



# The CAHPS® Home and Community-Based Services (HCBS) Survey Database 2023 Chartbook

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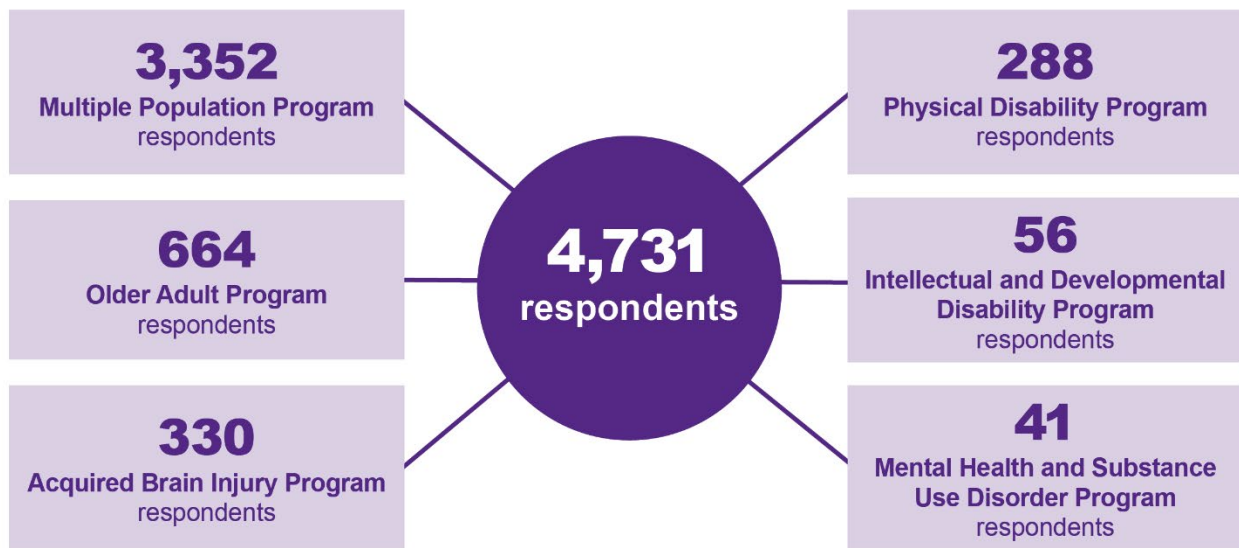
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# 1. Overview of Results



## 2023 Home and Community-Based Services Survey Database Results



### Highest-Scoring Measure

#### Physical safety



**100 percent** of respondents indicated that staff did not hit or hurt them

### Lowest-Scoring Measure

#### Staff were not available to help with meals



**51 percent** of respondents indicated that they could get help with meals when they were hungry

### Overall Rating Items

#### Staff



**84 percent** of respondents rated the following staff positively:

- Homemaker Staff
- Personal Assistance/Behavioral Health Staff

## 2. Introduction

The Consumer Assessment of Healthcare Providers and Systems (CAHPS®) Home and Community-Based Services (HCBS CAHPS) Survey Database receives data voluntarily submitted by State Medicaid agencies and the managed care plans with which they contract. This Chartbook presents summary results for the initial reporting year of the HCBS CAHPS Survey Database. Data were received in the Summer of 2022 from 17 programs that collected HCBS CAHPS Survey data from January 1 to December 31, 2021.

### About the HCBS CAHPS Survey

The HCBS CAHPS Survey was developed by the Centers for Medicare & Medicaid Services (CMS) for voluntary use by State Medicaid programs. The HCBS CAHPS Survey is the first cross-disability survey for adults receiving long-term services and supports from State Medicaid programs, including both fee-for-service HCBS programs and managed long-term services and supports (MLTSS) programs. It is designed to facilitate comparisons across the state Medicaid HCBS programs throughout the United States that target adults with various disabilities (e.g., older adults, persons with physical disabilities, persons with intellectual or developmental disabilities, persons with acquired brain injury, and persons with mental health or substance use disorders).

In addition to facilitating comparisons, the survey can be used by HCBS programs as part of quality assurance and improvement activities. States with adequate sample sizes may consider using HCBS CAHPS Survey measures in value-based purchasing initiatives. Key survey measures include beneficiary reports on their experiences with reliability of HCBS staff, communication with HCBS staff, getting help from case managers, choice of services, personal safety, adequacy of medical transportation, and community inclusion and empowerment. There are 19 National Quality Forum endorsed measures as shown in Table 1.

Table 1. HCBS CAHPS National Quality Forum Endorsed Measures	
HCBS Measure	Number of Items
<b>Composite Measures</b>	
1. Staff are reliable and helpful	6
2. Staff listen and communicate well	11
3. Case manager is helpful	3
4. Choosing the services that matter to you	2
5. Transportation to medical appointments	3
6. Personal safety and respect	3
7. Planning your time and activities	6
<b>Unmet Need Single Item Measures</b>	
8. Staff were not available to help with dressing, showering, or bathing when needed*	1
9. Staff were not available to help with meals when respondent was hungry*	1
10. Staff were not available to help with medications*	1
11. Staff helped with toileting when needed	1
12. Homemakers were not available to help with household tasks*	1
<b>Physical Safety Single Item Measure</b>	
13. Physical safety	1
<b>Global Ratings Measures</b>	
14. Rating of personal assistance and behavioral health staff	1
15. Rating of homemaker	1
16. Rating of case manager	1

HCBS Measure	Number of Items
<b>Recommendation Measures</b>	
17. Recommend personal assistance and behavioral health staff	1
18. Recommend homemaker	1
19. Recommend case manager	1

**Note:** An asterisk (\*) denotes where the question is negatively worded.

Additionally, an optional 21-item Employment Module includes measures related to beneficiary experience with employment services. Topics include getting help finding a job, reliability, and helpfulness of job search assistance, how well the beneficiary’s job coach listens and communicates, and an overall rating and recommendation of the beneficiary’s job coach.

## About the HCBS CAHPS Survey Chartbook

The purpose of this Chartbook is to provide information to users of the HCBS CAHPS Survey to help them identify areas of strength as well as opportunities for improvement. The Chartbook presents aggregated summary level results of the HCBS CAHPS Survey composite measures, single item-measures, ratings, and recommendation measures compiled from survey data voluntarily submitted to the HCBS CAHPS Survey Database. Results are presented in the form of bar charts that show the distribution of scores for each response category. All results are calculated at the respondent level. No individual program level results are presented.

Questions or comments regarding this Chartbook or the HCBS CAHPS Survey Database may be emailed to [HCBSCAHPSDatabase@westat.com](mailto:HCBSCAHPSDatabase@westat.com) or directed to the toll-free help line at 1-855-580-4657.

## Composition of the HCBS CAHPS Survey Database

The 2023 HCBS CAHPS Survey Database contains data from 4,731 respondents from 17 programs. These respondents included both beneficiaries of HCBS as well as proxy respondents who provided support to the respondent. Proxy respondents could either be paid or unpaid in their role supporting the respondent. See Appendix A for a description of respondent characteristics.

Table 2 presents the composition of the 2023 HCBS CAHPS Survey Database by program type. The majority of respondents (71 percent) were from the Multiple Populations program type that serves beneficiaries eligible for multiple HCBS, or more than one of the listed program types.

HCBS Program Type	Number of Programs	Number of Respondents	Percentage of Respondents
Multiple Populations	9	3,352	71%
Older Adults	2	664	14%
Acquired Brain Injury	2	330	7%
Physical Disability	2	288	6%
Intellectual and Developmental Disability	1	56	1%
Mental Health and Substance Use Disorders	1	41	1%
<b>Total</b>	<b>17</b>	<b>4,731</b>	<b>100%</b>

Table 3 provides the composition of the HCBS CAHPS Database by survey version. As shown in Table 3, 57 percent of data submitted were collected with the HCBS CAHPS Survey version which included the optional Employment Module.

