

Overview

The National Core Indicators-Aging and Disabilities (NCI-AD) is an initiative designed to support states' interest in assessing the performance of their programs and delivery systems and improving services for older adults, individuals with physical disabilities, and caregivers. NCI-AD is a collaborative effort between the National Association of States United for Aging and Disabilities (NASUAD), Human Services Research Institute (HSRI), and the National Association of State Directors of Developmental Disabilities Services (NASDDDS). Like the developmental disability (DD) service system's [National Core Indicators](#) (NCI), NCI-AD's primary aim is to collect and maintain valid and reliable data that give states a broad view of how publicly-funded services impact the quality of life and outcomes of service recipients.

State Responsibilities

States are responsible for the actual administration of the NCI-AD survey in their state. This includes:

- Project planning, with help from NASUAD and HSRI, at the state level;
- Working with aging and disability stakeholder groups to inform them of and prepare them for the rollout of NCI-AD in their state;
- Preparing a random sample of at least 400 service participants to be surveyed, with help and consultation from NASUAD and HSRI;
- Collecting specified background information on each individual interviewed;
- Conducting in-person interviews;
- Providing NCI-AD compliant data to HSRI for analysis; and
- Reviewing draft reports for accuracy.

Project Timeline

Data collection for Year 1 of the survey will begin June 1, 2015, however, planning for implementation should begin in the year prior to actual survey administration. States interested in joining NCI-AD should participate in NASUAD's monthly planning and technical assistance calls beginning in June 2014 and commit to joining the project no later than March 2015.

In Year 1 of the NCI-AD roll-out, there will be two rounds of data collection.

- States participating in the first round of data collection will be asked to begin conducting in-person surveys on June 1, 2015 and send their final data to HSRI no later than September 30, 2015. Draft state-by-state reports from the first round of data collection will be available to the states electing this option no later than December 2015. States electing this option must participate in interviewer training prior to June 1.
- States participating in the second round of data collection may also begin conducting in-person surveys on June 1, 2015 (or later if they choose) but will have until May 31, 2016 to send their final data to HSRI. Draft state-by-state reports from the second round of data collection will be available no later than October 2016. These reports will also include states who participated in the first round of data collection.

Cost to Participate

For states planning to begin data collection in Year 1, a \$13,500 flat fee for NCI-AD membership will be assessed during the planning year, running June 1, 2014 through May 31, 2015 – this will cover the costs of technical assistance and project planning (outlined below). States will also be assessed a \$13,500 fee for the first year of data collection, running June 1, 2015 through May 31, 2016, which covers the costs of project direction, management, data analysis, and reporting (outlined below).

States have estimated they will incur a cost of approximately \$50,000 - \$75,000 to administer the in-person consumer survey to the baseline sample of 400 individuals. States that choose to oversample should plan to budget additional funds to cover the costs of interviewing more individuals. States should also budget between .10 and .25 FTE for state office staff to provide oversight to the project.

What Your NCI-AD Dues Buy

Technical Assistance and Project Planning

Each state's first year of participation in the NCI-AD project is a critical time for project planning and technical assistance. Prior to beginning the data collection, NASUAD and HSRI will work with new states to prepare them for implementation in the following ways:

- Assisting with stakeholder engagement at the state and local levels;
- Helping states to claim Medicaid match and other federal funding;
- Working to design an appropriate data sample based on the state's populations of interest;

- Preparing and distributing interviewer training materials;
- Training interviewers on the survey tool and providing “refresher” trainings as needed;
- Preparing additional data collection protocols as necessary;
- Testing protocols for validity and reliability;
- Working with states to ensure consistency of definitions regarding data elements; and
- Bi-monthly technical assistance calls with NASUAD and HSRI staff.

In the first year of data collection, NASUAD and HSRI work together to provide the following benefits to participating states:

Project Direction and Management

The project team provides general oversight of NCI-AD activities. The team will consult and collaborate with state agency partners with respect to project operations, content focus, data and product development, research, and other related activities. Additional project management activities include:

- Maintaining the NCI-AD website;
- Maintaining a data archive for all project data;
- Furnishing project data files to participating states as requested;
- Developing report and presentation templates for states’ use;
- Developing and disseminating analytical and interpretative guidelines;
- Preparing the Online Data Entry Survey Administration system (ODESA) and codebooks for survey data;
- Preparing newsletters and e-bulletins;
- Developing project guidelines as needed for state participants;
- Conducting periodic check-ins with states on status of data collection;
- Developing and monitoring project timelines, goals and outcomes.

Data Analysis, Management, and Reporting

The project team prepares and distributes annual surveys and project summary reports and works with participating NCI-AD state representatives to examine implications and use of state’s data, state and national publications and research opportunities. Specific activities include:

- **Data management:** tracking and reviewing state data for completeness, merging individual state data files into aggregate files, cleaning and formatting aggregate data files to ensure comparability;

- **Analysis:** outcome adjustment, testing for significant differences, computing scales/indicators, creating tables and graphs of indicator and descriptive data (including state-by-state results on survey items);
- **Report preparation:** development and distribution of draft reports to states for comment, incorporating feedback, and annual publishing of aggregate and state-by-state results;
- Developing basic descriptive statistics;
- States may also request additional analyses of their NCI-AD data to provide more refined information on their system's outcomes and performance, sub-state comparisons, correlations between select variables, etc.

Interested States

States interested in participating in NCI-AD in 2015 are encouraged to contact the project director, Kelsey Walter, to discuss payment options and next steps. In particular, interested states should begin to:

- Develop a project plan;
- Consider how they will staff the project;
- Commence a stakeholder engagement initiative; and
- Budget for the costs of participating, including dues and survey administration expenses.

For more information, please contact Kelsey Walter at kwalter@nasuad.org