



NATIONAL STRATEGY FOR SAMPLING

Slovak Republic

Final version

1. INTRODUCTION

This document provides an overview of the National Strategy for Sampling in the Slovak Republic for the Pilot Study DEMOCOPHES. This approach should be considered as a guideline for working but it has to be taken into account that changes could be done in the future depending on the requirements of the fieldwork.

The Slovak strategy for sampling follows the strategy defined in the EU study protocol, with minor changes according to the framework of DEMOCOPHES in the Slovak Republic.

2. PREPARATORY WORK

DEMOCOPHES fieldwork will start in September 2011 and will be finished by December 2011. During this time the samples as well as the information included in the questionnaires should be collected in the urban and rural locations. Previously to the fieldwork phase is necessary to organize different issues such as the fieldwork material (vessels, questionnaires, etc), apply for the approval of the Ethical Committee, establish the survey office, etc.

2.1 ESTABLISHMENT OF THE SURVEY OFFICE

The SOP *“Recruitment and Fieldwork”* included in the EU study protocol specifies that each participating country has to establish a survey office which is the central unit for conducting fieldwork and responsible for the management of participants’ sampling and recruitment. The NMU (established at Public Health Authority of the Slovak Republic in Bratislava – ÚVZ SR) has already established 2 survey offices. First sampling location called *“Big city”* is under survey office supervised at ÚVZ SR in Bratislava (NMU) and second sampling location called *“Rural area”* is under survey office supervised at Regional Authority of the Public Health in Banská Bystrica (RÚVZ BB). The NMU/survey Office in Bratislava is led by the study leader Katarina Halzlova. Survey office in Banská Bystrica is led by Dr. Fabianova. Both of them are under supervision of the NMU.

2.2 TASKS RESPONSIBILITY OF THE SURVEY OFFICE

The survey office team has been working in establish the base for the recruitment following essential tasks for the survey office specified in the EU study protocol.

The following tasks are in the preparation:

- validation of the translated questionnaire (10 – 15 interviews)



- training of the interviewers
- purchase of the sampling materials, incentives
- to create the database
- to send written material
- preparation of the protocol sheets and other tasks related to recruitment and fieldwork to be done when the fieldwork starts.

The following tasks are finalized:

- the Fieldwork Manual
- all documents for approval by Ethical committee - each survey office (Bratislava and Banská Bystrica) has had an ethical committee.
- translation of the questionnaires to the Slovak language
- translation and preparation of the written material for communication campaign (letter of invitation, information leaflet, etc.)
- contact with relevant school authorities.

3. RECRUITMENT PLANING

The recruitment of participants in DEMOCOPHES will be done according to the schools option proposed in the EU study protocol. The Slovak survey offices will follow as much as possible the instructions and recommendations about recruitment procedure, interview procedure in the examination centre, schedule for sending of letters, etc. specified in the SOP "Recruitment and Fieldwork" included in the EU study protocol.

The material employed in the recruitment process will be also the one that the protocol recommends with the necessary adaptations to the Slovak framework:

- Invitation letter (first letter).
- Information leaflet.
- Policy factsheet.
- Reminder letter.
- Confirmation letter (second letter).
- Informed consent form.
- Instruction on how to collect the urine samples.
- Pre-visit letter (third letter).
- Letter of thanks.
- Basic questionnaire.
- Recruitment questionnaire.
- Non-responder questionnaire.
- Protocol sheet to collect all individual information.