a weapon or something you could have used as a weapon with you?</p> <p>1 - Yes 2 - No → GO TO SECTION L DK - Don't know → GO TO SECTION L</p> <p>5b. What was it? PROBE: Anything else? MARK ALL THAT APPLY.</p> <p>1 - Gun 2 - Knife 3 - Other cutting or stabbing instrument 4 - Blunt instrument 5 - Other</p>

## Section N

### Crime location and conditions

What time of day did it happen? IF R INDICATES THAT THE CRIME WAS OF EXTENDED DURATION, ASK: What time of day did the crime begin?

#### DAYTIME

- 1 - 6 a.m. to noon
- 2 - After noon to 6 p.m.
- 3 - Unknown daytime hour

#### NIGHT-TIME

- 4 - After 6 p.m. to 12 midnight
- 5 - After midnight to 6 a.m.
- 6 - Unknown night-time hour
- DK - Don't know whether day or night

### CHECK ITEM Q:

DOES THIS EVENT INVOLVE BURGLARY OR ATTEMPT? (VERIFY ITEM A = YES)

- 1 - YES → GO TO SECTION O.
- 2 - NO → CONTINUE.

2. Did it happen at home, at work or school, or some other place? IF R INDICATES MULTIPLE LOCATIONS, ASK: In what location did the crime begin?

- 1 - At home → GO TO 6.
- 2 - Vacation home → GO TO 6.
- 3 - At school → GO TO 6.
- 4 - At work
- 5 - Someplace else
- DK - No idea where it happened → GO TO SECTION O.

What kind of place was that? (IF PUBLIC TRANSPORTATION AND NOT CLEAR WHETHER LOCAL OR NOT, ASK: Was that local or intercity?)

- 1 - Someone's home
- 2 - Eating, drinking or entertainment place
- 3 - Store, bank, shopping mall, or other commercial place
- 4 - Hospital
- 5 - School
- 6 - Church or temple
- 7 - Office
- 8 - Factory or warehouse
- 9 - Hotel, motel or lodging place
- 10 - Parking garage
- 11 - Local public transportation vehicle or station: taxi, subway, metrobus
- 12 - Intercity public transportation vehicle or station: airplane, intercity bus or train
- 13 - Another place (SPECIFY)

4. How far away from home did it happen?  
Was it:

- 1 - next door or adjacent to your dwelling?
- 2 - within 1 or 2 blocks of your dwelling?
- 3 - within a mile?
- 4 - or more than a mile away?

5. Were you on your way to or from work?

- 1 - Yes
- 2 - No

6. Was it in an area open to the public?

- 1 - Yes
- 2 - No

7. Did it happen outdoors, indoors, or inside a vehicle? IF MORE THAN ONE LOCATION, ASK: In what location did the crime begin?

- 1 - Outdoors
- 2 - Indoors → GO TO 9.
- 3 - Inside a vehicle → GO TO 10.

8. Was it on a street, sidewalk, or what?

- 1 - Yard or grounds
- 2 - Street, highway, alley or sidewalk
- 3 - Parking lot or area, driveway
- 4 - Open unpaved area— park, field, woods, beach, etc.
- 5 - Other outdoor place
- DK - Don't know

GO TO SECTION O.

9. (IF CRIME LOCATION IS OTHER THAN HOME, VACATION HOME, OR SCHOOL: Q. 2 ≠ 1, 2, or 3) Did it happen in a Federal Government office building?

- 1 - Yes
- 2 - No
- DK - Don't know

GO TO SECTION O.

10. What kind of vehicle?

- 1 - Car
- 2 - Truck
- 3 - Van
- 4 - Motorcycle
- 5 - Bus
- 6 - Train or Metro Rail
- 7 - Taxi, Limo
- 8 - Plane
- 9 - Boat or Ship

## Section O

### Aftermath of event

1. I need to ask about the consequences of this incident. Just to get the facts straight, did you have a job at the time of the event?

- 1 - Yes
- 2 - No → GO TO 4.
- DK - Don't know → GO TO 4.

2. Were you on the job or on duty when the event happened?

- 1 - Yes
- 2 - No

3. Did you lose any time from work because of this event?

- 1 - Yes
- 2 - No → GO TO 4.
- DK - Don't know → GO TO 4.

3b. How much time did you lose?

ENTER NUMBER OF DAYS: \_\_\_\_\_

- 0 - LESS THAN A DAY
- DK - Don't know → GO TO 4.

3c. Were you paid for the time you lost?

- 1 - Yes
- 2 - No
- 3 - Other

4. Were the police informed or did they find out about this event in any way?

- 1 - Yes → GO TO 6a.
- 2 - No
- DK - Don't know → GO TO 7.

5. What was the reason you didn't report it to the police? PROBE: Any other reason? MARK ALL THAT APPLY. THEN GO TO 7.

- 1 - Reported to someone else
- 2 - No need to call

Object recovered or offender unsuccessful  
Not important or not worth it  
Private or personal matter or took care of it myself

3 - Police couldn't do anything

Didn't find out until later, too late to report  
Property difficult to recover due to lack of serial or ID number

Lack of proof, no way to find/identify offender

4 - Police wouldn't do anything

Police wouldn't think it was important enough, they wouldn't want to be bothered  
Police would be inefficient, ineffective, insensitive (they'd arrive late, wouldn't pursue case property, would harass/insult respondent, etc.)

5 - Avoid inconvenience, negative consequences of reporting

Afraid of reprisal by offender or his/her family/friends

Did not want to take time - too inconvenient

6 - Other

6a. Did you personally report the crime to the police or a government security guard?

- 1 - Yes
- 2 - No → GO TO 6c.
- DK - Don't know → GO TO 6c.

## Section P

### Background information

6b. People have different reasons for reporting crimes to police. What was your reason for reporting this event to police? Any other reason? MARK ALL THAT APPLY. THEN GO TO 7.

- 1 - Stop a threatened crime or a crime still going on
- 2 - To get help for injury or to deal with damage
- 3 - To punish or catch offender
- 4 - To collect insurance
- 5 - To recover property
- 6 - Thought it was my duty
- 7 - To give evidence or proof
- 8 - Was afraid, or wanted protection
- 9 - Some other reason

6c. Was the crime reported to the police by someone else?

- 1 - Yes
- 2 - No

7. To get an idea of how people are affected by different crimes, we'd like to know how upsetting this event was for you. Would you say that it was terribly upsetting—that is, one of the most terrible things that has ever happened to you—or was it very upsetting, slightly upsetting, or not upsetting at all?

- 1 - Terribly upsetting
- 2 - Very upsetting
- 3 - Slightly upsetting
- 4 - Not upsetting at all
- 5 - Other

GO TO NEXT EVENT OR SECTION P.

CHECK BOX R: IS THIS THE FIRST INTERVIEW WITH THE HOUSEHOLD?

- 1 - YES — CONTINUE.
- 2 - NO — GO TO 3.

Now here are a few background questions about your current residence:

1a. Do you live in a house, apartment, townhouse, mobile home or what?

- 1 - House
- 2 - Townhouse or row house
- 3 - Apartment or duplex, condominium → GO TO 1c.
- 4 - Mobile home → GO TO 1d.
- 5 - Hotel or motel → GO TO 2.
- 6 - Rooming house → GO TO 2.
- 7 - Other → GO TO 2.

1b. Is that a one family house?

- 1 - Yes → GO TO 1d.
- 2 - No

1c. How many living units are there in the building?

- 1 - One
- 2 - 2-3
- 3 - 4-10
- 4 - More than 10

1d. Do you own your (house/unit), pay rent, or do you live there rent-free?

- 1 - Own or co-own
- 2 - Rent
- 3 - Occupy rent-free

2a. Is your current residence in D.C., Maryland, Virginia, or elsewhere?

- 1 - D.C.
- 2 - Maryland → GO TO 2d.
- 3 - Virginia → GO TO 2a.
- 4 - Elsewhere → GO TO 2f.
- DK - Don't know → GO TO 3.

2b. (IN D.C.) Is it in the Northeast, Northwest, Southeast, or Southwest section?

- 1 - NE
- 2 - NW
- 3 - SE
- 4 - SW

2c. Is that in the Capitol Hill area?

- 1 - Yes
- 2 - No
- DK - Don't know

} GO TO 3.

2d. (IN MARYLAND) In what county?

- 1 - Prince Georges County
- 2 - Montgomery County
- 3 - Charles County
- 4 - Elsewhere in Maryland
- DK - Don't know

} GO TO 3.

2e. (IN VIRGINIA) In what independent city or county do you live?

- 1 - City of Alexandria
- 2 - City of Falls Church
- 3 - Fairfax City
- 4 - City of Manassas or Manassas Park
- 5 - Fairfax County
- 6 - Arlington County
- 7 - Loudoun County
- 8 - Prince William County
- 9 - Elsewhere in Virginia
- DK - Don't know

} GO TO 3.

2f. Is it in the 50 States or elsewhere?

- 1 - In the 50 States
- 2 - U.S. territory or possession
- 3 - Outside the U.S.

3. I need to know a little bit about you. Are you married, widowed, divorced, separated, or have you never been married?

- 1 - Married
- 2 - Widowed
- 3 - Divorced
- 4 - Separated
- 5 - Never married

4. What is the highest grade (or year) of regular school or college you completed?

ENTER EXACT NUMBER OF YEARS: \_\_\_\_\_

- 00 - Never attended or kindergarten
- 01-08 - Elementary
- 09-12 - High school
- 13-15 - 1-3 years of college
- 16 - College graduate
- 17 - Graduate or professional training

5. ASK IF NOT OBVIOUS: Are you male or female?

- 1 - Male
- 2 - Female

6. What is your race? White? Black? American Indian, Aleut, or Eskimo? Asian or Pacific Islander?

- 1 - White
- 2 - Black
- 3 - American Indian, Aleut, Eskimo
- 4 - Asian or Pacific Islander
- 5 - Hispanic
- 6 - Other

7. And your age on your last birthday?

ENTER NUMBER: \_\_\_\_\_

IF AGE < 18, GO TO 15.

8a. Now think back to the period from May 1, 1982 of last year to April 30, 1983 of this year. During that time, were you mostly working, looking for work, keeping house, in school, or what?

- 1 - Working
- 2 - Looking for work
- 3 - Keeping house
- 4 - In school
- 5 - Unable to work
- 6 - Retired
- 7 - Other

For how many months from May 1, 1982 to April 30, 1983 did you have a job? COUNT PARTIAL MONTHS AS FULL MONTHS. IF "WORKING" NOT GIVEN AS MAIN ACTIVITY, PROBE MAY BE ADDED: Were you employed at any time during this period? IF "NO", ENTER "0". IF "Yes", REPEAT QUESTION.

ENTER NUMBER: \_\_\_\_\_

ENTIRE PERIOD → ENTER 12 AND GO TO CHECK BOX S.

NONE OF PERIOD → ENTER 0 AND GO TO 8d.

DON'T KNOW → ENTER DK AND GO TO CHECK BOX S.

8c. Which months did you work during that time? MARK ALL THAT APPLY.

1982	1982	1983
1 - May	5 - September	9 - January
2 - June	6 - October	10 - February
3 - July	7 - November	11 - March
4 - August	8 - December	12 - April

8d. (IF ANY MONTHS NOT WORKED: Q. 8b + 12) During the months you were not working from May 1, 1982 to April 30, 1983, were you looking for work?

- 1 - Yes  
2 - No

IF NO MONTHS WORKED (Q. 8b = 0), GO TO 15.

#### BOX S: WHICH SAMPLE IS INDIVIDUAL

- 1 - CHEVS → CONTINUE.  
2 - DCHVS → GO TO 9a.  
3 - BOTH CHEVS AND DCHVS → CONTINUE.

8e. (IF CHEVS) When you worked during this period, did you work on Capitol Hill all of this time?

- 1 - Yes → GO TO 10.  
2 - No  
DK - Don't know → GO TO 10.

8f. Which months from May 1982 to April 1983 did you work on Capitol Hill? MARK ALL THAT APPLY.

1982	1982	1983
1 - May	5 - September	9 - January
2 - June	6 - October	10 - February
3 - July	7 - November	11 - March
4 - August	8 - December	12 - April

9a. These questions are about the job you had on April 30 of this year or the most recent job you had prior to April 30th. If you had more than one job at that time, answer for the job you worked the most hours. On that job, were you—

- 1 - a government employee?  
2 - a paid employee working for a private company, business, or individual? → GO TO 10.  
3 - self-employed in your own business or practice? → GO TO 10.  
4 - or, working without pay in a family business? → GO TO 10.  
UNABLE TO CATEGORIZE → GO TO 10.

9b. Is that Federal, State, or local?

- 1 - Federal  
2 - State → GO TO 10.  
3 - Local → GO TO 10.

9c. Did you work on Capitol Hill?

- 1 - Yes  
2 - No

10. Which of the following best describes your job?—

1. professional or administrative,  
2. clerk or salesperson,  
3. crafts or skilled trade,  
4. service worker,  
5. laborer,  
6. guard or police work,  
7. other work?

11. Were any of the following an important part of your job?

YES      NO

- |   |   |   |
|---|---|---|
| 1. delivering passengers or goods?                                      | 1 | 2 |
| 2. travelling out of town?  | 1 | 2 |
| 3. dealing face-to-face with customers, clients, students, or patients? | 1 | 2 |

12a. Did you have regular working hours on your main job?

- 1 - Yes  
2 - No → GO TO 13.

12b. What hours did you usually work?

\_\_\_\_\_ am/pm to \_\_\_\_\_ am/pm

13. Now I have just a few more questions about the job you had on April 30th of this year or the last job you had prior to April 30th. In what year did you start working for that company or organization?

ENTER YEAR: \_\_\_\_\_

IF 1982 or 1983, GO TO 15.

14. I have already asked about crimes that occurred to you in 1982 and 1983. Now I'd like to determine if any crimes happened to you prior to this time while you were employed at the job we have been discussing. I will not need details about any crimes you mention. From the time you began the job in (YEAR) until the end of 1981, did any of the following crimes happen to you?

YES      NO

- |   |   |   |
|---|---|---|
| a. a physical attack or physical threat against you personally?                               | 1 | 2 |
| b. break-in, attempted break-in, or illegal entry of your home or lodgings?                   | 1 | 2 |
| c. theft or attempted theft of property belonging to you personally or your entire household? | 1 | 2 |
| d. deliberate damage or setting fire to your home or belongings?                              | 1 | 2 |

15. How do you usually get to and from work, school, or the places you regularly go? IF MORE THAN ONE, ASK: What mode do you consider the main one?

- 1 - By carpool/vanpool  
2 - Caravan  
3 - Public transportation: bus, subway, train, taxi  
4 - Other ways: bicycle, motorcycle or motor scooter  
5 - On foot  
6 - Other way  
7 - No usual way  
8 - Don't go anywhere regularly

#### CHECK BOX T: IS THIS THE FIRST INTERVIEW WITH THE HOUSEHOLD?

- 1 - YES → CONTINUE.  
2 - NO → GO TO 17.

16. What was your family income in 1982 - counting money you and everyone in your household earned from a job or business and money from pensions, dividends, social security and all other sources:

- a. Was it \$25,000 or more?  
1 - Yes  
2 - No → GO TO d.  
DK - Don't know  
RE - Refusal → GO TO 17.

b. Was it \$30,000 or above?

- 1 - Yes  
2 - No → GO TO 17.  
DK - Don't know  
RE - Refusal → GO TO 17.

c. Was it \$50,000 or above?

- 1 - Yes  
2 - No  
DK - Don't know  
RE - Refusal } GO TO 17.

d. Was it \$5,000 or above?

- 1 - Yes  
2 - No → GO TO 17.  
DK - Don't know  
RE - Refusal → GO TO 17.

e. Was it \$10,000 or above?

- 1 - Yes  
2 - No → GO TO 17. DK - Don't know  
RE - Refusal → GO TO 17.

f. Was it \$15,000 or above?

- 1 - Yes  
2 - No

17. Finally, I'd like to ask a few general questions on crime.

Within the past year or two, do you think that crime in the Washington, D.C. area has increased, decreased or remained about the same?

- 1 - Increased  
2 - Decreased  
3 - Same  
4 - No opinion

18. Do you think the crime rate in the D.C. area is higher, lower, or about average compared with other urban areas of similar size?

- 1 - Higher
- 2 - Lower
- 3 - About average
- 4 - No opinion

19. Within the past year or two do you think that crime in your neighborhood has increased, decreased or remained about the same?

- 1 - Increased
- 2 - Decreased
- 3 - Same
- 4 - No opinion

---

CHECK ITEM U: WAS R EMPLOYED DURING TIME FRAME? (Q. P5b NOT 0)

- 1 - YES → CONTINUE.  
2 - NO → GO TO CHECK ITEM V.
- 

20. Within the past year or two do you think that crime in the area or areas where you worked has increased, decreased or remained about the same?

- 1 - Increased
- 2 - Decreased
- 3 - Same
- 4 - No opinion

21. From the standpoint of safety from crime would you rate your job as safer than average, about average, or less safe than average?

- 1 - Safer
- 2 - About average
- 3 - Less safe

22. Were there hours you avoided working because they were not safe from crime?

- 1 - Yes
- 2 - No
- 3 - Other

23. Were there places you avoided going on the job because they were not safe from crime?

- 1 - Yes
- 2 - No
- 3 - Other

---

CHECK ITEM V:

IS THIS CASE IN THE HOUSEHOLD OR EMPLOYEE SAMPLE?

- 1 - HOUSEHOLD → CONTINUE.  
2 - EMPLOYEE → THANK RESPONDENT AND END CONTACT.
- 

24. In addition to interviewing a random sample of the people in the Washington area, we are interviewing a sample of employees who worked on Capitol Hill. To compare the results of the two surveys, I need to know if you worked for any of the following agencies at any time during 1982. During 1982, did you work for

	YES	NO
a. the Library of Congress?	1	2
b. the House of Representatives?	1	2
c. the Senate?	1	2
d. the Architect of the Capitol?	1	2
e. the Office of Technology Assessment?	1	2
f. the Congressional Budget Office?	1	2

GO TO CONCLUSION AND ROSTER.

**SCREENING FORMS**

#### G. SCREENING QUESTIONS

1. We are calling randomly selected telephone numbers in connection with a study for the U.S. Bureau of Justice Statistics under Title 42 of the U.S. Code. Does this number serve a residence, a business, or something else?

- 1 - Residence → GO TO CHECK ITEM A.
- 2 - Business/Institution
- 3 - Public Pay Phone → THANK INFORMANT AND END CONTACT.

2. Does anyone live there on the premises?

- 1 - Yes
- 2 - No → THANK INFORMANT AND END CONTACT.

3. Is this the number they use as their home phone?

- 1 - Yes
- 2 - No → THANK INFORMANT AND END CONTACT.

#### CHECK ITEM A:

IS THIS A DORMITORY OR OTHER GROUP QUARTERS?

- 1 - YES
- 2 - NO → GO TO Q. 5.

4. How many people living in this residence are served by this telephone?

ENTER NUMBER: \_\_\_\_\_

ENTER TYPE OF GROUP QUARTERS: \_\_\_\_\_

IF MORE THAN 10, THANK RESPONDENT AND DISCUSS CASE WITH YOUR SUPERVISOR.

5. Do you live at this address?

- 1 - Yes → GO TO Q. 6.
- 2 - No

ASK TO SPEAK TO A RESIDENT WHO IS 18 OR OLDER.

IF AVAILABLE, REPEAT INTRO AND GO TO Q. 6.

IF NOT AVAILABLE, DETERMINE NAME AND BEST TIME TO CALL BACK. RECORD IN PART C.

6. Are you 18 years old or older?

- 1 - Yes → GO TO Q. 7.
- 2 - No

ASK TO SPEAK TO A RESIDENT WHO IS 18 OR OLDER.

IF AVAILABLE, REPEAT INTRO AND CONTINUE.

IF NOT AVAILABLE, DETERMINE NAME AND BEST TIME TO CALL BACK. RECORD IN PART C.

7. The purpose of this study is to find out how people have been affected by crime. The interview is voluntary and your answers are confidential by law.

I'd like to begin the interview now if it's convenient?

- 1 - Yes → GO TO CATI CORE QUESTIONNAIRE.
- 2 - No → DETERMINE NAME AND MAKE APPOINTMENT. RECORD IN PART C.

Thank you for your time. I will call you again on (READ APPOINTMENT DAY AND TIME). Goodbye.

DCHVS TELEPHONE NUMBER SCREENING FORM  
AND CASE RECORD (DCSF)

RTI Project No. 2634-5  
OMB No. 1121-0101

A. SAMPLE TELEPHONE NO./CASE ID:  (LABEL)	B. INTRODUCTION  Hello, I'm (NAME), calling from the Research Triangle Institute. Is this (READ SAMPLE TELEPHONE NO. FROM LABEL.) 1 - YES + GO TO SCREENING Q. 1, SECTION G. 2 - NO + ENTER NO. REACHED:  END CONTACT. REDIAL SAMPLE NO. IF SAME WRONG NO. IS REACHED, TERMINATE CASE AND CODE 13.
---	--

C. RECORD OF CALLS/RESULTS (USE CONTINUATION SHEET IF NECESSARY)						
Inter. Initials	Date	Time	To	Phone No.	Result	Result Code
Call 1 by						
Call 2 by						
Call 3 by						
Call 4 by						
Call 5 by						
Call 6 by						
Call 7 by						
Call 8 by						

D. RESULT CODES						
-----------------	--	--	--	--	--	--

Screening Results (CIRCLE FINAL):

Ineligible Numbers

- 11 Nonworking [AFTER 2 CALLS, CODE FINAL]
- 12 Temporarily nonworking [AFTER 5 CALLS, CODE FINAL]
- 13 Double wrong connection
- 14 Business or institution without residential unit or undetermined
- 15 No result from dial [AFTER 5 CALLS, CODE FINAL]
- 16 Fast busy signal [AFTER 5 CALLS, CODE FINAL]
- 17 Ring, no answer [AFTER 8 CALLS, CODE FINAL]
- 18 Public pay phone

Eligible Numbers:

- 21 Working residential

Indeterminate

- 31 Refusal before eligibility established (Qs. 1-3 NOT ANSWERED)
- 32 Wrong number (TEMPORARY CODE ONLY)
- 33 Regular busy signal (TEMPORARY CODE ONLY)
- 40 Other (SPECIFY) \_\_\_\_\_

Interview Code (ENTER FINAL IN RESIDENT RECORD)

- |    |                                     |    |                               |
|----|-------------------------------------|----|-------------------------------|
| 50 | Regular busy signal                 | 60 | Deceased                      |
| 51 | No answer                           | 61 | Physically/mentally incapable |
| 52 | Not available/callback scheduled    | 62 | Already interviewed for DCHVS |
| 53 | Not available/no callback scheduled | 70 | Breakoff/partial data         |
| 54 | Breakoff/partial data               | 71 | Refusal                       |
| 55 | Other (Explain in Notes)            | 72 | Not available during survey   |
|    |                                     | 80 | Interview completed           |

E. RESIDENT RECORD

R No.	Name	Code	CATI No.	Notes
1				
2				
3				
4				
5				
6				

F. RESIDENCE STATUS (CHECK)

1 HH    MULTI-HH    GROUP QUARTERS

NOTES: \_\_\_\_\_

(Supv. Initials) \_\_\_\_\_

(Date) \_\_\_\_\_

CONCLUSION AND ROSTER

CHECK ITEM A:

IS THIS THE FIRST INTERVIEW FOR THE SAMPLE NUMBER?

- 1 - YES → CONTINUE.  
2 - NO → GO TO CHECK ITEM D.

That concludes the main part of the interview. Before we finish, I have a few more questions about your household/residence. → GROUP QUARTERS GO TO Q. 2.

1. Is this telephone number just for your household or does it also serve as the home telephone number for other households in the building?

- 1 - Serves one household → GO TO Q. 2.  
2 - Serves more than one household → COMPLETE HH TABLE, THEN GO TO 2.

HH TABLE

ASK FOR AND ENTER NAME OF HEAD OF HOUSEHOLD OF EACH HOUSEHOLD SERVED BY THIS NUMBER. ENTER THE NAME OF THE HEAD OF THE RESPONDENT'S HOUSEHOLD ON LINE 1.

1.	6.
2.	7.
3.	8.
4.	9.
5.	10.

2. Is there a telephone with a different number in your home/residence on which you could also be reached?

- 1 - Yes  
2 - No → GO TO CHECK ITEM B.

IF R ASKS WHY: Because if you have two telephone numbers you have twice the chance of being called for this study as someone who has only one number. This is very important for getting an accurate sample of the residents in the D.C. area.

3. How many different telephone numbers are there for your home/residence?

ENTER NUMBER: \_\_\_\_\_

CHECK ITEM B.

IS THIS A ONE-PERSON HOUSEHOLD (Q. A2 OF CORE QUESTIONNAIRE)?

- 1 - YES → THANK RESPONDENT AND END CONTACT.  
2 - NO → CONTINUE.

- 4a. Now a few questions to determine who else we should interview in your household/residence. To make the survey results complete, we need reports for everyone 12 years old or older. Beginning with yourself, what are the first names of the people in your household/residence who are 12 or older?

ENTER NAME(S) IN COLUMN 2 OF ROSTER.

ROSTER				
(1) Resident No.	(2) First Name	(3) HH Head	(4) 12 or 13?	(5) Parent
01				
02				
03				
04				
05				
06				
07				
08				
09				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

- b. I have listed (READ NAMES). Does anyone else who is 12 or older live in the household/residence, including friends, relatives, or roomers?

IF "YES;" ADD TO ROSTER.

CHECK ITEM C:

IS THIS GROUP QUARTERS?

- 1 - YES → GO TO e.  
2 - NO → CONTINUE.

- c. Do any of these people have a permanent residence somewhere else?

IF "YES," DETERMINE WHICH PERSON(S) AND DELETE FROM ROSTER, THEN CONTINUE.

- d. IF HEAD WAS IDENTIFIED IN 1 DESIGNATE HEAD WITH X IN COLUMN 3 ON ROSTER ELSE ASK:

Which person is the head of the household?

DESIGNATE PERSON NAMED IN COLUMN 3. IF NO HEAD, DESIGNATE RESPONDENT AS HEAD. IF CO-HEADS DESIGNATE BOTH.

- e. Are any of the persons I listed 12 or 13 years old?

1 - Yes → DETERMINE WHICH PERSON(S). ENTER AGE ON APPROPRIATE LINE IN COLUMN 4, THEN CONTINUE.

2 - No → GO TO CHECK ITEM D.

- f. Instead of interviewing anyone who is 12 or 13, we are asking the parent or guardian to answer for them. Are you the parent or guardian of (READ NAME(S) OF PERSON(S) 12 OR 13)?

- 1 - Yes → ATTEMPT TO OBTAIN INTERVIEW(S) FOR 12 AND 13 YEAR OLDS.  
2 - No → DETERMINE AND ENTER RESIDENT NUMBER OF PARENT/GUARDIAN IN COLUMN 5 FOR EACH 12 OR 13 YEAR OLD. ASK TO SPEAK TO PARENT/GUARDIAN. IF NOT AVAILABLE, DETERMINE BEST TIME TO CALL BACK.

CHECK ITEM D:

IS THIS THE LAST INTERVIEW IN THE HOUSEHOLD/RESIDENCE?

- 1 - YES → THANK RESPONDENT AND END CONTACT.  
2 - NO → ASK TO SPEAK TO OTHER ELIGIBLE PERSON. IF NO ONE AVAILABLE, DETERMINE BEST TIME TO CALL BACK.

NAME: \_\_\_\_\_

DAY: \_\_\_\_\_ DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

INTERVIEW SCHEDULE

ELIGIBLE 1	CATI NO. _____	ELIGIBLE 2	CATI NO. _____				
FIRST NAME: _____		FIRST NAME: _____					
APPT. 1:	TIME _____	DAY _____	APPT. 1:	TIME _____	DAY _____		
APPT. 2:	TIME _____	DAY _____	APPT. 2:	TIME _____	DAY _____		
APPT. 3:	TIME _____	DAY _____	APPT. 3:	TIME _____	DAY _____		
COMMENTS:	_____						
RESULT CODE:	<table border="1"><tr><td> </td><td> </td></tr></table>						
ELIGIBLE 3	CATI NO. _____	ELIGIBLE 4	CATI NO. _____				
FIRST NAME: _____		FIRST NAME: _____					
APPT. 1:	TIME _____	DAY _____	APPT. 1:	TIME _____	DAY _____		
APPT. 2:	TIME _____	DAY _____	APPT. 2:	TIME _____	DAY _____		
APPT. 3:	TIME _____	DAY _____	APPT. 3:	TIME _____	DAY _____		
COMMENTS:	_____						
RESULT CODE:	<table border="1"><tr><td> </td><td> </td></tr></table>						

ELIGIBLE 5 CATI NO. \_\_\_\_\_

FIRST NAME: \_\_\_\_\_

APPT. 1: \_\_\_\_\_ TIME \_\_\_\_\_ DAY \_\_\_\_\_

APPT. 2: \_\_\_\_\_ TIME \_\_\_\_\_ DAY \_\_\_\_\_

APPT. 3: \_\_\_\_\_ TIME \_\_\_\_\_ DAY \_\_\_\_\_

COMMENTS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

RESULT CODE:

ELIGIBLE 7 CATI NO. \_\_\_\_\_

FIRST NAME: \_\_\_\_\_

APPT. 1: \_\_\_\_\_ TIME \_\_\_\_\_ DAY \_\_\_\_\_

APPT. 2: \_\_\_\_\_ TIME \_\_\_\_\_ DAY \_\_\_\_\_

APPT. 3: \_\_\_\_\_ TIME \_\_\_\_\_ DAY \_\_\_\_\_

COMMENTS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

RESULT CODE:

ELIGIBLE 9 CATI NO. \_\_\_\_\_

FIRST NAME: \_\_\_\_\_

APPT. 1: \_\_\_\_\_ TIME \_\_\_\_\_ DAY \_\_\_\_\_

APPT. 2: \_\_\_\_\_ TIME \_\_\_\_\_ DAY \_\_\_\_\_

APPT. 3: \_\_\_\_\_ TIME \_\_\_\_\_ DAY \_\_\_\_\_

COMMENTS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

RESULT CODE:

ELIGIBLE 6 CATI NO. \_\_\_\_\_

FIRST NAME: \_\_\_\_\_

APPT. 1: \_\_\_\_\_ TIME \_\_\_\_\_ DAY \_\_\_\_\_

APPT. 2: \_\_\_\_\_ TIME \_\_\_\_\_ DAY \_\_\_\_\_

APPT. 3: \_\_\_\_\_ TIME \_\_\_\_\_ DAY \_\_\_\_\_

COMMENTS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

RESULT CODE:

ELIGIBLE 8 CATI NO. \_\_\_\_\_

FIRST NAME: \_\_\_\_\_

APPT. 1: \_\_\_\_\_ TIME \_\_\_\_\_ DAY \_\_\_\_\_

APPT. 2: \_\_\_\_\_ TIME \_\_\_\_\_ DAY \_\_\_\_\_

APPT. 3: \_\_\_\_\_ TIME \_\_\_\_\_ DAY \_\_\_\_\_

COMMENTS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

RESULT CODE:

ELIGIBLE 10 CATI NO. \_\_\_\_\_

FIRST NAME: \_\_\_\_\_

APPT. 1: \_\_\_\_\_ TIME \_\_\_\_\_ DAY \_\_\_\_\_

APPT. 2: \_\_\_\_\_ TIME \_\_\_\_\_ DAY \_\_\_\_\_

APPT. 3: \_\_\_\_\_ TIME \_\_\_\_\_ DAY \_\_\_\_\_

COMMENTS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

RESULT CODE:

**APPENDIX B**

**SPECIFICATIONS USED IN SAMPLING, DATA PROCESSING, AND ANALYSIS TASKS**

MEMORANDUM

Page 2

September 21, 1983

The imputation revised sex will be labeled SEX and will take on values 1 = MALE and 2 = FEMALE. A sex imputation indicator SEXII will be created which is defined to be "0" for real data and "1" for imputed data.

The residence of a sample household is obtained by Items 2a-2f of Section P. For use in sample weighting and analysis, the following imputation-revised recode variables will need to be created.

The first variable is the imputation-revised state of residence or STATE which will be defined using Item 2a with levels 1 = D.C., 2 = Maryland, 3 = Virginia, and 4 = elsewhere. An imputation indicator for state or STATEII will also need to be created with 0 = real and 1 = imputed.

The next variable will be D.C. sector or SECTOR which will be defined using Item 2b with levels 1 = NE, 2 = NW, 3 = SE, 4 = SW, and 5 = Not in D.C. The imputation indicator for SECTOR will be SECTORII with 0 = real and 1 = imputed.

The next variable is the imputation-revised Capitol Hill location or CHLOC defined using Item 2c with 1 = Capitol Hill, 2 = Elsewhere in D.C., and 3 = Not in D.C. The associated imputation indicator will be 0 = real and 1 = imputed and will be labeled CHLOCII.

To define Virginia residences, VALOC will be created based upon Item 2c with levels

- 1 = City of Alexandria
- 2 = City of Falls Church
- 3 = Fairfax City
- 4 = City of Manassas or Manassas Park
- 5 = Fairfax County
- 6 = Arlington County
- 7 = Loudoun County
- 8 = Prince William County
- 9 = Elsewhere in Virginia
- 10 = Not in Virginia.

An associated imputation indicator VALOCII will also be created with levels 0 = real and 1 = imputed.

To define Maryland residences, MDLOC will be created based upon Item 2d with levels

- 1 = Prince Georges County
- 2 = Montgomery County
- 3 = Charles County
- 4 = Elsewhere in Maryland
- 5 = Not in Maryland.

The associated imputation indicator will be labeled MDLOCII with levels 0 = real and 1 = imputed.

# RESEARCH TRIANGLE INSTITUTE

Center for Survey Statistics

September 21, 1983

## MEMORANDUM

TO: Wendell Refior  
FROM: Brenda Cox  
SUBJECT: Imputation of Age, Race, Sex, and Residence for Use in Analysis and Weight Development

For use in weight development, the variables defining age, race, sex, and residence must have no missing values. This memorandum defines the procedure to be used to replace missing values for these variables to create imputation revised variables.

The age of each person was obtained by Item 7 of Section P and is recorded as variable P7. P7 has values from 12 to 90. Individuals greater than 90 are assigned "90" as their age. In addition, "don't knows" were classified as "98" and "refusals" as "99."

The imputation-revised age will be labeled AGE and will take on only the values from 12 to 90. An age imputation indicator AGEII will be created which is defined to be "0" for real data and "1" for imputed data.

The race of each person was obtained by Item 6 of Section P and is recorded as variable P6. The variable P6 is defined as follows:

1 = White	5 = Hispanic
2 = Black	6 = Other
3 = American Indian, Aleut, Eskimo	8 = Don't Know
4 = Asian or Pacific Islander	9 = Refusal.

The imputation-revised race will be labeled RACE and will take on values only from 1 to 6. The levels will be defined the same as P6 otherwise. A race imputation indicator RACEII will be created which is defined to be "0" for real data and "1" for imputed data.

The sex of each person was obtained by Item 5 of Section P and is recorded as variable P5. P5 has values 1 = MALE, 2 = FEMALE, 8 = DON'T KNOW, and 9 = REFUSAL.

MEMORANDUM

Page 3

September 21, 1983

To construct these variables, sort the data file by sample type (DCHVS versus CHEVS), by telephone number, and then by household (HUID). A simple hot deck procedure will be used to replace missing values. In order to implement this process you will need "seed" values for the hot deck variables. The seed values will be defined based upon the values expected for the first record in the sorted data file for each sample type. Two imputation classes will be used to separate the two samples and imputation will be independently implemented within the classes.

As an example, the age variable is created for each record as follows. If P7 is between 12 and 90, then AGE = P7 and AGEII = 0 and the value for P7 is used to update the hot deck register for P7, that is HDAGE = P7. If P7 is missing (P7 = 98 or 99), then the value in the hot deck register is imputed for the age or AGE = HDAGE and AGEII = 1. Similar processes are used for race and sex.

