Getting Ready for the Health Indicators Risk Identification Survey Process

Name of Organization:

Who Will You survey? (Client Type)

Total Number of Surveys to Be Administered:

Period of Survey Administration:

Start Date:

End Date:

Who Will Lead in Managing This Effort at Your Organization? Who Will Serve as the Deputy?

Lead Manager:
Deputy Manager:

Who Needs to Be Trained for Survey Administration?

Position:	Name:

Survey Administration Process

How you administer the survey—using a paper tool and then entering the data into the computer, entering data directly into the computer during survey administration, or a combination of both —will determine who needs to be trained on data entry.

☐ Paper Tool ☐ Direct Entry ☐ Both

Who Needs to Be Trained for Data Entry?

Position:	Name: