

# PARTICIPATION OVERVIEW: HEALTHY KIDS COLORADO SURVEY & SMART SOURCE

The Colorado School of Public Health (CSPH) School and Youth Survey Team administers and provides technical assistance for the Healthy Kids Colorado Survey (HKCS) and Smart Source to provide relevant and usable adolescent health data. These complementary tools support schools/districts and communities in assessing student health (HKCS) and identifying responsive practices & policies (Smart Source).

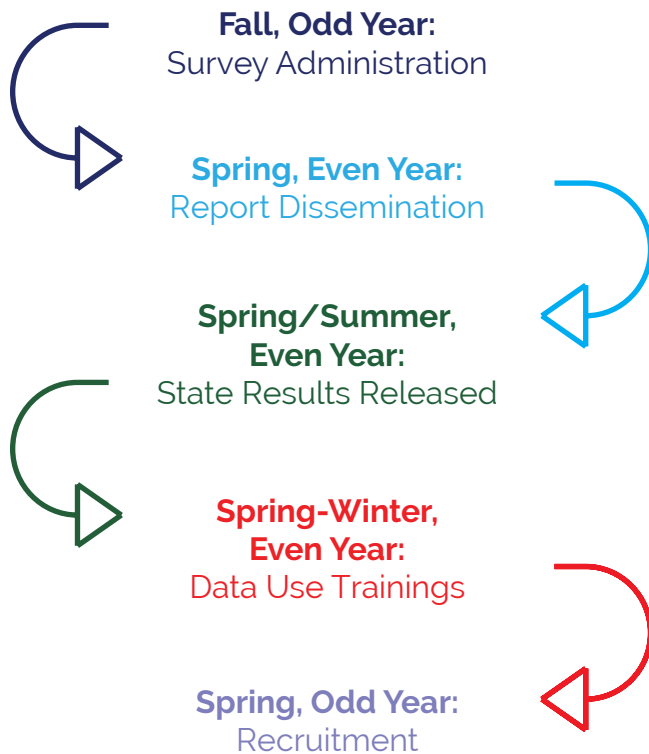
## Survey Recruitment

Schools can participate in the surveys through:

1. Direct outreach from our team if they are randomly selected as part of a state sample.
2. "Opting-in" to the HKCS if they are a secondary school, and "Opting-in" to Smart Source if they are a K-12 school.

Our team works with districts, schools, and community partners to get schools signed up and ready for administering both surveys.

## Timeline



## Survey Administration

### Steps for HKCS

- ✓ Identify a survey coordinator to lead the survey administration.
- ✓ Our team works with the Survey Coordinator to pick a survey date(s) and discuss details for administration.
- ✓ The Survey Coordinator receives ALL materials electronically for the survey administration including parent consent forms and a unique survey link for their school.
- ✓ The survey coordinator ensures materials are shared with teachers and consent forms are shared with parents/guardians two weeks prior to the survey date/window.
- ✓ Unique survey link is shared with students in participating classrooms on survey date(s).
- ✓ Students complete the survey! It takes approximately 45 minutes (one class period) to complete.

### Steps for Smart Source

- ✓ Identify a survey coordinator to lead the survey administration.
- ✓ The survey coordinator receives unique link to access the Smart Source online survey.
- ✓ Survey coordinator convenes a team of school staff to complete the survey together.

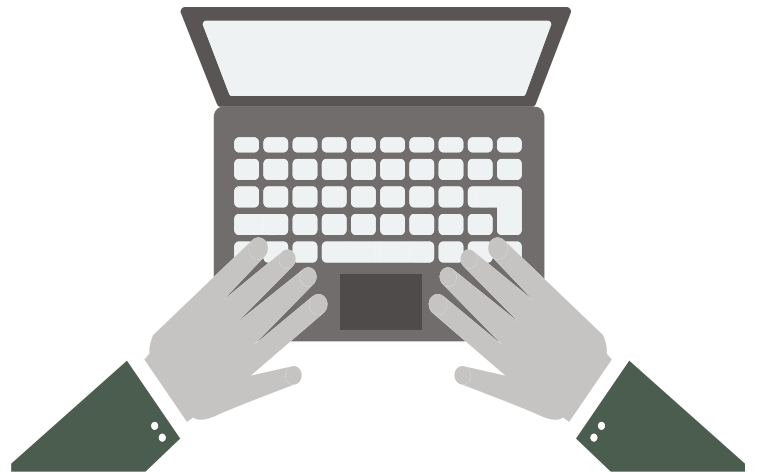
## HKCS Methodology Updates

**We are moving completely ONLINE.** All materials will be provided in an online format. Registration forms, resources, instructions, and guides will be shared using the CSPH Portal/HKCS Website and through email communication. The HKCS will be administered through Qualtrics, a dependable online survey platform. **We will still be available to provide direct and customized assistance to schools through the entire administration.**

**Parent/guardian consent forms will be provided online and schools will choose their preferred distribution method.** We will provide guidance and resources to make distribution and tracking of parent/guardian opt-outs simple and efficient.

**Unique survey links will be provided at the school level.** Our team will work with a school's survey coordinator to ensure students successfully access the survey link on their survey date(s)

**Survey modifications will be allowed at the district's discretion.** Modifications must be implemented for all participating schools within that district. **Deadline for extra question applications: June 1, 2021.**



## Reports and Results

Schools and districts receive their data back through a series of reports. Reports will be shared with school leaders via the CSPH Portal. Regional and state data is available to the public the summer following administration at [www.healthykidscolorado.org](http://www.healthykidscolorado.org). Results sharing and special data requests can be coordinated with our team following report dissemination.