For the residence variables, STATE is imputed first in a manner similar to AGE with the associated imputation indicator defined. If STATE = 1 after imputation, then VALOC = 10 and VALOCII = STATEII, MDLOC = 5 and MDLOCII = STATEII. If STATE = 2 after imputation, then SECTOR = 5 and SECTORII = STATEII, CHLOC = 3 and CHLOCII = STATEII, and VALOC = 10 and VALOCII = STATEII. If STATE = 3 after imputation, then SECTOR = 5, CHLOC = 3, and MDLOC = 5, further SECTORII, CHLOCII and MDLOCII are all set equal to STATEII. If STATE = 4 after imputation, then SECTOR = 5, CHLOC = 3, VALOC = 10, MDLOC = 5, and the associated imputation indicators are set equal to STATEII.

If STATE = 1, then SECTOR and CHLOC need to be defined. If P2b = 1,2,3, or 4, then SECTOR = P2b and SECTORII = 0 and the hot deck is updated, e.g. HOTSECT = P2b. If P2b ≠ 1,2,3, or 4, then SECTOR = HOTSECT and SECTORII = 1. The variable CHLOC is defined in a similar manner. Note that HOTSECT can only take on values 1-4 just as HOTCHLOC will only take on values 1 or 2.

If STATE = 2, then MDLOC needs to be defined. If P2d = 1,2,3, or 4, then MDLOC = P2d, MDLOCII = 0, and the hot deck is updated HOTMDLOC = P2d. If P2d ≠ 1,2,3, or 4, then MDLOC = HOTMDLOC and MDLOCII = 1.

If STATE = 3, then VALOC needs to be defined. The procedure is similar to that for Maryland.

bkp

# RESEARCH TRIANGLE INSTITUTE

Center for Survey Statistics

October 4, 1983  
Revised 11/4/83

## MEMORANDUM

TO: Danny Allen  
FROM: Brenda Cox  
SUBJECT: Additional Recoding and Editing Needed for the Analysis Files

An examination of the sample data for the District of Columbia Crime Victimization Study indicates that additional editing and recoding is needed to construct the analysis data files. This memorandum outlines the additional work that needs to be done.

Based upon discussions of the number of persons for whom more than six long forms were needed, it has become apparent that we will need to impute for missing long forms. In order to do this, we will need to have two recodes defined. Both recode variables will be defined for all crimes in the short form only file and the short form/long form file.

The first variable is crime category or CRM\_CAT and is defined as follows:

- 1 - Robbery or Attempt
- 2 - Injury or Attempt
- 3 - Threat to Injure
- 4 - Burglary or Attempt
- 5 - Personal Larceny or Attempt
- 6 - Household Larceny or Attempt
- 7 - Intentional Damage
- 8 - Not a Crime of Interest

CRM\_CAT will be a hierachal variable with code 1 having the most priority and code 8 the least. The levels are defined as follows:

- a. CRM\_CAT = 1. Robbery or Attempt. If D2n = 1 and either D2i = 1 or D2j = 1.
- b. CRM\_CAT = 2. Injury or Attempt. If D2o = 1 or D2p = 1.
- c. CRM\_CAT = 3. Threat to Injure. If D2n = 1 and D2o ≠ 1 and D2p ≠ 1.

MEMORANDUM

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October 4, 1983

Revised 11/4/83

- d. CRM\_CAT = 4. Burglary or Attempt. If D2e = 1 or D2f = 1 or D2g = 1 or D2h = 1.
- e. CRM\_CAT = 5. Personal Larceny. If D2i = 1.
- f. CRM\_CAT = 6. Household Larceny. If D2j = 1.
- g. CRM\_CAT = 7. Intentional Damage. If D2m = 1.
- h. CRM\_CAT = 8. Not a Crime of Interest. If D2e ≠ 1, D2f ≠ 1, D2g ≠ 1, D2h ≠ 1, D2i ≠ 1, D2j ≠ 1, D2m ≠ 1, D2n ≠ 1, D2o ≠ 1, and D2p ≠ 1.

Print out all records that are unclassified under the rules. Also print out 15 records for each category of CRM\_CAT. Note that no record in the short/long form file should be classified as CRM\_CAT = 8, by definition. Print out any records that you encounter of this sort.

The other variable is an Analysis Time Period Indicator or ANALIND that will tell whether or not a crime occurred within the analysis time period. ANALIND will be defined as

- 1 - Crime Within Analysis Period
- 2 - Crime Outside Analysis Period
- 3 - Not a Crime of Interest

The variable levels are defined as follows:

ANALIND = 1 if CRM\_CAT ≠ 8 and the crime falls within the analysis time period

ANALIND = 2 if CRM\_CAT ≠ 8 and the crime does not fall within the analysis time period

ANALIND = 3 if CRM\_CAT = 8.

A crime is defined to fall within the analysis time period if it occurs between May 1, 1982 and April 30, 1983. If any of the following is true, then the event falls within the analysis time period:

- a) D9 = 2 and D10a = 5-12
- b) D9 = 3 and D10a = 1-4
- c) (D9 = 2 or D13a = 2) and D13b = 1 and D13b1 = 5-12
- d) (D9 = 3 or D13a = 3) and D13b = 1 and D13b1 = 1-4
- e) (D9 = 2 or D13a = 2) and D13b = 2 and (D13b1 and D13b2 are not legitimate skip, DK, RE, or other missing codes) and (D13b1 < D13b2) and D13b2 > 4

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- f) ( $D9 = 3$  or  $D13a = 3$ ) and  $D13b = 2$  and ( $D13b1$  and  $D13b2$  are not legitimate skip, DK, RE, or other missing codes) and ( $D13b1 < D13b2$ ) and  $D13b1 < 5$ .

Otherwise, the event falls outside the analysis time period.

Note that the following should be true. All records within the short/long form file should have ANALIND = 1. Print out all records that don't. Also print out 50 records from the short form only file and 50 from the short/long form file for the purpose of verification.

Please let me know of any difficulties that you encounter in implementing these specifications.

bkp

# RESEARCH TRIANGLE INSTITUTE

Center for Survey Statistics

October 7, 1983  
Revised 11/4/83

## MEMORANDUM

TO: Danny Allen  
FROM: Brenda Cox  
SUBJECT: Completing Missing Long Forms for Eligible Crimes

The instrument for the District of Columbia Crime Victimization Study included space for 20 victimizations to be listed and classified and dated via the short incident form (Section D of the Core Questionnaire). To avoid burdening the respondent, provisions were made for long incident forms (Sections E-O of the Core Questionnaire) to be completed for no more than six victimizations that fell within the analysis time period. Therefore, there will be some short forms for which a long form should have been filled out but wasn't. The long form data are required in order to include the victimization in the analysis. These victimizations must be included in order to avoid an undercount of the rate of crime victimization. Creating a crime-level weight was considered but rejected since we cannot simultaneously control for type of crime and for all the analysis variables of interest. Instead a hot deck imputation will be implemented to replace the missing long form data. This memorandum provides specifications for that hot deck imputation.

A victimization was eligible to have a long form completed for it when the short form indicated that it was a crime of interest and that it occurred within the analysis time period of May 1, 1982 to April 30, 1983. In terms of my memorandum entitled, "Additional Recoding and Editing Needed for the Analysis Files," a short form is eligible for a long form when CRM\_CAT = 1-7 and ANALIND = 1. If CRM\_CAT ≠ 1-7 or ANALIND ≠ 1, then no long form is needed.

Extract from the short form only file all records with CRM\_CAT = 1-7 and ANALIND = 1. Add these records to the short/long form file. Separate out all short/long form combinations that have CRM\_CAT≠1-7 or ANALIND≠1. Do not include these records in the remaining operations. Class the remaining records by CRM\_CAT and sort them by sample type, then by sex, then by race, and then by age. The sample type is CHEVS, D.C. proper, and D.C. suburbs.

MEMORANDUM

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Within each class defined by CRM\_CAT, a sequential hot deck imputation procedure will be used to replace the missing long form data. A long form imputation indicator (LFORMII) will be created that is "0" for real data and "1" for imputed data. The imputation will be implemented independently within each imputation class defined by CRM\_CAT. Initial long form values are determined for each class in the hot deck based upon the data for the first record encountered with a long form completed. As new records are processed, the imputation class to which each record belongs is determined. If the record being processed has long form data, then that individual's long form data replace the responses stored in the relevant class of the hot deck. Thus, new long form responses are supplied for each cell of the hot deck as they appear in the data file. When a record is encountered with missing long form data, the long form data in the same class of the hot deck is imputed for the missing long form data.

When the imputation is completed, the type of crime variable (TOC) will need to be defined for the imputation-revised records.

bkp

# RESEARCH TRIANGLE INSTITUTE

Center for Survey Statistics

October 7, 1983  
Revised 11/04/83

## MEMORANDUM

TO: The Record  
FROM: Brenda Cox  
SUBJECT: Type of Crime (TOC) Specifications

Specifications for a type of crime classification were developed and sent to the government in August. The memorandum provides detailed computer specifications for the type of crime variable (TOC) that was created as a result of those specifications. TOC is a hierachal variable with level 1 having the most priority and level 36 the least priority. As an example, if a crime could be classified as level 1 or level 4 then the lower number had priority; that is, the crime would be classified as TOC = 1. The TOC variable was only created for completed interviews and only for records with an associated long form.

TOC = 1. Rape with Serious Injury. If injury occurred ( $D2o = 1$ ) and rape indicated ( $J6b = 1$  or  $J13 = 5$ ) and either an obviously serious injury indicated ( $J13 = 1, 2, 3, 4, \text{ or } 6$ ) or an injury with hospitalization for more than one night indicated ( $J16c = 3$  or  $4$ ).

TOC = 2. Rape with Minor Injury. If injury occurred ( $D2o = 1$ ) and rape indicated ( $J6b = 1$  or  $J13 = 5$ ) and a minor injury occurred ( $J13 = 7$  or  $8$  and  $J16c \neq 3$  or  $4$ ).

TOC = 3. Rape with No Other Injury. If injury or attempt ( $D2o = 1$  or  $D2p = 1$ ) and rape indicated ( $J6b = 1$  or  $J13 = 5$ ) but no other injury indicated ( $J13 \neq 1, 2, 3, 4, 6, 7, \text{ or } 8$ ) and hospitalization for more than one night not indicated ( $J16c \neq 3$  or  $4$ ).

TOC = 4. Robbery with Serious Injury. If personal or household belongings taken or an attempt made to take them ( $D2i = 1$  or  $D2j = 1$ ) and injury occurred ( $D2o = 1$ ) and either an obviously serious non-rape injury indicated ( $J13 = 1, 2, 3, 4, \text{ or } 6$ ) or an injury with hospitalization for more than one night indicated ( $J16c = 3$  or  $4$ ).

TOC = 5. Robbery with Minor Injury. If personal or household belongings taken or an attempt made to take them ( $D2i = 1$  or  $D2j = 1$ ) and injury occurred ( $D2o = 1$  and  $J4a \neq 3$ ) but the injury was not obviously serious and did not require hospitalization for more than one night [( $J13 \neq 1, 2, 3, 4, 5, \text{ or } 6$ ) and ( $J16c \neq 3$  or  $4$ )].

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TOC = 6. Robbery with No Injury. If personal or household belongings taken or an attempt to take them (D2i = 1 or D2j = 1) and injury was threatened or attempted but no injury occurred (D2n = 1 and D2o ≠ 1 and J4a ≠ 3).

TOC = 7. Assault with Serious Injury. If injury occurred (D2o = 1) and was an obviously serious non-rape injury (J13 = 1, 2, 3, 4, or 6) or required hospitalization for more than one night (J16c = 3 or 4).

TOC = 8. Assault with a Weapon. If weapons were involved (J4b = 1, 2, or 4 or J7a = 1 or J7c = 1) and injury or an attempt to injure occurred [(D2o = 1 or D2p = 1) and (J4a ≠ 3)] with no obviously serious injury and no hospitalization for more than one night [(J13 ≠ 1, 2, 3, 4, 5, or 6) and (J16c ≠ 3 or 4)].

TOC = 9. Sexual Assault (Excluding Rape). If injury or attempt (D2o = 1 or D2p = 1) and sexual assault occurred (J6a = 1) but rape did not occur (J6b ≠ 1 and J13 ≠ 5).

TOC = 10. Simple Assault with Injury. If injury occurred (D2o = 1 and J4a ≠ 3) that was not obviously serious and did not require hospitalization for more than one night [(J13 ≠ 1, 2, 3, 4, 5, or 6) and (J16c ≠ 3 or 4)].

TOC = 11. Attempted Assault with No Weapon. If an attempt to injure occurred but no injury (D2o ≠ 1 and D2p = 1 and J4a ≠ 3) and no weapon was involved (J4b ≠ 1, 2, or 4 and J7a ≠ 1 and J7c ≠ 1).

TOC = 12. Threats to Injure: Face to Face Contact. If a threat was made to injure but no injury or attempt occurred (D2n = 1 and D2o ≠ 1 and D2p ≠ 1) and the threat was made in person (J1 = 1).

TOC = 13. Threats to Injure: Other Contact. If a threat was made to injure but no injury or attempt occurred (D2n = 1 and D2o ≠ 1 and D2p ≠ 1) and the threat was not made in person (J1 ≠ 1).

TOC = 14. Forcible Entry. If burglary or attempt (D2e = 1 or D2f = 1 or D2g = 1 or D2h = 1) and the burglar broke in (F1 = 1 and F3 = 1).

TOC = 15. Unlawful Entry Without Force. If burglary or attempt (D2e = 1 or D2f = 1 or D2g = 1 or D2h = 1) and the burglar did not break in but did enter (F1 = 1 and F3 ≠ 1).

TOC = 16. Attempted Forcible Entry. If burglary or attempt (D2e = 1 or D2f = 1 or D2g = 1 or D2h = 1) and the burglar tried but failed to get in (F1 ≠ 1 or 3).

TOC = 17. Completed Motor Vehicle Theft. If theft or attempted theft of household or personal belongings (D2i = 1 or D2j = 1) and a motor vehicle stolen (G2c = 1).

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TOC = 18. Attempted Motor Vehicle Theft. If theft or attempted theft of household or personal belongings ( $D2i = 1$  or  $D2j = 1$ ) and a motor vehicle was not stolen but an attempt was made ( $G5b = 1$  and  $G2c \neq 1$ ).

TOC = 19. Completed Purse Snatching or Pocket Picking. If theft or attempted theft of personal belongings ( $D2i = 1$ ) and the victim saw the offender or was in the same place at the same time as the offender ( $D1a = 1$  or  $D1b = 1$ ) and a purse or wallet stolen ( $G2c = 4$ ).

TOC = 20. Attempted Purse Snatching or Pocket Picking. If theft or attempted theft of personal belongings ( $D2i = 1$ ) and the victim saw the offender or was in the same place at the same time as the offender ( $D1a = 1$  or  $D1b = 1$ ) and an attempt made to steal a purse or wallet ( $G2c \neq 4$  and  $G5b = 4$ ).

TOC = 21. Other Personal Larcenies With Contact: \$50 or more. If personal belongings taken or an attempt to take ( $D2i = 1$ ) and the victim saw the offender or was in the same place at the same time as the offender ( $D1a = 1$  or  $D1b = 1$ ) and a purse or wallet was not stolen nor was an attempt made to steal a purse or wallet ( $G2c \neq 4$  and  $G5b \neq 4$ ) and the total value of the property taken was \$50 or more ( $G3 = 3,4,5,6$ , or 7).

TOC = 22. Other Personal Larcenies With Contact: Less Than \$50. If personal belongings taken or an attempt to take ( $D2i = 1$ ) and the victim saw the offender or was in the same place at the same time as the offender ( $D1a = 1$  or  $D1b = 1$ ) and a purse or wallet was not stolen nor was an attempt made to steal a purse or wallet ( $G2c \neq 4$  and  $G5b \neq 4$ ) and the total value of the property taken was less than \$50 ( $G3 = 1$  or 2).

TOC = 23. Other Personal Larcenies With Contact: Amount Not Available. If personal belongings taken or an attempt to take ( $D2i = 1$ ) and the victim saw the offender or was in the same place at the same time as the offender ( $D1a = 1$  or  $D1b = 1$ ) and a purse or wallet was not stolen nor an attempt made to steal a purse or wallet ( $G2c \neq 4$  and  $G5b \neq 4$ ) and the total value of the property taken was not known ( $G3 \neq 1,2,3,4,5,6$ , or 7).

TOC = 24. Household Larceny: \$50 or More. If household belongings taken or an attempt to take ( $D2j = 1$ ) and the total value of property taken was \$50 or more ( $G3 = 3,4,5,6$ , or 7).

TOC = 25. Household Larceny: Less Than \$50. If household belongings taken or an attempt to take ( $D2j = 1$ ) and the total value of property taken was less than \$50 ( $G3 = 1$  or 2).

TOC = 26. Household Larceny: Amount Not Available. If household belongings taken or an attempt to take ( $D2j = 1$ ) and the value of the stolen property was not known ( $G3 \neq 1, 2, 3, 4, 5, 6$ , or 7).

TOC = 27. Personal Larceny Without Contact: \$50 or more. If personal belongings taken or an attempt to take ( $D2i = 1$ ) and the victim was not in the same vicinity as the offender ( $D1a \neq 1$  and  $D1b \neq 1$ ) and the total value of the property taken was \$50 or more ( $G3 = 3,4,5,6$ , or 7).

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TOC = 28. Personal Larceny Without Contact: Less than \$50. If personal belongings taken or an attempt to take (D2i = 1) and the victim was not in the same vicinity as the offender (D1a ≠ 1 and D1b ≠ 1) and the total value of the property taken was less than \$50 (G3 = 1 or 2).

TOC = 29. Personal Larceny Without Contact: Amount Not Available. If personal belongings taken or an attempt to take (D2i = 1) and the victim was not in the same vicinity as the offender (D1a ≠ 1 and D1b ≠ 1) and the total value of the property taken was not known (G3 ≠ 1,2,3,4,5,6, or 7).

TOC = 30. Vandalism: \$50 or More. If intentional damage done (D2m = 1 and H1 ≠ 8) and the damage was \$50 or more (H3 = 3,4,5,6, or 7).

TOC = 31. Vandalism: Less Than \$50. If intentional damage done (D2m = 1 and H1 ≠ 8) and the damage was less than \$50 (H3 = 1 or 2).

TOC = 32. Vandalism: Amount Not Available. If intentional damage done (D2m = 1 and H1 ≠ 8) and the amount of the damage was not known (H3 ≠ 1, 2, 3, 4, 5, 6, or 7).

TOC = 33. Injury or Attempted Injury: Later Unconfirmed. If injury or attempt mentioned (D2o = 1 or D2p = 1) and later denied (J4a = 3).

TOC = 34. Burglary: Later Unconfirmed. If burglary or attempt mentioned (D2e = 1 or D2f = 1 or D2g = 1 or D2h = 1) and later denied (F1 = 3).

TOC = 35. Vandalism: Later Unconfirmed. If intentional damage mentioned (D2m = 1) and later denied (H1 = 8).

TOC = 36. Not A Crime of Interest. If no crime mentioned (D2e ≠ 1, D2f ≠ 1, D2g ≠ 1, D2h ≠ 1, D2i ≠ 1, D2j ≠ 1, D2m ≠ 1, D2n ≠ 1, D2o ≠ 1, and D2p ≠ 1).

After the TOC variable was defined, we checked to verify that a value had been defined for each crime record. Fifteen records from each type were printed out and examined to verify the correctness of the TOC definition.

bkp

# RESEARCH TRIANGLE INSTITUTE

Center for Survey Statistics

November 14, 1983

## MEMORANDUM

TO: Wendell Refior

FROM: Brenda Cox

SUBJECT: Type of Crime Recode Needed for Analyzing Crime Data

For use in all analyses of the D.C. Crime Victimization Study data, the following crime recode needs to be created.

RTOC=1. Robbery. If TOC=4,5, or 6.

RTOC=2. Assault. If TOC=1,2,3,7,8,9,10, or 11.

RTOC=3. Threat to Injure. If TOC=12 or 13.

RTOC=4. Personal Larceny With Contact. If TOC=19,20,21,22, or 23 or [D2i=1 and (D1a=1 or D1b=1) and (TOC=17 or 18)].

RTOC=5. Personal Larceny Without Contact. If TOC=27,28, or 29 or [D2i=1 and D2j#1 and D1a#1 and D1b#1 and (TOC=17 or 18)].

RTOC=6. Personal Vandalism. If TOC=30,31, or 32 and D2k=1 and D2l#1.

RTOC=7. Burglary. If TOC=14,15, or 16.

RTOC=8. Household Larceny. If TOC=24,25, or 26 or [D2j=1 and (TOC=17 or 18)].

RTOC=9. Household Vandalism. If TOC=30, 31, or 32 and D2l=1.

It is important to note that RTOC=4 takes precedent over RTOC=8.

Note the following definitions for use in table generation.

Personal Crimes: RTOC=1-6

Crimes of Violence: RTOC=1-3

Crimes of Theft and Damage: RTOC=4-6

Household Crimes: RTOC=7-9

bkp

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COMPUTER APPLICATIONS CENTER

November 17, 1983

TO: Brenda Cox  
FROM: Danny Allen  
SUBJECT: DC Crime - Multiple Response Questions

CATI structuring for multiple response questions was defined for a fixed number of entry fields that often did not correspond to the number of possible codes. Codes were keyed and recorded in any order as specific values corresponding to question segments. Unused positions were coded as zeros or blanks depending upon CATI programming and/or interviewer techniques. "Refusal" and "Don't Know" codes were keyed in the first entry position only. Skipped questions (i.e., legitimate skips) were defined with all blank entries.

Software for restructuring was developed based on the criteria defined above. In some cases this involved expanding the number of fields. "Don't Know" or "Refusal" responses were recoded throughout the entire question. The entire question was recoded to blank when the first response was blank. Otherwise the entire question was initialized to zeros and valid responses were assigned specific output positions. Positive responses were then assigned the code of "1."

Various checks were implemented in order to check the validity of recoding. Verification of the procedure included a separate computer comparison and manual review of input data versus the recoded output. The verification process revealed (1) duplicate responses for the same question and (2) a limited number of responses that were not recorded as defined in the criteria for recoding.

The recoding process resulted in dropping duplicate responses. An edit/update process was implemented to correct other responses.

Specific questions affected by the multiple response edit/recode process include the following:

<u>Section</u>	<u>Questions</u>
E	4, 22
F	2
G	2c, 5b
H	1, 2

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COMPUTER APPLICATIONS CENTER

November 11, 1983

TO: Brenda Cox  
FROM: Danny Allen  
SUBJECT: D. C. Crime - Person 1 Data and Income Coding

The CATI program was designed to request certain information only from the first respondent in the HUID. Questions included were "1a-2f" and "16a-16f" in Section "P." Situations were encountered whereby:

1. more than one respondent was indicated as a first person interview,
2. there were no respondents indicated as first person interviews; however, there were subsequent interviews within the same HUID,
3. first person interviews were not completed and data was not collected for the given questions; however, subsequent interviews within the same HUID were made, and,
4. first person interviews were not completed but data was collected for the given questions.

Computer listings for all interviews within HUID's that do not have "FIRSTPER=1" are available. Interviewer error for HUID's could have contributed to discrepancies.

Assignment of 1st person data to subsequent persons within the HUID and income coding was implemented based on the following:

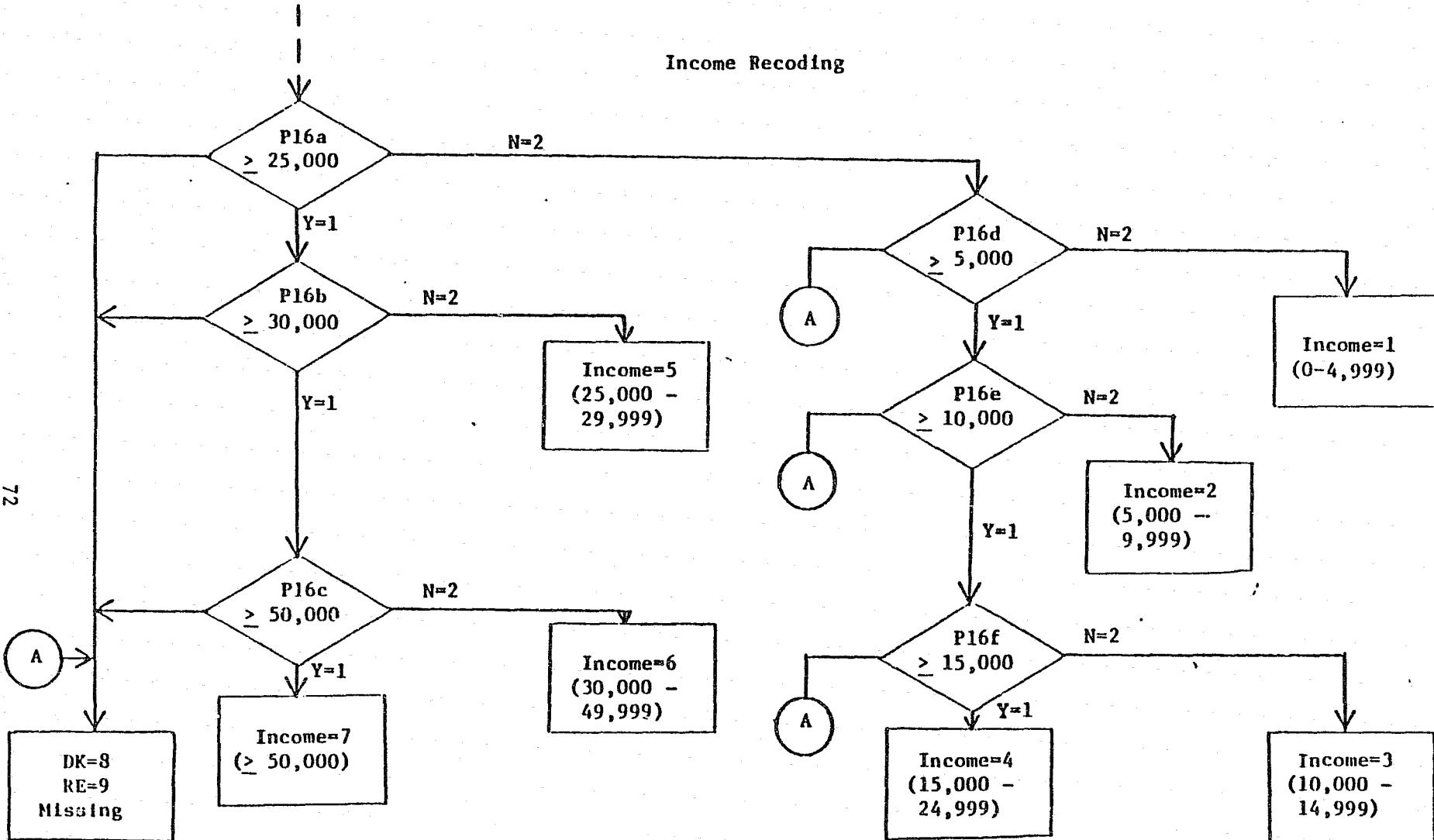
1. This applied to the random sample only. The random sample can be determined by "V2" = "2."
2. The housing unit identifier ("V4") is unique for each household.
3. "V8" is a first person identifier whereby "1" indicates "yes" and "2" indicates "no."
4. Processing was restricted to completed interviews (i.e., result code=80).
5. Applicable data for the first person was inserted into subsequent person records for a given HUID.

TO: Brenda Cox  
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6. If there was more than 1 first person indicated for a HUID, the lowest CATI ID with result code '80' was used as the determining factor for establishing a first person.
7. If there were no first persons indicated, the lowest CATI ID with result code '80' was used as the determining factor for assigning a first person. This usually resulted in missing data for questions that were copied and inserted. In this case, missing data was coded with missing data codes.
8. Income recoding and assignment to all records within a given HUID was based on the attached flow chart.
9. The income variable and all copied fields were appended to person records as new variables.
10. Recoding was complicated as a result of lost data.

DA/ah

**Income Recoding**



# RESEARCH TRIANGLE INSTITUTE

Center for Survey Statistics

October 31, 1984

## MEMORANDUM

TO: Danny Allen  
FROM: Brenda Cox  
SUBJECT: Variables to Be Created in Phase III of the District of Columbia Crime Victimization Study

As a result of our meeting with Jan Whelan on October 26 and my subsequent telephone conversation with Betsy Martin of BSSR, an agreement has been reached as to the variables that will be created and delivered in Phase III of the District of Columbia Crime Victimization Study. This memorandum summarizes these discussions and special considerations with respect to implementing the task.

First, we will only deliver data for these sample individuals who were included in the file delivered under Phase II of the study. That is, we will develop the required data base variables only for (1) persons who complete an interview who (2) are members of the DCHVS sample. The contract under which we gathered the data precludes us from delivering data for the CHEVS respondents. For persons in the DCHVS who did not complete the interview, we do not have data available and hence, the individuals cannot be included.

Another restriction made by the previous contract is that we cannot deliver confidential data. What this implies for your task is that we will not be able to deliver the name, address, telephone number, and place of residence variables that BSSR originally requested. In addition, we will have to edit the crime descriptions to remove confidential data found in some descriptions. The edited crime descriptions, with confidential data removed, will be delivered rather than the unedited variable. My memorandum to Marci Wheeler specifies how this editing will be done.

With the exception of the crime description, all variables to be created will be person level. For the call resulting in a completed interview (the first call with a result code of 80), the following variables will be abstracted and delivered:

- 1) I.D. of interviewer making the call,

MEMORANDUM

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- 2) date of the call,
- 3) time of day the call began, and
- 4) session time for the call.

In some circumstances, interviewer actions resulted in the timer being reset and hence erroneous results for the session times (negative values may be encountered, for instance). The session time will be set to missing in these instances. You may need to check the other variables for invalid responses too.

Some of the completed interviews will have had earlier calls that were broken off. For the call resulting in a break off (the first call with one of the breakoff result codes), the same variables will be abstracted and delivered: That is,

- 1) I.D. of interviewer having the breakoff,
- 2) date of the call,
- 3) time of day the call began, and
- 4) session time of call.

For persons that do not have a breakoff interview, you will need to assign consistency codes for these variables.

We will not deliver a variable describing the number of calls needed to complete the interview. These data are not available on our CATI data files.

Although our CATI data files contain a variable recording "Cumulative Time", we will not deliver the variable since it contains the time editors spent examining the data as well as time spent in interviewing. A cumulative time for the interview can be constructed using the sum of the session time for the breakoff interview - presuming a breakoff occurred - plus the session time for the call in which the interview was completed.

Let me know if you have questions or comments about these specifications.

/pp

# RESEARCH TRIANGLE INSTITUTE

Center for Survey Statistics

October 26, 1984

## MEMORANDUM

TO: Marci Wheeler  
FROM: Brenda Cox  
SUBJECT: Specifications for Editing Crime Descriptions

As a part of the redelivery of files for the D.C. Crime Victimization Study, the 68 character crime description will be edited and added to the data records previously delivered under Phase II of the study. This memorandum provides specifications for the editing that you will need to do for the crime descriptors recorded by the CATI interviewers to produce the deliverable version.

The most important part of the editing process will be scanning the individual descriptions and editing out confidential data that might lead to the identification of the individual, his family, and the agency employing the respondent. I would like you to use a consistent strategy as outlined below in implementing this task:

- 1) If a person's name is given (e.g., "Jane was attacked on the way to the store"), replace the name with "NAME" (e.g. "NAME was attacked on the way to the store.")
- 2) If the location a person works or lives is given (e.g., "Wallet stolen from office at the Pentagon"), replace the location name with "LOCATION." (e.g., "Wallet stolen from office at the LOCATION.")
- 3) If the employer is given (eg., "Purse stolen when I worked for Macy's") replace the employer name by "EMPLOYER" (e.g., "Purse stolen when I worked for EMPLOYER.")

Without examining all the entries myself, I cannot develop all the rules that you will need to adopt. I would like you to adapt the general approach above to other situations you encounter. Keep notes on the new rules that you develop so that I can document the procedures used to edit the description.

MEMORANDUM

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In addition to confidential information in some crime descriptions, you may also find some extraneous characters that were introduced by interview actions (e.g., when the interviewer tabbed over something). These should be removed. You do not have to correct grammatical or typographical errors made by the interviewer in recording the description.

Some descriptions may be unreadable or otherwise bad data. Replace these descriptions with "BD."

Similarly some descriptions may be totally blank. You may leave these descriptions as is.

Please advise me of any problems or questions that arise as you are implementing these specifications.

bkp

# RESEARCH TRIANGLE INSTITUTE

Center for Survey Statistics

## MEMORANDUM

August 24, 1983  
Revised 11/15/83

TO: Brenda Cox  
FROM: Jane Bergsten  
SUBJECT: Description of the DCHVS and CHEVS Sample Designs

### I. The DCHVS Sample

The DCHVS sample is a random digit dialing (RDD) sample of telephone numbers serving the District of Columbia Standard Metropolitan Statistical Area (DC-SMSA). A sampling frame was constructed using the April 1983 AT&T computer tape containing all working telephone exchanges in the nation, as well as the rate-center city and vertical and horizontal coordinates associated with each exchange. Those telephone exchanges serving the DC-SMSA were extracted from the tape, using the rate-center city and the coordinate information to determine the location, and thus the survey eligibility, of the exchange. Those telephone exchanges known to be entirely nonresidential (usually governmental) were eliminated from the frame. Checking by telephone with the telephone companies involved revealed that no new exchanges had been added since the tape had been prepared.

Taking into consideration the desired oversampling of DC City residents, as specified in the DC Crime Victimization Study Design report, the sampling rate for DC City residents was set at 2 1/3 times the rate for Virginia or Maryland suburbs. These rates, after allowing for the fact that a smaller proportion of DC City telephone members are working residential numbers, yield a DCHVS sample with an expected distribution of 40 percent DC City cases and 60 percent DC suburb cases, as specified in the design report.

Table 1 shows the structure of the DCHVS sample design. A simple random sample sufficient for 5 waves was selected from each exchange, resulting in the selection of 105 telephone numbers per exchange in DC City and 45 telephone numbers per exchange in the suburbs. The selections within each exchange were then randomly partitioned into 5 equal size subsamples, one for each of 5 waves of interviewing. Data collection costs would determine the number of waves that would be used.

Waves 1 and 2 were processed in their entirety and cost projections indicated that Wave 3 could also be implemented in its entirety. Midway

**MEMORANDUM**

August 24, 1983  
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Table 1. Structure of the Sample Design for the Random Digit Dialing Telephone Survey for DCHVS

Location	No. of Exchanges (Each Exchange is a Stratum)	No. of Random Telephone Selections Per Wave Per Exchange	No. of Selected Telephone Numbers Per Wave
DC City	160	21	3,360
DC SMSA - MD Suburbs	162	9	1,458
DC SMSA- VA Suburbs	141	9	<u>1,269</u>
Total			6,087

MEMORANDUM

August 24, 1983

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into Wave 3, however, unexpected costs made it desirable to cut the sample size. This was done by randomly subsampling one fifth of the DCHVS cases for which no final classification of the telephone number had been made. This subsampling involved 272 of the 6,087 Wave 3 cases, of which one fifth or 55 were retained in the sample and 217 were eliminated. This method of subsampling resulted in a valid probability sample but one for which the overall probability of selection is unknown. In order to obtain a sample for which the probability of selection was known, completed Wave 3 interviews would have had to be thrown out. Because of the inherent waste involved, (most of the sample had already been at least partially worked), we chose this approach instead. A later memorandum describes the approach used to construct sample weights. Although an unbiased weighting procedure was possible, an alternative weighting approach was chosen that has a smaller mean square error.

II. The CHEVS Sample

The CHEVS sample was selected from computer files and hard copy lists of Capitol Hill employees.

The target populations for the survey consist of all employees who worked on Capitol Hill or its immediate vicinity at some time during 1982 for any of the following governmental organizations:

Congressional Budget Office (CBO)  
House of Representatives (H) excluding elected officials  
Senate (S)  
Architect of the Capitol (AC)  
Library of Congress (LC)  
Office of Technology Assessment (OTA)

Some employees of the above organizations did not work on Capitol Hill and were consequently eliminated from the sampling frames where possible (LC), were eliminated after selection but before screening (H), or were eliminated during the telephone screening (principally H and S). The eliminations consisted primarily of people working in the home district office of a Senator or Representative or were Library of Congress employees based at any of the following locations:

Navy Yard Annex  
Landover Center Annex  
Taylor Street Annex  
Pickett Street Annex.

Table 2 shows the structure of the CHEVS sample. Additional information on the sample selection procedures follows.

