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at CHAPEL HILL**

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TO: Project Managers and Data Management Contacts

COPY: Gerardo Heiss, Marston Youngblood, Project Director, HCHS/SOL Coordinating Center

FROM: Maria-de-los-Angeles Abreu, HCHS/SOL Coordinating Center

DATE: October 18, 2017

RE: HCHS/SOL Visit 2 data collection instruments collected via proxy participants during Abbreviated or Home Visit examinations

Field center study coordinators/managers requested clarification on specific forms to be administered when a V2 interview is done by proxy (alternate respondent) in a clinic or home visit. The Field Centers and the Coordinating Center have agreed to state these protocol guidelines in a memo. Field centers will proceed to submit this information to their local IRBs as an appendix to the HCHS/SOL Manual of Operations 2, section 16.

HCHS/SOL Visit 2 data collection instruments collected via proxy participants during Abbreviated or Home Visit examinations

Visit 2 Questionnaires	Form Codes (English/Spanish)	Abbreviated Visit Proxy	Home Visit Proxy
Eligibility Screen	ELE	X	X
Disability Screen	PDE/PDS	-	-
Identifying Information and current address	IDE/IDS	X	X
Biospecimen Collection & Screening Qx	BIO	X	X
Personal Medical History	MHE/MHS	Items 1-23f only	Items 1-23f only
Socio-economic Status-Occupation	SEE/SES	-	-
Abbreviated medication use	MSE/MSS	X	X
Tobacco Use	TBE/TBS	X	X
Alcohol Use	ALE/ALS	X	X
Participant Feedback	PFE/PFS	-	-
Exit Interview	EXE	X	X

If you have any questions please let us know, mdla_abreu@unc.edu and HCHSadministration@unc.edu.