<b>Table 3. Composition of the 2023 HCBS CAHPS Database by Survey Version</b>			
Survey Version	Number of Programs	Number of Respondents	Percentage of Respondents
HCBS CAHPS Survey only	9	2,033	43%
HCBS CAHPS Survey + Employment Module	8	2,698	57%
<b>Total</b>	<b>17</b>	<b>4,731</b>	<b>100%</b>

Table 4 presents the top box scores which are the most positive survey response option(s) for the composite measures, single item measures, ratings, and recommendation items included in the 2023 HCBS CAHPS Survey Database (see Appendix C for details on calculations).

<b>Table 4. 2023 HCBS CAHPS Survey Database Top Box Scores</b>	
HCBS Measures	HCBS CAHPS Database Overall
<b>Number of Programs</b>	<b>17</b>
<b>Number of Respondents</b>	<b>4,731</b>
<b>Composite Measures</b>	
Staff are reliable and helpful	86%
Staff listen and communicate well	89%
Case manager is helpful	91%
Choosing the services that matter to you	81%
Transportation to medical appointments	74%
Personal safety and respect	92%
Planning your time and activities	56%
<b>Unmet Need Single Item Measures</b>	
Staff were not available to help with dressing, showering, or bathing when needed*	65%
Staff were not available to help with meals when respondent was hungry*	51%
Staff were not available to help with medications*	67%
Staff helped with toileting when needed	97%
Homemakers were not available to help with household tasks*	66%
<b>Single Item Measure</b>	
Physical safety	100%
<b>Global Rating Measures</b>	
Rating of personal assistance and behavioral health staff	84%
Rating of homemaker	84%
Rating of case manager	79%
<b>Recommendation Measures</b>	
Recommend personal assistance and behavioral health staff	81%
Recommend homemaker	81%
Recommend case manager	76%

**Note:** An asterisk (\*) denotes where the question is negatively worded. The top box scores for these items represent the percentage of respondents whose needs **were** met (e.g., Staff **were** available to help).

## 3. Data Sources and Limitations

### Data Sources

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The findings presented in this Chartbook were compiled from HCBS CAHPS Survey data voluntarily submitted to the HCBS CAHPS Survey Database by state agencies and managed care plans. The 2023 HCBS CAHPS Survey Database Chartbook results are based on survey data collected between January 1, 2021 and December 31, 2021.

The results for the core survey measures combine the core surveys with and without the Employment Module items.

### Data Limitations

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The submitting organizations voluntarily contributed data to the CAHPS Database. A limited number of programs or states chose to participate in the Database. Therefore, the HCBS CAHPS Database cannot be considered a statistically representative sample of HCBS programs. Also, not all HCBS services are received by all respondents. Findings from these voluntarily submitted data sets cannot be used for broader inferences about all HCBS programs in U.S. populations.



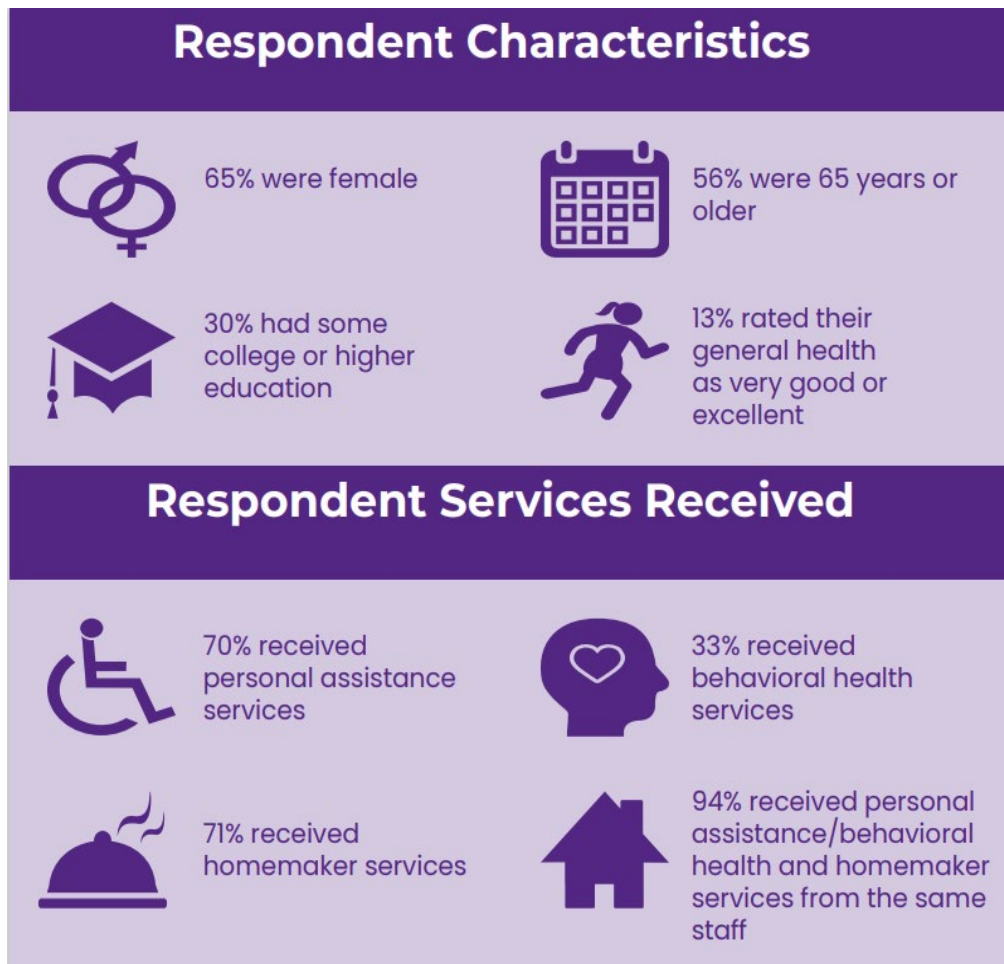
## 4. Results

This section presents results for the 4,731 respondents in the 2023 HCBS CAHPS Survey Database. The results are organized by the topic areas assessed in the survey: (1) Composite measures and individual items that make up the composite measures; (2) Single item measures; (3) Global ratings measures; (4) Recommendation measures; and (5) Employment Module items.

The results are presented in a set of bar charts showing the distribution of scores for each response category. The top box scores represent the most positive response option(s), while the bottom box score represents the most negative response option(s). Most survey questions are positively worded, where the percent answering “Always” or “Yes” indicates a positive response. Negatively worded survey questions, denoted with an asterisk (\*), include the percent answering “Never” or “No” as the positive response. All top box scores represent a positive response. The middle box score is the percent answering the second most positive response option (e.g., “Usually”) and the bottom box score is the combined percent of “Never” or “Sometimes” answers. More detailed information on how these scores are calculated is available in Appendix C. In addition, the results in this Chartbook display shortened wording for the survey items and include some re-phrasing (e.g., replacing “you” with “respondent”) for the purposes of readability. The full survey item text can be found in Appendix B.

Almost all respondents (99.9 percent) completed the survey via telephone, while the remaining few completed the survey in person.

