

I. Project Introduction

- I.1 ***Project to be reviewed by:***
IRB-02
- I.2 ***Project Title:***
Washington Court Housing Survey
- I.3 ***Short Title (optional):***
Washington Court Housing Survey
- I.4 ***Provide a short summary of the purpose and procedures of the study proposed in this IRB application.***

- ***DO NOT include information on studies not proposed in this application.***
- ***Use LAY terminology only. This must be easily understandable by IRB community members and nonscientists.***
- ***DO NOT cut and paste technical abstracts from funding applications that may not be understood by a general audience.***

Washington Court is the fully-renovated, former Dubuque Casket Company building that has been transformed into affordable rental housing units, a community health clinic and community service organization offices.

There are 36 apartments in this four-story building. Nine of the apartments were designed and fully equipped to be accessible to and usable by persons with physical, vision or hearing impairments. These nine apartments, referred to as "H/C units," were constructed and outfitted to meet minimum federal, state and local accessibility requirements. These units, as well as many of the building's common spaces and areas, also incorporate universal design elements and features. Universal design enables people of different ages, sizes and abilities to use and enjoy apartments and homes and live independently. Examples include open floor plans, wide hallways, power-assist doors, pedestal-mounted, front-loading washers and dryers, outlets, controls and switches that can be reached from a seated position, and many other features and elements that are listed in the survey instrument. The other 27 apartments, the "non H/C" units, meet minimum accessibility requirements but have very few, if any, universal design features.

We will conduct a telephone survey of the residents of Washington Court. The primary purpose of the study is to learn more about residents' experience living in the apartments and whether they are aware of, use or benefit from universal design and accessibility features. The second purpose of this study is to test the survey instrument's effectiveness in gathering information on universal housing design.

- I.5 ***Specify your research question(s), study aims or hypotheses (do not indicate "see protocol")***

This study has two objectives.

The first objective is to learn about residents' experiences living at Washington Court. We are interested in 1) what motivated residents to move to Washington Court, 2) whether the universal design features have added to residents' quality of life, and 3) what the residents' would change about Washington Court.

The second objective is to test the survey instrument's effectiveness in gathering information on universal housing design more generally. We hope to make the survey available to other researchers as a template for studying universal design.

I.6 *Background and significance and/or Preliminary studies related to this project.*

(do not indicate "see protocol")

The University of Iowa Clinical Law Program has not conducted any prior research about the experience of those living in Universal Design apartment units.

I.7 *Literature cited / references (if attaching a grant or protocol enter N/A).*

There have not been many studies on Universal Design in affordable housing prior to this survey. The majority of research has centered on the housing preferences and options of people age 45 and older, universal design features in home modifications, and limited cases studies. Here is a listing of the relevant research and studies by category.

Support for Universal Design

Buildings in Use (<http://www.ap.buffalo.edu/idea/POE/index.asp>) was a multi-year research project conducted by The Center for Inclusive Design and Environmental Access (<http://www.ap.buffalo.edu/idea/Home/index.asp>). The research, concluded in 2004, tested the claim that designing environments according to the seven Principles of Universal Design makes them more usable for everyone. It conducted case studies of an office building in Manhattan, a series of fast food restaurants in upstate New York, and public streetscape and hotel settings in Las Vegas.

Surveys about older American housing options

Beyond 50.05(http://www.aarp.org/research/housing-mobility/indliving/beyond_50_communities.html) is a report that was released by American Association of Retired Persons (AARP) in 2005. The research examined community engagement, transportation, mobility and the features of a Livable Community. The study demonstrated the relationships among the features of home, communities, transportation, mobility, and the ability of people to age successfully and enjoy a high level of community engagement.

National Older Adult Housing Survey, A Secondary Analysis of Findings (<http://www.toolbase.org/PDF/CaseStudies/NOAHSecondaryAnalysis.pdf>) was published in 2005 by the National Center for Seniors' Housing

Research (NCSHR). The NCSHR changed its name to the 50+ housing council. The report did follow-up analysis of the National Older Adults Housing Survey (NOAHS) data. The report was conducted to determine statistically significant differences in the responses of those age 55-65 and age 65-74 that live in either age-restricted communities or conventional mixed-age communities.

