

# CSAT-GPRA KA Training Satisfaction Codebook

## Training Satisfaction Baseline Survey:

| Order | Field Name  | Question and Description  | Width | Valid Values | Value Definitions   |
|-------|-------------|---|-------|--------------|---|
| 1     | PersonalID  | Personal ID   | 15    | text         |   |
| 2     | GrantNo     | Grant Number  | 15    | text         |   |
| 3     | Topic       | Topic   | 250   | text         |   |
| 4     | Location    | Training location   | 150   | text         |   |
| 5     | Event_ Date | Date of the training event  | 10    | Date         | Format: MM/DD/YYYY  |
| 6     | Trng_Code   | Training code   | 30    | text         |   |
| 7     | Q_1         | How satisfied are you with the overall quality of this training?  | 1     | 1-9          | 1 – Very Satisfied<br>2 – Satisfied<br>3 – Neutral<br>4 – Dissatisfied<br>5 – Very Dissatisfied<br>7 – Refused to answer<br>8 – Do not know<br>9 – Missing data |
| 8     | Q_2         | How satisfied are you with the quality of the instruction?        | 1     | 1-9          | 1 – Very Satisfied<br>2 – Satisfied<br>3 – Neutral<br>4 – Dissatisfied<br>5 – Very Dissatisfied<br>7 – Refused to answer<br>8 – Do not know<br>9 – Missing data |
| 9     | Q_3         | How satisfied are you with the quality of the training materials? | 1     | 1-9          | 1 – Very Satisfied<br>2 – Satisfied<br>3 – Neutral<br>4 – Dissatisfied<br>5 – Very Dissatisfied<br>7 – Refused to answer<br>8 – Do not know<br>9 – Missing data |

| Order | Field Name | Question and Description   | Width | Valid Values | Value Definitions   |
|-------|------------|--|-------|--------------|---|
| 10    | Q_4        | Overall, how satisfied are you with your training experience?                              | 1     | 1-9          | 1 – Very Satisfied<br>2 – Satisfied<br>3 – Neutral<br>4 – Dissatisfied<br>5 – Very Dissatisfied<br>7 – Refused to answer<br>8 – Do not know<br>9 – Missing data |
| 11    | Q_5        | The training class was well organized.   | 1     | 1-9          | 1 – Strongly Agree<br>2 – Agree<br>3 – Neutral<br>4 – Disagree<br>5 – Strongly Disagree<br>7 – Refused to answer<br>8 – Do not know<br>9 – Missing data         |
| 12    | Q_6        | The material presented in this class will be useful to me in dealing with substance abuse. | 1     | 1-9          | 1 – Strongly Agree<br>2 – Agree<br>3 – Neutral<br>4 – Disagree<br>5 – Strongly Disagree<br>7 – Refused to answer<br>8 – Do not know<br>9 – Missing data         |
| 13    | Q_7        | The instructor was knowledgeable about the subject matter.                                 | 1     | 1-9          | 1 – Strongly Agree<br>2 – Agree<br>3 – Neutral<br>4 – Disagree<br>5 – Strongly Disagree<br>7 – Refused to answer<br>8 – Do not know<br>9 – Missing data         |
| 14    | Q_8        | The instructor was well prepared for the course.   | 1     | 1-9          | 1 – Strongly Agree<br>2 – Agree<br>3 – Neutral<br>4 – Disagree<br>5 – Strongly Disagree<br>7 – Refused to answer<br>8 – Do not know<br>9 – Missing data         |

| Order | Field Name | Question and Description   | Width | Valid Values | Value Definitions   |
|-------|------------|--|-------|--------------|---|
| 15    | Q_9        | The instructor was receptive to participants comments and questions. | 1     | 1-9          | 1 – Strongly Agree<br>2 – Agree<br>3 – Neutral<br>4 – Disagree<br>5 – Strongly Disagree<br>7 – Refused to answer<br>8 – Do not know<br>9 – Missing data |
| 16    | Q_10       | I am currently effective when working in this topic area.            | 1     | 1-9          | 1 – Strongly Agree<br>2 – Agree<br>3 – Neutral<br>4 – Disagree<br>5 – Strongly Disagree<br>7 – Refused to answer<br>8 – Do not know<br>9 – Missing data |
| 17    | Q_11       | The training enhanced my skills in this topic area.                  | 1     | 1-9          | 1 – Strongly Agree<br>2 – Agree<br>3 – Neutral<br>4 – Disagree<br>5 – Strongly Disagree<br>7 – Refused to answer<br>8 – Do not know<br>9 – Missing data |
| 18    | Q_12       | The training was relevant to my career.                              | 1     | 1-9          | 1 – Strongly Agree<br>2 – Agree<br>3 – Neutral<br>4 – Disagree<br>5 – Strongly Disagree<br>7 – Refused to answer<br>8 – Do not know<br>9 – Missing data |
| 19    | Q_13       | I expect to use the information gained from this training.           | 1     | 1-9          | 1 – Strongly Agree<br>2 – Agree<br>3 – Neutral<br>4 – Disagree<br>5 – Strongly Disagree<br>7 – Refused to answer<br>8 – Do not know<br>9 – Missing data |
| 20    | Q_14       | I expect this training to benefit my clients.                        | 1     | 1-9          | 1 – Strongly Agree  |