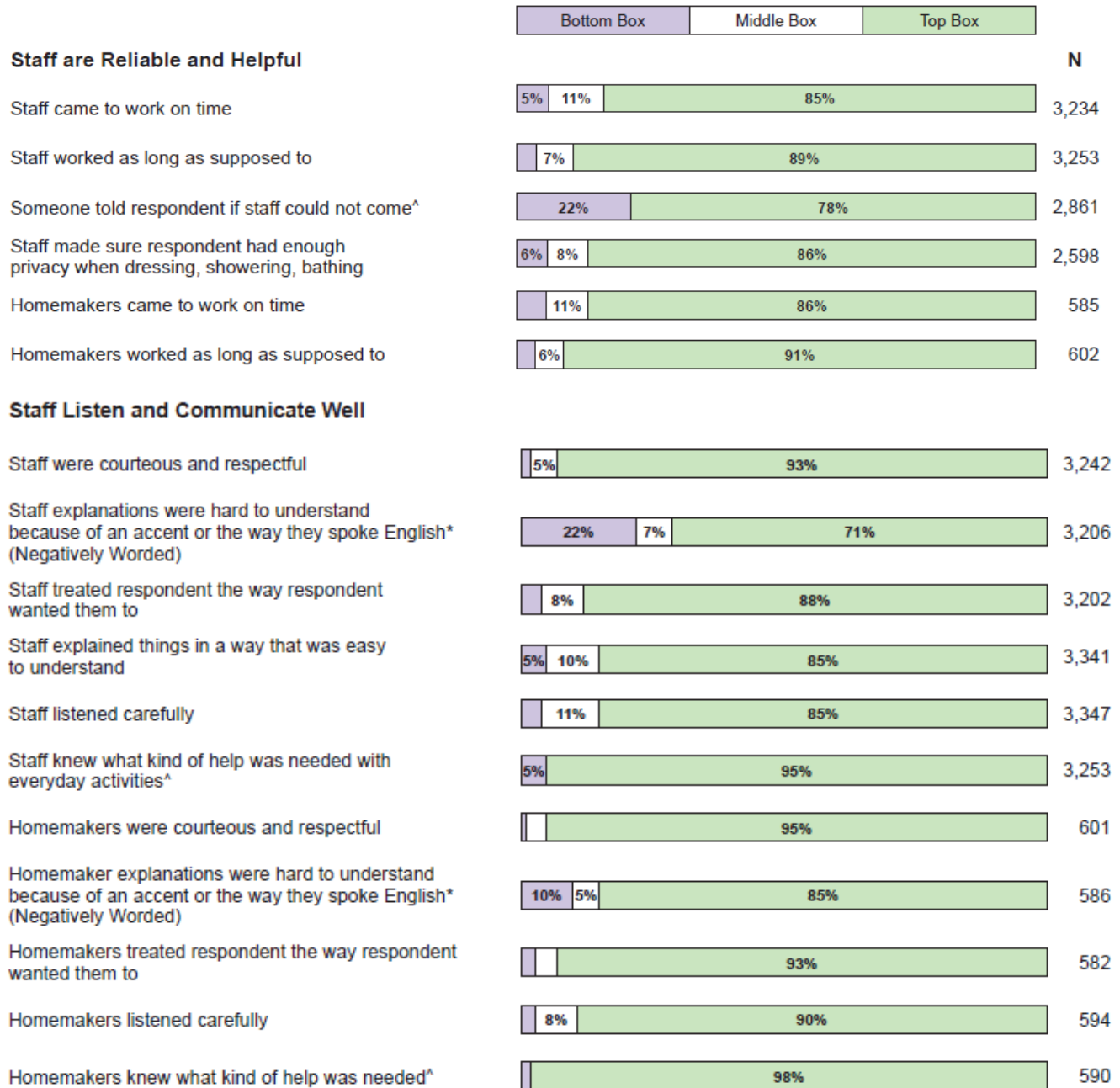
### Highlights of Respondent Characteristics and Services Received



## 2023 HCBS CAHPS Results

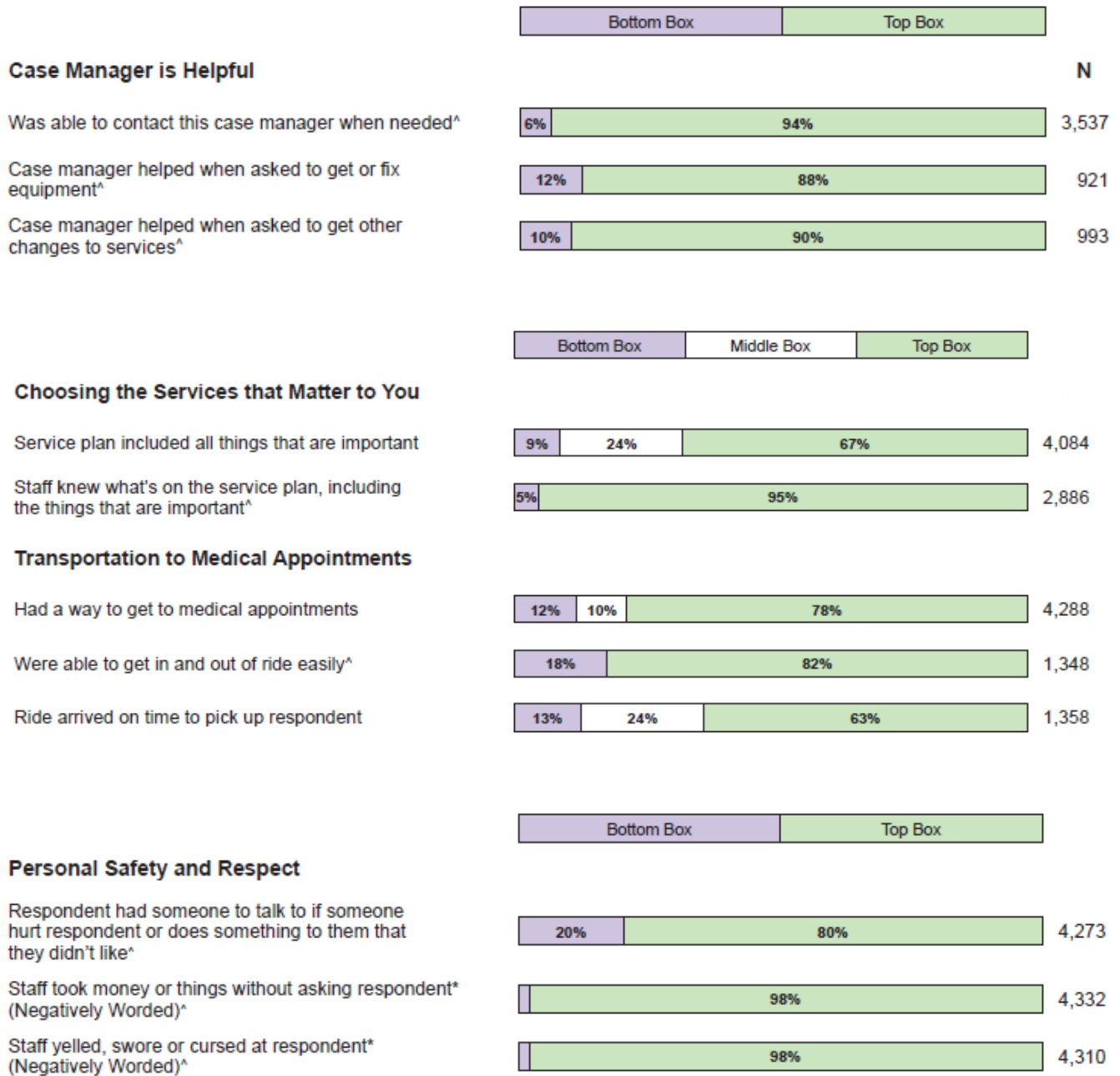
Chart 4-1. Composite Measure Item Results—2023 HCBS CAHPS Survey Database (Page 1 of 3)

