

CSAT-GPRA KA Meeting Satisfaction Codebook

Meeting Satisfaction Baseline Survey:

Order	Field Name	Question and Description	Width	Valid Values	Value Definitions
1	PersonalID	Client ID	15	text	
2	GrantNo	Grant Number/Contract ID	15	text	
3	Topic	Topic	250	text	
4	Location	Meeting Location	150	Text	
5	Event_Date	Date of the Meeting event	10	Date	Format: MM/DD/YYYY
6	Mtg_Code	Meeting event code	30	Text	
7	Q_1	How satisfied are you with the overall quality of this meeting?	1	1-9	1 – Very Satisfied 2 – Satisfied 3 – Neutral 4 – Dissatisfied 5 – Very Dissatisfied 7 – Refused to answer 8 – Do not know 9 – Missing data
8	Q_2	How satisfied are you with the quality of the information/instruction from this meeting?	1	1-9	1 – Very Satisfied 2 – Satisfied 3 – Neutral 4 – Dissatisfied 5 – Very Dissatisfied 7 – Refused to answer 8 – Do not know 9 – Missing data
9	Q_3	How satisfied are you with the quality of the meeting materials?	1	1-9	1 – Very Satisfied 2 – Satisfied 3 – Neutral 4 – Dissatisfied 5 – Very Dissatisfied 7 – Refused to answer 8 – Do not know 9 – Missing data

Order	Field Name	Question and Description	Width	Valid Values	Value Definitions
10	Q_4	Overall, how satisfied are you with the meeting experience?	1	1-9	1 – Very Satisfied 2 – Satisfied 3 – Neutral 4 – Dissatisfied 5 – Very Dissatisfied 7 – Refused to answer 8 – Do not know 9 – Missing data
11	Q_5	The meeting class was well organized.	1	1-9	1 – Strongly Agree 2 – Agree 3 – Neutral 4 – Disagree 5 – Strongly Disagree 7 – Refused to answer 8 – Do not know 9 – Missing data
12	Q_6	The material presented in this meeting class will be useful to me in dealing with substance abuse.	1	1-9	1 – Strongly Agree 2 – Agree 3 – Neutral 4 – Disagree 5 – Strongly Disagree 7 – Refused to answer 8 – Do not know 9 – Missing data
13	Q_7	I expect to use the information gained from this meeting.	1	1-9	1 – Strongly Agree 2 – Agree 3 – Neutral 4 – Disagree 5 – Strongly Disagree 7 – Refused to answer 8 – Do not know 9 – Missing data

Order	Field Name	Question and Description	Width	Valid Values	Value Definitions
14	Q_8	I expect this meeting to benefit my clients.	1	1-9	1 – Strongly Agree 2 – Agree 3 – Neutral 4 – Disagree 5 – Strongly Disagree 7 – Refused to answer 8 – Do not know 9 – Missing data
15	Q_9	This meeting was relevant to substance abuse treatment.	1	1-9	1 – Strongly Agree 2 – Agree 3 – Neutral 4 – Disagree 5 – Strongly Disagree 7 – Refused to answer 8 – Do not know 9 – Missing data
16	Q_10	I would recommend this meeting to a colleague	1	1-9	1 – Strongly Agree 2 – Agree 3 – Neutral 4 – Disagree 5 – Strongly Disagree 7 – Refused to answer 8 – Do not know 9 – Missing data
17	Q_11	How useful was the information you received?	1	1-9	1 – Very Useful 2 – Useful 3 – Neutral 4 – Useless 6 – Not applicable 7 – Refused to answer 8 – Do not know 9 – Missing data
18	Q_12_1	Which title best describes your job.	2	1-17, 96-99	1 - Medical Director 2 – Physician 3 – Nurse 4 - Physician's Assistant 5 – Pharmacist

Order	Field Name	Question and Description	Width	Valid Values	Value Definitions
					6 - Manager/Director 7 - Clinical Administrator/Manager 8 - Clinical Supervisor 9 - Psychologist 10 - Counselor 11 - Social Worker 12 - Federal Government Official 13 - State Government Official 14 - County Government Official 15 - Researcher 17 - Other (please specify) 97 - Refused to answer 98 - Do not know 99 - Missing data
19	Q_12_Other	Other (specify)	50	Text	
20	Q_13_1	Which best describes your agency or affiliation?	2	1-7, 96-99	1 - Federal Government 2 - State Government 3 - County Government 4 - Local Government 5 - Substance Abuse Treatment Program 6 - University or other Higher education institution 7 - Other (please describe) 97 - Refused to answer 98 - Do not know 99 - Missing data
21	Q_13_Other	Other (specify)	50	Text	
22	Q_14	What is your gender?	1	1-2, 6-9	1 - Male 2 - Female 7 - Refused to answer 8 - Do not know 9 - Missing data
23	Q_15	Are you Hispanic or Latino?	1	1-2, 6-9	1 - Yes 2 - No 7 - Refused to answer 8 - Do not know 9 - Missing data

