

ASPIRE Enrollment Meeting Talking Points

Use Visual Aid

Thank the youth and family for meeting in person

Thank you for taking the time to meet with us today to discuss ASPIRE and enroll in the study. Before we begin enrollment I would like to make sure you and your parents understand what ASPIRE is about; and answer any questions you might have.

Visual Aid 1 Today's Meeting

We are going to cover the keys points of the ASPIRE study. It may be a repeat of what you already know but we want to make sure we cover the important things.

Do you have any questions before we begin?

If No, continue.

If Yes, answer questions.

Visual Aid 2 A-S-P-I-R-E

ASPIRE stands for "Achieving Success by Promoting Readiness for Education and Employment." It is a federally funded program designed for 14-16 year olds who receive SSI, and their families. It's about transition, moving from high school to adult life. Your participation in ASPIRE will help us make services better for all youth as they leave high school.

ASPIRE is a research study. It's part of a larger PROMISE Initiative with several government agencies (U.S. Department of Education, Department of Health & Human Services, Department of Labor, and the Social Security Administration).

ASPIRE is funded by the Department of Education, and data is provided by the Social Security Administration. This is how we got your contact information—you (indicate the youth) receive SSI, therefore, the Social Security Administration has your contact information. Our staff had to pass Federal Social Security Clearance in order to have any access to your information, and everything we do with that information will be monitored by the Social Security Administration. We are required to keep your information strictly confidential. *[Make sure families are comfortable with this concept and aware of confidentiality.]*

Visual Aid 3 The Study

The PROMISE Initiative is a study, or an experimental process to determine how to fill gaps in services, remove barriers that make transition into adulthood difficult, and to increase potential and possibilities for youth with disabilities.

Because it is an experiment, there are two groups in the ASPIRE study: (1) the Usual Services group and (2) the ASPIRE Services group. If you decide to be in the study you will be put into one of these groups. You have a 50/50 chance of being put into either group. This gives everyone a chance of receiving ASPIRE services. Your information will be entered into a secure website and then a computer will place you in one of the groups.

[Ask if they have a sibling that has already enrolled: If yes, the sibling's information will be collected on the informed consent document. You will look up their group in the random assignment system (RAS). If more than one teen from the same family enrolls in the study, all teen family members will be assigned to the same group.]

Visual Aid 4 The Services

If you are assigned to the Usual Services group, you will still have access to all the services you currently receive. You will also receive a list of local resources to help you achieve your goals.

If you are put in the ASPIRE Services group you will work with an ASPIRE Case Manager. They will help you meet your employment and educational goals. The ASPIRE case manager will be in touch with you every month for the rest of the study.

It's a study, so all youth are important, in both groups. The goal is to learn what can help all youth in the future, so both the Usual Services and the ASPIRE Services are important.

Both groups will be asked to complete telephone surveys occasionally until September, 2018. Each time you complete a survey you will receive a small cash gift. And, if you decide to enroll in ASPIRE and complete the first survey today, you will receive \$40.00. The small payments you receive for taking surveys will not affect your SSI benefits.

Visual Aid 5 Why Enroll

Those who participate will help the government organizations better understand the needs of young people with disabilities and the needs of their families. We will be able to see if our services help families like yours, so by participating, you will help other families.

You have a 50/50 chance to receive the enhanced services, and lose nothing if you are assigned to the Usual Services group.

You can decide not to participate at any time.

Visual Aid 6 What's Next?

If you choose to enroll, we'll go through a process today to fully explain more about ASPIRE. You'll sign some required forms and complete a survey.

After our meeting, I will enter the information into the computer and then you are randomly assigned to either the Usual Services or the ASPIRE Services group>

You can also choose not to enroll in the ASPIRE study.

Visual Aid 7 Questions

Do you have any questions about ASPIRE?

Are you still interested in participating in the project?

If no to enrollment:

- Let them know that if they change their mind they can enroll later if there is still room in the study.
- Remind them that enrollment is only open for a limited time.
- Ask them if you can address any concerns they have about enrolling? (Note response in AIMS)
 - Benefits Concerns -- See additional talking points at the end of this document.
 - Not enough time
- Thank them for their time and say goodbye

If yes to enrollment, continue with the meeting ...

Great! We will begin by reviewing the informed consent document. You and your parent (s) must sign the informed consent document to be part of the study. We will review the document together

Then, I will ask you and your parent some questions separately to learn more about you.

Proceed with the Enrollment. Use the documents for the Informed Consent Process.

Complete all documents.

Provide the Resource List.

Thank them and remind them that you will be calling them to let them know what group they are assigned to. They will receive a letter as well.