### Composite Measure Items



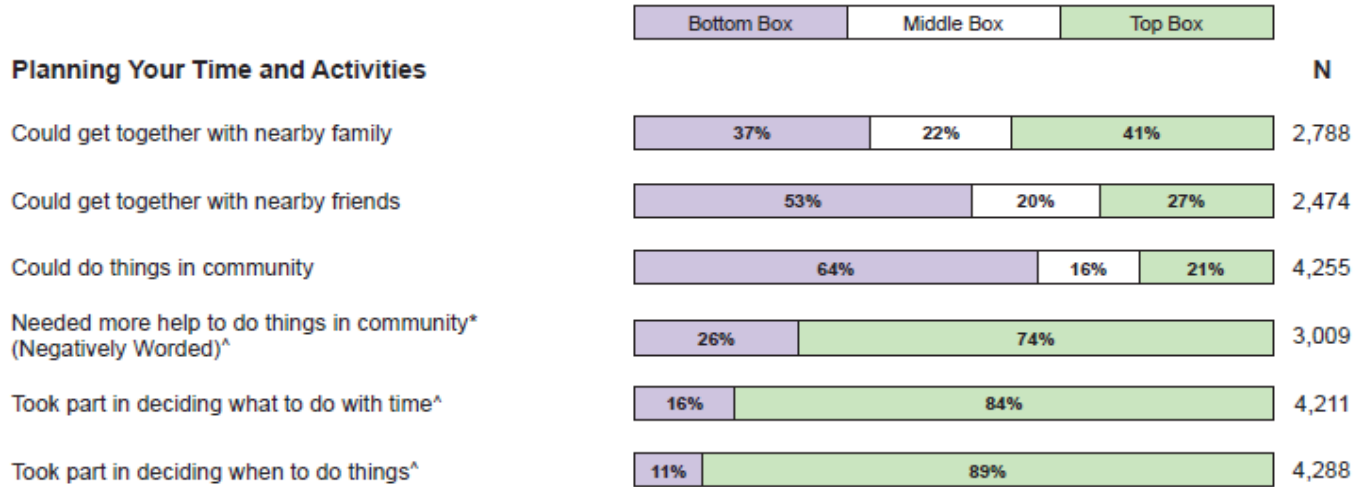
**Notes:** 1) An asterisk (\*) denotes where the question is negatively worded. The top box scores for these items represent the percentage of respondents who, for example, found staff explanations were **not** hard to understand. 2) A caret symbol (^) denotes where an item only has a Yes/No response option and therefore no middle box score is presented. 3) Percentages less than 5% are not shown in the bar charts. 4) Refer to Appendix B for the definition of composite measures, individual items, ratings, and recommendation items including the response scale used for each item. 5) Refer to Appendix C for more information on how the results were calculated.

**Chart 4-1. Composite Measure Item Results—2023 HCBS CAHPS Survey Database (Page 2 of 3)**



**Notes:** 1) An asterisk (\*) denotes where the question is negatively worded. The top box scores for these items represent the percentage of respondents who, for example, found staff explanations were **not** hard to understand). 2) A caret symbol (^) denotes where an item only has a Yes/No response option and therefore no middle box score is presented. 3) Percentages less than 5% are not shown in the bar charts. 4) Refer to Appendix B for the definition of composite measures, individual items, ratings, and recommendation items including the response scale used for each item. 5) Refer to Appendix C for more information on how the results were calculated.

**Chart 4-1. Composite Measure Item Results—2023 HCBS CAHPS Survey Database (Page 3 of 3)**



**Notes:** 1) An asterisk (\*) denotes where the question is negatively worded. The top box scores for these items represent the percentage of respondents who, for example, found staff explanations were **not** hard to understand). 2) A caret symbol (^) denotes where an item only has a Yes/No response option and therefore no middle box score is presented. 3) Percentages less than 5% are not shown in the bar charts. 4) Refer to Appendix B for the definition of composite measures, individual items, ratings, and recommendation items including the response scale used for each item. 5) Refer to Appendix C for more information on how the results were calculated.

**Chart 4-2. Single Item Measure Results—2023 HCBS CAHPS Survey Database**



**Notes:** 1) A plus (+) denotes that the figure was updated in June 2024. 2) An asterisk (\*) denotes where the question is negatively worded. The top box scores for these items represent the percentage of respondents who, for example, found staff explanations were **not** hard to understand). 3) A caret symbol (^) denotes where an item only has a Yes/No response option and therefore no middle box score is presented. 4) Percentages less than 5% are not shown in the bar charts. 5) Refer to Appendix B for the definition of composite measures, individual items, ratings, and recommendation items including the response scale used for each item. 6) Refer to Appendix C for more information on how the results were calculated.

## 2023 HCBS CAHPS Employment Module Highlights

A 21-item Employment Module is available as a separate supplement that can be added to the core survey. The Employment Module covers the following topics:

- Help finding employment;
- Selection of employment;
- Reliability and helpfulness of job coach;
- Ability of job coach to listen and communicate well; and
- Satisfaction with, and recommendations for, job coach.

Eight (8) of the 17 participating programs administered the Employment Module, which included data from 2,698 respondents. As shown in Table 5, only four (4) percent of respondents worked for pay. Table 5 also shows that for those respondents who did not work, 16 percent wanted to work for pay.

Employment Module Item	Number of Respondents	Percent
<b>Worked for pay</b>		
Yes	104	4%
No	2,447	96%
<b>Did not work but wanted to work for pay</b>		
Yes	389	16%
No	2,007	84%

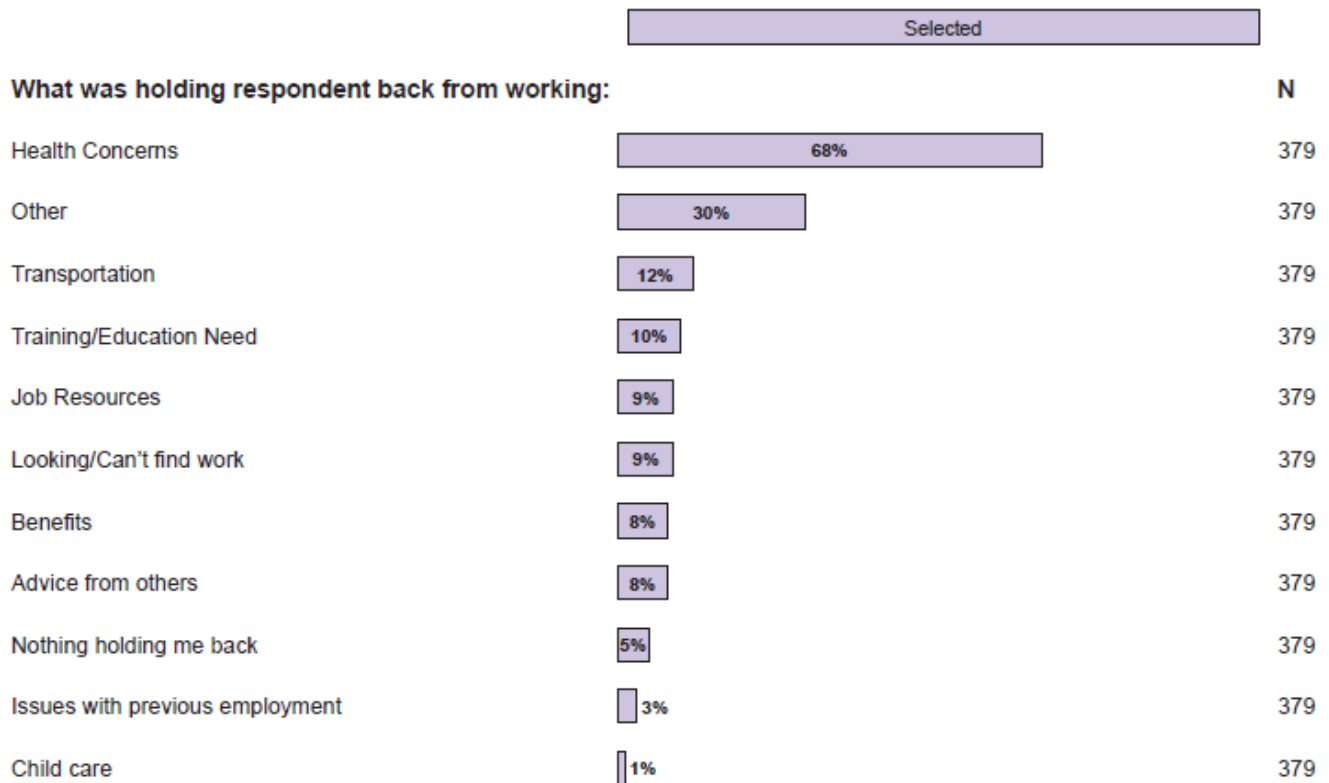
Of the 16 percent of respondents who did not work but wanted to work for pay:

- 10 percent asked for help in getting a job. Of those who asked for help in getting a job, 32 percent paid someone to help them get a job.
- 90 percent did not ask for help in getting a job. Of those who did not ask for help in getting a job, 63 percent knew they could get help to find a job.