The NAHB 2003 Builder Survey: An Industry Update of Current Trends of Age-restricted, Age-targeted, and Independent Living Communities*, was conducted in collaboration with Countrywide Financial Corporation (<http://my.countrywide.com/>). The survey collected data from 281 builder-members of the National Association of Home Builders (NAHB) (<http://www.nahb.org/>) who develop and build senior housing and who responded to a mail survey. The purpose of the study was to gather information about housing that NAHB members are building for seniors, and to identify the features, amenities and services that builders are including in those homes and communities.

In May 2003, AARP released a study, These Four Walls: Americans 45+ Talk About Home and Community. (<http://www.aarp.org/research/reference/publicopinions/aresearch-import-769.html>). The study looks at home modifications plus the process that seniors follow when making decisions about their housing.

The National Older Adults Housing Survey (NOAHS) was conducted in 2002 by the National Center for Seniors' Housing Research (NCSHR). The organization has now changed its name to the 50+ housing council (<http://www.nahb.org/page.aspx/category/sectionID=261>). The survey was conducted with the assistance of the Joint Center for Housing Studies at Harvard University (<http://www.jchs.harvard.edu/>). NOAHS was developed to ask residents of age-restricted communities, mixed-age residential communities, assisted living facilities, and older parents who live in the homes of their adult children about choices they have made with respect to community amenities, home features, and their living arrangements.

Fixing to Stay is the fifth in a series of AARP In 2000, of AARP "Understanding Senior Housing" studies that started in 1986 AARP published Fixing to Stay (<http://www.aarp.org/research/reference/publicopinions/aresearch-import-783.html>). Fixing to Stay was expanded to include respondents age 45 and older in order to include the Baby Boom Generation. Respondents were asked to provide information on their current housing situations, housing preferences, difficulties getting around the house, concerns about being able to remain in their homes, modifying their homes, changes they have made or would like to make to their home, reasons for making those modifications, and reasons for not having made home modifications.

* NAHB Economics Group (2004). 2003 Builder Survey: An industry update of current trends of age-restricted, age-targeted and independent living communities Seniors Housing Council, National Association of Home Builders.

II. Research Team

II.2 Team Members

UI Team Members

Name	E-mail	College	Contact	UI COI	VAMC COI	In consent process	Activity Location	Subjects consented
Leonard Sandler, JD	leonard-sandler@uiowa.edu	College of Law	Yes	No		true		
Jennifer Moyer, BA	jennifer-m-moyer@uiowa.edu	College of Law	No	No		true		
Trenton Norman, BA	trenton-norman@uiowa.edu	College of Law	No	No		true		
Reuben Ortega, BA	reuben-ortega@uiowa.edu	College of Law	No	No		true		
Sara Stephenson, BA	sara-stephenson@uiowa.edu	College of Law	Yes	No		true		
Andrew Ward, JD	andrew-j-ward@uiowa.edu	College of Law	No	No		true		

Non-UI Team Members

Name	Institution	Location	FWA	Role	DHHS	Contact	UI COI	VAMC COI	In consent process	Activity Location	Subjects consented
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Nothing found to display

II.3 **The PI of this study is:**
Faculty

III. Funding/Other Support

III.1 **Funding Sources**

Type	Source	Grant Title	Name of PI on Grant	Status	Status Description
No Funding					

* new source name

III.3 **Does any member of the research team have a personal significant financial interest in the project according to the [UI Conflict of Interest Policy](#)? If yes, please indicate which members below.**

Name	Has Conflict of Interest
Leonard Sandler, JD	No
Jennifer Moyer, BA	No
Trenton Norman, BA	No
Reuben Ortega, BA	No
Sara Stephenson, BA	No
Andrew Ward, BA	No

IV. Project Type

- IV.1** *Do you want the IRB to give this project*
Regular (expedited or full board) review
- IV.2** *Enter the date you will be ready to begin screening subjects/collecting data for this project.*
09-08-08
- IV.3** *Are you requesting a [waiver of informed consent/authorization](#) (subjects will not be given any oral or written information about the study)?*
No