The basic sampling procedure involved 1) the formation of strata, 2) the selection of a simple random sample of one-fifth of the persons within each stratum, 3) random partitioning of selections within each stratum into five equal subsamples, one for each of the five potential waves of interviewing.

Table 2. Structure of the Sample Design for the Telephone Survey for CHEVS

Organization	Sampling Frame	Number on Frame	Number of Strata	Number of Selections Per Stratum Per Wave*	Total Number of Selections Per Wave Selected‡ To Be Screened
Congressional Budget Office	Hard copy listing sent March 3, 1983 from CBO	207	1	8	8
House of Representatives	Clerk of the House July 1, 1982 - September 30, 1982 Directory as frame; U.S. House of Representatives Spring 1982 Telephone Directory for telephone numbers	13,397	43 1 1	12 10 ~10(9)	~526(535) ~417
Senate	February 16, 1983 computer printout as frame	6,963	33 1	8 ~15(14)	~279(278) ~279
Architect of the Capitol	Computer file	2,498	11 1	8 12	100 100
Library of Congress	Computer file	5,822	28 1	8 ~9(8)	~233(232) ~233
Office of Technology Assessment	Computer file	297	1	~12(11)	~12(11) ~12
<b>Total number of selections</b>					<b>~1168</b>
<b>Total number of selections for screening (after eliminating non-Capitol-Hill employees)</b>					<b>~1049</b>

\*Numbers in parentheses indicate sample size for one or two of the five waves.

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August 24, 1983

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For the Congressional Budget Office, House of Representatives and Senate, hard copy lists were used as sampling frames. For the House of Representatives, strata were formed using an alphabetized listing of employees. Selections were checked against a House telephone directory listing, and employees located outside of Washington D.C. were eliminated prior to telephone screening. For the Senate, strata were formed using a listing ordered by office. For CBO and Senate employees, no elimination-before-screening was carried out.

Samples for the Architect of the Capitol, Library of Congress, and Office of Technology Assessment were selected from computer files. The computer files used as sampling frames were first cleaned of 1) persons hired in 1983 2) duplicate listings where a name and Social Security Number match was found, and 3) Library of Congress employees based away from Capitol Hill. Within each of the three organizations, Architect of the Capitol, Library of Congress, and Office of Technology Assessment, the records were alphabetized before forming strata. For the Library of Congress, records were first sorted by sex (judged from title, Mr., Mrs., Ms. or Miss) and then were alphabetized within sex groups, prior to forming strata. No elimination-before-screening was carried out.

Waves 1 and 2 were processed in their entirety. After data collection for Wave 3 had started, a random elimination of 90 percent of the Wave 3 cases that had not yet been contacted also had to be made. This was carried out by separating the unworked case screening forms into piles by organization, combining piles, and systematically assigning a digit 0 through 9 to the forms. A random number, 6, was picked and all forms bearing this digit were activated. All other forms, bearing digits 0-5 or 7-9, were eliminated from further screening. This resulted in similar problems with respect to defining the probability of selection as that described for the DCHVS.

# RESEARCH TRIANGLE INSTITUTE

Center for Survey Statistics

## MEMORANDUM

September 22, 1983  
Revised 11/8/83

TO: Wendell Refior

FROM: Jane Bergsten  
Brenda Cox

SUBJECT: Computing Sample Weights for the DCHVS and the CHEVS

The assignment of sample weights for DCHVS will be of two sorts:

1. Individual weights for the DCHVS sample
2. Household weights for the DCHVS sample

The CHEVS will only have an individual-level weight. This memorandum outlines the weighting procedure for both samples and describes the formation of a stratum identifier for use in analysis.

### Household and Individual Weights for the DCHVS Sample

1. The procedure for calculating weights will include:
  - a. Computation of an initial sample weight for working residential telephone numbers.
  - b. Households within telephone numbers and persons within household selection probabilities are 1.
  - c. No nonresponse adjustments will be used.
  - d. Post-stratification adjustments will be made using 1980 DC-SMSA Census population counts.
2. The information needed in order to compute the sample weights is, for each interview:
  - a. The CATI ID number - on CATI file
  - b. The CAC ID number - on CAC file and CATI file
  - c. The SRDC ID number - on CAC file and SRDC file
  - d. The household ID number - on CATI file

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e. Location of household. Recode to classify as PLACE recode

- (1) MD suburb: code 1,2 or 3 for MDLOC
- (2) DC city; code 1 for STATE
- (3) VA suburb: code 1,2,3,4,5,6,7, or 8 for VALOC
- (4) MD outside DC-SMSA: code 4 for MDLOC
- (5) VA outside DC-SMSA: code 9 for VALOC
- (6) Not in DC, MD, or VA: code 4 for STATE.

f. Sex: Get from answer to SEX variable.

g. Race: Get from answers to RACE variable to calculate RACER as:

- (1) Nonblack: code 1, 3, 4, 5 or 6 for RACE
- (2) Black: code 2 for RACE

h. Race of householder. The householder will be defined as the oldest (AGE) person in the household (HUID). Recode as 1 = nonblack and 2 = black.

i. Age: use AGE variable. Recode as:

Age	Recode #1	Recode #2
12-14		
15-19	11	11
20-24	21	21
25-29		
30-34	31	31
35-39		
40-44	41	41
45-49		
50-54	51	
55-59		52
60-64		
65+	61	

Recode #2 will be used only if collapsing is needed.

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- j. 1980 Census population counts from General Population Characteristics: key from table 25, "Age by Race, Spanish Origin, and Sex, for Areas and Places: 1980" Washington D.C. - MD.-VA. SMSA.

Also key from Table 27, "Household Relationship of Persons by Race and Spanish Origin for Areas and Places: 1980" the required information.

## 3. Calculation steps for household weights

- a. Calculate the initial sample weight for working residential telephone numbers as follows:

- (1) Separately for DC City and the DC suburbs, estimate the population total working residential numbers as

$$\hat{N}_{WR} = N \hat{P}_{WR}$$

where

$N$  is the total number of possible residential telephone numbers\* for the area, and

$P_{WR}$  is the estimated proportion of telephone numbers in the area that are working residential numbers.

- (2) The proportion of working residential numbers within an area will be estimated as

$$\hat{P}_{WR} = [n_{WR}(1) + n_{WR}(2)]/[n_{SC}(1) + n_{SC}(2)]$$

where

$n_{WR}(i)$  is the total sample numbers in the  $i$ -th wave that were identified in screening to be working residential numbers, and

$n_{SC}(i)$  is the total sample numbers in the  $i$ -th wave for which screening was completed.

The sample counts are provided in the memorandum to the record entitled, "Actual Versus Projected Response and Eligibility Rates for the District of Columbia Crime Victimization Study." Screening is defined to be complete when the telephone number can be classified as eligible or ineligible. By definition an eligible telephone number is classified as working residen-

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\* Some exchanges known to be entirely business were eliminated from the frame. "Possible residential telephone numbers" are the remaining telephone exchange numbers with all possible four digits added.

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tial. An ineligible number can be nonworking, temporarily nonworking, double wrong connection, business or institution, no result from dial, fast busy, or public pay phone.

- (3) Using the estimates derived for the area (i.e., DC City or DC suburbs), each identified working residential number from an area will be assigned as its initial sample weight:

$$\hat{N}_{WR} / \left[ \sum_{i=1}^3 n_{WR}(i) \right]$$

where  $n_{WR}(i)$  is the sample count of screened working residential numbers in Wave i.

- b. Sort by PLACE recode: from 2e above into six groups.

- c. For PLACE 1, MD suburbs,  
PLACE 2, DC city and  
PLACE 3, VA suburbs,

separately, compute post-stratification ratio adjustment factors as follows:

- (1) Sort by race of householder.
- (2) If any cell has fewer than 20 interviewed households, combine race groups only as necessary to make each cell at least 20 cases. We will need to look at them at this stage.
- (3) We will fix the race post-strata for each of the three places.
- (4) For the fixed post-strata, aggregate the 1980 census figures from 2j above, separately for each place. Note that "non-black" figures are obtained by:  
Total - black = nonblack
- (5) For each post-stratum in each of the three places, calculate the ratio of the census number in (4) above to the sum of the sample weights for each interviewed household in the post-stratum. This is the post-stratification adjustment.
- (6) Record the post-stratification adjustment factor on your file and print out, for each post-stratum:
  - (a) the description of the post-stratum, that is, place and race of householder,
  - (b) the post-stratification adjustment factor,
  - (c) the Census total population for that post-stratum,

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- (d) the sum of the sample weights for that post-stratum, and
  - (e) the number of records (interviewed households) for that post-stratum.
- (7) We will review the post-stratification adjustment factors to see if any smoothing is necessary. Factors of 2 and perhaps those between 2 and 3 will be acceptable. Larger factors, in certain circumstances, may also be accepted.
- (8) We will carry out any necessary smoothing operations, documenting all decisions made and procedures used.
- (9) The final post-stratification adjustment factor will then be added to each record, for places 1,2 and 3. In addition, it should be added to all records in places 4 and 5, as follows:
- (a) Link places 1 and 4 as MD suburbs and 3 and 5 as VA suburbs.
  - (b) For each place 4 record, determine which place 1 post-stratum it fits into and assign that final post-stratification adjustment factor to it.
  - (c) For each place 5 record, determine which place 3 post-stratum it fits into, and assign that final post-stratification adjustment factor to it.
  - (d) Every record having a place recode of 1,2,3,4, or 5 should now have both a sample weight and a final post-stratification adjustment factor. All other records will be assigned a post-stratification factor of one.
- (10) Compute the final household weight for each record as the product of the sample weight and the final post-stratification adjustment factor. Record this on each record.
- (11) Sum the final household weights for each post-stratum for each place, and print this sum together with the Census total and the ratio of the latter to the former for each post-stratum in each place. Theoretically, the sum of weights and the Census totals should be the same and the ratios should be about 1.
4. Calculation steps for person weights:
- a. Begin with the post-stratified adjusted household weight. Attach to each person.
  - b. Sort by PLACE recode: from 2e above into six groups.

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c. For PLACE 1, MD suburbs,  
PLACE 2, DC city and  
PLACE 3, VA suburbs,

separately, compute post-stratification ratio adjustment factors as follows:

- (1) Sort by sex, race recode, and age recode #1.
- (2) If any cell has fewer than 20 interviewed cases, combine age groups only as necessary to make each cell at least 20 cases using age recode #2.
- (3) We will fix the age by sex by race post-strata for each of the three places.
- (4) For the fixed post-strata, aggregate the 1980 Census figures from 2j above, separately for each place. Note that "non-black" figures are obtained by:  
Total - black = nonblack.
- (5) For each post-stratum in each of the three places, calculate the ratio of the Census count in (4) above to the sum of the sample weights for each interviewed person in the post-stratum. (Use the post-stratified household weight for each sample person responding.) This ratio is the post-stratification adjustment.
- (6) Record the post-stratification adjustment factor on your file and print out, for each post-stratum:
  - (a) the description of the post-stratum, that is, place, age, sex and race recodes,
  - (b) the post-stratification adjustment factor,
  - (c) the Census total population for that post-stratum,
  - (d) the sum of the sample weights for that post-stratum (Use the post-stratified household weight for each sample person responding.)
  - (e) the number of records (interviewed persons) for that post-stratum.
- (7) We will review the post-stratification adjustment factors to see if any smoothing is necessary. Factors of 2 and perhaps those between 2 and 3 will be acceptable. Larger factors may also be accepted.
- (8) We will carry out any necessary smoothing operations, documenting all decisions made and procedures used.
- (9) The final person post-stratification adjustment factor will then be added to each record, for places 1,2 and 3. In addition, it should be added to all records in places 4 and 5, as follows:

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- (a) Link places 1 and 4 as MD suburbs and 3 and 5 as VA suburbs.
  - (b) For each place 4 record, determine which place 1 post-stratum it fits into and assign that final post-stratification adjustment factor to it.
  - (c) For each place 5 record, determine which place 3 post-stratum it fits into, and assign that final post-stratification adjustment factor to it.
  - (d) Every record having a place recode of 1,2,3,4, or 5 should now have both a sample weight and a final post-stratification adjustment factor. All other records will be assigned a post-stratification factor of one (i.e., those with PLACE = 6).
- (10) Compute the final person weight for each record as the product of the sample weight, the household post-stratification adjustment factor, and the person post-stratification adjustment factor.
- (11) Sum the final person weights for each post-stratum for each place, and print this sum together with the Census total, and the ratio of the latter to the former for each post-stratum in each place. Theoretically, the sum of weights and the Census totals should again be the same and the ratios should be about 1.

Employee Weights for the CHEVS Sample

For the CHEVS, an employee level weight is needed. Follow this procedure to calculate the weight. All computations are within agency. (You probably will have to collapse the CBO and OTA together because of their size.) Each eligible responding employee within an agency will be assigned a weight of

$$\hat{N}_E / [\hat{n}_{ER}(+)]$$

where

$\hat{N}_E$  is the estimated population count of eligible employees in the agency and

$\hat{n}_{ER}(+)$  is the total number of eligible responding agency employees summed over all three waves of the sample.

The population total eligible employees is estimated as

$$\hat{N}_E = N \hat{P}_E$$

where

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N is the total number of persons on the agency frame,  
and

$\hat{p}_E$  is the estimated proportion of the frame listings  
for the agency that are eligible for the study.

For the House of Representatives and Senate, N will be an estimate obtained as the count of the number of selected employees times the selection interval. This will be after we removed obvious non-DC employees. For the House, we selected, eliminated obvious ineligibles, and then phoned to screen. The proportion eligible employees is estimated from Wave 1 and Wave 2 data as

$$\hat{p}_E = \sum_{i=1}^2 [n_{ER}(i) + n_{EN}(i)] / \sum_{i=1}^2 [n_{ER}(i) + n_{EN}(i) + n_I(i)]$$

where

$n_{ER}(i)$  is the total number of agency employees in the Wave i sample who are eligible and respond

$n_{EN}(i)$  is the total number of agency employees in the Wave i sample who are eligible and nonresponding (i.e., complete the screening interview so that their eligibility can be established but not the core questionnaire).

$n_I(i)$  is the total number of agency employees in the Wave i sample who are identified as ineligible by screening.

For checking purposes, print out all components of the weights. Also print out a cross tab of agency by response status indicator.

Stratum Identifiers

Both the DCHVS and the CHEVS were selected as stratified random samples. The DCHVS was deeply stratified based upon exchange code. Because of the large number of strata (exchange codes) and the small sample within many of these (several have only one observation), the strata need to be collapsed. Order the exchange codes within each area code and collapse downward when needed so that each stratum has at least ten respondents. The CHEVS strata had somewhat larger sample sizes and therefore should not need collapsing although you will need to construct a stratum identifier.

/pp

Table 1. Classes Used in Computing Household-Level Post-Stratification Adjustment Factors

PLACER		RACERHH		1980 Census Count
Code	Definition	Code	Definition	
1	MD	1	Nonblack	353,000
1	MD	2	Black	100,312
2	DC	1	Nonblack	91,182
2	DC	2	Black	161,961
3	VA	1	Nonblack	376,411
3	VA	2	Black	29,854

Table 2. Classes Used in Computing Person-Level Post-Stratification Adjustment Factors

PLACER Code	RACE	SEX		AGE	1980 Census Count	
		Code	Definition			
1	MD	Nonblack	1	Male	12-19	73,870
1	MD	Nonblack	1	Male	20-24	47,978
1	MD	Nonblack	1	Male	25-34	86,182
1	MD	Nonblack	1	Male	35-49	94,788
1	MD	All	1	Male	50-64	86,674
1	MD	All	1	Male	65+	35,002
1	MD	Nonblack	2	Female	12-19	71,185
1	MD	Nonblack	2	Female	20-24	47,257
1	MD	Nonblack	2	Female	25-34	88,029
1	MD	Nonblack	2	Female	35-49	98,693
1	MD	All	2	Female	50-64	93,289
1	MD	All	2	Female	65+	56,416
1	MD	Black	1	Male	12-19	26,569
1	MD	Black	1	Male	20-24	13,610
1	MD	Black	1	Male	25-34	29,818
1	MD	Black	1	Male	35-49	28,763
1	MD	Black	2	Female	12-19	27,210
1	MD	Black	2	Female	20-24	16,951
1	MD	Black	2	Female	25-34	38,351
1	MD	Black	2	Female	35-49	30,885
2	DC	Nonblack	1	Male	12-19	7,254
2	DC	Nonblack	1	Male	20-24	11,013
2	DC	Nonblack	1	Male	25-34	23,268
2	DC	Nonblack	1	Male	35-49	17,085
2	DC	Nonblack	1	Male	50-64	12,375
2	DC	Nonblack	1	Male	65+	10,705
2	DC	Nonblack	2	Female	12-19	7,427
2	DC	Nonblack	2	Female	20-24	12,139
2	DC	Nonblack	2	Female	25-34	23,720
2	DC	Nonblack	2	Female	35-49	15,505
2	DC	Nonblack	2	Female	50-64	14,749
2	DC	Nonblack	2	Female	65+	20,817
2	DC	Black	1	Male	12-19	33,578
2	DC	Black	1	Male	20-24	21,265
2	DC	Black	1	Male	25-34	34,742
2	DC	Black	1	Male	35-49	32,732
2	DC	Black	1	Male	50-64	30,633
2	DC	Black	1	Male	65+	16,526
2	DC	Black	2	Female	12-19	35,093
2	DC	Black	2	Female	20-24	25,146
2	DC	Black	2	Female	25-34	40,822
2	DC	Black	2	Female	35-49	39,147
2	DC	Black	2	Female	50-64	38,965
2	DC	Black	2	Female	65+	26,239

Table 2. Classes Used in Computing Person-Level Post-Stratification Adjustment Factors (cont.)

PLACER		RACE	SEX		AGE	1980 Census Count
Code	Definition		Code	Definition		
3	VA	All	1	Male	12-19	74,505
3	VA	All	1	Male	20-24	47,458
3	VA	All	1	Male	25-34	111,080
3	VA	All	1	Male	35-49	117,661
3	VA	All	1	Male	50-64	70,366
3	VA	All	1	Male	65+	24,495
3	VA	All	2	Female	12-19	72,927
3	VA	All	2	Female	20-24	50,151
3	VA	All	2	Female	25-34	118,103
3	VA	All	2	Female	35-49	113,991
3	VA	All	2	Female	50-64	74,316
3	VA	All	2	Female	65+	40,512

# RESEARCH TRIANGLE INSTITUTE

Center for Survey Statistics

September 28, 1983

## MEMORANDUM

TO: Brenda Cox  
FROM: Jane Bergsten  
SUBJECT: Weight adjustments for multiple telephone numbers at the sample dwelling: DC Crime, Project No. 2634.

A dwelling with more than one residential telephone number has a larger probability of selection in a RDD survey. One typically applies to the sample weight a weight adjustment factor equal to the inverse of the number of different telephone numbers linked to the sample dwelling. We will not make such an adjustment in the DC Crime Survey sample weights, for reasons detailed below.

For the 1,020 cases for which a control form was completed on Wave I of DCHVS, the answers to Q2 "Is there a telephone with a different number in your home/residence on which you could also be reached?" were distributed as follows.

	Frequency	Percent
Yes	151	15
No	836	82
Refused	12	1
Not answered	21	2
Total	1,020	100%

The 15 percent of households with more than one telephone number is many times the 1 to 2 percent we had expected. The answers to Q3. "How many different telephone numbers are there for your home/residence?" were distributed as follows

Number of Phone Numbers	Site: DC	MD	VA	DK	TOTAL
1	5	2	2	-	9
2	51	48	14	-	113
3	3	2	-	-	5
4	-	1	1	-	2
5	1	-	-	-	1
Refused	-	-	-	2	2
Not answered	-	-	-	19	19
Total	60	53	17	21	151

## MEMORANDUM

September 28, 1983

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The results from these hand tallies made from the Wave I control forms suggested that the questions had possibly been answered about extension telephones rather than different telephone numbers.

A check of about 1,500 residential telephone listings was made for each of DC, Maryland suburbs and Virginia suburbs using May 1982, October 1982 and January 1983 directories, respectively.

Muliple phone numbers discovered were

<u>Frequency</u>	<u>Percent</u>	<u>Site</u>
2	$\frac{2}{1500} = 0.1\%$	DC
17	$\frac{17}{1500} = 1\%$	Maryland
11	$\frac{11}{1500} = 1\%$	Virginia

The results of our checking convinced us that the response to Q2 and Q3 on the control form were undoubtedly referring to telephone instruments rather than mulitiple telephone numbers. Any adjustment using these data would, therefore, introduce much more bias than would result from making no adjustment at all. The latter course of action is, therefore, being taken.

/pp

# RESEARCH TRIANGLE INSTITUTE

Center for Survey Statistics

October 25, 1983  
Revised 11/14/83

## MEMORANDUM

TO: Wendell Refior

FROM: Jane Bergsten  
Brenda Cox

SUBJECT: Standardization for the DC Crime Victimization Study

A. Standardizing DC City and DC Suburbs to DC-SMSA Characteristics for the Resident-Level Analyses:

1. 1980 Census population estimates are available for the DC-SMSA by location (DC City, DC Suburbs) by age by sex by race (black, nonblack). This will be the basis for determining standardizing weights. We will develop two standardized weights, one for DC City and one for the DC Suburbs. Fringe areas will be included and linked to city versus suburb location by state of residence and area code. This is the same approach that we followed in developing the unstandardized weight.
2. Create for each of the two locations separately, age by sex by race (black, nonblack) groups. Collapse age groups, if necessary, to assure at least 20 interviews in a cell. (See the September 22 memo for forming and collapsing age groups.)
3. For each of the two locations separately, compute a (LOCATION) resident standardizing adjustment factor for each cell as

$$(\text{adjustment factor for cell } i) = [C(i)/C(+)] \div [WS(i)/WS(+)]$$

where  $C(i)$  = 1980 Census population count for cell  $i$  of the DC-SMSA,

$C(+)$  = 1980 Census population count for the total DC-SMSA,

$WS(i)$  = sum of the final person weights for all persons in cell  $i$  for (LOCATION), and

$WS(+)$  = sum of the final person weights over all cells for (LOCATION).

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4. Record the (LOCATION) resident standardizing adjustment factor on each record falling into (LOCATION).
  5. Compute the resident standardizing weight for (LOCATION) as the product of the final person weight and the (LOCATION) resident standardizing adjustment factor.
  6. Give CHEVS records a resident standardizing weight of zero and a resident standardizing adjustment factor of zero.
  7. Check: the sum of the resident standardizing weight for each of the two locations should equal the sum of the final person weights for the same location.
  8. Check: for each location, the percentage falling into each age x sex x race cell using the resident standardized weights should be identical to the percentage falling into the same cell for the 1980 DC-SMSA Census population counts.
- B. Standardizing DC-SMSA employees to characteristics of CHEVS employees for the Employee Level Analyses.
1. All CHEVS interviews will be considered employees. Use the final person weights. Age, sex, and race groups will be defined as in the September 22 memorandum. Collapse across age groups where necessary to insure a minimum of 20 interviews per cell. Form age by sex by race cells for CHEVS employees keeping track of the number of interviews and the sum of the final person weights for each cell.
  2. DCHVS interviews will be classified as employees if they were employed at least one month during the survey reference period. ( $P8a = 1$  or code 1,2,3,...,11, or 12 for  $P8b$ ). Using final person weights, form age by sex by race groups, keeping track of the number of interviews and the sum of the final person weights for each cell. Collapse to keep minimum of 20 interviews in a cell.
  3. Collapse CHEVS employee cells or DC-SMSA employee cells further, if necessary, so that the partitioning for each group is based upon identical divisions.
  4. Note that we are including DC-SMSA interviews that were fringe cases on location classification.
  5. Form an employee standardizing adjustment factor for each cell i as

$$(\text{adjustment factor for cell } i) = [\text{CH}(i)/\text{CH}(+)] \div [\text{WS}(i)/\text{WS}(+)]$$

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where

$CH(i)$  = sum of the final person weights for cell  $i$  of the CHEVS sample,

$CH(+)$  = sum of the final person weights over all cells of the CHEVS sample,

$WS(i)$  = sum of the final person weights for cell  $i$  of the DCHVS sample, and

$WS(+)$  = sum of the final person weights over all cells of the DCHVS sample.

6. Put this employee standardized adjustment factor on each DCHVS employee record in the cell.
7. Compute for each DCHVS employee: Employee standardizing weight = (final person weight) \* (employee standardizing adjustment factor).
8. Record the employee standardizing weight on each DCHVS employee record.
9. CHEVS employees receive an employee standardizing adjustment factor of one and an employee standardizing weight equal to their final person weight.
10. DCHVS non-employees get an employee standardizing adjustment factor of zero and a employee standardizing weight of zero.
11. Check: for DC-SMSA employees the sum of the final person weights over all DCHVS employees in cell  $i$  is equal to the sum of the employee standardizing weight over all DCHVS employees in cell  $i$ .
12. Check: the percentage falling into each age by sex by race cell using the employee standardized weight for DCHVS employees should be identical to the percentage falling into these same cells using the final person weight for CHEVS employees.
13. We need to look at distributions of final standardizing weights so we will need a PROC FREQ or PROC MEANS run. We may need to do some smoothing, but this is doubtful.
14. In doing the standardizing:
  - a) DCHVS persons living outside of VA, MD or DC city will be included.

**MEMORANDUM**

**Page 4**

**October 25, 1983**

**Revised 11/14/83**

- b) CHEVS employees currently living outside Virginia or Maryland will be included.

**bkp**

Table 1. Classes Used in Computing Household Standardization  
Adjustment Factors

RACERHH Code	Definition	1980 Census Count
1	Nonblack	820,643
2	Black	292,127

Table 2. Classes Used in Computing Person-Level Standardization  
Adjustment Factors

RACER	SEX		AGE	1980 DC-SMSA Census Count
	Code	Definition		
Nonblack	1	Male	12-19	149,742
Nonblack	1	Male	20-24	100,984
Nonblack	1	Male	25-34	210,187
Nonblack	1	Male	35-49	221,741
Nonblack	1	Male	50-64	154,793
Nonblack	1	Male	65+	65,021
Nonblack	2	Female	12-19	144,764
Nonblack	2	Female	20-24	104,193
Nonblack	2	Female	25-34	219,386
Nonblack	2	Female	35-49	221,060
Nonblack	2	Female	50-64	166,735
Nonblack	2	Female	65+	110,233
Black	1	Male	12-19	66,934
Black	1	Male	20-24	40,340
Black	1	Male	25-34	74,903
Black	1	Male	35-49	69,288
Black	1	Male	50+	66,962
Black	2	Female	12-19	69,078
Black	2	Female	20-24	47,451
Black	2	Female	25-34	89,639
Black	2	Female	35-49	77,161
Black	2	Female	50+	88,335

# RESEARCH TRIANGLE INSTITUTE

Center for Survey Statistics

## MEMORANDUM

October 29, 1984

TO: Chuck Benrud  
FROM: Brenda Cox  
SUBJECT: Creation of a DC-SMSA Standardized Weight for Use in Resident-Level Analyses

For the residential level analyses (Tables 15-26), results must be presented for the entire DC-SMSA as well as for DC City and DC Suburbs. In order to do this, a new weight needs to be developed that standardizes the distribution of the entire sample of DCHVS residents to that of the Census DC-SMSA distribution. This memorandum specifies how the weight will be constructed.

The post-strata that will be used for the standardization are the same as those used in standardizing the DC City and DC Suburbs sample to DC-SMSA characteristics for the resident level analyses. Both household-level and person-level DC-SMSA standardized weights must be created.

For post-stratum i, compute the DC-SMSA standardizing adjustment factor as

$$(\text{adjustment factor for post-stratum } i) = [C(i)/C(+)] \div [WS(i)/WS(+)]$$

where

$C(i)$  = 1980 Census population count for post-stratum i of the DC-SMSA,

$C(+)$  = 1980 Census population count for the entire DC-SMSA,

$WS(i)$  = sum of the final analysis weights (unstandardized) for all sample members in post-stratum i of the DC-SMSA, and

$WS(+)$  = sum of the final analysis weights (unstandardized) for all sample members in the entire DC-SMSA sample.

Compute the DC-SMSA standardizing weight for sample member j from post-stratum i as the product of the DC-SMSA standardizing adjustment factor and the final analysis weight.

MEMORANDUM

October 29, 1984

Page 2

For the household-level post-stratification, refer to the adjustment factor as HSTADJ2 or "Household Standardization Adjustment Factor, DC-SMSA." The standardized weight will be referred to as WTHSTD2 for "Standardized Weight for Household Analysis, DC-SMSA." WTHSTD2 will be calculated as

$$WTHSTD2 = WTI1A * HSTADJ2.$$

For the person-level post-stratification, refer to the adjustment factor as SMSADJ2 or "Resident Standardization Adjustment Factor, DC-SMSA." The standardized weight will be referred to as WTSMS2 or "Resident Standardized Weight, DC-SMSA." The weight will be calculated as

$$WTSMS2 = SMSADJ2 * WTPRSN.$$

Complete the usual RTI weight checks. In addition, compute using the standardized weight the proportion of households/persons falling into each post-stratum. Verify that this proportion is identical to the proportion as calculated from Census data.

Having verified the accuracy of the weights, merge the four variables that you created to the files to be passed to Danny Allen.

/mc

**U.S. Department of Justice  
Bureau of Justice Statistics**

**The District of Columbia Crime Victimization**

**Study Implementation**

by

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the authors and do not necessarily represent the official posi-  
tion position or policies of the U.S. Department of Justice.

December 1983

## ABSTRACT

The 1982 Supplemental Appropriations Bill allocated funds for a crime victimization study in the District of Columbia. The primary objective of the study was the measurement of the extent of crime in the District of Columbia and the impact of crime on the quality of life in the District. Of secondary interest was the degree to which Congressional employees working in the Capitol Hill area are subject to victimization and the extent to which victimization and the fear of victimization have decreased their work productivity. The District of Columbia Crime Victimization Study was conducted by the Research Triangle Institute under a contract from the Bureau of Justice Statistics. This final report summarizes the results of Phase II of the study. Phase I involved the design of survey procedures and instruments and the specification of methods for sample selection, data collection, data processing, and statistical analysis for the study. These specifications were implemented in Phase II. The data collected in the study were used to prepare a Report to Congress and the District of Columbia Government on crime victimization in the District of Columbia.

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## EXECUTIVE SUMMARY

The 1982 Supplemental Appropriations Bill allocated funds for a crime victimization study in the District of Columbia. Under contract to the Bureau of Justice Statistics (BJS), the Research Triangle Institute (RTI) designed and implemented the District of Columbia Crime Victimization Study. The primary objective of the study was to determine the extent of crime in the District of Columbia Standard Metropolitan Statistical Area (DC-SMSA) and the impact of crime on the quality of life in the District. A secondary objective was to determine the degree to which Capitol Hill employees are subjected to victimization and the extent to which victimization and the fear of victimization have decreased work productivity. A major focus of both objectives was the measurement of crime victimization in the work place and in travel to and from work.

To implement these objectives, RTI conducted two surveys: the District of Columbia Household Victimization Survey (DCHVS), which measured crime victimization occurring to residents of the DC-SMSA, and the Capitol Hill Employees Victimization Survey (CHEVS), which measured crime victimization occurring to Capitol Hill employees. The relevant information about how RTI conducted these surveys includes:

- From what groups were the samples selected?
- What questions were asked in the interview?
- How was the interview conducted?
- What information resulted from the study? and
- How are the data being reported?

Before answering these questions, it is important to note that telephone interviewing was used in both surveys.

The sample of households to participate in the DCHVS was selected by first creating a list of all telephone exchange codes used in the DC-SMSA. This exchange code is the area code and the first three digits of the seven digit telephone number. All possible four digits were added to these exchange codes to create a list of all telephone numbers allocated to the DC-SMSA by the local telephone companies. A sample of numbers from this list was randomly selected and telephone interviewers dialed these numbers and determined whether the number was associated with a residence or not. For residential telephones, the interviewer individually surveyed each household member who was 14 or older, beginning first with adult members of the household. Responses for 12 and 13 year olds were obtained from their parents. This procedure is similar to that used by the National Crime Survey, from which RTI borrowed many procedures for this study.

Using the random digit dialing procedure, all households with telephones had an opportunity for inclusion in the study. Unavoidably, the DCHVS is subject to undercoverage of nontelephone homes. Survey resources precluded the use of personal interviews for nontelephone households which would have been the only way to obtain their response. However, census data were used in the estimation process to compensate for these "lost" households by weighting the data prior to analysis. The distribution of the weighted data was made similar to that of the general population for factors such as age, race, and sex, which are correlated with telephone ownership and with crime victimization as well.

The sample of Capitol Hill employees was selected from employee lists of the Senate, the House of Representatives, the Library of Congress, the Congressional Budget Office, the Office of Technology Assessment, and the Architect of the Capitol. Prior to the interview, RTI mailed each sample

employee a letter describing the survey and included a postcard which the employee was asked to mark with the most convenient time to call.

Both surveys used the same questionnaire. The interviewer began by asking a set of lead-in questions about crime and participation in community programs to combat crime. Next the individual was asked to report crimes that had occurred to him/her since January 1982. Example crimes and example crime locations were read by the interviewer to jog the memory of the respondent. Next, the interviewer obtained details about each crime that the respondent mentioned. The interviewer closed by asking general information questions such as age, race, and sex, and the characteristics of the dwelling in which the respondent lived.

The interview was conducted using a computer assisted telephone interview procedure. Rather than using a printed questionnaire, the interviewer read the questions as they were displayed on a computer viewing screen and simultaneously recorded the respondent's answers. This process gives greater control over the interview and reduces the length of time required to complete the interview.

The sample data were analyzed to describe the characteristics of victims and the effect of victimization on their lives. The impact of crime was evaluated for the various types of crimes as well. Examples of the kinds of questions for which answers were sought include:

- What types of individuals tend to be victimized?
- What percent of crime victimizations result in injury?
- To what extent do economic losses result from crime victimization?
- How frequently do work place victimizations occur? and
- Are certain categories of employees (such as women for instance) more likely to experience work-related victimizations?

To answer questions such as these, data analysts examined tabular summaries of the data. These tables were created for population aggregations of sufficient size so that the information could not be linked to particular individuals. Comparisons were made between Capitol Hill employees' victimization and that of the DC-SMSA population. In addition, the victimization experience for DC-SMSA residents was compared to that of the entire nation. This later comparison was made using data collected as a part of the National Crime Survey.

RTI prepared a report to Congress and the District of Columbia Government describing the results of these analyses. In addition, a public use data file was developed for the DCHVS data. To preserve the confidentiality of the respondent data, all identifying information was removed or encrypted prior to delivery of the data.

## CHAPTER 1. INTRODUCTION

The 1982 Supplemental Appropriations Bill allocated funds for a crime victimization study in the District of Columbia. Of primary concern was the extent of crime in the District of Columbia and the impact of crime on the quality of life in the District. A secondary concern was the degree to which Congressional employees working in the Capitol Hill area are subject to victimization and the extent to which victimization and the fear of victimization decrease their work productivity. The legislation specified that the study would be conducted by the Bureau of Justice Statistics (BJS) in conjunction with the Bureau of the Census and in consultation with Congress. Under contract to BJS, the Research Triangle Institute (RTI) designed and implemented the District of Columbia Crime Victimization Study. The instrument for the study was developed by the Bureau of Social Science Research (BSSR). As a part of the Crime Survey Redesign consortium, BSSR has been investigating alternative instrument designs and data collection procedures.

The District of Columbia Crime Victimization Study had two phases. Phase I involved the design of survey procedures and instruments for use in the study, which included determining the study goals, developing the survey instrument, and specifying methods for sample selection, data collection, data processing, and data analysis for the study. These specifications were implemented in Phase II of the study. The data collected in the study were used to prepare a Report to Congress and the District of Columbia Government on crime victimization.

The District of Columbia Crime Victimization Study contained two survey components: the District of Columbia Household Victimization Survey (DCHVS), which measured crime victimization for residents of the District

of Columbia Standard Metropolitan Statistical Area (DC-SMSA), and the Capitol Hill Employees Victimization Survey (CHEVS), which measured crime victimization for Capitol Hill employees. The objectives of the study were to measure crime victimization for the DC-SMSA and for Capitol Hill employees and to make comparisons between the two groups. Within the DC-SMSA, separate estimation was required for the District proper and the outlying suburbs. Because of differences in the instruments and the survey design procedures used in obtaining victimization data, it should be emphasized that comparisons of DCHVS or CHEVS crime victimization rates with national rates are not appropriate.

