

Examples of Allowable Appendix Materials

March 16, 2017

Example One: A Blank Questionnaire

A blank questionnaire would have fields formatted like these examples, below. This specific example is a questionnaire for study participants. Key features are free-form fields or tick boxes that the study participant can use to answer the questions.

We would like to start by asking you a number of general questions.					
What is the highest level of school completed?					
What is your present occupation?					
What is overall household income per year?		☐ below \$15,000 ☐ \$15,001 - \$30,000 ☐ \$30,001 - \$60,000 ☐ \$60,001 - \$90,000 ☐ \$90,001 - \$100,000 ☐ over \$100,000			
Smoker?	☐ YES	☐ Not Now	☐ Never	If yes	Packs/day:
Alcohol use?	☐ YES	☐ Not Now	☐ Never	If yes	Drinks/week:
Did you drink any of these soft drinks during the past month?					
Coca-Cola (Coke)		# of 12 oz cans/bottles per week:			
Pepsi		# of 12 oz cans/bottles per week:			

This could be furnished to study participants on paper, electronically, or on-line but the key features of a *blank* questionnaire is a series of questions with a *blank* space in which participants can record the answers.

Example Two: A blank clinical Data Collection instrument

A blank data collection instrument would have fields formatted like these examples, below. This specific example could be used by members of an investigative team to report information about a study participant's clinical history. Key features are free-form fields or tick boxes that members of the investigative team can use to record the desired data.

Patient Name			Age	
Height	FT /	IN	Weight	KG
Blood pressure	/		BMI	
CNS	☐ headache	☐ gait	Infectious	☐ fever _____ °F
	☐ vision	☐ hearing		☐ chills
	☐ neck stiff	☐ diplopia		

This could be furnished to members of the investigative team on paper, electronically, or on-line but the key features of this *blank* data collection instrument is a series of variables with a *blank* space in which members of the investigative team can record the answers.

Example Three: An Interview Script

An interview script would look similar the information provided below. The key element is that it is a series of questions asked by members of the investigative team and directed at study participants. It could be easily formatted into a blank data collection instrument. It does not have methodologic details that will be used to train the interviewer, methods for analysis of the collected data, and it could be easily formatted into a blank form.

I am going to ask you some questions about your current medical history. Think back over the past 12 months when you answer these questions.

1. How many hours do you sleep each night?
2. How many times each night do you wake up?
3. Do you watch television in bed before going to sleep?
4. Do you exercise in the evenings before going to sleep? If so, what do you do?
5. Do you take anything to help you sleep? If yes, what?
6. Do you snore?
7. Have you ever been diagnosed with sleep apnea? If yes, when?

All information necessary for the review must be included within the page limits of the application and not placed in the Appendix, unless the funding opportunity announcement requires this information to be placed in the Appendix. The review cannot be appealed if reviewers do not consider Appendix materials that are not specified in the FOA as required.