VI. Subjects

- VI.1** *How many adult subjects do you expect to consent or enroll for this project?*
45
- VI.2** *What is the age of the youngest adult subject?*
18.0
- VI.3** *What is the age of the oldest adult subject?*
100.0
- VI.4** *What is the percentage of adult male subjects?*
50
- VI.5** *What is the percentage of adult female subjects?*
50
- VI.6** *How many minor subjects do you expect to consent or enroll for this project?*
0
- VI.13** *Describe EACH of your subject populations*
- *Include description of any control group(s)*
 - *Specify the Inclusion/Exclusion criteria for EACH group*
- Tenants of Washington Court Apartments, Dubuque, Iowa
- VI.14** *Provide an estimate of the total number of subjects that would be eligible for inclusion in each of your study populations (include your control population if applicable)*
We are going to attempt to interview every tenant in the building who is age 18 or older. There are 36 units and currently 45 tenants.
- VI.15** *Describe how you will have access to each of your study populations in sufficient number to meet your recruitment goals.*
Every tenant age 18 and older will have an opportunity to participate in the survey. We will ask the landlord to provide us with an initial list of tenants. We will ask respondents to provide the names and phone numbers of other adults living in their unit so that we can contact any residents who are not on the landlord's list.
- VI.16** *Do you plan to recruit/enroll non-English speaking people?*
No

- VI.18 ***Do you propose to enroll any of the following in this study as subjects?***
- ***Employee of the PI or employee of a research team member***
 - ***Individual supervised by PI or supervised by member of research team***
 - ***Individual subordinate to the PI or subordinate to any member of the research team***
 - ***Student or trainee under the direction of the PI or under the direction of a member of the research team***
- No
- VI.20 ***Will subjects provide any information about their relatives?***
- Yes
- VI.21 ***Describe in detail how this information will be obtained. NOTE: The collection of identified data about family members makes the family member a subject in the study. This would require a consent process with the family member or a request for waiver of consent to collect these data. See the Research Guide for more information.***
We will ask each respondent for the names, ages, and their relationship to the other adults in their apartment.
- VI.22 ***List the data to be collected about subject relatives including the names of any surveys, questionnaires etc. to be used. Attach data collection tools under the Relative/Proxy Data Collection Instruments category.***
Washington Court Housing Survey Questionnaire (See Attached Washington Court Housing Survey Questionnaire):
- Q.166 (IF MORE THAN ONE PERSON IN THE APARTMENT) Finally, we would like to know the names of the other people age 18 or older that live in your apartment so we can invite them to participate in the survey also. Who else lives in your apartment? How old is he / she? What is your relationship to him / her?
- VI.23 ***Will anyone (other than the subject) provide you with information about the subject (e.g. proxy interviews)?***
- No
- VI.26 ***Is this project about pregnant women?***
- No
- VI.27 ***Will this project involve fetuses?***
- No
- VI.28 ***Does this project involve adult subjects who may be incompetent or have limited decision-making capacity on initial enrollment into the study?***
- Yes
- VI.29 ***Describe how capacity to consent will be assessed before enrollment.***
Washington Court Apartment is classified as affordable housing. As a result, many of the tenants receive housing subsidies and rental assistance, including Section 8 housing vouchers. Nine of the apartments are designed and equipped specifically for

persons with mobility, vision and hearing impairments, whether or not a person with a disability actually resides in the apartment. All of the adult tenants must be able to meet lease requirements and standards. That being said, there is a higher probability of residents having mental and physical disabilities than in the general population. However, the proportion of potential subjects likely to lack capacity is minimal; most individuals whom we contact will have signed lease agreements and taken steps to live independent lifestyles.

Being sensitive to the potential that a respondent may lack the capacity to consent, the investigators will incorporate an evaluation procedure to assure that all respondents can consent to and comprehend the nature and purpose of the study. To ensure this process is done correctly, there will be training conducted by the Principal Investigator, who has had 25 years of experience representing and working with vulnerable populations and sufficient training to be able to identify subjects with physical, intellectual and emotional limitations. This training will include specific topics and role play exercises to ensure that team members are aware of the behaviors or signs that someone lacks the capacity to consent.