## 2023 HCBS CAHPS Employment Module Results

The results in the bar charts below represent responses from the 16 percent of respondents who did not work but wanted to work for pay, and provides their responses for what was holding them back from working. Most respondents (68 percent) responded that health concerns were holding them back from working.

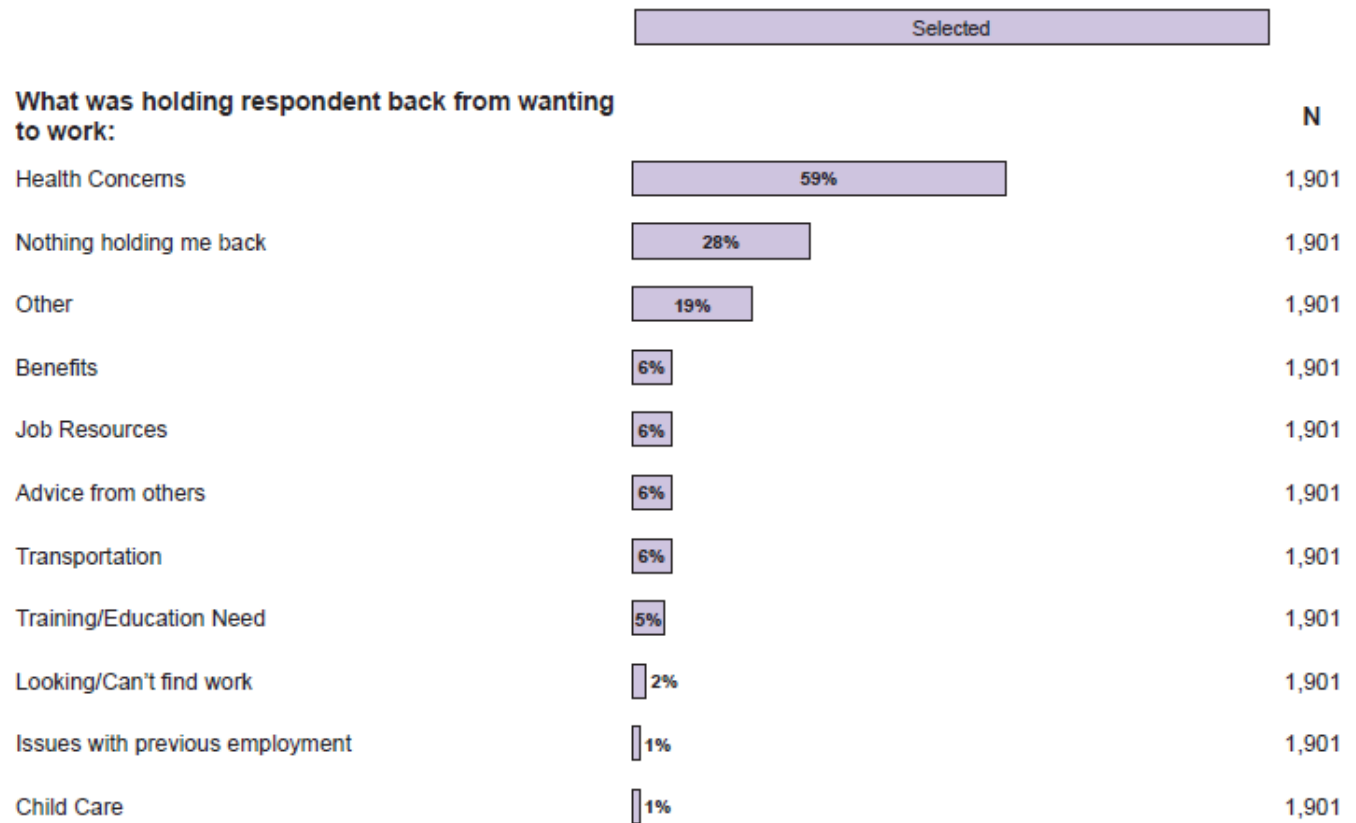
**Chart 4-3. Employment Module Results—2023 HCBS CAHPS Survey Database (Page 1 of 4)**



**Note:** This item is a 'Mark all that apply' item so the percentages will not sum to 100 percent.

The results in the bar charts below represent responses from the 84 percent of respondents who did not work and did not want to work for pay, and provides their responses for what was holding them back from wanting to work. Most respondents (59 percent) responded that health concerns were holding them back from wanting to work.

**Chart 4-3. Employment Module Results—2023 HCBS CAHPS Survey Database (Page 2 of 4)**

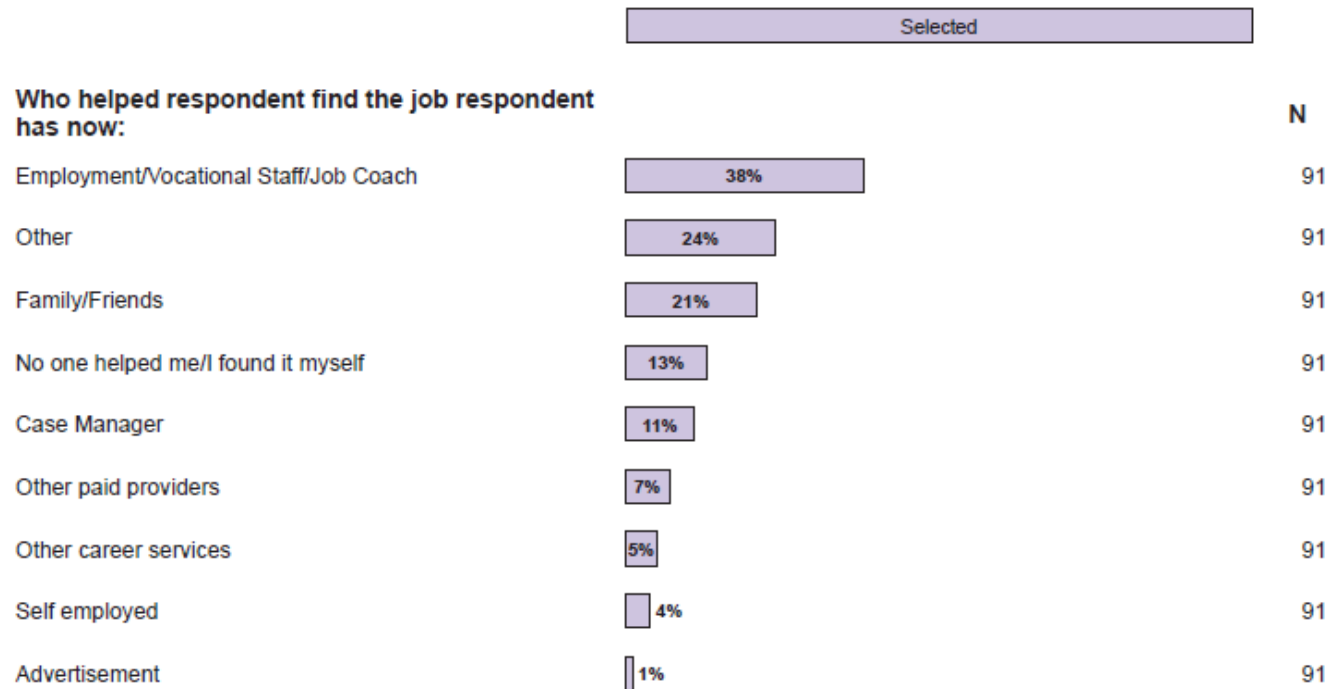


**Note:** This item is a 'Mark all that apply' item so the percentages will not sum to 100 percent.



Chart 4-3 below provides results representing responses from the four (4) percent of respondents who worked for pay and displays who helped the respondent find their current job.