The target population for the DCHVS was the civilian, noninstitutionalized residents age 12 and older of the DC-SMSA and those residents of adjacent areas that share telephone exchange codes with the DC-SMSA. The 1980 Census definition of the DC-SMSA was used in the study. Under this definition, the DC-SMSA includes the District of Columbia; Charles County, Montgomery County, and Prince George's County in Maryland; Arlington County, Fairfax County, Loudoun County, and Prince William County in Virginia; and the independent cities of Alexandria, Fairfax, Falls Church, Manassas, and Manassas Park in Virginia.

The target population of the CHEVS was the employees of the Congress, specifically employees of the Senate, the House of Representatives, the Architect of the Capitol, the Library of Congress, the Congressional Budget Office (CBO), and the Office of Technology Assessment (OTA). Elected members of Congress were not included in the CHEVS.

In both surveys, the respondents were asked to report victimizations that happened to them during the period from January 1, 1982 to the date of the interview. Since data collection occurred from May through August of 1983, sample individuals reported victimization data for a minimum of 16

months and a maximum of 19½ months. For analysis purposes, a common time period was needed. Therefore, it was decided that only victimizations occurring in the fixed time period from May 1, 1982 to April 30, 1983 would be included. Victimization data were included or excluded from the analysis based upon the date of occurrence; hence, it was important to obtain the month in which victimizations occurred.

The early 1982 months were included in the reference period since May 1 has few salient features as a reference point. A second reason for including January to April 1982 was the presumption that telescoping into the reference period might occur; including these four months for data collection but excluding these data from analysis would remove some of this telescoping bias.

The end of the reference period was set at the interview date since it was thought intuitively appealing to allow respondents to discuss their more recent experiences. It should be noted that forward telescoping of events from the analysis time period into months after April 1983 may have occurred for respondents who were interviewed during the latter part of the data collection period. Although such forward telescoping would result in underestimation of crime during the analysis time period, it should not affect the comparisons between population subgroups since the sample was evenly distributed over the data collection period.

Except for screening questions needed for data collection purposes, the DCHVS and the CHEVS used the same data collection instrument. This instrument was a streamlined version of an experimental instrument that was developed and tested in a pilot study in Peoria, Illinois by the Crime Survey Redesign consortium. This experimental instrument differs from that used in the National Crime Survey (to which it was compared in the pilot study) in that the screener questions cover more types of incidents and all

respondents within the household are screened for household crimes. The additional screener questions are intended to jog the respondent's memory about the NCS crime types while discussing the new crime types. Since household crimes may have differing degrees of saliency for household members, asking household screening questions of all respondents should improve reporting but at the expense of duplicate reporting. In the Peoria Study, the effect of this duplication was removed by weighting the incident data based upon the number of reports of the incident.

The questionnaire used for the District of Columbia Crime Victimization Study had similar features, as well as a cueing approach to obtain victimization reports. Originally developed for use with a mail questionnaire, this cueing approach first lists various types of crimes and asks the respondent, "Right off, can you think of a time during 1982 or 1983 when any of these things happened to you?" After recording the immediate responses, the interviewer then reads a list of example crimes and example crime locations. The respondent is instructed to stop the interviewer whenever he/she thinks of a crime that has not been previously mentioned. Each time a cue provokes a response, the respondent's description of the incident is entered into the list of events. The interviewer then probes for other similar events. From initial pretests, this cueing approach appears to elicit more reports of criminal incidents than the NCS screener.

A modified version of the NCS incident form was also developed for use in this study. The modified incident form is divided into several sections. The first section serves a "verification" purpose in the sense that it determines the date of the incident, the type of crime that occurred (including non-crimes), and the person or persons involved. Only for crimes that occurred within the analysis time period of May 1, 1982 to

April 30, 1983 were the remaining sections of the incident form completed. These sections obtained information about the characteristics of the criminal incident and the associated offenders.

Data collection for both surveys was by telephone using computer assisted telephone interviewing (CATI) procedures. RTI developed CATI versions of the instruments that BSSR provided and developed the household roster and screening portion of the instrument. The DCHVS data collection procedures were similar to the National Crime Survey except that it was conducted via a random digit dialed telephone survey. That is, victimizations were obtained for all individuals 12 years old and older within sample households, with the data for 12 and 13 year olds obtained by proxy and 14 year olds and up interviewed individually to obtain their victimization data. In the CHEVS, only the sampled employees were interviewed.

Much of the analysis focused on simple descriptive statistics, such as the victimization rates per population subgroup. Results for the two surveys were compared and tested. In addition, substantive issues were investigated regarding the differential effect of victimization for D.C. city residents versus D.C. suburban residents and DC-SMSA employees versus Capitol Hill employees. These analyses required the production of a type-of-crime recode and the determination of whether or not each reported incident fell within the analysis period of May 1, 1982 to April 30, 1983. Comparisons of the DC-SMSA to the nation were made using NCS data. The results of these analyses of D.C. crime data and NCS national comparison data formed the basis for the Report to Congress and the District of Columbia Government.

## CHAPTER 2. SAMPLE DESIGN FOR THE DISTRICT OF COLUMBIA CRIME SURVEYS

The sample designs for the two survey components of the District of Columbia Crime Victimization Study were straight forward applications of standard sampling methodology. The most difficult aspect of the design was obtaining estimates for the parameters that affected data collection costs. An example of such a parameter is the expected number of victimizations per 1,000 persons that would be reported in the study. In deriving sample sizes for the surveys, values were estimated for these parameters. The number of assumptions needed to produce these estimates introduced uncertainty into the expected yield of completed interviews and victimization reports that would be obtained for the two surveys. For this reason, the sampling was set up in three waves so that early results could be used to obtain survey estimates for the parameters that pertained to yields. Using these estimates, the sample size specifications were reevaluated and the proposed sample sizes for the two surveys revised downward to reflect increased survey costs. Specific details of the sampling and weighting are provided by memoranda contained in Appendix A. The remainder of this chapter summarizes the general features of the selection and weighting plan.

### A. The DCHVS Sample Design

The District of Columbia Household Victimization Survey (DCHVS) measured crime victimization for residents of the DC-SMSA. Separate estimation capability was desired for the District of Columbia proper and the suburban areas. Initially, the target population of the DCHVS was defined to be civilian, noninstitutionalized residents of the DC-SMSA age 12 and

older. In addition to the DC-SMSA household population, residents of noninstitutional, civilian group quarters are included under this definition. Based upon the 1980 Census of Population, this initial target population definition would include approximately 3.1 million persons of which 2.6 million will be 12 years or older. Since the DCHVS was to be a telephone survey, two problems existed with this target population definition. These problems resulted in a revised definition of the target population.

The first problem related to the fact that telephone exchanges frequently cross county boundaries. Hence, a sample of telephone numbers would reach households that lived on the border of the DC-SMSA and share exchange codes with the DC-SMSA. One solution to this problem would be to consider these individuals as ineligible and screen them out of the sample early in the interview by determining county of residence. Another solution is to redefine the geographical basis of the target population to be the geographical areas served by the DC-SMSA telephone exchanges. The latter solution was chosen since (1) the DC-SMSA victimizations were to be used to make comparisons with the Capitol Hill employees and (2) the victimization experience of individuals who lived across county boundaries but were served by DC-SMSA telephone exchanges should be similar to individuals inside the boundaries. Since the area outside of the DC-SMSA served by DC-SMSA telephone exchanges is minimal, the target population was defined to be the civilian, noninstitutionalized residents age 12 and older of the DC-SMSA and those adjacent areas that are served by DC-SMSA telephone exchanges.

The second telephone survey related problem was that 2.6 percent of the occupied housing units in the DC-SMSA do not have telephone service.\*

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\* U.S. Bureau of the Census (1982). Provisional Estimates of Social, Economic and Housing Characteristics (PHC 80-S1-1), Table H1, page 79.

Non-telephone residences could not be surveyed and hence are a source of frame undercoverage. The target population definition could have been revised to exclude these non-telephone residences. However, we chose not to do so. The reasoning behind this decision was that survey data users will tend to ignore the non-telephone exclusion clause and use the data as though they represent the entire DC-SMSA. For this reason, instead of revising the target population definition to exclude non-telephone residences, a post-stratification adjustment was made to the sample weights to reduce the undercoverage bias in survey estimates.

An unclustered random digit dialing approach was used in interviewing DC-SMSA residents. Separate samples of telephone numbers were selected for the District and the Virginia and Maryland suburbs. For the District, the frame of telephone numbers was sorted by exchanges. For the Virginia and Maryland suburbs, the frame was sorted by State, rate center city, and within rate center city by exchange code. This resulted in a frame ordered essentially by geographic area. To obtain sufficiently accurate estimates for the District, oversampling was needed since the District population is less than  $\frac{1}{4}$  that of the entire SMSA. The sample design can be briefly described as a stratified random sample where exchange codes form the strata. A total of 5,542 D.C. area residents age 12 and older completed interviews.

#### B. The CHEVS Sample Design

The target population of the CHEVS was the employees of the House of Representatives and the Senate and related Congressional offices, excluding the elected members of Congress themselves. The offices and organizations included were the Senate, the House of Representatives, the Library of Congress, the Architect of the Capitol, the Office of Technology Assess-

ment, and the Congressional Budget Office. The target population included all persons who were employed by these Congressional Offices at any time during 1982. This population is estimated to contain approximately 25,000 persons.

The sampling frame for CHEVS was constructed using lists provided by the Capitol Hill agencies for 1982 employees. RTI obtained machine readable files from the Library of Congress and the Office of Technology Assessment that contained the following information for each individual employed by the agency during 1982: (1) name, (2) Social Security Number, (3) work address, (4) work phone number, (5) home address, (6) home phone number, and (7) dates of employment. In addition, characteristics of the employee and his/her agency position were available for the Library of Congress; this information was used to improve the efficiency of the sample design. The Architect of the Capitol provided a machine readable file with name, Social Security Number, and home address for their 1982 employees. The Congressional Budget Office, the House of Representatives, and the Senate were unable to provide machine readable files for their 1982 employees. Instead, they provided printouts of employees as of late 1982 with their name and office. For these three agencies, the frame was subject to under-coverage of an unknown extent. In addition, since Social Security numbers were not available for all employees, the frame may contain multiple entries for the same employee. Employees who were listed on the frame more than once had more than one chance of selection. This event was accounted for by removing the duplicate listings whenever possible. The frame was sorted by agency and person characteristics when available and a stratified random sample selected where the agency groupings defined the strata. A total of 1,889 Capitol Hill employees completed interviews.

### C. Construction of Sample Weights

To make inferences about the target population, sample weights were constructed that reflect the sample design. The weight of a sample unit can be viewed as the number of units in the survey population that the unit represents. Since sampling for each survey was without replacement, the initial sample weight was computed as the inverse of the selection probability of the sample unit. In some cases sample units had multiple opportunities for selection into the sample and the frame multiplicity of the sample unit were unknown. For instance, the fact that more than one telephone number can be associated with a sample residence introduces multiplicity for the DCHVS sample. As described in Appendix A, an unsuccessful attempt was made to identify these multiple-telephone-households. If Social Security numbers had been known for all Capitol Hill employees, the CHEVS sample frame could have been constructed so that employees who worked for more than one agency would have only one chance of selection. When Social Security Numbers were available for Capitol Hill employees, multiple listings were removed from the frame. Because of lack of complete data on frame multiplicity, both samples can be expected to contain a few selections that had multiple opportunities for selection. This frame multiplicity could not be removed by sample weighting since the units subject to multiple chances of selection could not be accurately identified.

These initial sampling weights were adjusted to account for nonresponse and undercoverage. Post-stratification adjustments were made to 1980 Census data for the DCHVS and to frame totals for the CHEVS. The final sample weights serve to differentially weight the sample data from individuals to reflect the level of disproportionality in the final sample relative to the population of interest. Both household level and person level weights were constructed for the DCHVS.

## CHAPTER 3. DATA COLLECTION

Two computer assisted telephone interview (CATI) surveys were conducted as part of the District of Columbia Crime Victimization Study. For both surveys, the District of Columbia Household Victimization Survey (DCHVS) and the Capitol Hill Employees Victimization Survey (CHEVS), the same data collection instrument was used. This instrument was modeled after the experimental version of the National Crime Survey instrument tested in the Peoria Pilot Study. However, the contact and screening procedures employed for each survey varied because of the different sampling procedures used to identify the target populations. Random digit dialing was used to identify eligibles for the DCHVS; the sample for the CHEVS was selected from lists of Capitol Hill employees. Data collection began in mid-May and continued through the end of August. During that time, a team of approximately 27 interviewers working over three shifts conducted interviews for both surveys.

### A. The CATI System

1. System Description. In computer assisted telephone interviewing (CATI), the survey instrument is stored within the computer, and questions or items are displayed for the interviewers in program-controlled sequences on cathode ray tube (CRT) terminals. The telephone interviewers read questions as they are relayed from the computer to the viewing screen; as the respondent answers, the interviewers record the answer and enter it as data into the computer by depressing keys on the connecting terminal keyboard.

The use of the computer in questionnaire administration offers the capability for collecting high quality data in an efficient manner. Because skip patterns are computer-controlled rather than interviewer-controlled,

the incidence of missing or inconsistent data is greatly reduced under CATI. Since interviewers are freed from time lapses caused by turning pages and monitoring skip patterns, the time required for questionnaire administration is reduced. Moreover, by entering responses directly into the computer as the questions are answered, the data entry step is eliminated.

2. CATI Programming. RTI's CATI system, installed onto a VAX 750 minicomputer, requires no special programming language to develop the CATI version of a questionnaire. Instead, once the user indicates the task to be performed (e.g., questionnaire development), the system provides a series of prompts to follow in completing the task. Survey specialists, experienced in both survey administration and CATI programming, were responsible for programming the instrument for the study. With the exception of the eligibility screening questions for the two surveys, all victimization screening and incident data were collected using the CATI system.

The programming of the questionnaire involved the development of a set of logically linked screens, which were displayed to the interviewer on a CRT during the course of the interview and which usually contained one or more questions. Each screen was constructed by completing the following activities:

- defining such screen attributes as the screen name, the number of distinct responses that would be entered on the data file, and the normal sequence of screen display,
- entering the text of the questions and any necessary interviewer prompts,
- identifying the variables that are to be used in questions (i.e., names, pronouns, etc.),
- defining the input variable attributes, including the type of data (i.e., alpha, numeric), the variable identification and a short descriptive name, the format of the input and the output, and the acceptable values of the input, and

- defining any special skip logic or consistency checks (this activity does not necessarily apply to the construction of every screen).

Once the CATI program was complete and had been accessed, the interviewer read the questions as they appeared and entered the respondent's answers. Editing procedures were included as a part of the CATI program so that the survey data were edited as they were entered. The computer immediately performed programmed checks for valid codes, consistency, and completeness, and the system required that invalid and inconsistent entries be corrected by the interviewer while the interview was still in progress. The program had control functions that allowed the interviewer to override the program logic and move forward or backward to selected screens in order to make necessary corrections.

3. The Data File and Data Collection Management. As the interview was conducted and the respondent's answers keyed, the CATI system entered the data directly onto a computer-readable data file which included numeric, alpha, and alpha-numeric data. Because CATI created this data file as an on-going operation, the file could be accessed and analyzed during the course of the survey. As part of the CATI program, a current status code was incorporated as an item of data to be entered for each sample case. This status code identified the action taken on each case and the result of that action. These codes identified completed interviews, refusals, no answers, busy signals, etc. Routine tabulations of these codes were made to allow project management to monitor data collection activities and to make necessary procedure or scheduling adjustments.

#### B. OMB Clearance

A clearance package was prepared and submitted to the Office of Management and Budget through the appropriate clearance process. Copies of the

survey instruments, a project justification statement, a work plan, time schedule, publication plans, an estimation of respondent reporting burden, and other materials necessary for clearance were submitted by BJS for review and approval by OMB. Approval was obtained on May 19 and extended through August 31.

#### C. CATI Interviewers

1. Interviewer Manual. It was essential that all data collection procedures be specified and adhered to in order to obtain consistent, high-quality data from respondents. Toward this end, project staff prepared a Telephone Interviewer's Manual to serve as both a training manual and an interview procedures guide. This manual included comprehensive coverage of such topics as:

- purpose, sponsorship, and importance of the survey,
- the interviewer's responsibilities,
- confidentiality of data collected,
- CATI operations,
- contacting sample members,
- explaining the study and overcoming respondent objections,
- procedures for conducting interviews and keying responses,
- question-by-question specifications for administering the survey instruments,
- scheduling work, and
- completing project forms and records.

2. Interviewer Training. A training session was conducted by project staff to teach the telephone interviewers and supervisors before interviewing began. During training, the Telephone Interviewer's Manual was thoroughly reviewed with particular emphasis placed on familiarizing the staff with the questionnaire and item-by-item specifications, as well as

with procedures and techniques to be used in contacting sample members. Telephone interviewers were given background information on the survey objectives and other possible concerns of the respondents and were trained in confidentiality and privacy requirements for the study. They learned answers to anticipated respondent questions, such as questions concerning the sponsorship of the survey, its purpose, sample member selection, and authenticity of the survey. Interviewers were also trained to handle problems such as refusals and postponements. The principal instructor, after covering the above topics in lecture fashion, demonstrated how an interview for the study should be conducted. Finally, a major component of the training session was simulated practice interviews in which the interviewers conducted computer assisted telephone interviews following a prepared script designed to give the interviewer experience in dealing with problems that were likely to arise during actual interviewing.

As a supplement to this interviewer training session, a half-day debriefing/retraining session was held approximately two weeks into the data collection period. The purpose of this session was to discuss in a group setting those problems that have been most common during the first week of data collection and to present standardized solutions to them. An additional half-day session was held approximately five weeks into the data collection period to review procedures to minimize survey nonresponse and to convert respondents who were reluctant to participate.

#### D. The District of Columbia Household Victimization Survey

1. Identifying Eligible Housing Units. For each random telephone number selected for the DCHVS, interviewers received a Random Telephone Number Screening Form that included the telephone number, a case identification number, screening questions, and a space for recording and coding

calls. This screening form identified residential units eligible for participation in the DCHVS by questions designed to elicit the following information:

- the telephone number reached and
- the type of place the number served (i.e. residence, business or institution, or pay phone).

If the number was dialed correctly and served a residence (or a business or institution that included resident quarters served by the same number), the interviewer asked to speak with someone 18 years of age or older and began the interview. If no one of this age was available, the interviewer scheduled a time to call back.

The majority of these screening calls resulted in ineligible telephone numbers. Codes were assigned to these numbers and established procedures followed regarding the number of call backs required before considering the number as definitely ineligible. Listed below are the definitions for telephone screening calls and the minimum call-back procedures required before coding them as final:

- nonworking number (recorded intercept) - after 2 calls, code final ineligible,
- temporarily nonworking number (recorded intercept) - after 5 calls, code final ineligible,
- wrong connection (another number reached) - after 2 calls, code final ineligible,
- no result from dial (no connection) - after 5 calls, code final ineligible,
- fast busy signal (accelerated busy signal) - after 5 calls, code final ineligible, and
- ring, no answer (normal ring with no response) - after 8 calls, code final indeterminate.

Numbers verified as serving a business or institution with no resident quarters or serving a public pay phone were also coded as final eligibles.

In the event a single phone number was found to serve more than one residence, all residence(s) were included in the survey and each residence was assigned a unique housing unit identification code.

2. Conducting the Interview. Victimization data were collected for all 12-year and older members of sample residences in the DCHVS. The first interview was conducted with someone 18 years or older. At the conclusion of this interview, a roster was completed and the interviewer requested to speak with other eligibles. For 12- and 13-year-olds, the interview was conducted with a parent as proxy; all other interviews were conducted with the eligibles themselves.

In the event that all interviews for a residence could not be completed during the initial contact, the interviewer identified convenient times to call back. The interviewer was responsible for maintaining a record of such appointments and for making timely call-backs. In instances when an eligible was identified and four call-backs had been made without success, the telephone task supervisor reviewed the recorded information and discussed the case with the interviewer. The supervisor then decided to continue the case or to terminate action on the case. If the decision was to continue, the supervisor advised the interviewer as to the plan of action, which might have involved assigning the case to another interviewer, suggesting alternative times to call, or some other action. The decision to terminate action on a case was only made by the supervisor.

#### E. The Capitol Hill Employees Victimization Survey

1. Lead Letters. A lead letter announcing the study, explaining its importance, requesting participation, and alerting the individual to the RTI telephone contact was sent to each sample member about one week before the CHEVS data collection began. The letter, which was on Congressional stationery and signed by Congressional representatives, stressed that all

interview data would be treated in a confidential manner and that participating sample members would remain anonymous.

A return postal card, addressed to RTI, was included with each lead letter. Sample members were requested to complete the card, providing their home and office telephone numbers and indicating a time when they would prefer to be called. Information from returned cards aided in scheduling the telephone interviews efficiently and at the convenience of the sample members. Approximately 25 percent of the sampled employees returned the postal card with the requested information.

2. Conducting the Interview. In addition to sample members' names, the sample listing of Capitol Hill employees selected for participation in the CHEVS contained addresses and work and home phone numbers when such information was available. Sample members who returned postal cards were contacted at the time they indicated as preferable. Initial attempts to contact others were made at their work telephone number if that number was available. The purpose of these calls was to establish when and where the employee wished to be interviewed. Interviews were completed during the initial call if the sample member desired; otherwise, the interviewer called back to complete the interview at the time and place designated by the respondent. If the employee could not be contacted at work, an interviewer called the individual at home during night or weekend hours.

Since a list sample was used to identify the target population for the CHEVS, the telephone screening process was much simpler than that used for the DCHVS. The interviewer determined if the correct number had been reached and the Capitol Hill employee was still available at that number. Tracing was needed to locate sample employees who had moved.

#### F. Telephone Interviewing

Telephone survey efforts were scheduled to obtain optimal results at minimal cost based upon consideration of such factors as volume of work, appropriate contact times, at-home probabilities, shift differential costs, and staffing implications. Interview assignments were made by the telephone supervisors under the direction of the data collection task leader. Supervisors were present during all working hours to observe and monitor interviewing activities, and any problems were reported to the data collection task leader for resolution.

Interviewers were trained to meet objections to participation raised by sample household members. Respondents who continued to express doubts as to the authenticity of the study were provided with the telephone number of a government official who were prepared to provide information about the study and its goals. DCHVS respondents were given a telephone number in the Bureau of Justice Statistics. CHEVS respondents were given a telephone number in the Congressional Research Service. The Bureau of Justice Statistics received approximately 50 calls from D.C. area residents; the Congressional Research Service received approximately 20 calls from Capitol Hill employees.

Interviewers did not unduly pressure any individuals to respond. Each case where a designated respondent was reluctant to be interviewed was set aside by the interviewer and discussed with the supervisor. Depending upon the circumstances, the supervisor might attempt to contact the sample member in an effort to obtain cooperation, direct the interviewer to make another attempt using a different approach, assign the case to a different interviewer, or determine that no further action is reasonable and terminate work on the case.

Performance standards were established for telephone interviewers. Initial interviews completed by each interviewer were monitored and critiqued by a supervisor. Should any problems be identified in an individual's work, retraining was conducted and observations continued until the interviewer's work met the prescribed standards. When quality control measures indicated that standards were being met, the supervisors continued to check the performance of interviewers by monitoring ten percent of each interviewer's calls using "silent" telephone monitoring equipment.

## CHAPTER 4. DATA PROCESSING

The Office of Technology Assessment (OTA), the Architect of the Capitol, and the Library of Congress provided RTI with a data tape containing a roster of persons who were employed by their agency in 1982. The roster included the following information (not all of which are available for the Architect of the Capitol): name, home and work addresses, home and office telephone numbers, Social Security number, and person characteristics. Documentation accompanied each tape providing the record layout, a description of each variable, a definition of the values used for each variable including missing values and consistency codes, and the tape specifications. The data files were compared with the documentation to insure that the data were complete and consistent and that the documentation was accurate. Any differences between the data files and the documentation or any discrepancies in the data were resolved as the differences were located.

The next step was to convert the data on each tape to a uniform format. Depending upon the data received, RTI recoded, reformatted, and collapsed variables. The reformatted data from each agency was then merged and this merged file was checked to determine whether there were duplicate names on the file, that is, persons employed by more than one of the agencies listed during 1982. Duplicate records were removed from the file. The resultant file was the sampling frame from which the automated portion of the CHEVS sample was selected.

The House, Senate, and CBO provided RTI with a hard copy listing of persons who were employed by their agency during certain time periods in 1982. Using these listings as a sampling frame, the balance of the CHEVS sample was selected as discussed previously. Using the data provided in

the listings and the record format already established for the machine readable files, a file was constructed for sampled employees of the House, Senate, and CBO. These data were merged with data for sampled employees of OTA, Architect of the Capitol, and Library of Congress and the merged file to constitute the CHEVS sample.

Because the data for the CHEVS sample were from two media, the merged file was scanned to determine whether there are duplicate listings on the file. When duplicate listings were found, one of the records was kept and one deleted. Next, a tape containing a sequence number, name, street address, city, state, zip code, home and office telephone numbers, person characteristics, and sampling information including the sample type (CHEVS) was prepared. The sequence number was the only required item on each record; it was necessary for CATI record access.

After the DCHVS sample telephone numbers were selected, a tape containing the sequence number, telephone number, and sampling information including the sample type (DCHVS) was prepared in accordance with specifications provided by RTI's CATI programming staff. The data recorded on the DCHVS sample tape had a format similar to the CHEVS sample tape; data items that were not available from the DCHVS sample were left blank.

Extensive edits were performed by the CATI computer program at the time of data collection. Therefore, machine edits that were performed after data collection was completed were cursory. After reformatting the data, type of crime recodes were developed. The specifications for the type of crime recode were modeled after that used by the National Crime Survey for coding crime type. RTI then developed software to assign a type of crime recode to each victimization. The victimizations that could not be categorized using the computer software were reviewed and coded manually.

Detailed specifications that were used in developing the type of crime recode and other data recodes are included in Appendix A.

A tape for delivery to BJS was prepared after the sampling weights were computed and added to each respondent's data record. Only data collected as a part of the DCHVS were delivered to the government. Frequencies were run on all discrete data items and means on all continuous data items. The file contains no information that will permit an individual or the agency at which he/she is employed to be identified.

The documentation includes the name of the data item, a description of the data item, frequencies of the possible values including consistency codes and missing values, a description of the values, the position of the data item in the record, and the format of the data item.

The tape specifications include information on the number of files, the record lengths, the block sizes, the recording density, and the number of records on each file. The tapes have IBM standard OS labels and the file names included in the tape specifications.

## CHAPTER 5. GENERAL ANALYSIS APPROACH

Since the inception of the National Crime Survey (NCS), questions have been raised as to the validity of data collected in victimization surveys. Many methodological studies have addressed measurement issues in the past or are presently in progress as a part of the NCS redesign effort. Initially, questions were raised concerning whether respondents would discuss their victimization experiences and how well they could recall victimization episodes. Record check studies using known victims revealed that victimization data could indeed be obtained in a household survey but that the design of the instrument, reference period length, and data collection procedures can seriously affect the quality of the resultant data. For this reason, D.C. crime survey procedures were modeled after those in current use or planned for use by the National Crime Survey. Financial constraints prevented the use of certain procedures such as clustered area sampling and personal interviewing. The questionnaire used by the D.C. crime study is a modified version of the standard NCS instrument; the questionnaire was developed by the Crime Survey Redesign Consortium as a prototype for the future NCS data collection approach. Because of the similarity between the two studies, the analysis plan for the D.C. Crime Victimization Study was modeled after that of the National Crime Survey. The remainder of this chapter outlines the general features of the analysis plan and comments on questions that had to be resolved in order to complete the analysis.

### A. Comparison of the NCS and the D.C. Crime Study

In order to compare the D.C. Crime Victimization Study to the NCS, the characteristics of the National Crime Survey need to be described. The NCS

sample design can be described as a stratified, multistage, cluster sample of approximately 73,000 housing units. The entire sample is divided into seven rotation groups of approximately 10,000 dwelling units each. Each rotation group is in the sample for 3 years with the rotation groups at any point in time differing in their length of stay in the survey. Every six months, a new rotation group is selected and the oldest rotation group leaves. Each rotation group is divided in six panels, each panel assigned to a particular interviewing month within the six month period. This division of the sample into rotation groups and panels yields a design in which each dwelling unit is visited seven times at six month intervals. Each respondent is asked to report victimizations that occurred in the six months previous to the month in which the interview occurs.

Retrospective reporting is subject to errors due to forward telescoping - the reporting of events as happening in a certain time period when they actually occurred during an earlier time period. In the NCS the effect of forward telescoping is minimized by bounding. In every interview after the first, the interviewer is supplied with a control card summary of the previous interview. If an event similar to one described on the control card is reported, the respondent is queried as to whether the event is actually the same one that was reported earlier. The first set of interviews conducted for an incoming rotation group is used strictly for bounding purposes and is not used for computing NCS study estimates.

It is important to note that the D.C. crime study, by necessity, collects unbounded data. Another difference between the D.C. crime study design and the NCS is in the length of the reference period. The reference period for the D.C. study is from January 1, 1982 to the date of interview

with an average length of 18 months. For analysis purposes, only the victimization data for May 1, 1982 to April 30, 1983 were used; the earlier and later data are for pseudo-bounding purposes. To the extent to which forward telescoping occurs, the interviews completed late in the data collection period will tend to under represent the victimization experience. This will result in yet another difference between the NCS and the DC crime study. In contrast, the NCS is based upon a six month recall period and the interviews are bounded after the first interview.

Even more important interview mode treatment differences exist between the D.C. study and the National Crime Survey. The NCS uses personal interviews for first contacts and a mixture of personal and telephone interviews thereafter. Since the D.C. study was all telephone, it may be subject to increased levels of undercoverage bias (due to loss of nontelephone households) and nonresponse bias (due to the higher refusal rates encountered in telephone surveys). Post-stratification adjustments were used in the D.C. study to reduce this bias but the extent to which differential levels of bias exist for the two studies is unknown. Because of these unknown factors, no direct comparisons should be made between D.C. Crime data and NCS data.

In spite of these differences, the two surveys have many similar features as well. Respondents are asked to report incidents of criminal victimization that happened to them and the information collected about the victimizations is very similar in the NCS and D.C. surveys. The presence of injury and weapons and other details about the victim-offender encounter including offender characteristics are gathered; information about property loss and the aftermath of victimization is also collected. Because there are fundamental similarities between the NCS and the D.C. surveys and

because the NCS has a well developed plan for describing NCS findings, the D.C. analysis was designed in a similar manner as the NCS. The classification of crimes was comparable and the choices of variables for analytic emphasis took direction from these same choices in NCS analyses.

NCS classifies crimes into two broad categories--crimes of violence (rape, robbery, and assault) and crimes of theft (personal and household larceny, burglary, and motor vehicle theft). For analyses of the D.C. and Capitol Hill survey data, similar type of crime (TOC) classifications were used as are used in NCS. Because of differences between the surveys, the offense categories could not be exactly the same, but TOC definitions were matched as closely as possible. The D.C. study also gathered data about crime types that are not included in NCS--most notably threats and vandalism. Findings for these victimization types were included in the analyses of the D.C. and Capitol Hill findings.

In summary, a basic goal of the D.C. analysis was to analyze the data and present findings in a way that conformed with the established NCS approach. Design and methodological differences prevented direct comparisons but fundamental similarities provided a basis for discussions of the findings from the two studies. Special features of the D.C. surveys, such as inclusion of a broader range of crimes, were exploited in the D.C. analyses.

#### B. The Comparative Approach

A general feature of the analyses of the D.C. study data was the comparison of victimization rates and other victimization aspects for the different population groups. Most of the analyses categorized the data into two groups and compared the results for these groups; D.C. city residents versus D.C. suburban residents was one grouping and DC-SMSA employees

versus Capitol Hill employees was another grouping. Thus, victimization rates or the percentage of victimizations that involve injury to the victim were compared for D.C. residents versus D.C. suburban residents and for Capitol Hill employees versus DC-SMSA employees. The rationale for this approach was that the victimization experiences of individuals are most meaningful in comparison to others who are similarly situated.

It was decided during the design phase of the D.C. victimization study that it would be important to set the victimization experiences of individuals in and around D.C. in a national context. Since it was not possible to include a national sample in the D.C. study, the decision was made to use NCS data to make these national comparisons. Due to the design and methodological differences described above, direct comparisons of D.C. and national NCS data are not valid. For this reason it was decided to use NCS data only in making comparisons between the DC-SMSA, other urban areas, and the nation as a whole.

The details of this analysis are described in the next chapter of this report. To summarize, the approach was similar to that which was used in the analyses of the DC area/Capitol Hill survey data. Victimization rates and other aspects of victimization were compared for: (1) households and individuals in the DC-SMSA, (2) households and individuals in other urban areas of a similar population size, and (3) households and individuals in the nation as a whole. Just as the comparison of victimization findings for the three population groups in the D.C. area survey assist in understanding victimization within the DC-SMSA, the comparison of NCS findings for the DC-SMSA, other urban areas, and the nation made it possible to view the victimization experience of DC-SMSA residents in a larger context.

There are two additional analysis issues that need further discussion. These are the unduplication of reported victimizations and standardization of victimization rates for demographic subgroups. Strategies for unduplication and standardization were developed in conjunction with other data processing procedures. The issues are discussed in the remainder of this section.

#### C. Unduplication of Incidents

In reporting the results from victimization surveys, a distinction needs to be made between incidents and victimizations. To illustrate the distinction, consider a hypothetical event where two persons on an evening out are accosted and robbed of their belongings. The event involves one criminal incident but two victimizations. The two victims may or may not be from the same household. Depending upon the analysis in question, this event may contain a potential for duplicate reporting. If victimizations are being described, a separate report from each victim of the incident is desirable. If incidents are being counted, the fact that more than one person can report the event needs to be accounted for, either as a part of the data collection effort or in after-the-fact data processing. Not all duplicate reporting can be identified during data collection. When the victims of an incident reside in different households, it is not feasible to resolve duplicate reports in the data collection stage. The methods that were available for use in this study to account for duplicate reporting will be discussed after noting the procedures used by previous victimization surveys.

The National Crime Survey approach to this problem is to use victimizations as the principal analysis unit rather than incidents in most analyses. The exception is for household crimes such as burglaries, household

larcenies, and motor vehicle thefts which are reported as incidents. The NCS approach in data collection is to ask household crime screening questions of a single respondent within the household. Should someone other than the household respondent mention a household crime, the interviewer determines if the event was already described by the household respondent; if not already described, an incident report is completed. This approach reduces the extent of duplicate reporting of household crimes. However, if the household respondent is not knowledgeable about all household crimes occurring during the reference period, some undercounting of household crimes may occur. For personal crimes, victimizations rather than incidents are usually analyzed. Common estimators are the victimization rate per 1,000 persons (e.g. the number of assaults per 1,000 persons) and the percent of the victimizations of a particular type that have a particular characteristic (e.g., percent of assaults where the offender was a stranger). Two types of incident-level victimizations are reported, however: the ratio of incidents to victimizations and the percent distribution of incidents. To convert victimization reports to incidents, the NCS uses questions that determine how many other persons were victimized in the incident that the respondent described.

The National Crime Survey collects data using hard copy methods even when the interview is completed by telephone. Besides the present D.C. study, the only other CATI survey of crime victimization was the Peoria Pilot Study conducted by the Survey Research Center of the University of Michigan as a part of the Crime Survey Redesign effort. The Peoria Pilot Study was a methodological investigation that contrasted the results from a police sample and a random digit dialed sample when the standard National Crime Survey instrument was used versus when a modified version was used

that incorporated a different approach to crime screening. For methodological reasons, no attempt was made to prevent duplicate reporting at the data collection stage, including within person duplicate reporting. The latter type of duplicate reporting of crimes was not common. More common was duplicate reporting among household members. Across person duplication of an incident report was identified by a computer match of the summary crime description, the date and location of the crime, and the type of crime recode. In developing incident estimates, the incidents were weighted based upon the number of reported mentions.