During the interview process, there will be a subjective assessment made by the interviewer as to the capacity of the respondent. Those respondents manifesting some evidence of impairment, such as confusion, during the informed consent disclosures, or a disconnect between the questions and the responses given, will be evaluated more carefully. If we are unsure of a respondent's capacity we will immediately stop the questioning and make the following inquiries:

1. Consider if the subject is alert and able to communicate with the examiner.
2. Ask the subject to name at least two potential risks of participating in the study.
3. Ask the subject to name at least two things that he/she will be expected to do during the study.
4. Ask the subject to explain what he/she would do if he/she no longer wanted to participate in the study.
5. Ask the subject to explain what he/she would do if he/she experienced distress or discomfort during the study.

This procedure will be followed whenever any question arises to capacity. If the respondent is able to understand the risks involved, articulate congruent responses and answer questions to the satisfaction of the interviewer, then the questioning will continue. If the respondent again manifests some evidence of impairment, disorientation as to time or place or confusion, the survey will be terminated and the respondent will be thanked and compensated for his or her time. We will then pull the results and we will not include any of the responses into the data for our survey results.

VI.30 ***Will you enroll subjects who do not have capacity to consent?***

No

- VI.32** *Does this project involve subjects whose capacity to consent may change over the course of the study?*
 No
- VI.37** *Does this project involve prisoners as subjects?*
 No

VII.A. Project Description (A)

- VII.A.1** *Where will project procedures take place (check all that apply)?*
- Other UI campus site - BLB
 - U.S. off-campus - Dubuque, Iowa
- VII.A.2** *Is this project also being conducted by other researchers at their own sites (e.g. a multi-site collaborative project)?*
 No

VII.D. Project Description (D)

- VII.D.1** *Check all materials/methods that will be used in recruiting subjects (you will need to attach copies of all materials at the end of the application):*
- Posters -
 - Letter -
- VII.D.8** *Will a member of the research team discuss the study with the subject in person prior to the subject agreeing to participate?*
 No
- VII.D.10** *Will a member of the research team discuss the study with the subject by phone prior to the subject agreeing to participate?*
 Yes

VII.D.11 *Describe:*
 We will send tenants a letter describing the study and the consent process. We will call the tenants to ask them to participate in the study and to conduct the survey. At the beginning of the call, we will review the information from the letter and obtain verbal consent before we continue with the survey.

VII.D.12 *Who will be involved in the consent process (including review of consent document, answering subjects' questions)?*

Name	Consent Process Involvement
Leonard Sandler, JD	Yes
Jennifer Moyer, BA	Yes
Trenton Norman, BA	Yes
Reuben Ortega, BA	Yes
Sara Stephenson, BA	Yes
Andrew Ward, JD	Yes

- VII.D.15 ***Check all materials that will be used to obtain/document informed consent:***
- Letter or Information sheet containing elements of consent
 - Verbal/Phone Script

- VII.D.16 ***Are you requesting a [waiver of documentation](#) of consent (either no subject signature or no written document)?***
Yes

- VII.D.17 ***Choose one of the following to indicate why you are requesting that the IRB waive the requirement to obtain a subject signature as documentation of consent:***

A. The research presents no more than minimal risk (minimal risk means the probability and magnitude of harm or discomfort anticipated in the research are not greater in and of themselves than those ordinarily encountered in daily life or during the performance of routine physical or psychological examinations or tests)

AND

The study involves no procedures for which consent is normally required outside of a research context. *(This type of waiver is often permitted for a minimal risk mail-out survey that includes a cover letter with all elements of consent, and returning the survey indicates consent. You cannot request this waiver if the study also involves the use of any protected health information (PHI).)*

- VII.D.18 ***Explain why this meets the chosen criteria in A. or B. above:***

The survey questions pose no more than a minimal risk to the participants because the survey will be conducted exclusively by telephone and there will be no other personal contact between researchers and subjects. The vast majority of questions relate to the design, layout and usability of the features in the building and the apartments. The few questions that might elicit health-related information focus on the person's functional ability -- do you have difficulty walking, going up and down stairs, etc. -- related to each particular feature.