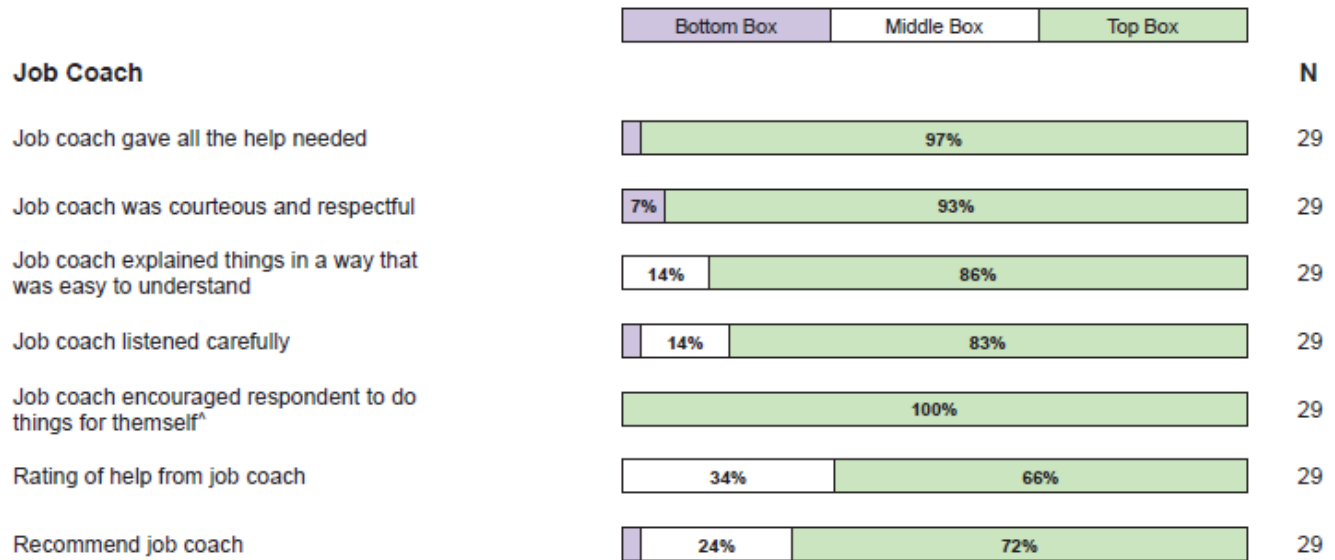
**Chart 4-3. Employment Module Results—2023 HCBS CAHPS Survey Database (Page 3 of 4)**



**Note:** This item is a 'Mark all that apply' item so the percentages will not sum to 100 percent.

Fifty-three (53) percent of respondents indicated that they paid someone to help them find their current job and 66 percent indicated that they hired that paid person themselves. This paid person could have been a job coach, a paid provider, or any other paid person. Almost all respondents (93 percent) indicated that this paid person had been with them the entire time that they were working. Chart 4.3 below shows results for questions about the experiences the respondent had with the paid person who helped them find their current job. The items use the term “job coach” to represent the person who was paid to help the respondent find a job.

**Chart 4-3. Employment Module Results: Job Coach—2023 HCBS CAHPS Survey Database (Page 4 of 4)**



**Notes:** 1) Percentages less than 5% are not shown in the bar charts. 2) When administering the survey, the name of the person that was paid to help the respondent find their current job was used. The item text shown uses “Job coach” as the generic term for that person. 3) Refer to Appendix B for the definition of composite measures, individual items, ratings, and recommendation items, including the response scale used for each item. 4) Refer to Appendix C for more information on how the results were calculated.

# Appendix A

Respondent Demographic Characteristics

# Appendix A

## Respondent Demographic Characteristics

**Table A-1. 2023 HCBS CAHPS Respondent Demographic Characteristics**

Demographic Characteristics	Percent
<b>Gender</b>	
Male	35%
Female	65%
<b>Age</b>	
18 - 24	1%
25 - 34	4%
35 - 44	6%
45 - 54	11%
55 - 64	22%
65 - 74	21%
75+	35%
<b>Education</b>	
8th grade or less	17%
Some high school, but did not graduate	17%
High school graduate or GED	36%
Some college or 2-year degree	20%
4-year college graduate	6%
More than 4-year college degree	4%
<b>Race</b>	
White	58%
African-American	21%
Asian	3%
Native Hawaiian/Pacific Islander	<1%
American Indian/Native Alaskan	<1%
Other	8%
Multi-racial	9%
<b>Hispanic/Latino/Spanish origin or descent</b>	
Yes	28%
No	72%
<b>Of those with Hispanic/Latino/Spanish origin or descent</b>	
Cuban	41%
Puerto Rican	39%
Other Hispanic/Latino/Spanish	26%
<b>Number of adults live at home</b>	
1	52%
2 - 3	41%
4 or more	7%

<b>Table A-1. 2023 HCBS CAHPS Respondent Demographic Characteristics (cont'd)</b>	
<b>Demographic Characteristics</b>	<b>Percent</b>
<b><i>If the response to "Number of adults live in home" was more than 1:</i></b>	
<b><i>Live with family members</i></b>	
Yes	80%
No	20%
<b><i>If the response to "Number of adults live in home" was more than 1:</i></b>	
<b><i>Live with people not related to you</i></b>	
Yes	14%
No	86%
<b>General health status</b>	
Excellent	4%
Very Good	9%
Good	22%
Fair	39%
Poor	26%
<b>Mental health status</b>	
Excellent	8%
Very Good	14%
Good	31%
Fair	35%
Poor	12%
<b>Respondent received help completing survey<sup>1</sup></b>	
Yes	68%
No	32%
<b><i>If the response to "Respondent received help completing survey" was Yes:</i></b>	
<b><i>How did that person help (Mark all that apply)<sup>1</sup></i></b>	
Answered all questions	67%
Answered some questions	19%
Restated questions	15%
Translated questions	7%
Use of communication equipment	<1%
Other way	5%
<b><i>If the response to "Respondent received help completing survey" was Yes:</i></b>	
<b><i>Who helped the respondent (Mark all that apply)<sup>1</sup></i></b>	
Someone not paid	55%
Staff/someone paid	45%

<sup>1</sup> These items were answered by the interviewer.

# Appendix B

Composite Measures,  
Items, Ratings, Recommendation Items, and  
Supplemental Employment Module Items

## Appendix B

# Composite Measures, Items, Ratings, Recommendation Items and Supplemental Employment Module Items

Table B-1 and Table B-2 present the composite measures, individual items, ratings, and recommendation measures for the HCBS CAHPS Survey and Supplemental Employment Module, respectively.