With respect to the treatment of duplicate reporting, the D.C. study used the most feasible of the two approaches outlined above. During interviews for the DCHVS, each resident of a household was asked to report both personal and household victimizations. In households where more than one person was interviewed, it was possible that more than one respondent reported the same crime, particularly burglaries and household larcenies.\* The interviewer was instructed to remove duplicate mentions of crimes by the survey respondent, but no attempt was made during the interview to determine whether duplicate reports were being made across household members. In analyzing the data, victimizations were focused on in describing rates of personal crimes. For household crimes, the crime reports of the first person responding were used. This approach was used since survey resources precluded the manual or computer matching of crime reports of household members.

#### D. Adjustment and Standardization

Many of the analyses done for the D.C. study involved comparisons between the population groups of D.C. residents, suburban residents of the DC-SMSA, and Capitol Hill employees. There also are characteristics of

these population groups such as the age, race, and sex distribution that are highly related to the risk of victimization; these differences had to be considered in comparing the population groups with respect to crime victimization. As an example, the Capitol Hill employee population is distributed quite differently with respect to age than the general DC-SMSA population. Crime victimization also differs by age with the young being victimized more often and the old less often than the population as a whole. Inferences made by a simple comparison of Capitol Hill victimization rates to DC-SMSA rates could be misleading because of the differential age distribution between the two groups. In analyzing the effect of observed differences between the victimization rates for population subgroups, the effect of population characteristics that are not directly involved in the comparison must be accounted for or removed to avoid confounding the comparison.

These population characteristics that are extraneous to the comparison of interest but can confound the comparison may be referred to as "extraneous variables." The first step in adjusting for extraneous variables was to identify population characteristics that affect victimization risk. Historical data from the National Crime Survey were used in identifying these characteristics. For the variables that were identified, the next step was to determine if there were differences in the distribution of the extraneous variables between the population groups being compared. Variables that relate to the risk of victimization and are differentially distributed across the population subgroups need to be accounted for in order to avoid confounding these characteristics with risk factors of interest, such as Capitol Hill employment, for instance.

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\*Duplicate reporting was not a problem for the Capitol Hill survey since only the employee is interviewed and not other household members.

One approach to remove the effect of an extraneous variable on survey comparisons is to compute victimization rates within levels of the confounding variable. Thus, the victimization rates for Capitol Hill employees might be compared to the victimization rates for DC-SMSA employees, within age categories related to differential victimization risk. When there are several extraneous variables associated with a comparison, this approach may not be feasible since the sample may be partitioned into a large number of cells with a small sample for many of the cells. A large number of category-specific victimization rates may also result from the multi-way cross of all the confounding variables, making overall comparisons difficult.

In this situation, a reasonably simple standardization approach is available to control for the effect of extraneous variables. This approach uses a post-stratification adjustment in which the distributions within the population subgroups are forced to a "standard" distribution with respect to the extraneous variables. A major advantage of this approach is the relative ease of computation. Standardizing post-stratification adjustments can be applied to the sample weights. Then standardized estimates can be computed directly using these adjusted weights.

This latter method was used when the victimization experience of different population groups was compared for significant differences. In these situations, it was important to know whether observed differences could be explained by the characteristics of those in the subgroups. For comparison of D.C. city residents to D.C. suburban residents, each of the two sets of household respondents were standardized to the DC-SMSA age, race, and sex distribution. For employee level comparisons, the DC-SMSA employees were standardized to the CHEVS distribution by age, race, and sex.

#### E. Overview of the Analysis Strategy

When a standardization approach is used, the resultant estimates of differences between the population groups are not descriptive of the populations being studied. In many cases, the purpose of an analysis is to describe the victimization characteristics of the subgroup, as they actually exist. In this situation, a standardization approach may be misleading and inappropriate. In many cases, this was true for the analyses planned for the D.C. crime study. The approach that was used in analyzing the data was to perform a thorough descriptive analysis of the data. As described in the next chapter, this descriptive analysis presented estimates for each subpopulations of interest. Then comparative analyses employing standardization methods were implemented. The subjects that were investigated revolve around comparisons of the victimization experience for DC City residents versus DC suburban residents and DC-SMSA employees versus Capitol Hill employees. These results of these analyses were described in the Report to Congress and the District of Columbia Government.

## CHAPTER 6. NATIONAL COMPARISONS

The analyses described in the previous chapter involve the description of the victimization experience of D.C. residents and Capitol Hill employees and internal comparisons within the DC-SMSA. To put this D.C. victimization experience into perspective, comparisons were needed of victimization for the DC-SMSA and the nation. These comparisons were made using recent data from the National Crime Survey (NCS). Data from the D.C. crime study could not be used in making these comparisons due to the many methodological differences between the two studies. Instead, NCS-based estimates for the DC-SMSA were compared directly with NCS-based estimates for major metropolitan areas and the nation as a whole.

National comparisons using NCS data were possible since the DC-SMSA contributes several primary sampling units (PSUs) to the NCS. From the entire DC-SMSA, approximately 1,100 respondents are interviewed every six months. For annual statistics, this sample size is relatively small, particularly when data from the incoming rotation group cannot be used. As a rule of thumb, the Census Bureau requires ten incident reports in a cell in order to report a statistic for that cell. In 1979, 62 burglary reports and 69 violent crime reports were obtained for the DC-SMSA; of the violent crimes, 5 were rapes, 14 were robberies, and 50 were assaults. However, by aggregating victimization data over the five year period from 1977 to 1981, sufficient victimizations were obtained to allow comparisons of the DC-SMSA to the nation and to metropolitan areas. The unbounded first interview data was not used in making these comparisons.

The Bureau of the Census (BOC) provided tables that served as the basis for comparing the victimization of DC-SMSA residents with that of

residents of major metropolitan areas and the nation. To ensure timely production, these tables were formulated assuming standard NCS definitions and procedures would be used. Comparisons of victimization rates were based upon the major analysis variables of victim gender, age, and race and for selected victimization event characteristics such as victim injury, use of weapons, offender relationship to victim, and amount of economic loss. In addition to these tabulations, BOC also provided formulas that allowed us to determine sampling errors for these tables.

The national comparison data were discussed in a separate section of the Report to Congress and the District of Columbia Government. It emphasized that the findings had not been derived from the D.C. victimization surveys. Differences in the data collection instrument and interviewing mode that preclude valid comparison of the D.C. Crime Study and NCS results were discussed.

The NCS based comparisons provide a useful basis for making comparative statements about how the quality of life on an important dimension (victimization) compares for D.C. and other parts of the nation. Political leadership prefers and political constituencies expect to consider issues like the risk of victimization in a comparative framework. Because the DCHVS and CHEVS could not be used directly in national comparisons, the use of NCS data to compare the DC-SMSA to the nation served an important public information function.

**APPENDIX A**

**SPECIFICATIONS USED IN IMPLEMENTING SAMPLING, DATA PROCESSING,  
AND ANALYSIS TASKS**

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MEMORANDUM

August 24, 1983  
Revised 11/15/83

TO: Brenda Cox

FROM: Jane Bergsten

SUBJECT: Description of the DCHVS and CHEVS Sample Designs

I. The DCHVS Sample

The DCHVS sample is a random digit dialing (RDD) sample of telephone numbers serving the District of Columbia Standard Metropolitan Statistical Area (DC-SMSA). A sampling frame was constructed using the April 1983 AT&T computer tape containing all working telephone exchanges in the nation, as well as the rate-center city and vertical and horizontal coordinates associated with each exchange. Those telephone exchanges serving the DC-SMSA were extracted from the tape, using the rate-center city and the coordinate information to determine the location, and thus the survey eligibility, of the exchange. Those telephone exchanges known to be entirely nonresidential (usually governmental) were eliminated from the frame. Checking by telephone with the telephone companies involved revealed that no new exchanges had been added since the tape had been prepared.

Taking into consideration the desired oversampling of DC City residents, as specified in the DC Crime Victimization Study Design report, the sampling rate for DC City residents was set at 2 1/3 times the rate for Virginia or Maryland suburbs. These rates, after allowing for the fact that a smaller proportion of DC City telephone members are working residential numbers, yield a DCHVS sample with an expected distribution of 40 percent DC City cases and 60 percent DC suburb cases, as specified in the design report.

Table 1 shows the structure of the DCHVS sample design. A simple random sample sufficient for 5 waves was selected from each exchange, resulting in the selection of 105 telephone numbers per exchange in DC City and 45 telephone numbers per exchange in the suburbs. The selections within each exchange were then randomly partitioned into 5 equal size subsamples, one for each of 5 waves of interviewing. Data collection costs would determine the number of waves that would be used.

Waves 1 and 2 were processed in their entirety and cost projections indicated that Wave 3 could also be implemented in its entirety. Midway

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Table 1. Structure of the Sample Design for the Random Digit Dialing Telephone Survey for DCHVS

Location	No. of Exchanges (Each Exchange is a Stratum)	No. of Random Telephone Selections Per Wave Per Exchange	No. of Selected Telephone Numbers Per Wave
DC City	160	21	3,360
DC SMSA - MD Suburbs	162	9	1,458
DC SMSA- VA Suburbs	141	9	<u>1,269</u>
Total			6,087

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into Wave 3, however, unexpected costs made it desirable to cut the sample size. This was done by randomly subsampling one fifth of the DCHVS cases for which no final classification of the telephone number had been made. This subsampling involved 272 of the 6,087 Wave 3 cases, of which one fifth or 55 were retained in the sample and 217 were eliminated. This method of subsampling resulted in a valid probability sample but one for which the overall probability of selection is unknown. In order to obtain a sample for which the probability of selection was known, completed Wave 3 interviews would have had to be thrown out. Because of the inherent waste involved, (most of the sample had already been at least partially worked), we chose this approach instead. A later memoranda describes the approach used to construct sample weights. Although an unbiased weighting procedure was possible, an alternative weighting approach was chosen that has a smaller mean square error.

II. The CHEVS Sample

The CHEVS sample was selected from computer files and hard copy lists of Capitol Hill employees.

The target populations for the survey consist of all employees who worked on Capitol Hill or its immediate vicinity at some time during 1982 for any of the following governmental organizations:

Congressional Budget Office (CBO)  
House of Representatives (H) } excluding elected officials  
Senate (S) }  
Architect of the Capitol (AC)  
Library of Congress (LC)  
Office of Technology Assessment (OTA)

Some employees of the above organizations did not work on Capitol Hill and were consequently eliminated from the sampling frames where possible (LC), were eliminated after selection but before screening (H), or were eliminated during the telephone screening (principally H and S). The eliminations consisted primarily of people working in the home district office of a Senator or Representative or were Library of Congress employees based at any of the following locations:

Navy Yard Annex  
Landover Center Annex  
Taylor Street Annex  
Pickett Street Annex.

Table 2 shows the structure of the CHEVS sample. Additional information on the sample selection procedures follows.

The basic sampling procedure involved 1) the formation of strata, 2) the selection of a simple random sample of one-fifth of the persons within each stratum, 3) random partitioning of selections within each stratum into five equal subsamples, one for each of the five potential waves of interviewing.

Table 2. Structure of the Sample Design for the Telephone Survey for CIEVS

Organization	Sampling Frame	Number on Frame	Number of Strata	Number of Selections Per Stratum Per Wave*	Total Number of Selections Per Wave Selected* To Be Screened
Congressional Budget Office	Hard copy listing sent March 3, 1983 from CBO	207	1	8	8
House of Representatives	Clerk of the House July 1, 1982 - September 30, 1982 Directory as frame; U.S. House of Representatives Spring 1982 Telephone Directory for telephone numbers	13,397	43 1 1	12 10 ~10(9)	~536(535) ~417
Senate	February 16, 1983 computer printout as frame	6,963	33 1	8 ~15(14)	~279(278) ~279
Architect of the Capitol	Computer file	2,498	11 1	8 12	100 100
Library of Congress	Computer file	5,822	28 1	8 ~9(8)	~233(232) ~233
Office of Technology Assessment	Computer file	297	1	~12(11)	~12(11) ~12
<b>Total number of selections</b>					<b>~1168</b>
<b>Total number of selections for screening (after eliminating non-Capitol-Hill employees)</b>					<b>~1049</b>

\*Numbers in parentheses indicate sample size for one or two of the five waves.

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For the Congressional Budget Office, House of Representatives and Senate, hard copy lists were used as sampling frames. For the House of Representatives, strata were formed using an alphabetized listing of employees. Selections were checked against a House telephone directory listing, and employees located outside of Washington D.C. were eliminated prior to telephone screening. For the Senate, strata were formed using a listing ordered by office. For CBO and Senate employees, no elimination-before-screening was carried out.

Samples for the Architect of the Capitol, Library of Congress, and Office of Technology Assessment were selected from computer files. The computer files used as sampling frames were first cleaned of 1) persons hired in 1983 2) duplicate listings where a name and Social Security Number match was found, and 3) Library of Congress employees based away from Capitol Hill. Within each of the three organizations, Architect of the Capitol, Library of Congress, and Office of Technology Assessment, the records were alphabetized before forming strata. For the Library of Congress, records were first sorted by sex (judged from title, Mr., Mrs., Ms. or Miss) and then were alphabetized within sex groups, prior to forming strata. No elimination-before-screening was carried out.

Waves 1 and 2 were processed in their entirety. After data collection for Wave 3 had started, a random elimination of 90 percent of the Wave 3 cases that had not yet been contacted also had to be made. This was carried out by separating the unworked case screening forms into piles by organization, combining piles, and systematically assigning a digit 0 through 9 to the forms. A random number, 6, was picked and all forms bearing this digit were activated. All other forms, bearing digits 0-5 or 7-9, were eliminated from further screening. This resulted in similar problems with respect to defining the probability of selection as that described for the DCHVS.

RESEARCH TRIANGLE INSTITUTE

POST OFFICE BOX 12194

RESEARCH TRIANGLE PARK, NORTH CAROLINA 27709

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MEMORANDUM

September 22, 1983  
Revised 11/8/83

TO: Wendell Refior  
FROM: Jane Bergsten  
Brenda Cox  
SUBJECT: Computing Sample Weights for the DCHVS and the CHEVS

The assignment of sample weights for DCHVS will be of two sorts:

1. Individual weights for the DCHVS sample
2. Household weights for the DCHVS sample

The CHEVS will only have an individual-level weight. This memorandum outlines the weighting procedure for both samples and describes the formation of a stratum identifier for use in analysis.

Household and Individual Weights for the DCHVS Sample

1. The procedure for calculating weights will include:
  - a. Computation of an initial sample weight for working residential telephone numbers.
  - b. Households within telephone numbers and persons within household selection probabilities are 1.
  - c. No nonresponse adjustments will be used.
  - d. Post-stratification adjustments will be made using 1980 DC-SMSA Census population counts.
2. The information needed in order to compute the sample weights is, for each interview:
  - a. The CATI ID number - on CATI file
  - b. The CAC ID number - on CAC file and CATI file
  - c. The SRDC ID number - on CAC file and SRDC file
  - d. The household ID number - on CATI file

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e. Location of household. Recode to classify as PLACE recode

- (1) MD suburb: code 1,2 or 3 for MDLOC
- (2) DC city; code 1 for STATE
- (3) VA suburb: code 1,2,3,4,5,6,7, or 8 for VALOC
- (4) MD outside DC-SMSA: code 4 for MDLOC
- (5) VA outside DC-SMSA: code 9 for VALOC
- (6) Not in DC, MD, or VA: code 4 for STATE.

f. Sex: Get from answer to SEX variable.

g. Race: Get from answers to RACE variable to calculate RACER as:

- (1) Nonblack: code 1, 3, 4, 5 or 6 for RACE
- (2) Black: code 2 for RACE

h. Race of householder. The householder will be defined as the oldest (AGE) person in the household (HUID). Recode as 1 = nonblack and 2 = black.

i. Age: use AGE variable. Recode as:

Age	Recode #1	Recode #2
12-14	11	11
15-19		
20-24	21	21
25-29		
30-34	31	31
35-39		
40-44	41	41
45-49		
50-54	51	
55-59		52
60-64		
65+	61	

Recode #2 will be used only if collapsing is needed.

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- j. 1980 Census population counts from General Population Characteristics: key from table 25, "Age by Race, Spanish Origin, and Sex, for Areas and Places: 1980" Washington D.C. - MD.-VA. SMSA.

Also key from Table 27, "Household Relationship of Persons by Race and Spanish Origin for Areas and Places: 1980" the required information.

3. Calculation steps for household weights

- a. Calculate the initial sample weight for working residential telephone numbers as follows:

- (1) Separately for DC City and the DC suburbs, estimate the population total working residential numbers as

$$\hat{N}_{WR} = N \hat{P}_{WR}$$

where

$N$  is the total number of possible residential telephone numbers\* for the area, and

$\hat{P}_{WR}$  is the estimated proportion of telephone numbers in the area that are working residential numbers.

- (2) The proportion of working residential numbers within an area will be estimated as

$$\hat{P}_{WR} = [n_{WR}(1) + n_{WR}(2)]/[n_{SC}(1) + n_{SC}(2)]$$

where

$n_{WR}(i)$  is the total sample numbers in the  $i$ -th wave that were identified in screening to be working residential numbers, and

$n_{SC}(i)$  is the total sample numbers in the  $i$ -th wave for which screening was completed.

The sample counts are provided in the memorandum to the record entitled, "Actual Versus Projected Response and Eligibility Rates for the District of Columbia Crime Victimization Study." Screening is defined to be complete when the telephone number can be classified as eligible or ineligible. By definition an eligible telephone number is classified as working residen-

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\* Some exchanges known to be entirely business were eliminated from the frame. "Possible residential telephone numbers" are the remaining telephone exchange numbers with all possible four digits added.

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tial. An ineligible number can be nonworking, temporarily nonworking, double wrong connection, business or institution, no result from dial, fast busy, or public pay phone.

- (3) Using the estimates derived for the area (i.e., DC City or DC suburbs), each identified working residential number from an area will be assigned as its initial sample weight:

$$\hat{N}_{WR} / \left[ \sum_{i=1}^3 n_{WR}(i) \right]$$

where  $n_{WR}(i)$  is the sample count of screened working residential numbers in Wave i.

- b. Sort by PLACE recode: from 2e above into six groups.

- c. For PLACE 1, MD suburbs,  
 PLACE 2, DC city and  
 PLACE 3, VA suburbs,

separately, compute post-stratification ratio adjustment factors as follows:

- (1) Sort by race of householder.
- (2) If any cell has fewer than 20 interviewed households, combine race groups only as necessary to make each cell at least 20 cases. We will need to look at them at this stage.
- (3) We will fix the race post-strata for each of the three places.
- (4) For the fixed post-strata, aggregate the 1980 census figures from 2j above, separately for each place. Note that "non-black" figures are obtained by:  

$$\text{Total} - \text{black} = \text{nonblack}$$
- (5) For each post-stratum in each of the three places, calculate the ratio of the census number in (4) above to the sum of the sample weights for each interviewed household in the post-stratum. This is the post-stratification adjustment.
- (6) Record the post-stratification adjustment factor on your file and print out, for each post-stratum:
  - (a) the description of the post-stratum, that is, place and race of householder,
  - (b) the post-stratification adjustment factor,
  - (c) the Census total population for that post-stratum,

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- (d) the sum of the sample weights for that post-stratum,  
and
  - (e) the number of records (interviewed households) for that post-stratum.
- (7) We will review the post-stratification adjustment factors to see if any smoothing is necessary. Factors of 2 and perhaps those between 2 and 3 will be acceptable. Larger factors, in certain circumstances, may also be accepted.
- (8) We will carry out any necessary smoothing operations, documenting all decisions made and procedures used.
- (9) The final post-stratification adjustment factor will then be added to each record, for places 1,2 and 3. In addition, it should be added to all records in places 4 and 5, as follows:
- (a) Link places 1 and 4 as MD suburbs and 3 and 5 as VA suburbs.
  - (b) For each place 4 record, determine which place 1 post-stratum it fits into and assign that final post-stratification adjustment factor to it.
  - (c) For each place 5 record, determine which place 3 post-stratum it fits into, and assign that final post-stratification adjustment factor to it.
  - (d) Every record having a place recode of 1,2,3,4, or 5 should now have both a sample weight and a final post-stratification adjustment factor. All other records will be assigned a post-stratification factor of one.
- (10) Compute the final household weight for each record as the product of the sample weight and the final post-stratification adjustment factor. Record this on each record.
- (11) Sum the final household weights for each post-stratum for each place, and print this sum together with the Census total and the ratio of the latter to the former for each post-stratum in each place. Theoretically, the sum of weights and the Census totals should be the same and the ratios should be about 1.
4. Calculation steps for person weights:
- a. Begin with the post-stratified adjusted household weight. Attach to each person.
  - b. Sort by PLACE recode: from 2e above into six groups.

- c. For PLACE 1, MD suburbs,  
PLACE 2, DC city and  
PLACE 3, VA suburbs,

separately, compute post-stratification ratio adjustment factors as follows:

- (1) Sort by sex, race recode, and age recode #1.
- (2) If any cell has fewer than 20 interviewed cases, combine age groups only as necessary to make each cell at least 20 cases using age recode #2.
- (3) We will fix the age by sex by race post-strata for each of the three places.
- (4) For the fixed post-strata, aggregate the 1980 Census figures from 2j above, separately for each place. Note that "non-black" figures are obtained by:  
Total - black = nonblack.
- (5) For each post-stratum in each of the three places, calculate the ratio of the Census count in (4) above to the sum of the sample weights for each interviewed person in the post-stratum. (Use the post-stratified household weight for each sample person responding.) This ratio is the post-stratification adjustment.
- (6) Record the post-stratification adjustment factor on your file and print out, for each post-stratum:
  - (a) the description of the post-stratum, that is, place, age, sex and race recodes,
  - (b) the post-stratification adjustment factor,
  - (c) the Census total population for that post-stratum,
  - (d) the sum of the sample weights for that post-stratum (Use the post-stratified household weight for each sample person responding.)
  - (e) the number of records (interviewed persons) for that post-stratum.
- (7) We will review the post-stratification adjustment factors to see if any smoothing is necessary. Factors of 2 and perhaps those between 2 and 3 will be acceptable. Larger factors may also be accepted.
- (8) We will carry out any necessary smoothing operations, documenting all decisions made and procedures used.
- (9) The final person post-stratification adjustment factor will then be added to each record, for places 1,2 and 3. In addition, it should be added to all records in places 4 and 5, as follows:

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- (a) Link places 1 and 4 as MD suburbs and 3 and 5 as VA suburbs.
  - (b) For each place 4 record, determine which place 1 post-stratum it fits into and assign that final post-stratification adjustment factor to it.
  - (c) For each place 5 record, determine which place 3 post-stratum it fits into, and assign that final post-stratification adjustment factor to it.
  - (d) Every record having a place recode of 1,2,3,4, or 5 should now have both a sample weight and a final post-stratification adjustment factor. All other records will be assigned a post-stratification factor of one (i.e., those with PLACE = 6).
- (10) Compute the final person weight for each record as the product of the sample weight, the household post-stratification adjustment factor, and the person post-stratification adjustment factor.
- (11) Sum the final person weights for each post-stratum for each place, and print this sum together with the Census total, and the ratio of the latter to the former for each post-stratum in each place. Theoretically, the sum of weights and the Census totals should again be the same and the ratios should be about 1.

#### Employee Weights for the CHEVS Sample

For the CHEVS, an employee level weight is needed. Follow this procedure to calculate the weight. All computations are within agency. (You probably will have to collapse the CBO and OTA together because of their size.) Each eligible responding employee within an agency will be assigned a weight of

$$\hat{N}_E / [n_{ER}^{(+)}]$$

where

$\hat{N}_E$  is the estimated population count of eligible employees in the agency and

$n_{ER}^{(+)}$  is the total number of eligible responding agency employees summed over all three waves of the sample.

The population total eligible employees is estimated as

$$\hat{N}_E = \hat{N}_P E$$

where

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$N$  is the total number of persons on the agency frame,  
and

$\hat{P}_E$  is the estimated proportion of the frame listings  
for the agency that are eligible for the study.

For the House of Representatives and Senate,  $N$  will be an estimate obtained as the count of the number of selected employees times the selection interval. This will be after we removed obvious non-DC employees. For the House, we selected, eliminated obvious eligibles, and then phoned to screen. The proportion eligible employees is estimated from Wave 1 and Wave 2 data as

$$\hat{P}_E = \sum_{i=1}^2 [n_{ER}(i) + n_{EN}(i)] / \sum_{i=1}^2 [n_{ER}(i) + n_{EN}(i) + n_I(i)]$$

where

$n_{ER}(i)$  is the total number of agency employees in the Wave  $i$  sample who are eligible and respond

$n_{EN}(i)$  is the total number of agency employees in the Wave  $i$  sample who are eligible and nonresponding (i.e., complete the screening interview so that their eligibility can be established but not the core questionnaire).

$n_I(i)$  is the total number of agency employees in the Wave  $i$  sample who are identified as ineligible by screening.

For checking purposes, print out all components of the weights. Also print out a cross tab of agency by response status indicator.

#### Stratum Identifiers

Both the DCHVS and the CHEVS were selected as stratified random samples. The DCHVS was deeply stratified based upon exchange code. Because of the large number of strata (exchange codes) and the small sample within many of these (several have only one observation), the strata need to be collapsed. Order the exchange codes within each area code and collapse downward when needed so that each stratum has at least ten respondents. The CHEVS strata had somewhat larger sample sizes and therefore should not need collapsing although you will to construct a stratum identifier.

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## RESEARCH TRIANGLE INSTITUTE

POST OFFICE BOX 12194

RESEARCH TRIANGLE PARK, NORTH CAROLINA 27709



September 28, 1983

## MEMORANDUM

TO: Brenda Cox  
 FROM: Jane Bergsten  
 SUBJECT: Weight adjustments for multiple telephone numbers at the sample dwelling: DC Crime, Project No. 2634.

A dwelling with more than one residential telephone number has a larger probability of selection in a RDD survey. One typically applies to the sample weight a weight adjustment factor equal to the inverse of the number of different telephone numbers linked to the sample dwelling. We will not make such an adjustment in the DC Crime Survey sample weights, for reasons detailed below.

For the 1,020 cases for which a control form was completed on Wave I of DCHVS, the answers to Q2 "Is there a telephone with a different number in your home/residence on which you could also be reached?" were distributed as follows.

	<u>Frequency</u>	<u>Percent</u>
Yes	151	15
No	836	82
Refused	12	1
Not answered	21	2
Total	1,020	100%

The 15 percent of households with more than one telephone number is many times the 1 to 2 percent we had expected. The answers to Q3. "How many different telephone numbers are there for your home/residence?" were distributed as follows

Number of Phone Numbers	Site: DC	MD	VA	DK	TOTAL
1	5	2	2	-	9
2	51	48	14	-	113
3	3	2	-	-	5
4	-	1	1	-	2
5	1	-	-	-	1
Refused	-	-	-	2	2
Not answered	-	-	-	19	19
Total	60	53	17	21	151

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The results from these hand tallies made from the Wave I control forms suggested that the questions had possibly been answered about extension telephones rather than different telephone numbers.

A check of about 1,500 residential telephone listings was made for each of DC, Maryland suburbs and Virginia suburbs using May 1982, October 1982 and January 1983 directories, respectively.

Multiple phone numbers discovered were

<u>Frequency</u>	<u>Percent</u>	<u>Site</u>
2	$\frac{2}{1500} = 0.1\%$	DC
17	$\frac{17}{1500} = 1\%$	Maryland
11	$\frac{11}{1500} = 1\%$	Virginia

The results of our checking convinced us that the response to Q2 and Q3 on the control form were undoubtedly referring to telephone instruments rather than multiple telephone numbers. Any adjustment using these data would, therefore, introduce much more bias than would result from making no adjustment at all. The latter course of action is, therefore, being taken.

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RESEARCH TRIANGLE INSTITUTE

POST OFFICE BOX 12194

RESEARCH TRIANGLE PARK, NORTH CAROLINA 27709

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October 25, 1983  
Revised 11/14/83

MEMORANDUM

TO: Wendell Refior

FROM: Jane Bergsten  
Brenda Cox

SUBJECT: Standardization for the DC Crime Victimization Study

A. Standardizing DC City and DC Suburbs to DC-SMSA Characteristics for the Resident-Level Analyses:

1. 1980 Census population estimates are available for the DC-SMSA by location (DC City, DC Suburbs) by age by sex by race (black, nonblack). This will be the basis for determining standardizing weights. We will develop two standardized weights, one for DC City and one for the DC Suburbs. Fringe areas will be included and linked to city versus suburb location by state of residence and area code. This is the same approach that we followed in developing the unstandardized weight.
2. Create for each of the two locations separately, age by sex by race (black, nonblack) groups. Collapse age groups, if necessary, to assure at least 20 interviews in a cell. (See the September 22 memo for forming and collapsing age groups.)
3. For each of the two locations separately, compute a (LOCATION) resident standardizing adjustment factor for each cell as

$$\text{(adjustment factor for cell } i\text{)} = [C(i)/C(+)] \div [WS(i)/WS(+)]$$

where  $C(i)$  = 1980 Census population count for cell  $i$  of the DC-SMSA,

$C(+)$  = 1980 Census population count for the total DC-SMSA,

$WS(i)$  = sum of the final person weights for all persons in cell  $i$  for (LOCATION), and

$WS(+)$  = sum of the final person weights over all cells for (LOCATION).

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4. Record the (LOCATION) resident standardizing adjustment factor on each record falling into (LOCATION).
  5. Compute the resident standardizing weight for (LOCATION) as the product of the final person weight and the (LOCATION) resident standardizing adjustment factor.
  6. Give CHEVS records a resident standardizing weight of zero and a resident standardizing adjustment factor of zero.
  7. Check: the sum of the resident standardizing weight for each of the two locations should equal the sum of the final person weights for the same location.
  8. Check: for each location, the percentage falling into each age x sex x race cell using the resident standardized weights should be identical to the percentage falling into the same cell for the 1980 DC-SMSA Census population counts.
- B. Standardizing DC-SMSA employees to characteristics of CHEVS employees for the Employee Level Analyses.
1. All CHEVS interviews will be considered employees. Use the final person weights. Age, sex, and race groups will be defined as in the September 22 memorandum. Collapse across age groups where necessary to insure a minimum of 20 interviews per cell. Form age by sex by race cells for CHEVS employees keeping track of the number of interviews and the sum of the final person weights for each cell.
  2. DCHVS interviews will be classified as employees if they were employed at least one month during the survey reference period. ( $P8a = 1$  or code  $1, 2, 3, \dots, 11$ , or  $12$  for  $P8b$ ). Using final person weights, form age by sex by race groups, keeping track of the number of interviews and the sum of the final person weights for each cell. Collapse to keep minimum of 20 interviews in a cell.
  3. Collapse CHEVS employee cells or DC-SMSA employee cells further, if necessary, so that the partitioning for each group is based upon identical divisions.
  4. Note that we are including DC-SMSA interviews that were fringe cases on location classification.
  5. Form an employee standardizing adjustment factor for each cell as
- (adjustment factor for cell i) =  $[CH(i)/CH(+)] \div [WS(i)/WS(+)]$

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where

$CH(i)$  = sum of the final person weights for cell i of the CHEVS sample,

$CH(+)$  = sum of the final person weights over all cells of the CHEVS sample,

$WS(i)$  = sum of the final person weights for cell i of the DCHVS sample, and

$WS(+)$  = sum of the final person weights over all cells of the DCHVS sample.

6. Put this employee standardized adjustment factor on each DCHVS employee record in the cell.
7. Compute for each DCHVS employee: Employee standardizing weight = (final person weight) \* (employee standardizing adjustment factor).
8. Record the employee standardizing weight on each DCHVS employee record.
9. CHEVS employees receive an employee standardizing adjustment factor of one and an employee standardizing weight equal to their final person weight.
10. DCHVS non-employees get an employee standardizing adjustment factor of zero and a employee standardizing weight of zero.
11. Check: for DC-SMSA employees the sum of the final person weights over all DCHVS employees in cell i is equal to the sum of the employee standardizing weight over all DCHVS employees in cell i.
12. Check: the percentage falling into each age by sex by race cell using the employee standardizing weight for DCHVS employees should be identical to the percentage falling into these same cells using the final person weight for CHEVS employees.
13. We need to look at distributions of final standardizing weights so we will need a PROC FREQ or PROC MEANS run. We may need to do some smoothing, but this is doubtful.
14. In doing the standardizing:
  - a) DCHVS persons living outside of VA, MD or DC city will be included.

To construct these variables, sort the data file by sample type (DCHVS versus CHEVS), by telephone number, and then by household (HUID). A simple hot deck procedure will be used to replace missing values. In order to implement this process you will need "seed" values for the hot deck variables. The seed values will be defined based upon the values expected for the first record in the sorted data file for each sample type. Two imputation classes will be used to separate the two samples and imputation will be independently implemented within the classes.

As an example, the age variable is created for each record as follows. If P7 is between 12 and 90, then AGE = P7 and AGEII = 0 and the value for P7 is used to update the hot deck register for P7, that is HDAGE = P7. If P7 is missing (P7 = 98 or 99), then the value in the hot deck register is imputed for the age or AGE = HDAGE and AGEII = 1. Similar processes are used for race and sex.

For the residence variables, STATE is imputed first in a manner similar to AGE with the associated imputation indicator defined. If STATE = 1 after imputation, then VALOC = 10 and VALOCII = STATEII, MDLOC = 5 and MDLOCII = STATEII. If STATE = 2 after imputation, then SECTOR = 5 and SECTORII = STATEII, CHLOC = 3 and CHLOCII = STATEII, and VALOC = 10 and VALOCII = STATEII. If STATE = 3 after imputation, then SECTOR = 5, CHLOC = 3, and MDLOC = 5, further SECTORII, CHLOCII and MDLOCII are all set equal to STATEII. If STATE = 4 after imputation, then SECTOR = 5, CHLOC = 3, VALOC = 10, MDLOC = 5, and the associated imputation indicators are set equal to STATEII.

If STATE = 1, then SECTOR and CHLOC need to be defined. If P2b = 1,2,3, or 4, then SECTOR = P2b and SECTORII = 0 and the hot deck is updated, e.g. HOTSECT = P2b. If P2b ≠ 1,2,3, or 4, then SECTOR = HOTSECT and SECTORII = 1. The variable CHLOC is defined in a similar manner. Note that HOTSECT can only take on values 1-4 just as HOTCHLOC will only take on values 1 or 2.

If STATE = 2, then MDLOC needs to be defined. If P2d = 1,2,3, or 4, then MDLOC = P2d, MDLOCII = 0, and the hot deck is updated HOTMDLOC = P2d. If P2d ≠ 1,2,3, or 4, then MDLOC = HOTMDLOC and MDLOCII = 1.

If STATE = 3, then VALOC needs to be defined. The procedure is similar to that for Maryland.

bkp

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R  
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October 4, 1983

Revised 11/4/83

MEMORANDUM

TO: Danny Allen

FROM: Brenda Cox

SUBJECT: Additional Recoding and Editing Needed for the Analysis Files

An examination of the sample data for the District of Columbia Crime Victimization Study indicates that additional editing and recoding is needed to construct the analysis data files. This memorandum outlines the additional work that needs to be done.

Based upon discussions of the number of persons for whom more than six long forms were needed, it has become apparent that we will need to impute for missing long forms. In order to do this, we will need to have two recodes defined. Both recode variables will be defined for all crimes in the short form only file and the short form/long form file.

The first variable is crime category or CRM\_CAT and is defined as follows:

- 1 - Robbery or Attempt
- 2 - Injury or Attempt
- 3 - Threat to Injure
- 4 - Burglary or Attempt
- 5 - Personal Larceny or Attempt
- 6 - Household Larceny or Attempt
- 7 - Intentional Damage
- 8 - Not a Crime of Interest

CRM\_CAT will be a hierachal variable with code 1 having the most priority and code 8 the least. The levels are defined as follows:

- a. CRM\_CAT = 1. Robbery or Attempt. If D2n = 1 and either D2i = 1 or D2j = 1.
- b. CRM\_CAT = 2. Injury or Attempt. If D2o = 1 or D2p = 1.
- c. CRM\_CAT = 3. Threat to Injure. If D2n = 1 and D2o ≠ 1 and D2p ≠ 1.

MEMORANDUM

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Revised 11/4/83

- d. CRM\_CAT = 4. Burglary or Attempt. If D2e = 1 or D2f = 1 or D2g = 1 or D2h = 1.
- e. CRM\_CAT = 5. Personal Larceny. If D2i = 1.
- f. CRM\_CAT = 6. Household Larceny. If D2j = 1.
- g. CRM\_CAT = 7. Intentional Damage. If D2m = 1.
- h. CRM\_CAT = 8. Not a Crime of Interest. If D2e ≠ 1, D2f ≠ 1, D2g ≠ 1, D2h ≠ 1, D2i ≠ 1, D2j ≠ 1, D2m ≠ 1, D2n ≠ 1, D2o ≠ 1, and D2p ≠ 1.