Order	Field Name	Question and Description	Width	Valid Values	Value Definitions
24	Q_16_1	What is your race?	2	1-6, 96-99	1 – Black or African American 2 – Asian 3 – White 4 – Alaska Native 5 – American Indian 6 – Native Hawaiian or Other Pacific Islander 97 – Refused to answer 98 – Do not know 99 – Missing data
25	Q_16_2	What is your race?	2	1-6, 96-99	1 – Black or African American 2 – Asian 3 – White 4 – Alaska Native 5 – American Indian 6 – Native Hawaiian or Other Pacific Islander 97 – Refused to answer 98 – Do not know 99 – Missing data
26	MostUseful	What about the meeting was most useful in supporting your work responsibilities?	500	Text	
27	Improve	How can we improve our meetings?	500	Text	

Meeting Satisfaction Follow-up Survey:

Order	Field Name	Question and Description and Description	Width	Valid Values	Value Definitions
1	PersonalID	Personal ID	11	text	
2	GrantNo	Grant No	11	Text	
3	Topic	Meeting Topic	250	Text	
4	Location	Meeting location	150	Text	
5	Event_ Date	Date of the Meeting event	10	Date	Format: MM/DD/YYYY
6	Mtg_Code	Meeting event code	50	Text	
7	Q_1	How satisfied are you with the overall quality of this meeting?	1	1-9	1 – Very Satisfied 2 – Satisfied 3 – Neutral 4 – Dissatisfied 5 – Very Dissatisfied 7 – Refused to answer 8 – Do not know 9 – Missing data
8	Q_2	How satisfied are you with the quality of the information/instruction from this meeting?	1	1-9	1 – Very Satisfied 2 – Satisfied 3 – Neutral 4 – Dissatisfied 5 – Very Dissatisfied 7 – Refused to answer 8 – Do not know 9 – Missing data
9	Q_3	How satisfied are you with the quality of the meeting materials?	1	1-9	1 – Very Satisfied 2 – Satisfied 3 – Neutral 4 – Dissatisfied 5 – Very Dissatisfied 7 – Refused to answer 8 – Do not know 9 – Missing data
10	Q_4	How satisfied are you that the meeting was relevant to substance abuse treatment?	1	1-9	1 – Very Satisfied 2 – Satisfied 3 – Neutral 4 – Dissatisfied 5 – Very Dissatisfied

Order	Field Name	Question and Description and Description	Width	Valid Values	Value Definitions
					7 – Refused to answer 8 – Do not know 9 – Missing data
11	Q_5	Overall, how satisfied are you with the meeting experience?	1	1-9	1 – Very Satisfied 2 – Satisfied 3 – Neutral 4 – Dissatisfied 5 – Very Dissatisfied 7 – Refused to answer 8 – Do not know 9 – Missing data
12	Q_6	The material presented in the meeting has been useful to me in consensus building.	1	1-9	1 – Strongly Agree 2 – Agree 3 – Neutral 4 – Disagree 5 – Strongly Disagree 7 – Refused to answer 8 – Do not know 9 – Missing data
13	Q_7	The meeting enhanced my skills in this topic area.	1	1-9	1 – Strongly Agree 2 – Agree 3 – Neutral 4 – Disagree 5 – Strongly Disagree 7 – Refused to answer 8 – Do not know 9 – Missing data
14	Q_8	The meeting was relevant to my career.	1	1-9	1 – Strongly Agree 2 – Agree 3 – Neutral 4 – Disagree 5 – Strongly Disagree 7 – Refused to answer 8 – Do not know 9 – Missing data
15	Q_9	The meeting has enabled me to serve my clients better.	1	1-9	1 – Strongly Agree 2 – Agree

Order	Field Name	Question and Description and Description	Width	Valid Values	Value Definitions
					3 – Neutral 4 – Disagree 5 – Strongly Disagree 7 – Refused to answer 8 – Do not know 9 – Missing data
16	Q_10	The meeting was relevant to substance abuse treatment.	1	1-9	1 – Strongly Agree 2 – Agree 3 – Neutral 4 – Disagree 5 – Strongly Disagree 7 – Refused to answer 8 – Do not know 9 – Missing data
17	Q_11	I would recommend the meeting to a colleague.	1	1-9	1 – Strongly Agree 2 – Agree 3 – Neutral 4 – Disagree 5 – Strongly Disagree 7 – Refused to answer 8 – Do not know 9 – Missing data
18	Q_12	I would take additional meeting from CSAT.	1	1-9	1 – Strongly Agree 2 – Agree 3 – Neutral 4 – Disagree 5 – Strongly Disagree 7 – Refused to answer 8 – Do not know 9 – Missing data
19	Q_13	How useful was the information you received during the meeting?	1	1-9	1 – Very Useful 2 – Useful 3 – Neutral 4 – Useless 7 – Refused to answer 8 – Do not know 9 – Missing data

Order	Field Name	Question and Description and Description	Width	Valid Values	Value Definitions
20	Q_14	Did you share any of the information from the meeting with others?	1	1-2, 6-9	1 – Yes 2 – No 7 – Refused to answer 8 – Do not know 9 – Missing data
21	Q_15	Did you share any of the materials from the meeting with others?	1	1-2, 6-9	1 – Yes 2 – No 7 – Refused to answer 8 – Do not know 9 – Missing data
22	Q_16	Have you applied any of what you learned in the meeting to your work?	1	1-2, 6-9	1 – Yes 2 – No 7 – Refused to answer 8 – Do not know 9 – Missing data
23	MostUseful	What about the meeting was most useful in supporting your work responsibilities?	500	Text	
24	Improve	How can we improve our meetings?	500	Text	