- VII.D.19 ***Before the subject gives consent to participate are there any screening questions that you need to directly ask the potential subject to determine eligibility for the study?***

No

- VII.D.25 ***After the subject agrees to participate (signs consent), are there any screening procedures, tests, or studies that need to be done to determine if the subject is eligible to continue participating?***

No

- VII.D.27 ***Discuss how much time a potential subject will have to agree to consider participation and whether or not they will be able to discuss the study with family/friends before deciding on participation.***

There will be a two-week recruitment period before we begin calling for

Part 1 of the survey. Residents will receive letters from the property management company and the City of Dubuque asking them to participate in the survey, and a consent document from the research team. The residents will therefore have two weeks to consider whether they want to participate in the survey and discuss their options with family and other individuals before we call.

VII.D.28 *How long after the subject agrees to participate do study procedures begin?*

After the prospective participants have had an opportunity to view the consent letter they will be called and a member of the team will provide them with the required disclosures. The prospective participants must then verbally consent to the survey. Once a team member receives verbal consent they will then immediately begin the survey.

VII.D.29 *Provide a description of the enrollment and consent process for adult subjects*

- *Describe each study population separately including control population*
- *Include when recruitment and consent materials are used*
- *Use FIRST person, and provide detail as to order of events*

The property manager has provided us with a list of residents' names, phone numbers and apartment numbers to contact.

There will be a two-week recruitment period before we start surveying residents. We will also post recruitment fliers around the building. Each resident will receive letters from the property management company and from the City of Dubuque encouraging them to participate in the survey. They will also receive a consent letter from the research team. We will wait two weeks before contacting residents to give them an opportunity to review the material and call us to opt out.

The survey will take place over the course of two, 30-minute phone calls. Both calls will follow the same procedure. The respondent will have an opportunity to decline to participate at the beginning of each call, immediately after the researcher introduces himself. The researcher will then provide the required disclosures and the respondent will have another opportunity to decline to participate.

VII.E. Project Description (E)

VII.E.1 *Will subjects be randomized?*

No

VII.E.3 *Will any questionnaires, surveys, or written assessments be used to obtain data directly from subjects in this study?*

Yes

VII.E.4 *List all questionnaires, surveys, written assessments and ATTACH each one to the application. (NOTE: You are NOT prohibited from attaching copyrighted materials to this application)*

Washington Court Housing Survey Questionnaire

VII.E.5 *Does this project involve creating any audiotapes, videotapes, or photographs?*

No

VII.E.6 *Provide a detailed description in sequential order of the study procedures following the consent process - DO NOT cut and paste from the Consent Document.*

Describe study populations separately if they will be participating in different procedures - include CONTROL population if applicable.

DESCRIBE:

- *What subjects will be asked to do/what happens in the study (in sequential order)*
- *The time period over which procedures will occur*
- *The time commitment for the subject for individual visits/procedures*
- *Long-term followup and how it occurs*

The survey is divided into two parts to avoid respondent fatigue. The respondents will have the option of answering both parts in one phone call, or dividing the two parts between two phone calls on separate days. Each part should take about 30 minutes to complete. The first part consists of up to 167 questions, and the second part consists of up to 118 questions. Some questions will differ for residents who live in H/C units because these apartments have additional universal design features that the non-H/C units do not, regardless of whether the tenant uses the features or not.

VII.E.7 *Will you attempt to recontact subjects who are lost to follow-up?*

Yes

VII.E.8 *Describe - any procedures need to be included in the consent:*

If we are disconnected from a respondent for any reason during the recruitment or interview process we will immediately attempt to re-establish contact with that person. If the initial attempt fails, the research team will attempt to call the person no more than four times during the course of two weeks. The calls will be placed between 9:00 a.m. and 8:00 p.m. We will leave a message on the first and final calls. The message will identify who we are and that our previous phone call with the respondent was interrupted. We will leave a voicemail message or a message with another person at the residence with our toll-free phone number and the hours the respondent can reach us. We will also request they leave a voicemail or personal message for us if we are unavailable. We will cease all attempts to contact the respondent after the fourth call. Unless the respondent contacts us asking to complete the survey we will assume they no longer wish to participate in the study.

We will schedule a time to conduct the second interview at the conclusion of the first interview. If the respondent is unavailable

during the scheduled time, the research team will attempt to reach the respondent with no more than four times during the course of two weeks. The calls will be placed between 9:00 a.m. and 8:00 p.m. We will leave a message on the first and final calls. The message will identify who we are and that we failed to reach the party during our scheduled time to talk. We will leave a voicemail message or a message with another person at the residence with our toll-free phone number and the hours the respondent can reach us. We will also request they leave a voicemail or personal message for us if we are unavailable. We will cease all attempts to contact the respondent after the fourth call. Unless the respondent contacts us asking to complete the survey we will assume they no longer wish to participate in the study.

