

Scope of Work:

The Indiana Department of Health (IDOH) is looking for a vendor that will provide data collection and data visualization services. The vendor will be responsible for managing the administration of the 2027 Youth Risk Behavior Survey (YRBS). Housed within the Center for Disease and Control Prevention's Division of Adolescent and School Health, YRBS is conducted biennially on odd years among high school students in Indiana. YRBS is a system of surveys assessing youth risk behaviors. YRBS assists state and local education and health agencies in monitoring and assessing youth health risk and protective factors. The data is used to help understand the social determinants of health affecting Indiana youth and the school health programs to help reduce risk behaviors and increase protective factors. Previous experience working with the Indiana School Health Profiles Survey and/or Youth Risk Behavior Survey is required.

Goals and Objectives:

In providing services for data collection and visualization, responsibilities and tasks will include:

Goal 1: Plan and develop data collection and survey administration strategies for Spring 2027 YRBS;

- Plan and prepare for electronic survey administration between August – May 2027;
- Conduct all survey administration and data collection between January – May 2027;

Goal 2: Collaborate and maintain clear communication with the Maternal & Child Health Adolescent team at the Indiana Department of Health.

- Attend weekly or biweekly check-in meetings with the Adolescent team to review progress towards weighted YRBS data.

Specific activities of this project include:

- Complete various appropriate tasks to achieve desired results
- Establish survey administration timeline and meeting schedule
- Work with Westat on reviewing survey and data files, sending preliminary versions of data sets, and submitting final data
- Collaborate with IDOH Maternal & Child Health (MCH) staff on creating and maintaining the YRBS electronic survey through RedCap
- Troubleshoot technical difficulties that arise prior to and during survey administration
- Prepare survey links for each school and student
- Track survey responses and overall completion
- Participate in biweekly check-in meetings to assess progress
- Submit tracking sheet during survey administration period biweekly