

**Health Care Access and Utilization Instructions**  
**HCA Version A, 06/30/2000**  
**QxQ Date 02/22/2001**

**I. GENERAL INSTRUCTIONS**

The Health Care Access and Utilization (HCA) Form is completed during the Home Induction Interview and collects data on health care utilization, access and satisfaction. The interviewer must be certified and s/he should also be familiar with and understand the document titled "General Instructions for Completing Paper Forms" prior to completing this form. ID, Contact Year and Name are completed as described in that document. Initiate the form by reading the script at the beginning of the form as printed.

**I. SPECIFIC INSTRUCTIONS**

1. This item is to measure enabling factors by determining whether the participant has an established or usual place to go to when sick. When reading the question, emphasis should be placed on "usually." The term 'sick' refers to a health problem, an illness, or the need for a test or treatment. If the participant answers "No" to this item, go to item 4. Ask items 2 – 7 only if the participant answers "Yes" to item 1.
2. This item provides information about the type of place that the participant uses to when s/he is sick or has a question regarding health care. Read the item and responses marking the one selected by the participant. Definitions of the response categories are offered only if the participant requests clarification.

Walk-in clinic

An out-patient medical facility which will accept "walk-in" appointments. The clinic does not schedule clinic appointments and does not provide clients with a regular health care provider. The clinic may be privately operated or may be part of a hospital. The clinic may or may not be located in the participant's neighborhood.

HMO clinic

An out-patient medical facility which is operated by a health maintenance organization in which a group of physicians and/ or nurse practitioners are organized to provide preventive and

curative care.

Hospital clinic	An out-patient medical facility which is part of a hospital. The person may see which ever physician or nurse practitioner is available or may have a regularly assigned health care provider.
Neighborhood health center	An out-patient medical facility which is <u>located in the participant's neighborhood</u> . The clinic will accept scheduled as well as "walk-in" appointments. The person may see which ever physician or nurse practitioner is available or may have a regularly assigned health care provider.
Hospital emergency room	A medical care facility in a hospital which is designed to provide emergent medical care, but can also provide follow-up care to individuals who have no other source of medical care.
Public health department clinic	An out-patient medical facility which is operated by the public health department. The participant will usually go to this clinic for a specific problem such as sexually transmitted disease or well-baby care.
Company or industry clinic	An out-patient medical facility which is operated by the participant's employer. The clinic will accept scheduled as well as "walk-in" appointments. The person will see physician or nurse practitioner who has been hired to care for patients in the clinic.
Doctors office	An out-patient medical facility which may be located near a hospital but is not affiliated with the hospital. The physician or nurse practitioner is responsible for overseeing a client's medical care.

If the participant does not know the type of place that s/he usually goes to, but does know the name, write the name and street address on the appropriate lines, then look up the facility code later. Using the Jackson area Material Facilities Code List (Appendix 2.4.4), enter the facility code.

3. This item assesses one dimension of participant satisfaction with health care by gathering information regarding how much the participant trusts the health professional who provides her or his health care. Read the response categories slowly so that the participant will have time to respond.
4. This item assesses utilization by determining whether the participant has seen a dentist in the past 12 months. There has been some evidence to suggest that seeing a dentist on a regular basis may be an indicator of overall health care access.
5. This item assesses regularly scheduled preventive health care. Emphasis should be placed on "routine physical exam" and "not sick." After reading the item, show the participant Response Card #1 while reading each response category.
6. This item assesses the dimensions of need and availability by gathering information regarding the difficulty the participant experiences with seeing a health care provider, getting tests that are needed, or other services that may be needed when experiencing a health problem. Read the response categories slowly so that the participant will have time to respond.

Items 7 through 10 are used to measure the enabling factor of affordability by determining whether the participant uses insurance to pay for health care such as hospitalization, fees for health professionals, clinics, and tests. Emphasis should be placed on "currently." Items 7, 9 and 10 are NOT mutually exclusive. The participant can be covered by both private and public health insurance. If the participant answers "No" to all three items (7 - 10), it is assumed that s/he has no health insurance.

7 The purpose of this item is to determine whether the person has some type of private or non-government funded insurance. This will include privately sponsored supplements to Medicare insurance.

8-10 The purpose of these items is to determine if the participant is covered by some type of public insurance. Definitions of the response categories are offered only if the participant requests clarification.

Medicare	A government-payment program for medical care, for persons over the age of 62 or the disabled.
Medicaid	A government-financed medical aid designed for those unable to afford regular medical service.

VA or Champus A government-financed program designed for active or retired military personnel.

- 11 This item assesses participant satisfaction with the services provided by their regular health care provider. Read the response categories slowly so that the participant will have time to respond.

**Administrative Information**

- 12 Enter the date of the data collection using leading zeroes as needed.
- 13 Enter the 3-digit JHS interviewer code of the person completing the form.