Table B-1. Composite Measures, Items, Ratings, and Recommendation Items	
HCBS CAHPS Survey Question Text	Response Options
<b>Composite Measures and Items</b>	
<b>Staff are reliable and helpful</b>	
In the last 3 months, how often did { <i>personal assistance/behavioral health staff</i> } come to work on time? (Q13)	<ul style="list-style-type: none"> <li>• Never</li> <li>• Sometimes</li> <li>• Usually</li> <li>• Always</li> </ul>
In the last 3 months, how often did { <i>personal assistance/behavioral health staff</i> } work as long as they were supposed to? (Q14)	
In the last 3 months, when staff could not come to work on a day that they were scheduled, did someone let you know that { <i>personal assistance/behavioral health staff</i> } could not come that day? (Q15)	<ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> </ul>
In the last 3 months, how often did { <i>personal assistance/behavioral health staff</i> } make sure you had enough personal privacy when you dressed, took a shower, or bathed? (Q19)	<ul style="list-style-type: none"> <li>• Never</li> <li>• Sometimes</li> <li>• Usually</li> <li>• Always</li> </ul>
In the last 3 months, how often did { <i>homemakers</i> } come to work on time? (Q37)	
In the last 3 months, how often did { <i>homemakers</i> } work as long as they were supposed to? (Q38)	
<b>Staff listen and communicate well</b>	
In the last 3 months, how often did { <i>personal assistance/behavioral health staff</i> } treat you with courtesy and respect? (Q28)	<ul style="list-style-type: none"> <li>• Never</li> <li>• Sometimes</li> <li>• Usually</li> <li>• Always</li> </ul>
In the last 3 months, how often were the explanations { <i>personal assistance/behavioral health staff</i> } gave you hard to understand because of an accent or the way { <i>personal assistance/behavioral health staff</i> } spoke English?* (Q29)	
In the last 3 months, how often did { <i>personal assistance/behavioral health staff</i> } treat you the way you wanted them to? (Q30)	
In the last 3 months, how often did { <i>personal assistance/behavioral health staff</i> } explain things in a way that was easy to understand? (Q31)	
In the last 3 months, how often did { <i>personal assistance/behavioral health staff</i> } listen carefully to you? (32)	
In the last 3 months, did you feel { <i>personal assistance/behavioral health staff</i> } knew what kind of help you needed with everyday activities, like getting ready in the morning, getting groceries, or going places in your community? (Q33)	
In the last 3 months, how often did { <i>homemakers</i> } treat you with courtesy and respect? (Q41)	
In the last 3 months, how often were the explanations { <i>homemakers</i> } gave you hard to understand because of an accent or the way the { <i>homemakers</i> } spoke English?* (Q42)	
In the last 3 months, how often did { <i>homemakers</i> } treat you the way you wanted them to? (Q43)	
In the last 3 months, how often did { <i>homemakers</i> } listen carefully to you? (Q44)	
In the last 3 months, did you feel { <i>homemakers</i> } knew what kind of help you needed? (Q45)	

**Note:** An asterisk (\*) denotes where the question was negatively worded, and the percent answering “Never” or “No” is the most positive response.

Table B-1. Composite Measures, Items, Ratings, and Recommendation Items (cont'd)	
HCBS CAHPS Survey Question Text	Response Options
<b>Composite Measures and Items (cont'd)</b>	
<b>Case manager is helpful</b>	
In the last 3 months, could you contact this { <i>case manager</i> } when you needed to? (Q49)	<ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> </ul>
In the last 3 months, did this { <i>case manager</i> } work with you when you asked for help with getting or fixing equipment? (Q51)	
In the last 3 months, did this { <i>case manager</i> } work with you when you asked for help with getting other changes to your services? (Q53)	
<b>Choosing the services that matter to you</b>	
In the last 3 months, did your { <i>program-specific term for "service plan"</i> } include: (Q56)	<ul style="list-style-type: none"> <li>• None of the things that are important to you</li> <li>• Some of the things that are important to you</li> <li>• Most of the things that are important to you</li> <li>• All of the things that are important to you</li> </ul>
In the last 3 months, did you feel { <i>personal assistance/behavioral health staff</i> } knew what's on your [ <i>program-specific term for "service plan"</i> ], including the things that are important to you? (Q57)	<ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> </ul>
<b>Transportation to medical appointments</b>	
In the last 3 months, how often did you have a way to get to your medical appointments? (Q59)	<ul style="list-style-type: none"> <li>• Never</li> <li>• Sometimes</li> <li>• Usually</li> <li>• Always</li> </ul>
In the last 3 months, were you able to get in and out of this ride easily? (Q61)	<ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> </ul>
In the last 3 months, how often did this ride arrive on time to pick you up? (Q62)	<ul style="list-style-type: none"> <li>• Never</li> <li>• Sometimes</li> <li>• Usually</li> <li>• Always</li> </ul>
<b>Personal safety and respect</b>	
In the last 3 months, was there a person you could talk to if someone hurt you or did something to you that you didn't like? (Q64)	<ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> </ul>
In the last 3 months, did any { <i>personal assistance/behavioral health staff, homemakers, or your case managers</i> } take your money or your things without asking you first?*( Q65)	
In the last 3 months, did any { <i>staff</i> } yell, swear, or curse at you?*( Q68)	
<b>Planning your time and activities</b>	
In the last 3 months, when you wanted to, how often could you get together with these family members who live nearby? (Q75)	<ul style="list-style-type: none"> <li>• Never</li> <li>• Sometimes</li> <li>• Usually</li> <li>• Always</li> </ul>
In the last 3 months, when you wanted to, how often could you get together with these friends who live nearby? (Q77)	
In the last 3 months, when you wanted to, how often could you do things in the community that you like? (Q78)	

**Note:** An asterisk (\*) denotes where the question was negatively worded, and the percent answering "Never" or "No" is the most positive response.



Table B-1. Composite Measures, Items, Ratings, and Recommendation Items (cont'd)	
HCBS CAHPS Survey Question Text	Response Options
<b>Composite Measures and Items (cont'd)</b>	
In the last 3 months, did you need more help than you get from { <i>personal assistance/ behavioral health staff</i> } to do things in your community?* (Q79)	<ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> </ul>
In the last 3 months, did you take part in deciding what you do with your time each day? (Q80)	
In the last 3 months, did you take part in deciding when you do things each day—for example, deciding when you get up, eat, or go to bed? (Q81)	
<b>Unmet Need Single Item Measures</b>	
In the last 3 months, was this because there were no { <i>personal assistance/behavioral health staff</i> } to help you? (dress, shower, or bathe)?* (Q18)	<ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> </ul>
In the last 3 months, was this because there were no { <i>personal assistance/behavioral health staff</i> } to help you? (with meals)?* (Q22)	
In the last 3 months, was this because there were no { <i>personal assistance/behavioral health staff</i> } to help you? (with medications)?* (Q25)	
In the last 3 months, did you get all the help you needed with toileting from { <i>personal assistance/behavioral health staff</i> } when you needed it? (Q27)	
In the last 3 months, was this because there were no { <i>homemakers</i> } to help you? (with household tasks)* (Q40)	
<b>Physical Safety Single Item Measure</b>	
In the last 3 months, did any { <i>staff</i> } hit you or hurt you?* (Q71)	<ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> </ul>
<b>Global Ratings Measures</b>	
Using any number from 0 to 10, where 0 is the worst help from { <i>personal assistance/behavioral health staff</i> } possible and 10 is the best help from { <i>personal assistance/behavioral health staff</i> } possible, what number would you use to rate the help you get from { <i>personal assistance/behavioral health staff</i> }? (Q35)	<ul style="list-style-type: none"> <li>• 0-10</li> </ul>
Using any number from 0 to 10, where 0 is the worst help from { <i>homemakers</i> } possible and 10 is the best help from { <i>homemakers</i> } possible, what number would you use to rate the help you get from { <i>homemakers</i> }? (Q46)	
Using any number from 0 to 10, where 0 is the worst help from { <i>case manager</i> } possible and 10 is the best help from { <i>case manager</i> } possible, what number would you use to rate the help you get from { <i>case manager</i> }? (Q54)	
<b>Recommendation Measures</b>	
Would you recommend the { <i>personal assistance/behavioral health staff</i> } who help you to your family and friends if they needed help with everyday activities? Would you say you would recommend the { <i>personal assistance/behavioral health staff</i> }? (Q36)	<ul style="list-style-type: none"> <li>• Definitely no</li> <li>• Probably no</li> <li>• Probably yes</li> <li>• Definitely yes</li> </ul>
Would you recommend the { <i>homemakers</i> } who help you to your family and friends if they needed { <i>program-specific term for homemaker services</i> }? Would you say you would recommend the { <i>homemakers</i> }? (Q47)	
Would you recommend the { <i>case manager</i> } who helps you to your family and friends if they needed { <i>program-specific term for case-management services</i> }? Would you say you would recommend the { <i>case manager</i> }? (Q55)	

**Note:** An asterisk (\*) denotes where the question was negatively worded, and the percent answering “Never” or “No” is the most positive response.