Print out all records that are unclassified under the rules. Also print out 15 records for each category of CRM\_CAT. Note that no record in the short/long form file should be classified as CRM\_CAT = 8, by definition. Print out any records that you encounter of this sort.

The other variable is an Analysis Time Period Indicator or ANALIND that will tell whether or not a crime occurred within the analysis time period. ANALIND will be defined as

- 1 - Crime Within Analysis Period
- 2 - Crime Outside Analysis Period
- 3 - Not a Crime of Interest

The variable levels are defined as follows:

ANALIND = 1 if CRM\_CAT ≠ 8 and the crime falls within the analysis time period

ANALIND = 2 if CRM\_CAT ≠ 8 and the crime does not fall within the analysis time period

ANALIND = 3 if CRM\_CAT = 8.

A crime is defined to fall within the analysis time period if it occurs between May 1, 1982 and April 30, 1983. If any of the following is true, then the event falls within the analysis time period:

- a) D9 = 2 and D10a = 5-12
- b) D9 = 3 and D10a = 1-4
- c) (D9 = 2 or D13a = 2) and D13b = 1 and D13b1 = 5-12
- d) (D9 = 3 or D13a = 3) and D13b = 1 and D13b1 = 1-4
- e) (D9 = 2 or D13a = 2) and D13b = 2 and (D13b1 and D13b2 are not legitimate skip, DK, RE, or other missing codes) and (D13b1 < D13b2) and D13b2 > 4

MEMORANDUM

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October 4, 1983

Revised 11/4/83

- f) ( $D9 = 3$  or  $D13a = 3$ ) and  $D13b = 2$  and ( $D13b1$  and  $D13b2$  are not legitimate skip, DK, RE, or other missing codes) and  $(D13b1 < D13b2)$  and  $D13b1 < 5$ .

Otherwise, the event falls outside the analysis time period.

Note that the following should be true. All records within the short/long form file should have ANALIND = 1. Print out all records that don't. Also print out 50 records from the short form only file and 50 from the short/long form file for the purpose of verification.

Please let me know of any difficulties that you encounter in implementing these specifications.

bkp

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October 7, 1983  
Revised 11/4/83

MEMORANDUM

TO: Danny Allen  
FROM: Brenda Cox  
SUBJECT: Completing Missing Long Forms for Eligible Crimes

The instrument for the District of Columbia Crime Victimization Study included space for 20 victimizations to be listed and classified and dated via the short incident form (Section D of the Core Questionnaire). To avoid burdening the respondent, provisions were made for long incident forms (Sections E-O of the Core Questionnaire) to be completed for no more than six victimizations that fell within the analysis time period. Therefore, there will be some short forms for which a long form should have been filled out but wasn't. The long form data are required in order to include the victimization in the analysis. These victimizations must be included in order to avoid an undercount of the rate of crime victimization. Creating a crime-level weight was considered but rejected since we cannot simultaneously control for type of crime and for all the analysis variables of interest. Instead a hot deck imputation will be implemented to replace the missing long form data. This memorandum provides specifications for that hot deck imputation.

A victimization was eligible to have a long form completed for it when the short form indicated that it was a crime of interest and that it occurred within the analysis time period of May 1, 1982 to April 30, 1983. In terms of my memorandum entitled, "Additional Recoding and Editing Needed for the Analysis Files," a short form is eligible for a long form when CRM\_CAT = 1-7 and ANALIND = 1. If CRM\_CAT ≠ 1-7 or ANALIND ≠ 1, then no long form is needed.

Extract from the short form only file all records with CRM\_CAT = 1-7 and ANALIND = 1. Add these records to the short/long form file. Separate out all short/long form combinations that have CRM\_CAT#1-7 or ANALIND#1. Do not include these records in the remaining operations. Class the remaining records by CRM\_CAT and sort them by sample type, then by sex, then by race, and then by age. The sample type is CHEVS, D.C. proper, and D.C. suburbs.

MEMORANDUM

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October 7, 1983

Revised 11/4/83

Within each class defined by CRM\_CAT, a sequential hot deck imputation procedure will be used to replace the missing long form data. A long form imputation indicator (LFORMII) will be created that is "0" for real data and "1" for imputed data. The imputation will be implemented independently within each imputation class defined by CRM\_CAT. Initial long form values are determined for each class in the hot deck based upon the data for the first record encountered with a long form completed. As new records are processed, the imputation class to which each record belongs is determined. If the record being processed has long form data, then that individual's long form data replace the responses stored in the relevant class of the hot deck. Thus, new long form responses are supplied for each cell of the hot deck as they appear in the data file. When a record is encountered with missing long form data, the long form data in the same class of the hot deck is imputed for the missing long form data.

When the imputation is completed, the type of crime variable (TOC) will need to be defined for the imputation-revised records.

bkp

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R  
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October 7, 1983

Revised 11/04/83

MEMORANDUM

TO: The Record

FROM: Brenda Cox

SUBJECT: Type of Crime (TOC) Specifications

Specifications for a type of crime classification were developed and sent to the government in August. The memorandum provides detailed computer specifications for the type of crime variable (TOC) that was created as a result of those specifications. TOC is a hierachal variable with level 1 having the most priority and level 36 the least priority. As an example, if a crime could be classified as level 1 or level 4 then the lower number had priority; that is, the crime would be classified as TOC = 1. The TOC variable was only created for completed interviews and only for records with an associated long form.

TOC = 1. Rape with Serious Injury. If injury occurred (D2o = 1) and rape indicated (J6b = 1 or J13 = 5) and either an obviously serious injury indicated (J13 = 1, 2, 3, 4, or 6) or an injury with hospitalization for more than one night indicated (J16c = 3 or 4).

TOC = 2. Rape with Minor Injury. If injury occurred (D2o = 1) and rape indicated (J6b = 1 or J13 = 5) and a minor injury occurred (J13 = 7 or 8 and J16c ≠ 3 or 4).

TOC = 3. Rape with No Other Injury. If injury or attempt (D2o = 1 or D2p = 1) and rape indicated (J6b = 1 or J13 = 5) but no other injury indicated (J13 ≠ 1, 2, 3, 4, 6, 7, or 8) and hospitalization for more than one night not indicated (J16c ≠ 3 or 4).

TOC = 4. Robbery with Serious Injury. If personal or household belongings taken or an attempt made to take them (D2i = 1 or D2j = 1) and injury occurred (D2o = 1) and either an obviously serious non-rape injury indicated (J13 = 1, 2, 3, 4, or 6) or an injury with hospitalization for more than one night indicated (J16c = 3 or 4).

TOC = 5. Robbery with Minor Injury. If personal or household belongings taken or an attempt made to take them (D2i = 1 or D2j = 1) and injury occurred (D2o = 1 and J4a ≠ 3) but the injury was not obviously serious and did not require hospitalization for more than one night [(J13 ≠ 1, 2, 3, 4, 5, or 6) and (J16c ≠ 3 or 4)].

November 4, 1983

TOC = 6. Robbery with No Injury. If personal or household belongings taken or an attempt to take them (D2i = 1 or D2j = 1) and injury is threatened or attempted but no injury occurs (D2n = 1 and D2o ≠ 1 and J4a ≠ 3).

TOC = 7. Assault with Serious Injury. If injury occurred (D2o = 1) and was an obviously serious non-rape injury (J13 = 1, 2, 3, 4, or 6) or required hospitalization for more than one night (J16c = 3 or 4).

TOC = 8. Assault with a Weapon. If weapons are involved (J4b = 1, 2, or 4 or J7a = 1 or J7c = 1) and injury or an attempt to injure occurred [(D2o = 1 or D2p = 1) and (J4a ≠ 3)] with no obviously serious injury and no hospitalization for more than one night [(J13 ≠ 1, 2, 3, 4, 5, or 6) and (J16c ≠ 3 or 4)].

TOC = 9. Sexual Assault (Excluding Rape). If injury or attempt (D2o = 1 or D2p = 1) and sexual assault occurred (J6a = 1) but rape did not occur (J6b ≠ 1 and J13 ≠ 5).

TOC = 10. Simple Assault with Injury. If injury occurred (D2o = 1 and J4a ≠ 3) that was not obviously serious and did not require hospitalization for more than one night [(J13 ≠ 1, 2, 3, 4, 5, or 6) and (J16c ≠ 3 or 4)].

TOC = 11. Attempted Assault with No Weapon. If an attempt to injure occurred but no injury (D2o ≠ 1 and D2p = 1 and J4a ≠ 3) and no weapon was involved (J4b ≠ 1, 2, or 4 and J7a ≠ 1 and J7c ≠ 1).

TOC = 12. Threats to Injure: Face to Face Contact. If a threat was made to injure but no injury or attempt occurred (D2n = 1 and D2o ≠ 1 and D2p ≠ 1) and the threat was made in person (J1 = 1).

TOC = 13. Threats to Injure: Other Contact. If a threat was made to injure but no injury or attempt occurred (D2n = 1 and D2o ≠ 1 and D2p ≠ 1) and the threat was not made in person (J1 ≠ 1).

TOC = 14. Forcible Entry. If burglary or attempt (D2e = 1 or D2f = 1 or D2g = 1 or D2h = 1) and the burglar broke in (F1 = 1 and F3 = 1).

TOC = 15. Unlawful Entry Without Force. If burglary or attempt (D2e = 1 or D2f = 1 or D2g = 1 or D2h = 1) and the burglar did not break in but did enter (F1 = 1 and F3 ≠ 1).

TOC = 16. Attempted Forcible Entry. If burglary or attempt (D2e = 1 or D2f = 1 or D2g = 1 or D2h = 1) and the burglar tried but failed to get in (F1 ≠ 1 or 3).

TOC = 17. Completed Motor Vehicle Theft. If theft or attempted theft of household or personal belongings (D2i = 1 or D2j = 1) and a motor vehicle stolen (G2c = 1).

November 4, 1983

TOC = 18. Attempted Motor Vehicle Theft. If theft or attempted theft of household or personal belongings ( $D2i = 1$  or  $D2j = 1$ ) and a motor vehicle was not stolen but an attempt was made ( $G5b = 1$  and  $G2c \neq 1$ ).

TOC = 19. Completed Purse Snatching or Pocket Picking. If theft or attempted theft of personal belongings ( $D2i = 1$ ) and the victim saw the offender or was in the same place at the same time as the offender ( $D1a = 1$  or  $D1b = 1$ ) and a purse or wallet stolen ( $G2c = 4$ ).

TOC = 20. Attempted Purse Snatching or Pocket Picking. If theft or attempted theft of personal belongings ( $D2i = 1$ ) and the victim saw the offender or was in the same place at the same time as the offender ( $D1a = 1$  or  $D1b = 1$ ) and an attempt made to steal a purse or wallet ( $G2c \neq 4$  and  $G5b = 4$ ).

TOC = 21. Other Personal Larcenies With Contact: \$50 or more. If personal belongings taken or an attempt to take ( $D2i = 1$ ) and the victim saw the offender or was in the same place at the same time as the offender ( $D1a = 1$  or  $D1b = 1$ ) and a purse or wallet was not stolen nor was an attempt made to steal a purse or wallet ( $G2c \neq 4$  and  $G5b \neq 4$ ) and the total value of the property taken was \$50 or more ( $G3 = 3,4,5,6$ , or 7).

TOC = 22. Other Personal Larcenies With Contact: Less Than \$50. If personal belongings taken or an attempt to take ( $D2i = 1$ ) and the victim saw the offender or was in the same place at the same time as the offender ( $D1a = 1$  or  $D1b = 1$ ) and a purse or wallet was not stolen nor was an attempt made to steal a purse or wallet ( $G2c \neq 4$  and  $G5b \neq 4$ ) and the total value of the property taken was less than \$50 ( $G3 = 1$  or 2).

TOC = 23. Other Personal Larcenies With Contact: Amount Not Available. If personal belongings taken or an attempt to take ( $D2i = 1$ ) and the victim saw the offender or was in the same place at the same time as the offender ( $D1a = 1$  or  $D1b = 1$ ) and a purse or wallet was not stolen nor an attempt made to steal a purse or wallet ( $G2c \neq 4$  and  $G5b \neq 4$ ) and the total value of the property taken is not known ( $G3 \neq 1,2,3,4,5,6$ , or 7).

TOC = 24. Household Larceny: \$50 or More. If household belongings taken or an attempt to take ( $D2j = 1$ ) and the total value of property taken was \$50 or more ( $G3 = 3,4,5,6$ , or 7).

TOC = 25. Household Larceny: Less Than \$50. If household belongings taken or an attempt to take ( $D2j = 1$ ) and the total value of property taken was less than \$50 ( $G3 = 1$  or 2).

TOC = 26. Household Larceny: Amount Not Available. If household belongings taken or an attempt to take ( $D2j = 1$ ) and the value of the stolen property is not known ( $G3 \neq 1, 2, 3, 4, 5, 6$ , or 7).

TOC = 27. Personal Larceny Without Contact: \$50 or more. If personal belongings taken or an attempt to take ( $D2i = 1$ ) and the victim was not in the same vicinity as the offender ( $D1a \neq 1$  and  $D1b \neq 1$ ) and the total value of the property taken was \$50 or more ( $G3 = 3,4,5,6$ , or 7).

TOC = 28. Personal Larceny Without Contact: Less than \$50. If personal belongings taken or an attempt to take ( $D2i = 1$ ) and the victim was not in the same vicinity as the offender ( $D1a \neq 1$  and  $D1b \neq 1$ ) and the total value of the property taken was less than \$50 ( $G3 = 1$  or  $2$ ).

TOC = 29. Personal Larceny Without Contact: Amount Not Available. If personal belongings taken or an attempt to take ( $D2i = 1$ ) and the victim was not in the same vicinity as the offender ( $D1a \neq 1$  and  $D1b \neq 1$ ) and the total value of the property taken was not known ( $G3 \neq 1, 2, 3, 4, 5, 6$ , or  $7$ ).

TOC = 30. Vandalism: \$50 or More. If intentional damage done ( $D2m = 1$  and  $H1 \neq 8$ ) and the damage was \$50 or more ( $H3 = 3, 4, 5, 6$ , or  $7$ ).

TOC = 31. Vandalism: Less Than \$50. If intentional damage done ( $D2m = 1$  and  $H1 \neq 8$ ) and the damage was less than \$50 ( $H3 = 1$  or  $2$ ).

TOC = 32. Vandalism: Amount Not Available. If intentional damage done ( $D2m = 1$  and  $H1 \neq 8$ ) and the amount of the damage is not known ( $H3 \neq 1, 2, 3, 4, 5, 6$ , or  $7$ ).

TOC = 33. Injury or Attempted Injury: Later Unconfirmed. If injury or attempt mentioned ( $D2o = 1$  or  $D2p = 1$ ) and later denied ( $J4a = 3$ ).

TOC = 34. Burglary: Later Unconfirmed. If burglary or attempt mentioned ( $D2e = 1$  or  $D2f = 1$  or  $D2g = 1$  or  $D2h = 1$ ) and later denied ( $F1 = 3$ ).

TOC = 35. Vandalism: Later Unconfirmed. If intentional damage mentioned ( $D2m = 1$ ) and later denied ( $H1 = 8$ ).

TOC = 36. Not A Crime of Interest. If no crime mentioned ( $D2e \neq 1$ ,  $D2f \neq 1$ ,  $D2g \neq 1$ ,  $D2h \neq 1$ ,  $D2i \neq 1$ ,  $D2j \neq 1$ ,  $D2m \neq 1$ ,  $D2n \neq 1$ ,  $D2o \neq 1$ , and  $D2p \neq 1$ ).

After the TOC variable was defined, we checked to verify that a value had been defined for each crime record. Fifteen records from each type were printed out and examined to verify the correctness of the TOC definition.

bkp

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RESEARCH TRIANGLE PARK, NORTH CAROLINA 27709

R  
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November 14, 1983

MEMORANDUM

TO: Wendell Refior

FROM: Brenda Cox

SUBJECT: Type of Crime Recode Needed for Analyzing Crime Data

For use in all analyses of the D.C. Crime Victimization Study data, the following crime recode needs to be created.

RTOC=1. Robbery. If TOC=4,5, or 6.

RTOC=2. Assault. If TOC=1,2,3,7,8,9,10, or 11.

RTOC=3. Threat to Injure. If TOC=12 or 13.

RTOC=4. Personal Larceny With Contact. If TOC=19,20,21,22, or 23 or [D2i=1 and (D1a=1 or D1b=1) and (TOC=17 or 18)].

RTOC=5. Personal Larceny Without Contact. If TOC=27,28, or 29 or [D2i=1 and D2j≠1 and D1a≠1 and D1b≠1 and (TOC=17 or 18)].

RTOC=6. Personal Vandalism. If TOC=30,31, or 32 and D2k=1 and D2l≠1.

RTOC=7. Burglary. If TOC=14,15, or 16.

RTOC=8. Household Larceny. If TOC=24,25, or 26 or [D2j=1 and (TOC=17 or 18)].

RTOC=9. Household Vandalism. If TOC=30, 31, or 32 and D2l=1.

It is important to note that RTOC=4 takes precedent over RTOC=8.

Note the following definitions for use in table generation.

Personal Crimes: RTOC=1-6

Crimes of Violence: RTOC=1-3

Crimes of Theft and Damage: RTOC=4-6

Household Crimes: RTOC=7-9

bkp

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COMPUTER APPLICATIONS CENTER

November 11, 1983

TO: Brenda Cox  
FROM: Danny Allen  
SUBJECT: D. C. Crime - Person 1 Data and Income Coding

The CATI program was designed to request certain information only from the first respondent in the HUID. Questions included were "1a-2f" and "16a-16f" in Section "P." Situations were encountered whereby:

1. more than one respondent was indicated as a first person interview,
2. there were no respondents indicated as first person interviews; however, there were subsequent interviews within the same HUID,
3. first person interviews were not completed and data was not collected for the given questions; however, subsequent interviews within the same HUID were made, and,
4. first person interviews were not completed but data was collected for the given questions.

Computer listings for all interviews within HUID's that do not have "FIRSTPER=1" are available. Interviewer error for HUID's could have contributed to discrepancies.

Assignment of 1st person data to subsequent persons within the HUID and income coding was implemented based on the following:

1. This applied to the random sample only. The random sample can be determined by "V2" = "2."
2. The housing unit identifier ("V4") is unique for each household.
3. "V8" is a first person identifier whereby "1" indicates "yes" and "2" indicates "no."
4. Processing was restricted to completed interviews (i.e., result code=80).
5. Applicable data for the first person was inserted into subsequent person records for a given HUID.

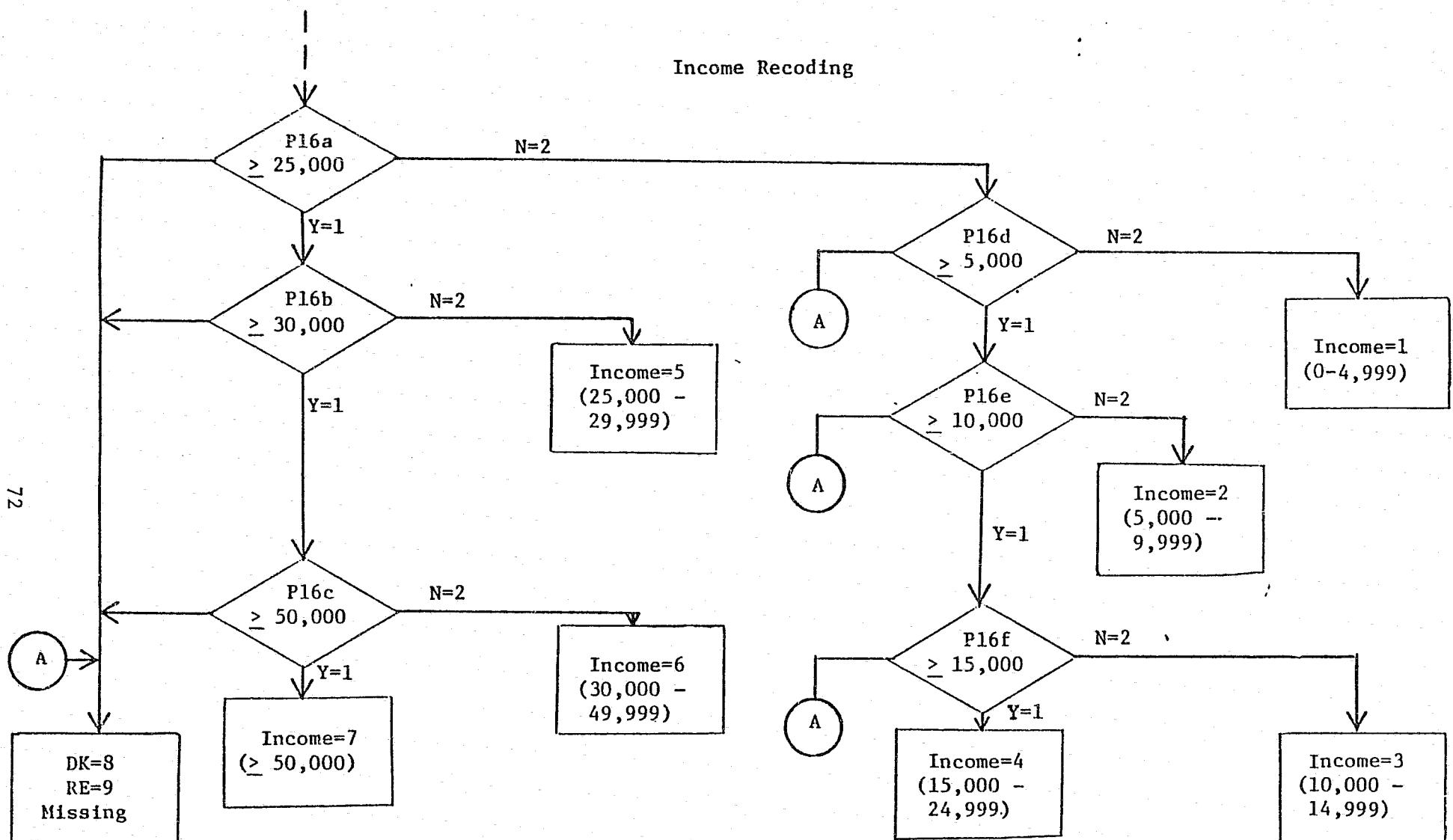
TO: Brenda Cox

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6. If there was more than 1 first person indicated for a HUID, the lowest CATI ID with result code '80' was used as the determining factor for establishing a first person.
7. If there were no first persons indicated, the lowest CATI ID with result code '80' was used as the determining factor for assigning a first person. This usually resulted in missing data for questions that were copied and inserted. In this case, missing data was coded with missing data codes.
8. Income recoding and assignment to all records within a given HUID was based on the attached flow chart.
9. The income variable and all copied fields were appended to person records as new variables.
10. Recoding was complicated as a result of lost data.

DA/ah

Income Recoding



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COMPUTER APPLICATIONS CENTER

November 17, 1983

TO: Brenda Cox  
FROM: Danny Allen  
SUBJECT: DC Crime - Multiple Response Questions

CATI structuring for multiple response questions was defined for a fixed number of entry fields that often did not correspond to the number of possible codes. Codes were keyed and recorded in any order as specific values corresponding to question segments. Unused positions were coded as zeros or blanks depending upon CATI programming and/or interviewer techniques. "Refusal" and "Don't Know" codes were keyed in the first entry position only. Skipped questions (i.e., legitimate skips) were defined with all blank entries.

Software for restructuring was developed based on the criteria defined above. In some cases this involved expanding the number of fields. "Don't Know" or "Refusal" responses were recoded throughout the entire question. The entire question was recoded to blank when the first response was blank. Otherwise the entire question was initialized to zeros and valid responses were assigned specific output positions. Positive responses were then assigned the code of "1."

Various checks were implemented in order to check the validity of recoding. Verification of the procedure included a separate computer comparison and manual review of input data versus the recoded output. The verification process revealed (1) duplicate responses for the same question and (2) a limited number of responses that were not recorded as defined in the criteria for recoding.

The recoding process resulted in dropping duplicate responses. An edit/update process was implemented to correct other responses.

Specific questions affected by the multiple response edit/recode process include the following:

<u>Section</u>	<u>Questions</u>
E	4, 22
F	2
G	2c, 5b
H	1, 2

TO: Brenda Cox  
Page 2

<u>Section</u>	<u>Questions</u>
J	2b, 3, 4b, 9, 11, 13, 14, 16b
K	4b, 5b
O	5, 6b
P	8c, 8f

BA/ah

**APPENDIX B**

**INSTRUCTIONS DEVELOPED TO ANSWER PROCEDURAL QUESTIONS OF INTERVIEWERS**

RESEARCH TRIANGLE INSTITUTE

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May 27, 1983

MEMORANDUM

TO: D.C. Crime Study TSU Staff  
FROM: Dale DeWitt  
SUBJECT: Additional Interviewing Instructions

During the early days of interviewing, a number of procedural questions have arisen. Please review the following information and follow the instructions given when applicable.

1. Explanation of source of sample member's name for CHEVS. If asked how we got a sample member's name, state:

"Your name and work affiliation were obtained from public documents." If appropriate, you may also say: "We did not have access to confidential information."

2. Why we need information about crime events that did not occur on Capitol Hill or in the DC-SMSA:

"For purposes of analysis, we need to obtain crime event data for the full-time period from January 1, 1982 until today regardless of where the events occurred."

3. Use of "Section C - Examples and Reminders":

Interviewers are to make all reasonable efforts to read the complete list of examples and reminders. If a respondent raises objections, explain that --

"There are particular events of interest to the study and I'm reading these examples to help you remember events that may have occurred."

If a respondent becomes agitated or refuses to continue the interview if the examples are continued, stop reading them and proceed with the interview. Indicate in the notes section of the screening form the approximate point where you stopped reading the list.

4. DCHVS contacts with embassies or other facilities serving foreign governments:

Citizens of foreign countries who live in an embassy structure or compound and are served by a sample number are ineligible for the survey. The number should be given a final screening Code 14 (Business/Institution).

If American citizens working for the facility live there and their residential unit is served by the sample number, they are eligible and the number should be treated as a Code 21 (Working residential).

May 27, 1983

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5. DCHVS number serving a teenager in a household also served by a household telephone number:

The entire household is eligible for the survey and all members should be interviewed. The teenager's phone is to be counted in the number of telephones serving the household in Question 2 of the DCCF.

6. Roomers served by their own telephones:

When a sample number is a private number for persons living in a room or living unit of a rooming house or dormitory, only the persons served by the sample number are considered members of the residential unit to be interviewed. (If, however, the sample number is a general number serving a number of residents in different rooms or units, they are all to be interviewed, or treated as a group quarters if more than ten are served.)

7. DCHVS numbers serving government offices or other businesses/institutions:

When an assignment batch is received with all or many sample numbers in the same exchange, the first number called is identified as a government agency office or office within a business or institution, and subsequent numbers appear to be associated (e.g., 252-8000, 252-8001, 252-8002, etc.), time may be saved by obtaining the number for the agency or other organization's central switchboard operator. The remaining numbers may then be considered complete if the operator verifies that they serve business/institutional offices only.

8. Questions about length of interview:

If a respondent questions you about the time it will take to complete the interview, advise that:

"The average time is about 30 minutes but it does vary from interview to interview."

9. Referrals to Ms. Taylor or Dr. Langan:

Page II-1 of the project interviewer manual provides instructions for referring questions about the authenticity of the survey to government contacts. These referrals should be made only when your best efforts to explain the survey have been unsuccessful. They are not to be made routinely.

10. CHEVS postal card name changes:

Some CHEVS postal cards have been returned with the sample member's name crossed through and another person's name written on the card. The originally named person is the sample member who is to be interviewed. We are not to interview substitutes or replacements.

May 27, 1983

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11. CHEVS sample members who did not receive the lead letter:

The CHEVS lead letter may not have been forwarded to sample members who have moved. If, when introducing the study, it appears that the person may not have received advance notice, ask:

"Did you receive the letter from Senator Baker and Representative O'Neill explaining the survey and its importance?"

If the letter was not received, explain that such a letter was sent but apparently was not forwarded to them. Relate the information about the study contained in the letter as necessary to answer the sample member's concerns (Summarize points as needed; DO NOT READ THE ENTIRE LETTER.)

If the sample member's questions cannot be satisfied, advise that we will remail the letter if he/she will give you a current mailing address. Note the information on the screening form, call your supervisor's attention to the need for a mailing, and schedule a call-back ten days later.

DD/sf

RESEARCH TRIANGLE INSTITUTE

POST OFFICE BOX 12194

RESEARCH TRIANGLE PARK, NORTH CAROLINA 27709

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June 6, 1983

MEMORANDUM

TO: D.C. Crime Victimization Study TSU Staff  
FROM: Brenda Cox  
SUBJECT: Additional Interviewing Instructions: Number 2

During the first retraining discussion with TSU staff, several procedural questions were raised. Please review the following information and follow the instructions given when they are applicable.

1. How to read Section C Examples and Reminders. The Section C examples and reminders should not be read as fast as possible. Timing and tone of voice should be used that create the impression that a check list is being read rather than questions that have to be answered "yes" or "no." The respondent needs to think about each reminder so you should not read them too fast. If you read them too slowly, the respondent may become impatient, however. I suggest that you read the examples at a somewhat faster pace than you read the questions in the later sections of the questionnaire. If you sense that the respondent may need more time to think about an example, use the probe: "Am I going too fast?"
2. The examples and reminders are too long. This is our problem more than it is the respondent's. As interviewers, you will get to read the list many times. The respondent hears it only once. Be aware of the fact that this section is not as interesting to you, the interviewer, because the respondent usually does not give you verbal feedback (answers) as you read the individual reminders. If you convey the impression to the respondent that the list is boring, the respondent is likely to react in a negative manner. Therefore, I suggest that you train yourself to think positively about the list and your positive reaction will be conveyed to the respondent.
3. The examples related to "things done by people you know" are confusing the respondents. Several interviewers reported that the respondents were confused by this question and thought we were interested in things done to people they know. To avoid this problem, I suggest that you read the statement clearly and distinctly and accent the word "by."

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June 6, 1983

4. Explain Question 1 in Section D. The question first asks "Did you see the offender?" If R saw the offender, R may be able to provide information to the police about characteristics of the offender. The second question asks, "Were you and an offender both at the same place at the same time?" If R and the offender were in the same place at the same time, then R was potentially in danger. This does not replicate the information provided in the first question. R could have seen the offender stealing his car from a distance and not been in the same place or in any danger. Similarly, R could have returned home and heard an intruder in the house who fled when the intruder heard R arrive. In this case, R did not see the intruder but R was in the same place at the same time and was in potential danger. The last question asks, "Was there any communication between an offender and you?" R may never have seen the offender but he may have received threatening phone calls from him. Written communication is not included since we are interested in two-way communication between R and the offender."
5. Distinguish between "burglary, illegal entry, and attempted break-in". For this study, a "burglary" will be defined to be the act of illegally entering the dwelling place of another to commit a felony or theft. An "illegal entry" is entering the dwelling place of another without their permission. An "attempted break-in" is the act of attempting to illegally enter the dwelling place of another. An event involving a stranger entering R's residence or trying to enter without his permission would be considered a burglary, illegal entry, or an attempted break-in. An event involving a friend of R's child who stole something while visiting the child at home would not be considered to be a burglary, illegal entry, or attempted break-in since the friend was not in the residence illegally. The event does count as a theft when answering the questions, "During this event, did anyone take or try to take anything belonging to you personally?" and "Did they take or try to take property that belonged to your entire household, such as furniture or appliances?"
6. Should break-ins involving cars, boats, or offices be included when responding to "Was there burglary, illegal entry, or attempted break-in?" If only a car or an office is involved, the answer is "no". If a boat is involved, the answer is "yes" only if people live on the boat (weekend use is included). If the respondent answers "yes" and you feel that they are referring to an event that involves a car, boat, or an office only, you may probe: "Did this event involve illegal entry or attempted entry into a residence where people live or have lived in the past?"
7. Question P6 about race is causing a problem. Question P6 may be read in this manner, "What is your race? White? Black? American Indian, Aleut, or Eskimo? Asian or Pacific Islander?" It is better not to read the "Hispanic" or "other" response. The first four categories include all races. The "Hispanic" and "other" categories are to be used for responses that do not fit into the four categories.

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June 6, 1983

8. Reluctance to answer the Income Items (P16). If R appears reluctant to answer the income items or seems suspicious, you may state: "These questions are to determine the range into which your family income falls and not the specific amount of your income."
9. Questions that don't make sense or seem to have words missing. Since we allowed for 20 sets of short forms and six long forms, many screens had to be copied. In copying them an error could have been made. If you think a question is not phrased correctly, note the screen number and discuss it with your supervisor. If you don't understand a question or why it is being asked, make a point of discussing the question with your supervisor. Questions should be read as written even if they seem repetitive or illogical. Interviewers are not to make judgments about skipping questions or rephrasing questions. The probes may be modified if required but not the question. Bring all questions to your supervisor's attention.
10. Visitors to home have items taken. An interviewer noted that one respondent reported that guests who were visiting him had items stolen. Unless belongings of the respondent or his household are taken, this event is not to be listed. If needed, you may use the probe: "Were belongings of yours or your household stolen or damaged in this event?" If the answer is "no," do not list this event.
11. Treatment of deaf or otherwise mentally or physically incapable respondents. For the CHEVS, complete the screening interview by proxy if possible. Then complete the control card giving "30" for "Screening Completed" as the Screening Result Code and "61" for "Physically/mentally incapable" as the Interview Result Code. For the DCHVS, you may complete the entire interview by proxy under this stipulation: the proxy must have already completed the interview or the proxy is ineligible for interview.

bkp

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RESEARCH TRIANGLE PARK, NORTH CAROLINA 27709

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MEMORANDUM

June 8, 1983

TO: D.C. Crime Victimization Study TSU Staff  
.. FROM: Brenda Cox  
Dale DeWitt  
SUBJECT: Additional Interviewing Instructions: Number 3

Some additional questions need to be discussed that arose out of the first retraining discussions. Please review the following information and follow the instructions when they are applicable.

1. Some respondents are becoming irritated when we ask Question P8b. "For how many months from May 1, 1982 to April 30, 1983 did you have a job?" is asked after we determine that the individual was mainly looking for work, keeping house, in school, unable to work, or retired. The individual may have worked at some time during this period so we cannot skip the question. To get around this problem, a probe may be asked when needed. The probe will be: "Were you employed at any time during this period?" If the answer is no, then "0" should be entered. If the answer is "yes", the original question should be repeated.
2. Should business crimes be listed. Crimes that involve a business only are not included in the survey. However, if personal or household property of the respondent is taken or if the respondent is injured or attempts or threats are made to injure the respondent, then the crime is included. You usually will not know that a crime is business only at the listing stage and whether theft or physical danger was involved. For this reason, the crime should be listed.
3. How are business crimes handled in answering Section D questions. In answering Question D2a, "Was there burglary, illegal entry, or attempted break-in?", a break-in to a store or business is not considered to be a burglary or break-in so the answer is "no". This question applies to structures for residential use and associated property such as garages, yards, or sheds. If the respondent answers "yes" and you feel that they are referring to a business break-in only, use the probe: "Did this event involve illegal entry or attempted entry into residential property?" Question D2i to D2m will determine if personal or household property of the respondent was taken or damaged in the incident. In answering these questions about theft and damage, business property is not included. If R owes a

store that is broken into, the property that is taken should be considered to be all business property. The only exception that should be made is when R has a residence attached to his business and this residence was also involved in the crime. The next set of questions determines if R was injured or if attempts or threats were made to injure him in the incident. After these questions are asked, the CATI determines if the crime is of interest to us. If the crime involves a business only, it will not be classified as a burglary or attempt (Q. D2a = No). Also it will not be classified as theft or attempt or intentional damage unless personal or household property of R was involved. Usually business crimes will not be classified as a burglary since there will not be an attached residence, they will not involve theft or damage, and R will not be injured or have attempts or threats made to injure him. Under this circumstance, the crime is not eligible for the study, and the CATI program will go to the next listed crime.