| Order | Field Name | Question and Description   | Width | Valid Values | Value Definitions  |
|-------|------------|--|-------|--------------|--|
|       |            |  |       |              | 2 – Agree<br>3 – Neutral<br>4 – Disagree<br>5 – Strongly Disagree<br>7 – Refused to answer<br>8 – Do not know<br>9 – Missing data  |
| 21    | Q_15       | This training was relevant to substance abuse treatment.         | 1     | 1-9          | 1 – Strongly Agree<br>2 – Agree<br>3 – Neutral<br>4 – Disagree<br>5 – Strongly Disagree<br>7 – Refused to answer<br>8 – Do not know<br>9 – Missing data  |
| 22    | Q_16       | I would recommend this training to a colleague.                  | 1     | 1-9          | 1 – Strongly Agree<br>2 – Agree<br>3 – Neutral<br>4 – Disagree<br>5 – Strongly Disagree<br>7 – Refused to answer<br>8 – Do not know<br>9 – Missing data  |
| 23    | Q_17       | How useful was the information you received from the instructor? | 1     | 1-9          | 1 – Very Useful<br>2 – Useful<br>3 – Neutral<br>4 – Useless<br>5 – Not Applicable<br>6 – Not Applicable<br>7 – Refused to answer<br>8 – Do not know<br>9 – Missing data                                  |
| 24    | Q_18_1     | Please indicate which title best describes your job:             | 2     | 1-17, 96-99  | 1 - Medical Director<br>2 – Physician<br>3 – Nurse<br>4 - Physician's Assistant<br>5 – Pharmacist<br>7 - Clinical Administrator/Manager<br>8 - Clinical Supervisor<br>9 – Psychologist<br>10 – Counselor |

| Order | Field Name | Question and Description   | Width | Valid Values | Value Definitions  |
|-------|------------|--|-------|--------------|--|
|       |            |  |       |              | 11 - Social Worker<br>12 - Manager/Director<br>13 - Federal Government Official<br>14 - State Government Official<br>15 - County Government Official<br>16 - Researcher<br>17 - Other (please specify)<br>97 - Refused to answer<br>98 - Do not know<br>99 - Missing data                          |
| 26    | Q_18_Other | If other, please specify:  | 50    | Text         |  |
| 27    | Q_19_1     | Please indicate which best describes your agency or affiliation: | 2     | 1-7, 96-99   | 1 - Federal Government<br>2 - State Government<br>3 - County Government<br>4 - Local Government<br>5 - Substance Abuse Treatment Program<br>6 - University or other Higher education institution<br>7 - Other (please describe)<br>97 - Refused to answer<br>98 - Do not know<br>99 - Missing data |
| 29    | Q_19_Other | If other, please specify:  | 50    | Text         |  |
| 30    | Q_20       | What is your gender?   | 1     | 1-2, 6-9     | 1 - Male<br>2 - Female<br>7 - Refused to answer<br>8 - Do not know<br>9 - Missing data   |
| 31    | Q_21       | Are you Hispanic or Latino?                                      | 1     | 1-2, 6-9     | 1 - Yes<br>2 - No<br>7 - Refused to answer<br>8 - Do not know<br>9 - Missing data  |
| 32    | Q_22_1     | What is your race?   | 2     | 1-6, 96-99   | 1 - Black or African American<br>2 - Asian<br>3 - White<br>4 - Alaska Native<br>5 - American Indian<br>6 - Native Hawaiian or Other Pacific Islander<br>97 - Refused to answer<br>98 - Do not know<br>99 - Missing data  |

| Order | Field Name | Question and Description  | Width | Valid Values | Value Definitions   |
|-------|------------|---|-------|--------------|---|
| 33    | Q_22_2     | What is your race?  | 2     | 1-6, 96-99   | 1 – Black or African American<br>2 – Asian<br>3 – White<br>4 – Alaska Native<br>5 – American Indian<br>6 – Native Hawaiian or Other Pacific Islander<br>97 – Refused to answer<br>98 – Do not know<br>99 – Missing data |
| 34    | MostUseful | What about the training was most useful in supporting your work responsibilities? | 500   | Text         |   |
| 35    | Improve    | How can CSAT improve its training?  | 500   | Text         |   |