Table B-2. Supplemental Employment Module Items	
Survey Question Text	Response Options
<b>Employment Module Items</b>	
In the last 3 months, did you work for pay at a job?	<ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> </ul>
In the last 3 months, did you want to work for pay at a job?	
Sometimes people feel that something is holding them back from working when they want to. In the last 3 months, was this true for you? If so, what is holding you back from working?	<ul style="list-style-type: none"> <li>• Benefits</li> <li>• Health concerns</li> <li>• Don't know about job resources</li> <li>• Advice from others</li> <li>• Training/Education need</li> <li>• Looking for and can't find work</li> <li>• Issues with previous employment</li> <li>• Transportation</li> <li>• Child care</li> <li>• Other</li> </ul>
Sometimes people would like to work for pay, but feel that something is holding them back. In the last 3 months, was this true for you? If so, what has been holding you back from wanting to work?	
In the last 3 months, did you ask for help in getting a job for pay?	<ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> </ul>
In the last 3 months, did you know you could get help to find a job for pay?	
In the last 3 months, was someone paid to help you get a job?	
In the last 3 months, did you get all the help you need to find a job?	
Who helped you to find the job that you have now? (Mark all that apply)	<ul style="list-style-type: none"> <li>• Employment/Vocational staff/Job coach</li> <li>• Case manager</li> <li>• Other paid providers</li> <li>• Other career services</li> <li>• Family/Friends</li> <li>• Advertisement</li> <li>• Self-employed</li> <li>• Other</li> </ul>
Did you help to choose the job you have now?	<ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> </ul>
In the last 3 months, was someone paid to help you with the job you have now?	
Did you hire your job coach yourself?	<ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> </ul>
In the last 3 months has your job coach been with you all the time that you were working?	
In the last 3 months, how often did your job coach give you all the help you need?	<ul style="list-style-type: none"> <li>• Never</li> <li>• Sometimes</li> <li>• Usually</li> <li>• Always</li> </ul>
In the last 3 months, did your job coach treat you with courtesy and respect?	
In the last 3 months, how often did your job coach explain things in a way that was easy to understand?	
In the last 3 months, how often did your job coach listen carefully to you?	
In the last 3 months, did your job coach encourage you to do things for yourself if you could?	<ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> </ul>
What number would you use to rate the help you get from job coach?	<ul style="list-style-type: none"> <li>• 0-10</li> </ul>
Would you recommend the job coach who helps you to your family and friends if they needed employment services?	<ul style="list-style-type: none"> <li>• Definitely no</li> <li>• Probably no</li> <li>• Probably yes</li> <li>• Definitely yes</li> </ul>

# Appendix C

How Results are Calculated

# Appendix C

## How Results are Calculated

This appendix provides an overview of how the results were calculated.

### Survey Inclusion Rules for the Database

Both complete and partially complete records are included in the HCBS CAHPS Survey Database. A complete record has responses to 50 percent or more of the key survey items and a response for one or more composite measures or rating items. Identifying a standard set of key survey items that all respondents are eligible to answer is more challenging for the HCBS CAHPS Survey because, by design, respondents are asked different questions based on the HCBS they receive through a specific HCBS program. Please review the [Technical Assistance Guide for Analyzing HCBS CAHPS Data](#) documentation for additional information. A partially complete record has responses for one or more core composite measures or rating items, but less than 50 percent of the key survey items.

### Aggregation of Results

HCBS CAHPS Survey Database results are aggregated across all respondents in the Database, and not by a particular program type or state.

### Types of Results: Top Box and Proportional Scores

Top box scores for survey items are created by calculating the percentage of respondents who chose the most positive response on a given item’s response scale (e.g., “Always” on the “Always-Never” scale). The HCBS CAHPS Survey uses several different response scales. Table C-1 displays the different response scales and how the response options are categorized for top box and proportional scoring.

<b>Response Scale</b>	<b>Bottom Box Score: Least Positive Responses</b>	<b>Middle Box Score: Middle Responses</b>	<b>Top Box Score: Most Positive Responses</b>
<b>Dichotomous Yes, No</b>	No <i>or</i> Mostly No	--	Yes <i>or</i> Mostly yes
<b>4-point response scale</b>	Never, Sometimes <i>or</i> None of the things that are important to you, Some of the things that are important to you	Usually <i>or</i> Most of the things that are important to you	Always <i>or</i> All the things that are important to you
<b>Global ratings measures</b>	0-6 <i>or</i> Poor, Fair	7-8 <i>or</i> Good	9-10 <i>or</i> Excellent, Very Good
<b>Recommendation measures</b>	Definitely no, Probably no	Probably yes	Definitely yes

**Calculating top box and other proportional scores for an individual survey item.** Top box, middle box, and bottom box scores are calculated by aggregating results across all respondents in the Database. For example, if 400 out of 1,000 total respondents answered “Always” to a particular item, the top box score for that item would be 40 percent [i.e.,  $(400/1,000) * 100 = 40\%$ ].

The survey includes both positively worded items (e.g., “How often did {*personal assistance/ behavioral health staff*} treat you with courtesy and respect”) and negatively worded items (e.g., “How often were the explanations {*personal assistance/behavioral health staff*} gave you hard to understand because of an accent or the way they spoke English”). Calculating the item top box response is different for positively and negatively worded items:

- **For positively worded items**, the top box score is the percentage of respondents who answered with the most positive response option(s), depending on the response options used for the item (refer back to Table C-1).

For example, for the item “How often did {*personal assistance/behavioral health*} staff treat you with courtesy and respect,” if 50 percent of respondents answered “Always,” the item top box score would be 50 percent.

- **For negatively worded items**, the top box score is the percentage of respondents who answered with the least positive response option(s), depending on the response options used for the item (refer to Table C-1). Keep in mind that a negative answer to a negatively worded item indicates a positive response.

For example, for the item “In the last 3 months, how often were the explanations {*personal assistance/behavioral health staff*} gave you hard to understand because of an accent or the way {*personal assistance/behavioral health staff*} spoke English?” if 71 percent of respondents answered “Never,” the item top box score would be 71 percent (refer to Table C-2).

Full Item Text of Negatively Worded Item	Top Box Score Response Option	Top Box Score (% Never/No)
In the last 3 months, how often were the explanations { <i>personal assistance/behavioral health staff</i> } gave you hard to understand because of an accent or the way { <i>personal assistance/behavioral health staff</i> } spoke English?	Never	71%
In the last 3 months, did any { <i>personal assistance/ behavioral health staff, homemakers, or your case managers</i> } take your money or your things without asking you first?	No	98%

**Calculating top box and other proportional scores for a composite measure.** The scores for a composite measure are equal to the average or mean of the proportion of responses (excluding missing, Don’t know, or Refused responses) in each response category across the items in the composite measure. The following steps show how those proportions are calculated:

- **Step 1** – Calculate the proportion of responses in each proportional score category for **each question** in a composite measure.
- **Step 2** – Calculate the average proportion responding to each category **across the questions** in the composite measure.

Each item is given equal weight when calculating the composite measure results. Computationally, this involves calculating the score of each item and then finding the average across the item scores to obtain the composite measure score. The items are weighted equally because there is no evidence to suggest that any item is more important than another.

## Data Suppression Rules

The rules for data suppression and exclusion are described below.

### 1. Item Suppression

If there are fewer than 20 valid responses available for any item, the item's results are suppressed.

### 2. Program Type Suppression

If there are fewer than 20 completed or partially completed surveys for a given program, the program is excluded from the Database.

### 3. Reporting Category Suppression

If there are fewer than 10 programs for a given characteristic (e.g., region), we do not show results for the characteristic. Given the limited number of programs in the 2023 HCBS CAHPS Database, no breakouts by program type or program characteristics are provided.



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