4. Should the interviewer probe if they feel that household crimes such as burglary are not being reported by all respondents within the household. No probe should be used. However, we do want the respondents to report all crimes that come to mind. If R mentions a crime and then says, "But my wife already told you about that," you are to respond, "Different people can give us a different description of an event. We would like to get a description from you as well." Unless R clearly indicates that he will not provide a description, the event should be listed.
5. Distinguish between household and personal property. This needs to be put in context. In answering Q. D2i and D2k, "During this event, did anyone take or try to take anything that belonged to you personally" or "Was there damage to anything that belonged to you personally?", personal property is that property that can be considered to belong to the respondent as an individual rather than the common property of the household. The household property referred to in Q. D2j and D2l is that property that can be considered to belong to the household as a whole rather than to individuals (e.g., the refrigerator, stove, living room sofa). Roommates living together do not constitute a household for these questions. If one of several roommates has his television stolen, the roommate it belongs to is the only one who should report. For the other roommates, it is not considered their personal property or property that belongs to the household as a whole.

In completing the Stolen Goods Table, two entries are "Other Personal Valuables" and "Household Furnishings." In this case, "Other Personal Valuables," are items that are typically carried on the person. The "personal stereo" referred to in the listing is the Walk-Man variety. The "Household Furnishings" are items that are generally used in the home.

6. Call-backs to follow-up on broken appointments. When an eligible fails to keep an appointment for interview, but has not refused up to

five (5) additional attempts to reach and interview the individual are required before terminating work on the case. The Final Code to be assigned if no interview is obtained is 71, since this is, in effect, an implied refusal.

7. Hard-to-contact CHEVS cases. Unless definitive information is obtained indicating that a CHEVS sample member will be unavailable during the survey period, efforts to contact individuals who are not in their office, in meetings, etc. should be continued at reasonable intervals throughout each data collection wave. Interviewers should, of course, attempt to learn the best times to call, obtain the sample member's home phone number for evening/weekend calls, etc. All such cases in active status at the end of a wave will be reviewed and decisions made about additional action or assignment of a final code.
8. Answering machines for businesses. If eight (8) calls made at appropriate intervals all result in contact with an answering machine that clearly identifies a business, Final Code 14 is to be assigned.

BC:mc

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RESEARCH TRIANGLE PARK, NORTH CAROLINA 27709

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June 22, 1983

MEMORANDUM

TO: D.C. Crime Study TSU Staff  
FROM: Brenda Cox  
SUBJECT: Additional Interviewing Instructions: Number 4

We are encountering problems in the Capitol Hill survey with respect to offices that we call frequently. This memorandum discusses this problem and procedural details associated with both surveys. Please review the following information and implement the instructions when they are applicable.

1. Calls to the Doorkeeper's Office. The Doorkeeper's Office of the House of Representatives has been upset by our frequent calls to their office. The Doorkeeper's Office had a number of temporary staff who are now gone (pages) and nonoffice staff (elevator operators) who do not work within the office. We have discussed the situation and worked out the following compromise. Wave 1 individuals will not be traced by calling the Doorkeeper's Office. Those that we have not contacted to date will be traced using Metropolitan Directory Assistance. If no number can be found for them, they are to have the final status code of "Unable to Locate" assigned and the case closed out. For Wave 2 and thereafter, we are to follow these procedures. First, check the latest directory for the House of Representatives. (I have sent one over to the TSU Unit marked "Latest Directory.") If the individual is listed in the latest directory, you may call the indicated number even if it is the Doorkeeper's Office. If you are told that the individual no longer works in the office or otherwise cannot be reached at the number, do not ask for an alternate number at which they may be reached. Instead, thank the individual you are speaking to and close the conversation. Except under the above mentioned circumstances, you are not to call the Doorkeeper's Office. Instead, the Metropolitan Directory Assistance will be used for tracing. The Doorkeeper's Office has agreed to provide location information for up to 10 of the difficult to locate cases. I will request this information for the cases we cannot locate.
2. Calls to the Clerk of the House. I received a call from the Assistant to the Clerk of the House about the disruption caused by our letters and calls to staff of the Clerk's Office. Apparently when they re-

ceived the letters and/or got a call, the Clerk's staff verified the authenticity with him, etc. It was not our calls per se but their verification calls to him that was the problem as they took a lot of his time. Together, the Assistant to the Clerk and I figured out a solution to his problem whereby he would notify them that they would receive a call and tell them what to expect. The Assistant does not have any objections to our calling the Clerk's Office so we may continue to do so.

3. Calls to the Architect of the Capitol. The personnel officer of the Architect of the Capitol indicated to me that the bulk of his staff were janitors and hence cannot be reached at the Architect's number. The Senate Superintendent Office from the Architect's Office has now requested that we no longer call his office for this reason. To prevent burden on the Architect's Office, we will try to locate these employees using the Metropolitan Directory Assistance first. The Architect's Office has indicated that they will help us with those that we are unable to locate. To prevent burdening them, I will send lists for future waves to them after we have made our best attempt to locate the employees.
4. OTA and Library of Congress Employee Tracing. If we have difficulty contacting an OTA or Library of Congress employee, let me know. I have sources within the agency who have agreed to provide location information for those that we are unable to locate.
5. Frequent Calls to an Office. We are wearing out our welcome with some of the Congressional agencies. We will try to reduce this problem in Wave 2 by grouping the telephone numbers. However, if you call an office and encounter resistance or outright refusal from the receptionist who answers the telephone, advise your supervisor of the problem. The supervisors in turn will discuss the matter with either Dale DeWitt or me.
6. Respondent's Reluctance To Listen to the Examples and Reminders. Betsy Martin, one of the staff who developed the Core Questionnaire, provided this example of how the interviewer may explain the reasons for going through the list of examples and reminders:

Survey statistics show that 60% more crimes are remembered when examples like these are used. People we interview are often surprised at the things that don't come to mind until specific reminders are given.

These examples will also let you know better the kinds of events this survey covers.

Please bear with me while I go through the list.

7. Overall Comments. Thus far we have been satisfied with the survey results with the exception of the response rate for the DCHVS which is somewhat low. We are now investigating the problem. You should

MEMORANDUM

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June 22, 1983

expect to be advised of steps that you can take to minimize the extent of refusals. In the meanwhile, be aware of this problem and carefully describe the circumstances that led to refusal and the characteristics of the nonrespondent, e.g. the age, sex, and race if discernable.

bkp

## **APPENDIX C**

### **SUMMARIES OF TASK ACTIVITIES AND PROBLEMS IN ACHIEVING TASK OBJECTIVES**

RESEARCH TRIANGLE INSTITUTE

POST OFFICE BOX 12194

RESEARCH TRIANGLE PARK, NORTH CAROLINA 27709

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October 19, 1983

MEMORANDUM

TO: The Record  
FROM: Brenda Cox  
SUBJECT: The District of Columbia Crime Victimization Study: Project Summary and Evaluation

The District of Columbia Crime Victimization Study is only the second application of computer assisted telephone interviewing (CATI) to obtain crime victimization data.\* It is the largest application to date with approximately 7,500 completed interviews. The study used an experimental version of the National Crime Survey (NCS) instrument which had been developed as a prototype for future use in the NCS. This instrument was designed as an improvement on the NCS instrument and the instrument tested in the Peoria Pilot Study and differed substantially from both instruments.

In the process of implementing the study, we have encountered unexpected problems, particularly with CATI and the new instrument. As problems have been encountered that resulted in increased costs, corrections have been made in study plans to avoid cost overruns. However, several tasks have recently encountered problems that cannot be totally resolved within the budget. This memorandum reviews all of the unanticipated problems and the measures that were instituted to solve these problems. Since this memorandum reflects my observations as project director, if focuses on time and money considerations.

The District of Columbia Crime Victimization Study has two phases. Phase I involved the design of sampling, data collection, data processing, and data analysis procedures for the study. These procedures were to be implemented in Phase II of the study. After Phase I was essentially complete, two activities had to be added to the contract specifications for Phase I in order to satisfactorily complete Phase I of the contract.

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\*The first application was the Peoria Pilot Study conducted by the Crime Redesign Consortium, which interviewed approximately 2,000 Peoria residents, approximately 1/3 of which were identified via randomly selected telephone numbers and 2/3 from police records.

The major added activity was revising the design described in the Phase I Draft Final Report to allow for a redefinition of the objectives of the survey. This change was needed as the result of a decision made by the Congressional advisory panel that the study must compare the victimization experience of District of Columbia residents to that of the nation as a whole and other comparable metropolitan areas.

The second change in the scope of work was relatively minor and associated with instrument development for the study. Originally, a modified version of the present NCS instrument was to be used in the study. This instrument had been used in Peoria Pilot Study CATI application. In December, the decision was made to use the "uniform" instrument being developed for future NCS use since this instrument was expected to be more productive in the sense of stimulating victimization recall. Since the uniform instrument had not been programmed for CATI, RTI had to provide advice to BSSR, which was developing the instrument under another OJARS contract, as to (1) the suitability of the questionnaire for CATI implementation, (2) the factors that would adversely affect interview response time, and (3) the sampling, data processing, and analysis implications of the instrumentation approach.

These changes in the Phase I scope of work added to the costs for Phase I reducing the funds available for Phase II implementation. In addition, these additional activities delayed the start of Phase II. Since victimization data were to be collected for the time period from January 1, 1982 to the interview date, this implied that victimization data would be collected for 17½ months rather than 15½ months, which would increase the costs per completed interview in a proportional manner.

The cost implications of the additional work and the time required to complete the work was recognized in revising the draft report to produce the Phase I Final Report. New projections of the cost per completed interview were prepared for the two surveys and the sample sizes for the surveys reduced so that Phase II projected costs would be within the targeted amount.

In actually implementing Phase II, unanticipated problems were encountered, most of which were due to the fact that there was little prior information as to situations that could be expected to arise from the use of CATI methods or the use of the "uniform" questionnaire. To the extent possible, modifications were made in project activities to adjust for these problems and the increased costs that resulted.

As a part of Phase I, the "uniform" NCS questionnaire was reviewed and revisions proposed in the instrument. Since extensive changes had to be made in the draft instrument as a result of this review, a second full scale review of the revised instrument was required to verify its accuracy and completeness. The questionnaire was examined by instrument specialists for format, accuracy, and ease of administration by CATI after it was received in early April. The revised instrument was sent to BJS, CRS, and BSSR on April 18th for comments. Comments from BJS and CRS were received by April 22 and BSSR comments on April 29. As these comments were received, the instrument was revised. In making these changes, we again had to review the entire instrument for accuracy, with particular attention paid to the accuracy of skip patterns and the logical flow of the ques-

tions. The final version of the instrument was not completed until the week of May 16. Errors were still being detected and resolved up to the time data collection began on May 22.

In terms of calendar time and person time, the review and revision of the instrument took four times longer than anticipated. This increased time as the result of the newness of the "uniform" approach to data collection; this approach promised to be more productive with respect to victim recall but had not been field tested.

Data collection had been scheduled to begin on May 4. Because of the delay in finalizing the instrument, data collection did not actually begin until May 22. In order to begin on this date, we had to start programming the CATI version of the instrument before the instrument had been finalized. When the BSSR instrument was received in early April, instrument specialists reviewed and revised the instrument a section at a time. As the sections were revised, they were given to the CATI programmers to begin programming. After all sections had been revised, the instrument was reviewed as a unit. This review identified modifications that had to be made in the sections already given to the CATI programmers. A revised version of the entire instrument was given to the CATI programmers in the third week of April. Since the CATI programmers were well into programming the instrument, these changes resulted in additional programming effort. Later changes requested by the government required additional changes in the CATI program.

It should be noted that we had no choice but to begin CATI programming prior to finalizing the instrument. If we had waited till the instrument had been finalized, data collection would have been delayed by almost two months. This time delay would have made it impossible to deliver the Report to Congress on schedule.

However, the successive changes to the CATI program built in a potential for programming errors. Since CATI data collection is all by computer with no hard copy records, programming errors can result in serious data losses. To prevent such errors, the CATI program was subjected to an extensive review and correction process extending over a two week time period. The debugging process was complicated by the large number of computer screens involved (1,136 screens in all) and the large number of variables in the CATI data base (2,895 variables in the data record).

Hence, the extensive revisions of the instrument had implications beyond the increased personnel time required for instrument specialists to make the corrections. Because the time schedule for report delivery was fixed, CATI programming could not wait till the questionnaire was approved. The changes made to the instrument in turn resulted in additional time required for revising and debugging the CATI program.

Frame development and sample selection began in April and was completed in early May. Unlike the instrument revision and CATI programming task, there was an adequate amount of time in which to draw the sample, print labels, and otherwise have the sample ready for data collection on May 22. However, the CHEVS sample selection was more complicated and time consuming than we had projected. The difficulty centered around sampling

from the hard copy lists that the Senate and the House of Representatives had provided. Instead of employee records, the Senate and House had provided a list of disbursements. Additional time was required to construct the sample since multiple documents had to be searched to obtain address and telephone numbers for each sample listing from the disbursements. This information then had to be transcribed onto coding sheets, keyed, and verified in order to produce a data file for use in generating mailing labels and in setting up the CATI data files. These efforts required increased clerical time above that needed for the simple procedures assumed in costing Phase II.

As data collection progressed in June, problems developed that were the result of frame inaccuracies. From each agency, we had requested the most current home and office addresses and telephone numbers. Only the Library of Congress and the Office of Technology Assessment were able to supply this information. The Architect of the Capitol could only provide home address and no telephone numbers at all. The House and the Senate provided the address and telephone number of the office to which the employee was assigned at the time that the payment records were compiled, which meant the information was about a year out of date.

To obtain telephone numbers and encourage response, a lead letter was sent out to each sample employee prior to interviewing with a post card attached for the employee to complete with the telephone number and time where he/she could be reached. In most cases, only the work address was available for sample employees so the letter was sent there. Only ten percent of the sample employees returned the postcards. In costing Phase II, we had assumed that 50 percent of the employees would return the postcards and provide telephone numbers.

Because of this inaccurate and unavailable information, tracing and locating were needed for about three times more employees than we had projected. This additional effort substantially increased the interviewer time spent to complete each sample case and the associated telephone charges. Data collection costs per completed CHEVS interview were 28 percent higher than we had projected.

In late June, we became aware that we were encountering unusual levels of nonresponse for the DCHVS. For the Wave 1 sample at that time, 28 percent of the working residential numbers had been finalized as nonrespondents and a potential existed for as much as 40 percent nonresponse depending upon how the pending cases were resolved. The reasons for the unusual level of resistance to the survey were unclear. We hypothesized that the residents of D.C. were a more difficult population to interview to begin with and that there might be instrument or interview design problems that were exacerbating the situation.\*

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\*The results of the Peoria Pilot Study indicate that the instrument can have an important influence on response. In the random digit dialed component of that study, a household-level response rate of 85 percent was obtained for the National Crime Survey instrument as compared to 80 percent for the experimental instrument. At the person-level, a response rate of 80 percent was achieved for the NCS instrument as compared to 70 percent for the experimental instrument.

To deal with the problem of nonresponse, the decision was made to focus the second interview retraining on nonresponse conversion. (The first retraining had centered on instrumentation problems and the use of CATI.) Training in nonresponse conversion occurred in early July. Wave 1 nonrespondents were then recontacted and many of these were converted.

The training in how to deal with nonresponse paid off in substantially increased response rates to the survey. At the conclusion of the survey, completed interviews had been obtained with 82 percent of the identified working residential numbers with 83 percent of the identified eligible persons within these responding households completing an interview. However, much more interviewer effort had to be spent in obtaining cooperation than we had projected. This additional effort increased the cost of a completed interview. It also made it unlikely that we could finish data collection on schedule. To insure that data collection was completed on schedule, additional interviewers had to be hired and trained. This resulted in additional costs for project staff to train them as well as the additional interviewer training costs.

At the time that the Phase II costs were prepared, it was recognized that CATI interviewing was new enough, particularly with the use of "uniform" instrument, that completely accurate predictions of data collection costs were not possible. For this reason, data collection was set up in waves so that the early results could be used to project survey costs. In mid-July, we assessed the status of survey costs and projected that we would be able to include 18,261 telephone numbers in the DCHVS and 3,147 sample employees in the CHEVS. At that time, charges were only complete through the end of May. These sample cases were released and telephone surveying began.

In early August, complete data collection charges through the end of June were available. In reexamining the data collection costs, it was estimated that unless the sample was cut, data collection costs (Tasks 4-6) would overrun by a substantial amount. In consultation with BJS, the decision was made to subsample unworked Wave III cases at a 20 percent rate for the DCHVS and at a 10 percent rate for the CHEVS. Only unworked cases that were subsampled had data collected for them.

Even with this reduction, the data collection tasks were projected to exceed the amount budgeted for these tasks by approximately \$5,000. In addition to the factors described earlier, there was one additional problem that led to increased data collection costs. For both surveys, the yield of completed interviews per sample case was much lower than we had projected. Based upon previous RTI surveys in the D.C. area, we estimated that 28 percent of the telephone numbers would be working residential numbers. Instead, we found that only 21 percent were working residential numbers. (This lower yield apparently resulted from the fact that we oversampled D.C. city numbers in order to insure separate estimation capability for the city.) In order to obtain the required number of households, we had to dial many more telephone numbers than anticipated. Even after the Wave III cut back, 13 percent more sample numbers were surveyed than we had projected in the Phase I report. A related event occurred for the CHEVS as well. The hard copy lists used in sample selection were not accurate, including both non-Capitol Hill employees as well as location

information that was out of date. Hence the yield of locatable, eligible employees per sample listing was much lower than we anticipated.

Processing the CATI data began in July by using RTI general purpose software to develop a machine readable codebook and supporting documentation directly from the CATI program. Actual processing of the CATI data began in late August with test programs ran on the Wave I data set. As a result of these operations, we discovered that the data file produced by CATI was not as clean as we had assumed in costing Phase II.

An assumption made in costing the study was that CATI would produce a file that was essentially ready for production applications. This was not the case. Situations contributing to this included CATI software restrictions, variation in programming techniques between programmers, and the instrument changes described previously. In addition, the interviewers induced errors into the data set when they failed to follow program instructions. As an example, identification numbers were erased from a few records when the interviewer backed up over them contrary to instructions. Thus, various post-CATI processing steps have had to be implemented in order to create a data file that could be used for analysis.

Additional data processing was also needed to replace missing data. When we prepared the Phase I design, we assumed that only in a very few cases would an individual have been victimized more than six times during the analysis time period. Hence the CATI program, for space saving reasons, only allowed six long forms to be completed (Section E-0 of the Core Questionnaire). The assumption was made that so few victimizations would be missed with this restriction that the lost reports could be ignored. (BSSR had allowed for only four long forms in designing the instrument.) This was not the case. For this reason, we have had to develop an imputation procedure to replace the missing long form data. In addition, we have also had to develop procedures to replace missing age, race, sex, and residence data so that these variables can be used in sample weighting.

All of the above activities went far beyond the limited personnel and computer time that had been allocated to produce analysis files from what we thought would be a clean CATI data base. Some of the problems that we encountered might have been avoided if more time had been available to develop the CATI program and to pilot test it. Other problems are typical of conventional data entry situations and suggest that CATI data, although cleaner than other forms of survey data, still require editing in order to produce a data set of the quality that is needed for analysis.

bkp

RESEARCH TRIANGLE INSTITUTE

POST OFFICE BOX 12194

RESEARCH TRIANGLE PARK, NORTH CAROLINA 27709

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August 22, 1983

MEMORANDUM

TO: The Record

FROM: Dale DeWitt

SUBJECT: D.C. Crime Study Data Collection Observations

1. Instrument Development Activities

A factor that had major impact on the preparations for data collection and early data collection activities was the amount of unanticipated developmental work required to prepare the instrument for use. This work impacted on the data collection budget and infringed upon a preparations schedule that was already too limited. The time required to prepare the instrument created difficulties for CATI programming and preparations for interviewer training. Also, some problems remaining in the instrument at start-up required additional CATI programmer time and caused problems for interviewers in the early stages of data collection.

2. Complexity of the Instrument

The instrument, as designed, was an extremely complex interview schedule for CATI programming. It required considerably more programming time than had been anticipated and also required more computer capacity than was originally expected. The programming time requirement had a major impact upon the data collection budget, which eventually (combined with some other cost factors), required reduction of sample size. The computer space requirements also had significant effects. To minimize the load on the computers and to prevent jeopardizing other activities to which the computers were committed during the D.C. Crime Study data collection period, certain activities (e.g., telephone number screening, CHEVS sample member screening, DCHVS household rostering, etc.) were done manually rather than on CATI. This resulted in additional work for the Telephone Survey Unit staff, difficulties in maintenance of progress reports, etc.

3. Constraints on Data Collection Preparation Activities

The schedule provided minimal time for the activities required to prepare for data collection. Given the schedule constraints and the effects of the problems already discussed, there was insufficient time to develop data collection procedures and to refine the Interviewer Manual, training plan, etc.

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While we believe an adequate job was done under the circumstances, additional time would have allowed for refinements that would have enhanced the efficiency of the data collection operations, provided for improved management control, and reduced the nonresponse problems encountered.

4. The DCHVS Screening Form

The screening form used for the DCHVS could have been improved in ways that might have enhanced the response rate. The initial activities required to screen the telephone number did not require the amount of explanation and reference to the U.S. Code, for example. The explanation of the study should have been placed after identification of an eligible and should have been worded in such a manner that the respondent could readily sense the potential importance of the outcome to his/her safety and lifestyle.

5. Length of Interview

For respondents who had crime events to report, the interview was quite lengthy. While the interviewing staff was able to minimize breakoffs, they did occur. A relatively large number of complaints about the length of the interview were reported, and some nonresponse in multi-eligible households resulted because other members were aware of the time it had taken for the initial respondent to complete the interview.

6. Examples and Reminders

The long list of examples and reminders caused some difficulty. Particularly in the early stages of interviewing, the interviewers were uncomfortable with this section because they perceived that it could be annoying to respondents and feared that they might breakoff. With experience, the interviewers generally overcame this problem, but some respondent complaints about this section were reported throughout the data collection period.

7. Response Problems

For CHEVS, the major response problems resulted from certain agencies that were either reluctant to have their staff participate or who could not provide the time to aid in locating and contacting sample members for whom telephone numbers and addresses were not made available to RTI. Another factor that contributed to nonresponse was the inclusion of interns and other temporary employees in the sampling frame. These people required more tracing and locating than anticipated and a number of them could not be located. It should also be noted that the decision was made with government project staff that refusal conversion activities would not be undertaken with CHEVS sample members.

The DCHVS presented all of the response problems inherent in random-digit-dial telephone surveys as well as some that were related to the nature of the study (e.g., length of interview, need to interview all residents

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served by the sample number who were 12 years of age or older, reluctance of some respondents to answer questions about crime, etc.). To counter such problems, selected interviewers were specially trained (not at project expense) to deal with DCHVS refusals, and the other interviewers were also given additional instruction. While multi-eligible households generally appear to have been less of a response problem than anticipated, difficulties were encountered when an adult (parent or guardian) refused for younger members of a household. Also, individuals who refused to complete the initial telephone screening usually continued to refuse when recalled. Another nonresponse category of concern included those who were away for the summer, which appears to have occurred most often with younger members of multi-eligible households.

8. Telephone Strike

In the final weeks of the study, the nationwide telephone strike caused concern and inefficiency. For example, one entire day was lost because of sabotage of a major carrier line. Sporadic interruptions of service, up to two hours in length, occurred throughout the strike period.

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SURVEY OPERATIONS CENTER

September 30, 1983

MEMORANDUM

TO: The Record  
FROM: Brenda Cox  
SUBJECT: Nonresponse Types and Conversion Approaches for the District of Columbia Crime Victimization Study

To train project staff in nonresponse conversion, the Telephone Survey Unit brought in Ms. Dorothy Grossman, the RTI field supervisor in St. Louis. Ms. Grossman spent several days here monitoring our progress, converting nonrespondents, and training staff in methods that she had found most successful in the past. After she completed her stay here, I discussed with her the aspects of instrument, survey design, and interview design that she felt affected response for the D.C. study and the procedures that she recommended for nonresponse conversion. This memorandum summarizes her observations and comments.

The first type of nonresponse that we encountered was nonresponse at screening. The screener determined whether or not a telephone number was a working residential number and hence eligible for inclusion in the study.

To prevent this type of nonresponse, Ms. Grossman recommended that the introduction be read in a slow, deliberate, sincere manner. The person answering the phone naturally anticipates that the call will be from someone with whom he/she is familiar. That person needs time to assimilate who is calling and why they are calling. If the introduction is rushed, then the person may become suspicious or may attach little importance to cooperating.

The wording of the introduction may have lead to screening refusals, too. Ms. Grossman suggested a slightly longer introduction (a short paragraph) that would provide a nontechnical description of the survey and hence establish our credibility and allay suspicions. Also, she noted that the first screening questions could be rephrased to make them less sensitive. Finally, there may have been a tendency for the interviewers to be over polite and too willing to accept a putoff. For instance, some interviewers were adding the phrase, "Would you have time to help us out?" to their prepared script. Interviewers need to be assertive in their efforts to get an interview once they find someone at home.

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With respect to converting screening nonrespondents, Ms. Grossman suggested that these cases can be the easiest to convert. By calling at different times, you may get another household member who will respond. In other cases, the original respondent may have been in a hurry or have not understood the introduction. Some people are seldom at home. When you get them, complete the interview. Ms. Grossman related a case where a number was dialed a large number of times with no result. When she reached him, he was just getting ready to leave. She explained how many times we had tried to reach him and said, "Now that I've finally got up with you, won't you finish the interview. I may not reach you again." The man laughed and explained that he had two jobs and didn't stay home when he was not working. He completed the interview.

The next type of nonresponse was individuals who refused to complete an interview after they or someone else within their family had provided screening information. Ms. Grossman indicated that after the screening was completed, the interviewer had a difficult time period to bridge in which they had to key in a number of data items before they could bring up the CATI program. (The screening was done from hard copy.) Many of the interviewers adlibed to fill this time with remarks such as "I am going to ask you a series of questions. If there are any that you would rather not answer, please let me know and I'll go on to the next question." Ms. Grossman suggested that only as a last resort should interviewers or converters tell respondents that they can refuse to answer any questions they would rather not answer. This approach causes the respondent to immediately become suspicious and to be apprehensive about the nature of the interview. This introduces unnecessary problems and can result in the loss of an interview or at least the loss of valuable information. The pause before the CATI program was ready could better be filled by factual statements such as, "We are conducting the interview using a computer terminal so that it will take less of your time. Let me set it up. This will take just a few seconds. I am now entering some data and then we will be ready to go." For future studies, the time delay should be eliminated altogether, in Ms. Grossman's opinion, because of its deleterious effect on response and the difficulties that it presented for the interviewer.

The other reasons for interview nonresponse after screening completion were unrelated to CATI use and instead reflected the respondent's characteristics and attitude to being interviewed.

Some respondents tend to be suspicious, particularly of strangers calling them on the telephone. Once they hear the questions, they will understand the survey is for real. For these cases, the interviewer should say briskly and with confidence "Let's do the interview now" or "Let me start and you can see what the questions are like." or "Let's just start."

Other individuals are simply busy with little time to spare. For these busy people, the interviewer should say, "Depending upon your responses, this interview may not last longer than 15 minutes" and then start the interview.

Another nonresponse type is those who feel the survey is not relevant to them, e.g., those who say no crimes occurred to them. Ms. Grossman's

suggestion was to say, "I'm so glad." and then "Here's the first question." In other words, get them started and they will generally finish the interview.

An even more common form of nonresponse is the "put offs" who say "Call me back next week" or "I haven't got time to talk now." Avoid rescheduling the interview since appointments can easily be broken. Again once the interview is started, it will usually be finished. If rescheduling is unavoidable, the interviewer should set the time and let the respondent know that it is a firm appointment. Phrases may be used such as, "I will set up an appointment for you at 7:00 or 8:00. Which would you prefer? Good, I have put you down on my calendar for 8:00."

As long as they are handled right, argumentative types will almost always give an interview. These individuals are usually young men who actually want to be interviewed but also want to give the interviewer a hard time first. These people like to argue and make remarks such as, "I read enough about this in the paper." or "You should visit the police stations if you want to know about crime." Ms. Grossman's suggestion was to bear with them. Don't argue or try to set up an alternate appointment. After they give you their opinions, then they will answer the questions. As long as they keep talking, the interviewer can get an interview.

Individuals who have been victimized will want to participate in the study once they understand what the study is about and the subjects that we are interested in. This implies that the interviewer must give the respondent a chance to learn about the survey and to want to participate. The interviewer should stress the importance of the survey by words and manner.

Some nonrespondents just cannot be interviewed by telephone. These include those with language barriers, hearing problems, the elderly, and the physically/mentally incapable. Unless we allow proxy interviews, the individuals are automatically respondents. It would have helped if the D.C. study had had a Spanish speaking interviewer, however.

Finally, Ms. Grossman hypothesized that some of the people that we were calling may be drug addicts or criminals themselves and may not believe that it is victimization that we are interested in. These will be almost impossible to convert.

The next form of nonresponse that was discussed was breakoff interviews. These people are usually busy people. The best approach is to avoid the breakoff interview in the first place if possible. Some people will not have the time to finish and will have to break off. Breakoffs are easy to convert. Remarks can be used such as, "Hello, I'm \_\_\_\_\_. I called you last Saturday. We didn't quite get finished then. Let me ask these last remaining questions." Above all, don't acknowledge if the person refused. Use remarks instead such as, "You got busy the other day." or "You had to leave the house." Knowing the circumstances leading to the breakoff is important and should be documented thoroughly since these provide the lead in to follow-up conversations.

Ms. Grossman suggested that changes in the instrument design might reduce nonresponse. For instance, almost the first question that we ask is

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the number of persons in the household. This is a sensitive question for individuals living alone and may cause them to become suspicious. Ms. Grossman suggested that it would be better to ask nonpersonal questions about crime first, particularly opinion questions. This would get the respondent interested in the survey and convince them that it is for real and not a crank call or someone selling something. The respondent wants to tell you what he thinks about the subject so give him an opportunity. Then, the credibility of the study will be established and personal questions can be asked.

The final form of nonresponse that we encountered was roster non-response. In the D.C. study, the roster was obtained after the first interview. Ms. Grossman felt that this was the most difficult form of nonresponse that we were faced with. In some cases, she felt that the person lived alone but did not trust us enough to admit the fact. In other cases, she suggested that after participating in a long interview the respondent is reluctant to give information about other family members so that we can bother them too. The conversion approach that worked best was to get another family member to complete the roster and to do that first. "Someone earlier talked to us. Now we need to complete the information for other family members." In some cases, the original person provided the roster when called back at a later time.

At this point, I discussed with Ms. Grossman the characteristics of hard core nonrespondents - those people who refused and could never be converted. Ms. Grossman indicated that as long as a person will talk to the interviewer, then the interviewer has a good chance to get the required information. Hard core nonrespondents are those who will not talk to an interviewer. These people make remarks such as, "Don't call this house again!" or "I'm not interested." and then hang up immediately. Some of the hard core nonrespondents are anti-government people; a very persuasive converter can sometimes get these to respond. In some instances, Ms. Grossman suggested that interviews could be obtained for hard core non-respondents from other family members if proxy interviews were allowed.

In concluding our conversation, Ms. Grossman gave some tips for interviewers to use in converting nonrespondents and for supervisors to improve response. The conversion tips for the interviewers were:

- When nonresponse occurs, document it as fully as possible with characteristics of person (sex, age, race) and circumstances leading to nonresponse. These provide lead ins when calling back to convert.
- Don't speak too quickly during the introduction - the respondent may feel you are rushing and not attach importance to your call.
- If the original interviewer was able to get the respondent's name, use it when you call.
- Attempt to speak to the respondent rather than someone else in the household. If one spouse refused for another, don't speak to that spouse. If your respondent is not available, thank the person and hang up.

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- Examine comments on call record sheet for clues as to best time to reach respondent. If husband refused for wife - make your call during day in hopes he won't be there and vice versa.
- Be positive in your approach - explain what you want and suggest starting the interview now. Appointments are easily broken. Work quickly when the respondent finally agrees. Remember you are dealing with reluctant respondents!
- Work on easiest refusals first to increase production, then if time permits work on others.
- Be ready to counter every objection and above all don't ask them any questions to which the respondent can answer no - and keep talking.
- If necessary to call back - you suggest the appointment time.
- Don't let refusals on the screening forms intimidate you. Actually these are fairly easy refusals to convert. In many instances another household member will answer the phone and in other cases perhaps the original respondent was in a hurry, didn't understand the introduction.

Her suggestions for the supervisory staff were as follows:

- Train the interviewers in how to handle nonresponse, both initially and as the study progresses. Cite examples from your experience.
- Show concern over refusals. Discuss specific refusals with individual interviewers and offer suggestions on how to handle the problem next time.
- Be positive and supportive when interviewers are converting nonrespondents.
- Indoctrinate the interviewers on the importance of a high response rate and good persuasive interviewing techniques. Explain the biasing impact on the study of low response.
- Post completion rates and production figures prominently on a weekly basis. Have a 15 minute meeting each week to present them and to boost morale.
- Make some time available to personally conduct interviews and convert refusals so that you are aware of the problems the interviewers face and so that you can demonstrate that they can be solved.
- Monitor some portion of each interviewer's work each week so that you are aware of the quality of the work that they are doing and how they can improve their performance.

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- Evaluate the performance of each interviewer. Those who get excessive nonresponse should be terminated. Alternatively, above average performers should receive recognition and a merit raise. Interviewers who show the talent and willingness to convert nonrespondents should be paid more.
- In training interviewers to convert nonrespondents, demonstrate first, train second, assist as interviewers convert third, and reinforce good work. Say, "I couldn't have got him to respond either." when true or if the interviewer used a poor conversion method say, "Nice try. Next time you might want to try this approach..." Praise the interviewer who completes the conversion.
- Give the interviewer goals to work for and recognize their good work. Compliments are cheap but they raise everyone's morale.
- If you have difficulty with monitoring and participating in the interviewing and conversion process because of paper work, get a clerk or administrative assistant to help with the paper work or try to get the volume of paper work reduced.

Finally, Ms. Grossman noted that these comments were based upon her experience with personal interview surveys and list frame telephone surveys but that they have value for random digit dialed surveys as well. She expressed doubt that a random digit dialed survey could ever achieve response rates as high as those obtained by personal interview or list frame telephone surveys but improvements are possible. Random digit dialed surveys will always require more commitment and effort to obtain satisfactory response rates.

bkp

RESEARCH TRIANGLE INSTITUTE

POST OFFICE BOX 12194

RESEARCH TRIANGLE PARK, NORTH CAROLINA 27709



October 24, 1983

MEMORANDUM

TO: The Record  
FROM: Brenda Cox  
SUBJECT: Actual Versus Projected Response and Eligibility Rates for the District of Columbia Crime Victimization Study

With data collection completed in August, response and eligibility rates can now be computed for the District of Columbia Crime Victimization Study. When the sample size determinations were made, we used the available data from past RTI telephone surveys as well as crime victimization studies by the Census Bureau and the University of Michigan to project the rates that we would encounter. This memorandum summarizes that process and compares these assumptions with our actual survey experience. By this documentation, it is hoped that insight can be gained into the data collection process for the D.C. study as well as for future surveys. It should be noted that minor discrepancies may exist in the rates cited in this report since some are based upon field counts and others on data base counts.

To begin with the most complicated survey first, the District of Columbia Household Victimization Survey (DCHVS) was a telephone survey of residents of the DC-SMSA. The sample was selected as a stratified random sample from an ordered list of all telephone numbers assigned to the DC-SMSA with 40 percent of the sample allocated to D.C. proper and the remaining 60 percent to the Virginia and Maryland suburbs. (Approximately 25 percent of the DC-SMSA population lives in D.C. proper.) When a telephone number was associated with a residence, all individuals 14 and up were interviewed beginning with adult members of the household. Responses for 12 and 13 year olds were obtained from their parents.

To estimate the distribution of telephone numbers, the experience of a recent RTI study was used. That study included a telephone survey of DC-SMSA residents with the sample randomly selected from all telephone numbers associated with the DC-SMSA. Based upon that study's results, we estimated that 46 percent of the telephone numbers would be nonworking, 20 percent would be business numbers, and 6 percent would be indeterminable (mostly ring no answers), leaving 28 percent of the numbers working residential numbers. An examination of the control cards for that study revealed that nonworking numbers could be identified in the majority of cases by a recorded message.