VII.E.9 *Will subjects be provided any compensation for participating in this study?*

Yes

VII.E.10 *Cash/check*

No

VII.E.11 *Other*

Yes

VII.E.12 *Describe:*

Participants will receive a \$10.00 gift card to be used at Eagle Country Market. Eagle Country Market is a grocery store near the Washington Court apartment complex.

VII.E.13 *Describe the compensation plan including*

- *Compensation amount and type per visit*
- *Total compensation*
- *Pro-rating for early withdrawal from study*

The \$10 gift card from Eagle Country Market will be provided to all residents who begin answering the survey. The compensation will not be pro-rated. Since surveys may be conducted in the evening, the gift card will be mailed the first business day after the residents begin the survey.

There is the likelihood that multiple residents from a single apartment unit will take the survey. Each participant will receive a gift card even if another resident of that apartment has received compensation for agreeing to participate in the survey.

VIII. Risks

- VIII.1** ***What are the risks to subjects including***
- emotional or psychological
- financial
- legal or social
- physical?

There are no risks to subjects -- emotional, psychological, financial, legal, social, physical or otherwise -- from participating in the study.

- VIII.2** ***What have you done to minimize the risks?***

- ***If applicable to this study ALSO include:***
 - ***How you (members of your research team at Iowa) will monitor the safety of individual subjects.***
 - ***Include a description of the availability of medical or psychological resources that subjects might require as a consequence of participating in this research and how referral will occur if necessary (e.g. availability of emergency medical care, psychological counseling, etc.)***

The study consists of telephone interviews. The members of the research team are trained to be aware of and sensitive to any signs of distress during the half-hour interview segments.

IX. Benefits

- IX.1** ***What are the direct benefits to the subject (do not include compensation or hypothesized results)?***

None.

- IX.2** ***What are the potential benefits to society in terms of knowledge to be gained as a result of this project?***

The project could demonstrate to the public and private sectors the value, importance and benefits of funding and building affordable housing that can be enjoyed by people of all ages and abilities. The results of the survey may encourage developers, builders, planners, governments and consumers to incorporate universal design features and elements into homes and apartments rather than trying only to meet minimum building code and disability- or handicap- accessibility standards. The project should raise awareness about universal design.

X. Privacy & Confidentiality

- X.1** ***What are you doing to protect the privacy interests of the subjects?***

The research team has sought to ensure the greatest privacy protections of each prospective subject during every phase of the study by only pursuing information necessary to the completion of this study while ensuring that participation can be privately discussed.

A. Recruitment

In order to conduct the survey of Washington Court residents the team will only utilize the minimum information necessary before receiving a subject's verbal consent, and shall seek only information regarding the names and contact information of the prospective subjects living in the building. This information is necessary to make initial contact with the subjects and inform them of the study, its purposes, and their individual right to participate in or opt out of the study. Each prospective subject shall be provided with an informed consent letter through the mail that will advise them of the study and their rights as prospective subjects. The letter will also provide them with contact information for the Principal Investigator and the Human Subjects Office in case a prospective subject should have questions regarding the study.

B. Consent

The research team will call the prospective subject a week after mailing the informed consent letter. If the team member reaches the named individual she will follow the survey materials. If the team member reaches an answering machine or voice mail service she will leave a message stating her name, that she is calling from the University of Iowa regarding a letter mailed to the named lessee, and will provide a phone number for the individual to return the call. If the team member reaches any other individual in the apartment she will ask the individual if he/she can take a message, and will follow the same procedures for an answering machine or service to ensure that participation in the study may be privately discussed. The same procedure will be followed in conducting the second interview. The research team will conduct these procedures as laid out in section VII.E.8

C. Completion of Study

In conducting the actual survey, each interviewer will only pursue the minimum private information necessary to answer each research question. The individual participant has the right to share or withhold any information from the interviewer, and will be notified of this right in the informational letter and given verbal notice before both the first and second interviews are begun.

