

Appendix C: Recruitment screener

Recruitment Script & Questionnaire Affordable Heating Project (Scottish Government)

Hello, may I speak with [name of householder]? (Must be the named contact, only).
Good morning/afternoon/evening. It's from Ipsos MORI, the independent research organisation. You may remember you took part in the Scottish Household Survey for us a couple of years ago [**if necessary**: The survey asked about things like your house, work and views on a range of different subjects]? At the end of the survey you said that you'd be happy to be contacted again for follow up research.

I'm calling you now to let you know about some new research we are carrying out on behalf of the Scottish Government.

The research is looking at: how people heat their homes and how affordable their energy bills are.

We are interviewing people across Scotland to help the Scottish Government understand the issues people face, and the types of support and advice it might be helpful for them to provide to the public.

The research would involve two stages

- The first would be a short chat with my colleague [**name**] over the phone, which would take around half an hour.
- And that would be followed up about a week later with them visiting / phoning you to do a longer interview that would last no more than 90 minutes

[Do not suggest home visits to those living in very remote areas, as noted in the sample].

In between the two interviews we will ask you to keep track of some of your everyday activities, like when you turn on your heating. Everything you say would be kept anonymous. If you are able to take part your views will be used in our report which will help shape Scottish Government policy around housing and heating.

After the main interview you'd get a £35 high street voucher as a thank you.

Is this something you'd be interested in?

No – thank and close

If yes: That's great, thanks. We need to make sure we get a good mix of different people so can I just ask some quick questions to make sure that you are eligible?

- **NB: if their spoken English seems as though it could be a barrier to them taking part** – **Ask:** If it would be helpful, you can have a friend or relative present to help you answer questions and to translate. Would this be useful? [if so, take details of who could help them]

Q1 Can you please tell me if you still live at [address]?

Yes	1	Continue
No	2	Thank & Close

Q2 Are you responsible for paying your heating bills, either yourself or with another household member?

I am responsible for them myself	1	Continue
I am responsible for them along with another household member	2	
I am not responsible	3	Thank & Close

Q3 Have there been any major changes to your financial situation in the past two years that have made you either better off or worse off than you were?

Yes – better off	1	Thank & Close
Yes – worse off	2	Continue
No	3	

Q4 Do you own your home, or rent it?

Owned outright	1	Continue to quota
Buying on mortgage	2	
Rent from council	3	
Rent from Housing Association/Trust	4	
Rent from private landlord	5	
Other (write in)	6	

Q5 Can I ask what your age was at your last birthday?

Exact Age Code

16-30 [code as young adult HH if no kids]	1	Continue to quota
31-45	2	
46-55	3	
56-65	4	
66-75	5	
75+	6	

Q6 How many adults, aged 16 and over, live in your household?

Write in number

Q7. And do you have any adults over the age of 30 living in your household?

Yes	1	Continue to quota
No	2	

Q8 Do you have any children under 16 living at home?

Yes, I have children currently living at home	1	Continue to quota
No, I don't have children living at home	2	

Ask those who answered yes (code 1) at Q8

Q9 And how old are the children currently living at home?

Write in exact ages

	Continue

Q10 Do you or somebody you live with have a disability or a physical or mental health condition or illness lasting or expected to last 12 months or more?

Yes, I do	1	Continue to quota
Yes, somebody else at home does	2	
No	3	
Prefer not to say	4	

Q11 Is your home connected to the mains gas supply?

Yes	1	Continue to quota
No	2	
Don't know	3	

Q12 What kind of energy do you use to heat your home? (Multicode)

Gas	1	Continue to quota
Electricity	2	
Oil	3	
Coal	4	
Other (please specify below)	5	

If other please specify:

Q13 What forms of heating do you currently use at home? (Multicode)

Electric storage heaters	1	Continue to quota
Central heating with radiators	2	
Warm air central heating	3	
Fixed gas fire	4	
Portable gas heater or paraffin heater	5	
Plug in electric fire or heater	6	
Electric panel heating	7	
Solid fuel fire/stove	8	
Heat pump system	9	
Other (Please specify below)	10	

If other please specify:

Q14 Do you have an energy use monitoring device, also known as a smart meter, at home?

Yes	1	Continue to quota
No	2	
Don't know	3	

Thanks very much, you are exactly the kind of person we are looking for. I just need to check a few final details about the interviews.

Q15 Ideally, we would like to do the main interview in your home, because we are interested in how you heat your home, is this okay with you?

Do not ask this question to people who live in very remote areas who are being offered a telephone interview (as noted in the sample)

Yes	1	Continue
No	2	

If answer is no, please ask where would better and note this down. (e.g. café, community centre – needs to be quiet enough to record)

Q16 Finally, do you have any special requirements we should be aware of, that might affect whether you can take part in this research?

Yes	1	Take details continue
No	2	

If yes probe for details:

Arrange date and time for both interviews – these should be roughly a week (up to 10 days) apart.

Please take down a telephone number to call them on for the interview.

First Interview

Date: _____ Time: _____

Telephone number:

Second Interview

Date: _____ Time: _____

Location : **Home**

Other

Telephone interview

If other, please take down alternative location & address:

If interview is booked far in advance, let the participant know we will call them a couple of days before the interview to confirm everything is still ok to go ahead.

Thanks very much. I now just need to inform you that the researchers use digital recorders to record the conversation. This is just so that they can listen to the discussions again when they are analysing the results. However, I would like to assure you that everything you say will be anonymous and will be treated confidentially. Is that ok?

Yes	1	Continue
No	2	

Could I take an email address to send you a confirmation of the interview date and time?

If yes, take down email address

If no, explain we will send confirmation in the post.

Prefers confirmation by email	1
Prefers confirmation by post	2

If you would like more information about how we will use and store your data as part of this research, more information can be found in our privacy policy. Would you like me to email you a copy of our privacy policy?

Yes	1	Continue
No	2	

If answer is yes, but participant didn't previously give email address, please note down email address now [this can also be sent by post if requested]

Thank and close.