Table 1 summarizes the actual data collection experience and contrasts it with the originally projected experience. Approximately 50 percent of the selected numbers were identified as nonworking. These include 7,500 nonworking numbers, 457 temporarily nonworking numbers, 417 double wrong connections, 466 no result from dial numbers, and 115 fast busy numbers. An additional 22 percent were noneligible working numbers with 51 of these public pay phones, 3,899 businesses and institutions, and 58 other ineligibles (foreign embassies, etc.). A total of 3,728 working residential numbers were identified or 21 percent of the total numbers dialed. Screening interviews were not completed for 7 percent of the sample numbers with 1,071 of these ring no answers, 84 regular busy, 24 language barriers, and 174 refusals. Since the screening interview determines eligibility, the numbers for which screening was not completed were classified as indeterminable. The "regular busy" designation may be a misnomer. Many of these were not a normal busy signal nor were they a fast busy signal. These may not all be working numbers.

Note that we selected 2,098 more numbers than we originally anticipated selecting but that we still identified less working residential numbers than we had projected. This resulted from the fact that only 21 percent of the numbers were working residential numbers instead of 28 percent as we originally projected. To determine if our oversampling of District phone numbers was the cause of this problem, we tabulated the results for DC proper versus the suburbs.

For D.C. proper, 50 percent of the numbers were again identified as nonworking with 4,006 recorded-message nonworking numbers, 361 temporarily nonworking numbers, 269 double wrong connections, 348 no result from dial, and 43 fast busy's. A larger percentage were noneligible working numbers, however. Of the total D.C. proper telephone numbers selected, 27 percent were ineligible working numbers of which 2,721 were businesses or institutions, 27 were public pay phones, and 19 were other ineligibles. A total of 1,419 working residential numbers were identified or only 14 percent of all numbers dialed. Finally, screening interviews were not completed for 9 percent of the sample numbers with 738 of these ring no answer's, 54 regular busy's, 6 language barriers and 64 refusals.

For the D.C. suburbs, 49 percent of the numbers were identified as nonworking with 3,494 recorded-message nonworking numbers, 96 temporarily nonworking numbers, 148 double wrong connections, 118 no result from dial's, and 72 fast busy's. Of the 7,953 D.C. suburban numbers dialed, 15 percent were ineligible working numbers of which 1,178 were businesses or institutions, 24 were public pay phones, and 23 were other ineligibles. A total of 2,309 working residential numbers were identified or 29 percent of all D.C. suburban numbers dialed. Finally, screening interviews could not be completed for 6 percent of the sample numbers with 333 of these ring no answer's, 30 regular busy's, 18 language barriers, and 110 refusals.

These tabulations do indicate that a substantially lower percentage of the assigned telephone numbers for D.C. are working residential numbers than for the suburbs. The patterns described above were also consistent across all three waves of the survey. For those readers desiring more details of the screening results, Tables 2-4 give the results by wave for the DC-SMSA, D.C. proper, and the D.C. suburbs.

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The next step in the projections was to specify the response rate that we would achieve in the study. The results of past RTI studies were examined to make the projection as well as the response rates that the University of Michigan had achieved in a similar study. Based upon these past studies, we projected that at least one completed interview would be obtained from 80 percent of the residences that completed the screening interview. To determine the total number of completed interviews, we had to project the average number of persons 12 or older that would be found in these homes. Census data for 1980 was used in projecting that 1.91 eligible persons would be found on the average. Within responding households, we then estimated how many persons would respond given that at least one person had responded. University of Michigan results were again examined. Their results suggested that persons after the first responded at a lower rate than did the first person. For this reason, we projected that subsequent persons would respond at a 75 percent rate. Thus with an average of 1.91 persons within responding households, we could expect to obtain responses from 1.68 persons [ $1 + .91 (.75)$ ].

In actuality, we obtained at least one completed interview from 3,026 of the 3,728 identified working residential numbers resulting in a response rate of 81 percent. However, not all of the responding residential numbers provided a roster of household members 12 and up. Roster questions were asked after the first completed interview. Of the 3,026 responding households, 2,922 or 97 percent provided rosters. Without rosters, we cannot determine how many additional persons remain to be interviewed, if any. In computing the person within responding household rate, only responding households that provide a roster can be included. From these 2,922 households, we identified 6,637 eligible persons or 2.27 per household. Of the 6,637 persons, we obtained interviews from 5,477 persons or 1.87 per household. This implies that our response rate from subsequent persons within households where at least one person responded and provided a roster was 69 percent. The total number of completed interviews from all responding households (whether or not a roster was completed) was 5,581 or 1.84 per responding household. Thus, we obtained a household response rate that was better than anticipated but a person within-responding-household response rate that was lower than anticipated. We also identified more eligibles per responding household than we had predicted based upon Census data.

At this point, it may be of interest to contrast the experience for D.C. proper versus that for the suburbs.

Within D.C., we obtained at least one interview with 1,142 of the 1,419 identified working residential numbers for a household response rate of 80 percent. Rosters were obtained from 1,102 of these responding households for a roster response rate of 96 percent. Within responding households completing a roster, 2,301 eligible persons were identified or 2.09 per household. We completed interviews with 1,864 of these eligible persons, implying a response rate for subsequent persons within responding households of 64 percent.

For the suburban areas, we obtained at least one interview with 1,884 of the 2,309 identified working residential numbers for a household response rate of 82 percent. Rosters were obtained from 1,820 of these responding households for a roster completion rate of 97 percent. Within

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responding households completing a roster, 4,336 eligible persons were identified or 2.38 per household. We completed interviews with 3,613 of these eligible persons, implying a subsequent persons within responding households response rate of 71 percent.

The response rate for the suburban areas of D.C. was higher than for the city itself but not by any appreciable amount except for the subsequent persons within responding households response rate. In all cases, the subsequent persons rate was lower by at least ten percent from the first person rate. This does not necessarily imply that if an eligible person had been randomly selected from each household that the overall response rate would be higher, however. The first interview is obtained from an easier group than subsequent interviews. For instance, the initial interview is conducted with the household's telephone answerer (or with the first household member who is cooperative) who will tend to be more verbally inclined and to not have a physically/mentally incapability or a language barrier. Secondly, if a randomly selected respondent were interviewed instead of every eligible household member, then the rostering would have to be done at the beginning rather than the end of the interview. We rostered after the interview since we felt that asking the sensitive rostering questions first would result in more nonresponse. It might be better to ask selected survey questions first if a respondent were to be randomly selected. For instance if it were O.K. to obtain the household crimes from any responsible person answering the telephone, then the household crime questions could be asked and then the roster obtained and a random respondent selected to provide data on personal crimes.

To provide a better understanding of the person-level response rate, Tables 5-7 summarizes the results for the 6,741 eligible persons identified in the DCHVS. This includes the 104 first persons who completed an interview but did not provide a roster. Interviews were completed for 83 percent of the group with refusal the primary source of nonresponse (8 percent). Another 5 percent of the sample could not be interviewed at all due to physical/mental incapability, language barriers, or nonavailability (out of town during survey period), etc. The response rate was lower for D.C. proper at 81 percent response. Refusals accounted for 8.3 percent of the 19.1 percent nonresponse with another 5.4 percent incapable of being interviewed. A higher response rate of 83.5 was obtained for the D.C. suburbs. The refusal rate was 7.8 percent and incapable of interview was 4.8 percent.

The final item that we had to project was the number of short incident forms and long incident forms that we would have to complete per person. Each person was asked to report the crimes that had occurred since January 1, 1982. The analysis, however, will focus on crimes occurring in the period from May 1, 1982 to April 30, 1983. The short form (Section D of the Core Questionnaire) determined if the event was a crime of interest and if it fell within the analysis time period. If both were true, a long form was completed for the crime (Sections E-O of the Core Questionnaire). To make these projections, National Crime Survey (NCS) data for major metropolitan areas was used. These data were adjusted to account for under-reporting anticipated due to the longer DCHVS reference period and for the greater productivity that was projected for the instrument. In costing the study, the assumption was made that the non-NCS reportable crimes of threats and vandalism would not have a long form completed for them. We

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projected that 1.607 events would be reported per person within the reference period. Of these events, 1.123 would fall within the analysis time period and 0.337 of these would be NCS crimes. Hence we projected that 1.607 short forms would be completed per sample person and 0.337 long forms.\*

In actuality, we obtained 0.828 events per person in the DCHVS. Of these 0.352 were crimes falling within the analysis time period and 0.282 were NCS crimes. A decision was made prior to data collection to complete long forms for non-NCS as well as NCS crimes. Therefore, short forms were completed for 0.828 crimes per person and long forms for 0.352 per person.

Differences were also observed between the central city and the suburbs. D.C. city residents reported 0.820 events per person, of which 0.335 were eligible crimes falling within the analysis time period and 0.292 of these were NCS crimes. D.C. suburban residents reported 0.832 events per person, of which 0.360 were crimes falling within the analysis time period and 0.277 were NCS crimes.

Based upon the assumptions described above, we projected that the cost per completed DCHVS interview would be \$21.46. In actuality, we spent \$18.88 per completed interview. It should be noted, however, that if the actually occurring rates were used with our estimated cost components, the cost per completed interview would be estimated as \$21.07.

The other survey that was done as a part of the study was the Capitol Hill Employees Victimization Survey (CHEVS). The CHEVS was a telephone survey of employees of the Senate, House of Representatives, Library of Congress, Congressional Budget Office, Architect of the Capitol, and the Office of Technology Assessment who had worked on Capitol Hill at some time in 1982. The sample was selected as a stratified random sample from lists provided by the six agencies.

Table 8 presents the assumptions that were made in costing the study. We projected that 2,994 employees would be selected, of which ten percent would need to be traced. Out of these 2,994 employees, we projected that we would complete interviews for 85 percent, that 10 percent would refuse and that 5 percent would not be located. From the 2,545 responding employees, we projected that we would get 4,090 crimes requiring that a short form be completed and 858 that required a long form in addition. For lack of information to the contrary, we used the projected crime rates estimated for the DCHVS. That is, we were presuming 1.607 crimes reported per person, of which 1.123 would fall within the analysis time period with 0.337 of these NCS crimes. Since we were again projecting that long incidence forms would only be completed for NCS crimes, this implies that a total of 1.607 short forms would be completed per person and 0.337 long forms.

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\*In projecting NCS crimes I used 1980 NCS data for cities with a central city of 1,000,000 or more. It would have been more appropriate to use cities with a central city of 500,000 to 1,000,000 since this is the way Census classifies the DC-SMSA.

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projected that 1.607 events would be reported per person within the reference period. Of these events, 1.123 would fall within the analysis time period and 0.337 of these would be NCS crimes. Hence we projected that 1.607 short forms would be completed per sample person and 0.337 long forms.\*

In actuality, we obtained 0.828 events per person in the DCHVS. Of these 0.352 were crimes falling within the analysis time period and 0.282 were NCS crimes. A decision was made prior to data collection to complete long forms for non-NCS as well as NCS crimes. Therefore, short forms were completed for 0.828 crimes per person and long forms for 0.352 per person.

Differences were also observed between the central city and the suburbs. D.C. city residents reported 0.820 events per person, of which 0.335 were eligible crimes falling within the analysis time period and 0.292 of these were NCS crimes. D.C. suburban residents reported 0.832 events per person, of which 0.360 were crimes falling within the analysis time period and 0.277 were NCS crimes.

Based upon the assumptions described above, we projected that the cost per completed DCHVS interview would be \$21.46. In actuality, we spent \$18.88 per completed interview. It should be noted, however, that if the actually occurring rates were used with our estimated cost components, the cost per completed interview would be estimated as \$21.07.

The other survey that was done as a part of the study was the Capitol Hill Employees Victimization Survey (CHEVS). The CHEVS was a telephone survey of employees of the Senate, House of Representatives, Library of Congress, Congressional Budget Office, Architect of the Capitol, and the Office of Technology Assessment who had worked on Capitol Hill at some time in 1982. The sample was selected as a stratified random sample from lists provided by the six agencies.

Table 8 presents the assumptions that were made in costing the study. We projected that 2,994 employees would be selected, of which ten percent would need to be traced. Out of these 2,994 employees, we projected that we would complete interviews for 85 percent, that 10 percent would refuse and that 5 percent would not be located. From the 2,545 responding employees, we projected that we would get 4,090 crimes requiring that a short form be completed and 858 that required a long form in addition. For lack of information to the contrary, we used the projected crime rates estimated for the DCHVS. That is, we were presuming 1.607 crimes reported per person, of which 1.123 would fall within the analysis time period with 0.337 of these NCS crimes. Since we were again projecting that long incidence forms would only be completed for NCS crimes, this implies that a total of 1.607 short forms would be completed per person and 0.337 long forms.

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The lists provided to us for sampling employees of the Senate, House of Representatives, and the Congressional Budget Office (CBO) were not extracted from 1982 personnel records as we had hoped. Instead the CBO sent a telephone directory and the House and Senate sent payment records. Because of this fact the frame was incomplete to an unknown extent and also inaccurate. Not all employees on the lists were 1982 employees and many others did not work on Capitol Hill. This event required that we include an eligibility screening interview prior to the actual interview and induced a new stage at which sample individuals could fail to respond. Finally, the work addresses and telephone numbers were not current, resulting in a substantially increased tracing and locating effort and a greater loss of unable to be located employees. In addition to these frame inadequacy problems, the population as a whole was a somewhat sensitive group to interview. For this reason, we were instructed by the client to forego extensive nonrespondent conversion.

A total of 2,504 employees were selected for the sample of which 1,979 were screened eligibles and 219 were screened ineligibles for a screening completion rate of 87.8 percent. A total of 157 employees or 6.3 percent of the sample were not screened because we were unable to contact them. An additional 23 employees or .01 percent of the sample were not available during the survey period, or were physically/mentally incapable of interview or deceased. Of the remaining nonrespondents, 219 employees or 8.7 percent of the sample refused screening.

Of the 1,979 employees screened and identified as eligible, 1,890 completed and interview for an interview response rate of 95.5 percent. The nonresponding employees included 3 breakoff interviews (0.2%), 59 refusals (3.0%), 9 employees not available during the interview period (0.5%), 6 employees who were deceased or otherwise physically/mentally incapable of being interviewed (0.3%) and 12 other nonrespondents (0.6%).

The 1,890 responding employees reported 0.968 events per person in the CHEVS. Of these 0.447 were crimes falling within the analysis time period and of these 0.355 were NCS crimes. Thus, short forms were completed for 0.968 crimes per person and long forms for 0.447 crimes per person, rather than the 1.607 short forms and 0.337 long forms that we had projected.

For the interested reader, we have attached Tables 9 and 10 providing the screening and interview results by wave.

Based upon the assumptions described earlier, we projected that the cost per completed CHEVS interview would be \$19.68. In actuality, we spent \$25.20 per completed interview. However, we cannot project the costs using the actually occurring rates since exact counts are not available for the number of employees requiring tracing.

bkp

Table 1. Projected Versus Actual Sample Sizes for the District of Columbia Household Victimization Survey (DCHVS)

Projected Sample Size	Actual Sample Size	Sample Component
15,946	18,044	Telephone Numbers Selected
7,335	8,955	Nonworking Numbers
3,189	4,008	Government/Business Numbers
957	1,353	Indeterminable Numbers
4,465	3,728	Working Residential Numbers
3,572	3,026	Responding Residential Numbers
6,823	6,741	Eligible Persons Identified
6,000	5,572	Responding Persons
9,642	4,599	Victimizations Reported
6,738	1,953	Victimization Reported for Analysis Time Period
2,022	1,567	NCS Crimes Reported for Analysis Time Period

**Table 2. DCHVS Telephone Screening Results: DC-SMSA**

Result	Wave I		Wave II		Wave III		Total	
	Number	Percent	Number	Percent	Number	Percent	Number	Percent
Nonworking	2,630	43.2	2,456	40.3	2,414	41.1	7,500	41.6
Temporarily Nonworking	134	2.2	180	3.0	143	2.4	457	2.5
Double Wrong Connection	141	2.3	130	2.1	146	2.5	417	2.3
Business or Institution	1,239	20.4	1,348	22.2	1,312	22.4	3,899	21.6
No Result from Dial	163	2.7	170	2.8	133	2.3	466	2.6
Fast Busy	57	0.9	28	0.5	30	0.5	115	0.6
Ring No Answer	372	6.1	361	5.9	338	5.8	1,071	5.9
Public Pay Phone	18	0.3	15	0.2	18	0.3	51	0.3
Working Residential	1,250	20.5	1,279	21.0	1,199	20.4	3,728	20.7
Refusal	49	0.8	54	0.9	71	1.2	174	1.0
Regular Busy	12	0.2	37	0.6	35	0.6	84	0.5
Other	17	0.3	16	0.3	25	0.4	58	0.3
Language Barrier	5	0.1	13	0.2	6	0.1	24	0.1
Total	6,087	100.0	6,087	100.0	5,870	100.0	18,044	100.0

Table 3. DCHVS Telephone Screening Results: DC City

Result	Wave I		Wave II		Wave III		Total	
	Number	Percent	Number	Percent	Number	Percent	Number	Percent
Nonworking	1,419	42.2	1,278	38.1	1,309	39.0	4,006	39.8
Temporarily Nonworking	104	3.1	135	4.0	122	3.6	361	3.6
Double Wrong Connection	96	2.9	86	2.6	87	2.6	269	2.7
Business or Institution	828	24.6	954	28.4	939	28.0	2,721	27.0
No Result from Dial	120	3.6	125	3.7	103	3.1	348	3.5
Fast Busy	28	0.8	6	0.2	9	0.3	43	0.4
Ring No Answer	249	7.4	233	6.9	256	7.6	738	7.3
Public Pay Phone	12	0.4	8	0.2	7	0.2	27	0.3
Working Residential	471	14.0	478	14.2	470	14.0	1,419	14.1
Refusal	22	0.7	22	0.7	20	0.6	64	0.6
Regular Busy	3	0.1	25	0.7	26	0.8	54	0.5
Other	7	0.2	2	0.1	10	0.3	19	0.2
Language Barrier	1	0.0	4	0.1	1	0.0	6	0.1
Total	3,360	100.0	3,356	100.0	3,359	100.0	10,075	100.0

Table 4. DCHVS Telephone Screening Results: DC Suburbs

Result	Wave I		Wave II		Wave III		Total	
	Number	Percent	Number	Percent	Number	Percent	Number	Percent
Nonworking	1,211	44.4	1,178	43.2	1,105	44.2	3,494	43.9
Temporarily Nonworking	30	1.1	45	1.7	21	0.8	96	1.2
Double Wrong Connection	45	1.7	44	1.6	59	2.4	148	1.9
Business or Institution	411	15.1	394	14.5	373	14.9	1,178	14.8
No Result from Dial	43	1.6	45	1.7	30	1.2	118	1.5
Fast Busy	29	1.1	22	0.8	21	0.8	72	0.9
Ring No Answer	123	4.5	128	4.7	82	3.3	333	4.2
Public Pay Phone	6	0.2	7	0.3	11	0.4	24	0.3
Working Residential	779	28.6	801	29.4	729	29.1	2,309	29.0
Refusal	27	1.0	32	1.2	51	2.0	110	1.4
Regular Busy	9	0.3	12	0.4	9	0.4	30	0.4
Other	10	0.4	8	0.3	5	0.2	23	0.3
Language Barrier	4	0.1	9	0.3	5	0.2	18	0.2
Total	2,727	100.0	2,725	100.0	2,501	100.0	7,953	100.0

Table 5. DCHVS Person Interview Results: DC-SMSA

Result	Wave I		Wave II		Wave III		Total	
	Number	Percent	Number	Percent	Number	Percent	Number	Percent
Interview Completed	1,885	83.8	1,888	82.1	1,799	82.1	5,572	82.7
Breakoff Interview	41	1.8	14	0.6	16	0.7	71	1.1
Refusal	158	7.0	222	9.7	158	7.2	538	8.0
Not Available During Survey	53	2.4	65	2.8	77	3.5	195	2.9
Language Barrier	7	0.3	13	0.6	10	0.5	30	0.4
Physically/Mentally Incapable	36	1.6	42	1.8	30	1.4	108	1.6
Deceased	1	0.0	3	0.1	0	0.0	4	0.1
Other Nonresponse	69	3.1	52	2.3	102	4.7	223	3.3
Total	2,250	100.0	2,289	100.0	2,192	100.0	6,741	100.0

Table 6. DCIIVS Person Interview Results: DC City

Result	Wave I		Wave II		Wave III		Total	
	Number	Percent	Number	Percent	Number	Percent	Number	Percent
Interview Completed	638	81.3	607	79.6	654	82.5	1,899	81.1
Breakoff Interview	22	2.8	6	0.8	8	1.0	36	1.5
Refusal	66	8.4	79	10.4	49	6.2	194	8.3
Not Available During Survey	14	1.8	27	3.5	25	3.2	66	2.8
Language Barrier	1	0.1	6	0.8	7	0.9	14	0.6
E Physically/Mentally Incapable	16	2.0	15	2.0	13	1.6	44	1.9
Deceased	1	0.1	1	0.1	0	0.0	2	0.1
Other Nonresponse	27	3.4	22	2.9	37	4.7	86	3.7
Total	785	100.0	763	100.0	793	100.0	2,341	100.0

Table 7. DCHVS Person Interview Results: DC Suburbs.

Result	Wave I		Wave II		Wave III		Total	
	Number	Percent	Number	Percent	Number	Percent	Number	Percent
Interview Completed	1,247	85.1	1,281	83.4	1,145	81.8	3,673	83.5
Breakoff Interview	19	1.3	8	0.5	8	0.6	35	0.8
Refusal	92	6.3	143	9.3	109	7.8	344	7.8
Not Available During Survey	39	2.7	38	2.5	52	3.7	129	2.9
Language Barrier	6	0.4	7	0.5	3	0.2	16	0.4
Physically/Mentally Incapable	20	1.4	27	1.8	17	1.2	64	1.5
Deceased	0	0.0	2	0.1	0	0.0	2	0.0
Other Nonresponse	42	2.9	30	2.0	65	4.6	137	3.1
Total	1,465	100.0	1,536	100.0	1,399	100.0	4,400	100.0

Table 8. Projected Versus Actual Rates for the Capitol Hill Employees Victimization Survey

Projected Count	Actual Count	Sample Component
2,994	2,504	Employee Listings Selected
2,844	1,979	Eligible Employees
0	219	Ineligible Employees
0	109	Screening Refusals
150	157	Unable to Locate Cases
0	40	Other Screening Nonresponse
2,545	1,890	Identified Eligibles Responding
4,090	1,829	Victimizations Reported
2,858	845	Victimizations Reported for Analysis Time Period
858	671	NCS Crimes Reported for Analysis Time Period

**Table 9. Screening Results for the CHEVS**

Result	Wave I		Wave II		Wave III		Total	
	Number	Percent	Number	Percent	Number	Percent	Number	Percent
Screened and Eligible	864	82.4	800	76.3	315	77.4	1,979	79.0
Screened and Ineligible	81	7.7	107	10.2	31	7.6	219	8.7
Breakoff/Partial Data	0	0.0	0	0.0	0	0.0	0	0.0
Refusal	40	3.8	56	5.4	13	3.2	109	4.4
Not Available During Survey	3	0.3	5	0.5	10	2.5	18	0.7
Unable to Contact	56	5.3	65	6.2	36	8.9	157	6.3
Deceased	2	0.2	0	0.0	0	0.0	2	0.1
Physically/Mentally Incapable	1	0.1	0	0.0	2	0.5	3	0.1
Other Nonresponse	2	0.2	15	1.4	0	0.0	17	0.7
Total	1,049	100.0	1,048	100.0	407	100.0	2,504	100.0

Table 10. Interview Results for the CHEVS

Result	Wave I		Wave II		Wave III		Total	
	Number	Percent	Number	Percent	Number	Percent	Number	Percent
Interview Completed	813	94.1	780	97.5	297	94.3	1,890	95.5
Breakoff Interview	1	0.1	2	0.3	0	0.0	3	0.2
Refusal	36	4.2	14	2.1	9	2.9	59	3.0
Not Available During Survey	3	0.3	3	0.4	3	1.0	9	0.5
Deceased	0	0.0	0	0.0	0	0.0	0	0.0
Physically/Mentally Incapable	4	0.5	0	0.0	2	0.6	6	0.3
Other Nonresponse	7	0.8	1	0.1	4	1.3	12	0.6
Total	864	100.0	800	100.0	315	100.0	1,979	100.0

RESEARCH TRIANGLE INSTITUTE

POST OFFICE BOX 12194

RESEARCH TRIANGLE PARK, NORTH CAROLINA 27709

R  
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November 18, 1983

TO: The Record

FROM: Danny Allen

SUBJECT: D. C. Crime Data Processing Activity Summary

The D. C. Crime Victimization Study has been RTI's first experience with implementation of a large and complex CATI application. To a great extent this application has to be considered a learning experience. The following project summary is centered around post CATI project activities. In addition, suggestions for future CATI applications are identified.

CATI Record Structure

Each CATI observation requires a fixed length record corresponding to all potential data to be collected for the given interview. For the D. C. Crime Victimization Study, the data record had 5,616 characters, but 6,143 were used in order to end on a buffer boundary. The record contained CATI interview control information, person data, and crime data. In order to allow for multiple crimes, there were 20 identical sections for short form crime data (Section D) and 6 identical sections for the long form crime data (Section E-O). Variables were established in CATI for purposes of linking long form data with appropriate short forms.

CATI programmers had to be extremely careful when programming repeat sections. Extensive code had to be generated (i.e., code for each repeat). Sets of code for repeat sections had to be identical by order of variables and widths of fields. Also, the repeating sections required new identifiers, output positions, etc.

This is in contrast to direct data entry procedures where a single definition of code is used for a given repeat. Direct data entry code is usually recorded only once and allows considerable flexibility in the number of repeats needed for a given instrument. The direct data entry structure also provides a means of considerably reducing space since a fixed number of repeats does not have to be defined.

Codebook Generation

The first step in data processing was to develop software to read and generate a codebook directly from the CATI screen file code. (As a point of emphasis a listing of the CATI screen file code was in excess of four inches of computer printout.) The computerized codebook consisted of variable definitions and controls used directly by CATI; however, it did

not include logic statements. The codebook was used by essentially all postprocessing steps.

A brief codebook review revealed that CATI output positions were scattered. This was the result of changes made in the questionnaire after CATI programming began. The codebook was sorted by CATI output position; Software was developed to read the sorted codebook and check for duplication or gaps in output positions.

Output revealed several duplicate CATI output positions and one case of duplicate output beginning position but a different number of characters for output. After reviewing reasons for duplication of output positions with CATI programmers, it was determined that the duplication was intentional and valid although the difference in the number of output positions was in error. The reasons for the duplication of output positions were based upon questionnaire flow and programming techniques.

The next step in codebook development involved eliminating duplicate output positions. Determination of variable definitions to keep was based upon maintaining those that appeared to have the most logical position within the initial codebook. Codebook IDs of records to be flagged as duplicates were keyed into a control file. The codebook and corresponding control file were sorted by ID. This provided input to software that was developed for purposes of flagging records as duplicates. The resultant output produced a new codebook file with a single definition for all output positions. This was verified by rerunning the software previously developed to check for duplicates in output positions or record gaps.

Review of the revised codebook revealed considerable scattering of output positions when compared to logical questionnaire flow. Reasons for this had to do with (1) CATI restrictions, (2) multiple CATI programmers, and (3) instrument changes made after CATI programming began.

The next step to codebook development resulted in redefining the order of codebook variables. The intent was to provide a mechanism for re-ordering variables in data records so the data record structure would correspond to the logical flow of the questionnaire. Considering the size of the codebook and the extent of variable scattering, the approach used was used to create a control file of variable IDs to be moved and corresponding relocation position within the codebook. Software was written to generate a new codebook with revised sequencing. Sorting the codebook on the new sequence number provided a codebook of single definitions for each variable and codebook variables were ordered in the desired logical questionnaire flow.

Upon completion of WAVE 1 keying, the codebook and WAVE 1 data were copied to tape from the VAX (where CATI interviewing occurred) and transferred to TUCC for data processing and analysis. A backup file was created of WAVE 1 data and processing of the data began.

#### Multiple Response Questions

The first postprocessing step of CATI data involved reformatting the data to conform to the record structure defined in the codebook. This

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involved directly copying single response questions and recoding multiple response questions which at times required field expansion. The approach taken for CATI software development and handling of these questions varied by programmer to some extent. However, the general approach was as follows:

1. If the number of possible responses was less than nine, the number of entry fields allocated corresponded to the number of possible responses.
2. If greater than eight possible responses, eight maximum entry fields were provided in the sections 'E-0'. For section 'P' the number of entry fields corresponded to the number of possible responses.
3. Multiple response fields permitted entry of any value in any order. Thus, there were no designated fields for given responses. (This permitted duplication of responses.)
4. A "DON'T KNOW" or "REFUSAL" code in the first field was to be the (This was not always the case.)
5. Blanks in the first response field were to be the determining factor for a legitimately skipped question. (This was not always true.)

Recode Program

Software was developed for purposes of recoding and restructuring multiple response questions. The approach taken was to assign specific fields for each possible response. The stacked responses recorded during the CATI operation were reassigned to designated fields in the data record. In some cases this required expansion of the number of fields to allow for all possible codes.

Example: A question with 12 possible codes

- CATI allowed eight fields and the values recorded were 4, 5 and 9 in the first three entry fields
- Restructuring of the record provided twelve fields with each response having its designated position. The result of recoding generated response codes of '1' in fields 4, 5 and 9 and remaining fields were designated as nonresponse.

Further explanation of this procedure are defined in the memo "D.C. Crime Multiple Response Questions" in Appendix A.

Check Program

Software was developed to perform checking of the results of the recode program. Original data was compared against the output of the recode program. CATI data situations were discovered whereby (1) the first entry position(s) were blank and data followed, (2) values were not right

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justified in entry fields, (3) and criteria for determining "DON'T KNOW," "REFUSAL" and nonresponse were not always reliable. Hence, corrections were necessary.

Split Program

Data for all result codes was restructured into three files per wave. File type 1 is considered the "PERSON" file. It contains all person level data including Sections A, B, C and P. Record identifiers and CATI control variables are also maintained within the file. File type 2 is a file of short forms (Section D) that do not have corresponding long forms. Record headers are available for purposes of linking to file types 1 and 3. File type 3 contains all short forms that have a corresponding long form (Sections E-O).

This process makes a much more efficient use of storage space by eliminating all blank repeat sections. It also provides a more efficient record structure for further processing of data. Observation has revealed that most of the CATI allocated record space was never used; however, there were occasions when the space was not sufficient to record all needed long form repeats.

The procedure for restructuring was as follows:

1. Person data was extracted for each record and written to the person file.
2. The input record was scanned in sequential order for occurrences of completed long forms.
3. Completed long forms were linked to appropriate short forms and then written to the short/long file. If proper linkage did not exist, error messages were printed.
4. Corresponding short form data in the input record was flagged as "used".
5. Steps 2-4 were repeated for all possible occurrences of long forms.
6. Next, all short form sections that were not flagged as "used" or blank were written to the short form file.

Type of Crime (TOC) Coding

Type of crime coding was initially implemented based on specifications that resulted in multiple classifications of some crime reports. Results were reviewed by analysts and decisions were made to revise TOC coding procedures to incorporate a hierachial ordering to prevent this problem. The new procedures were implemented. Final corrections and review has now been completed. The TOC variable will be appended to records in file type 3 (i.e., long records with corresponding short forms).

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Weight File Extraction

Data was extracted to create a file to be used for the computation of weights. Results revealed a need for additional data processing. CATI software was defined to collect certain household data based upon responses obtained by the first person interviewed within the housing unit. Subsequent persons within the housing unit were not asked the questions with the assumption that data for the first person would be directly linked to all others interviewed.

Copying First Person Data and Generation of an Income Variable

Software was developed to copy data collected for the "first person only" to subsequent person records within the HUID. Also, an income variable was created to define the level of income within a housing unit (HUID). The income variable was added to each person level record for completed interviews. Else; the code was identified as missing. The variable was assigned the following values based upon responses to questions "P16a - f:"

<u>Code</u>	<u>Income (\$)</u>		
1	0	-	4,999
2	5,000	-	9,999
3	10,000	-	14,999
4	15,000	-	24,999
5	25,000	-	29,999
6	30,000	-	49,999
7	50,000 and Above		
8	Don't Know		
9	Refusal		

Problems with Person Level Records

Unfortunately the above process of copying person level data revealed the following data problems. (It should be remembered that the data was being processed without post CATI edit.)

1. missing HUIDs, person identifiers and/or phone numbers,
2. miskeyed HUIDs,
3. multiple first person identifiers for a HUID,
4. no first person identified within some HUIDs,
5. more than one person interviewed within a housing unit; however, the first person interviewed was a breakoff and thus household data was not collected for the housing unit,

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6. phone numbers of all 9s or possibly blanks,
7. blank result codes.

Efforts were implemented to identify and correct these problems. (See memo "D.C. Crime - Person 1 Data and Income Coding," Appendix A). One thing is evident. Keying error and transpositions of numbers have contributed to HUID problems.

#### Post CATI Edit Needs

Postprocessing of data was implemented based upon the assumption that CATI would produce a file that was essentially ready for production applications. This was far from the truth. Situations attributing to this include CATI restrictions, variations in programming techniques, keyer error, program changes etc. Thus, various post CATI processing steps had to be implemented in order to create a desirable file for analysis and file delivery. It is evident there is a need for established quality control procedures for all CATI applications.

#### Suggested Areas of Improvement and Consideration for Future CATI Applications

Post CATI programming activities have definitely demonstrated that one cannot assume that CATI produces a clean data file ready for analysis. However, this has been a first time effort for an application as complex as the D. C. Crime Victimization Study. Many problems can certainly be avoided for future applications. Based upon experience to date, needed areas of improvement and consideration for CATI applications include:

1. a thorough understanding of the CATI application by project task leaders,
2. a single source of documentation other than the CATI source that identifies where program specifications deviate from the questionnaire,
3. retention of all variables that may have to be recreated,
4. record structuring within the confines of CATI that would simplify postprocessing,
5. generalized CATI techniques and procedures where feasible,
6. consistent programming techniques within a given application,
7. restrictions on program changes after implementation, especially inserts,
8. documentation and distribution of all changes to CATI software and a mechanism for identifying all records affected by changes,
9. generalized techniques for handling multiple response questions limited to designated positions,

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10. informing others of potential "pitfalls" such as data problems that can be created by various keyer actions,
11. as much control as possible to eliminate keyer generated problems and communication with interviewers to explain proper use of CATI,
12. strict control over keying record identifiers, linking variables, etc. A check digit routine would prove useful. A double keying technique might be used until a check digit routine is available,
13. realizing that applications with repeat sections are more prone to error especially when the system requires duplication of code,
14. avoiding too tight a restriction on field widths that can create problems and not allow for sufficient codes,
15. right justification and preferably left zero fill of all categorical variables,
16. avoiding the combination of blanks and zeros to mean legitimate skip,
17. utilization of previously developed codebook generation software prior to CATI implementation for debugging purposes,
18. establishment of consistent codes for nonresponse, don't know, refusals, etc.,
19. improving programming efficiency and record structure requirements for applications with repeat sections. As an example, the D. C. Crime Victimization Study required 20 repeats of one section and six repeats of another. A specified number of repeat sections was mandated based on CATI record structure requirements. Sets of code corresponding to each repeat was required. This structuring (a) usually resulted in significant space that was required but not used, (b) did not permit recording of data that exceeded repeat restrictions, (c) provided the likelihood for interjecting programmer error and (d) had impacts on system requirements,
20. a definite need for established quality control procedures and post CATI editing procedures.

Suggested Review for CATI Applications

A significant level of effort could be devoted to ascertaining reasons for all data problems encountered. Reasons likely include specification errors, programming techniques, keyer error, and functions not yet realized in terms of how CATI does and does not function. It is also evident that some problems result from limitations imposed by CATI and techniques used to "make things work." An indepth study of various situations is not being done on this project. Types of problems encountered and materials including data files, are available for a thorough analysis of situations

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encountered. Also, this project is fresh on the minds of those who have participated. In my opinion no time could be better than the present for thoroughly reviewing the topic in order to work towards a more efficient operation for future CATI applications.