**Training Satisfaction Follow-up Survey:**

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

|    |     |   |   |     |   |
|----|-----|---|---|-----|---|
|    |     |   |   |     | 3 – Neutral<br>4 – Dissatisfied<br>5 – Very Dissatisfied<br>7 – Refused to answer<br>8 – Do not know<br>9 – Missing data  |
| 10 | Q_4 | Overall, how satisfied are you with your training experience?                               | 1 | 1-9 | 1 – Very Satisfied<br>2 – Satisfied<br>3 – Neutral<br>4 – Dissatisfied<br>5 – Very Dissatisfied<br>7 – Refused to answer<br>8 – Do not know<br>9 – Missing data |
| 11 | Q_5 | The training was relevant to substance abuse treatment.                                     | 1 | 1-9 | 1 – Strongly Agree<br>2 – Agree<br>3 – Neutral<br>4 – Disagree<br>5 – Strongly Disagree<br>7 – Refused to answer<br>8 – Do not know<br>9 – Missing data         |
| 12 | Q_6 | The material presented in this class has been useful to me in dealing with substance abuse. | 1 | 1-9 | 1 – Strongly Agree<br>2 – Agree<br>3 – Neutral<br>4 – Disagree<br>5 – Strongly Disagree<br>7 – Refused to answer<br>8 – Do not know<br>9 – Missing data         |
| 13 | Q_7 | The training enhanced my skills in this topic area.   | 1 | 1-9 | 1 – Strongly Agree<br>2 – Agree<br>3 – Neutral<br>4 – Disagree<br>5 – Strongly Disagree<br>7 – Refused to answer<br>8 – Do not know<br>9 – Missing data         |
| 14 | Q_8 | The training was relevant to my career.   | 1 | 1-9 | 1 – Strongly Agree<br>2 – Agree<br>3 – Neutral<br>4 – Disagree  |

|    |      |  |   |     |   |
|----|------|--|---|-----|---|
|    |      |  |   |     | 5 – Strongly Disagree<br>7 – Refused to answer<br>8 – Do not know<br>9 – Missing data   |
| 15 | Q_9  | The training has enabled me to serve my clients better.          | 1 | 1-9 | 1 – Strongly Agree<br>2 – Agree<br>3 – Neutral<br>4 – Disagree<br>5 – Strongly Disagree<br>7 – Refused to answer<br>8 – Do not know<br>9 – Missing data |
| 16 | Q_10 | This training was relevant to substance abuse treatment.         | 1 | 1-9 | 1 – Strongly Agree<br>2 – Agree<br>3 – Neutral<br>4 – Disagree<br>5 – Strongly Disagree<br>7 – Refused to answer<br>8 – Do not know<br>9 – Missing data |
| 17 | Q_11 | I would recommend this training to a colleague.                  | 1 | 1-9 | 1 – Strongly Agree<br>2 – Agree<br>3 – Neutral<br>4 – Disagree<br>5 – Strongly Disagree<br>7 – Refused to answer<br>8 – Do not know<br>9 – Missing data |
| 18 | Q_12 | I would take additional training from CSAT.                      | 1 | 1-9 | 1 – Strongly Agree<br>2 – Agree<br>3 – Neutral<br>4 – Disagree<br>5 – Strongly Disagree<br>7 – Refused to answer<br>8 – Do not know<br>9 – Missing data |
| 19 | Q_13 | How useful was the information you received during the training? | 1 | 1-9 | 1 – Very Useful<br>2 – Useful<br>3 – Neutral<br>4 – Useless<br>6 – Not Applicable<br>7 – Refused to answer  |

|    |            |   |     |          |   |
|----|------------|---|-----|----------|---|
|    |            |   |     |          | 8 – Do not know<br>9 – Missing data   |
| 20 | Q_14       | Did you share any of the information from this training with others?              | 1   | 1-2, 6-9 | 1 – Yes<br>2 – No<br>7 – Refused to answer<br>8 – Do not know<br>9 – Missing data |
| 21 | Q_15       | Did you share any of the materials from this training with others?                | 1   | 1-2, 6-9 | 1 – Yes<br>2 – No<br>7 – Refused to answer<br>8 – Do not know<br>9 – Missing data |
| 22 | Q_16       | Have you applied any of what you learned in the training to your work?            | 1   | 1-2, 6-9 | 1 – Yes<br>2 – No<br>7 – Refused to answer<br>8 – Do not know<br>9 – Missing data |
| 23 | MostUseful | What about the training was most useful in supporting your work responsibilities? | 500 | Text     |   |
| 24 | Improve    | How can CSAT improve its training?  | 500 | Text     |   |