X.2 ***Are you collecting the Social Security Number of any subjects?***

No

X.4 ***How will information/data be collected and stored for this study (check all that apply):***

- Paper/hard copy records (hard copy surveys, questionnaires, case report forms, pictures, etc.) - Paper files and records that contain any information about research subjects are to be housed in locked cabinets in the Clinical Law Program suite in Boyd Law Building, which itself is not open to the general public or to students not enrolled in the clinical program. The office suite is locked each night and access to keys is restricted to

current faculty, staff, clinical law students and research assistants. Two members of the research team will oversee any transfer or shipment of the paper records.

- Electronic records (computer files, electronic databases, etc.) - All electronic data will be stored on a secure, password-protected clinical law program folder on the law school network that is part of the University's server. Access is restricted to clinical law faculty and staff and currently certified members of the research team. The right to access or use the electronic files will be granted only with the permission and consent of the principal investigator, the clinic administrator and the law school's director of information technology. The law school IT director will use Hawk IDs to grant or block entrance and access each semester. The survey responses and related information will be stored in a Microsoft Excel file that is located in this restricted folder. This data qualifies for Level III protection under the Institutional Data Access Policy, which is available on the Internet at <http://cio.uiowa.edu/Policy/policy-InstitutionalDataAccess.shtml>. The Policy states that data classified as Level III is High Sensitivity and as such access to Level III institutional data must be controlled from creation to destruction, and will be granted only to those persons affiliated with the University who require such access in order to perform their job, or to those individuals permitted by law. Access to confidential/restricted data must be individually requested and then authorized by the Owner who is responsible for the data. Level III data is highly sensitive and may have personal privacy considerations, or may be restricted by federal or state law. Physical access to the servers is protected by restricted access to IT staff via the Institutional Data Access Policy. It states Level III data is placed in an access controlled and monitored area.
 - o Name - Kirk Corey
 - o Title - Director of Information Technology
 - o University/VA Job Classification - College of Law
University of Iowa / Technical Services

X.5 ***Do the confidentiality protections indicated above allow only members of the research team to access the data/specimens?***
Yes

XI. Data Analysis

XI.1 ***Describe the analysis methods you will use, including, if applicable, the variables you will analyze***

Each survey question stands for a variable that we will analyze. Since this is the first survey of its kind, we do not know yet which questions will yield the most interesting results. Since there are two different types of apartment units (one designed for persons with physical disabilities, and one designed for all other residents) there may be some responses not applicable to the unit that will not be analyzed at all. We therefore plan to examine each variable with an eye towards the project's objectives.

Our first objective is to collect information on the design and features in the Washington Court building and apartments. To evaluate the universal design and accessibility features, we will analyze coded responses statistically using cross tabs, means, modes, and other methods. Since our sample size will be close to 50, we will only report numerical findings for the group as a whole. We will not report results for demographic or other subgroups. Most of our reported results will come from the open-ended questions, which we will use to demonstrate standard responses.

Our second objective is to test the instrument's effectiveness in gathering information on universal housing design and accessibility more generally. To do this, we will examine each question individually to see how well it captured the information we were looking for. We will compare questions (both coded and open-ended) within sections to see if one format is more successful than another in eliciting information. Although we will not report the results as statistically significant, we may run a series of cross tabs and other statistical tests to see what the range of options for analyzing the data might be with a larger sample.

We will not report or publish results for subgroups.

XI.2 ***Provide the rationale or power analysis to support the number of subjects proposed to complete this study.***

The number of subjects proposed to complete this study was derived from the number of adult residents of the Washington Court Apartments. There are 36 apartments in the complex, but 45 adults reside on the property. Though this sample may be somewhat less than a statically significant sample, the fact that only adult tenants will participate in this study limits the number of subjects to approximately 45.

XII. Future Research

XII.1 ***Do you wish to keep any information about subjects involved with this research project so that members of the current research team may contact them in the future for your own research projects?***

Yes

XII.2 ***Do you wish to keep any information about subjects involved with this research project so that other researchers may contact them for future research?***

No

XII.3 ***List the data or information you will keep:***

Professor Sandler will keep information about the research subjects in order to conduct a follow-up survey. The other members of the current research team will not keep any information about the subjects to use for future research projects outside of the UI Clinical Law Program.