

# GPRA Frequently Asked Questions

Please reference this document for any questions you have regarding the GPRA. If your question is not listed below or your question is not fully answered in this document, please contact the OMNI TA team at [SORSupport@omni.org](mailto:SORSupport@omni.org).

## GPRA Survey

### Where can I access the online version of the survey?

The link to the online GPRA survey is available on the Resources page of Virginia SOR TA portal: <https://www.virginiadorsupport.org/resources-home-page-1>

### Can I administer the GPRA interview on paper?

Yes, you are welcome to administer the interview using the paper version of the survey. Please note that you will then need to transfer the interview responses to the online version of the survey in order to submit the data to OMNI. You should transfer the responses from the paper to the online version within 4 days of completing the interview. Paper versions are also available on the Virginia SOR TA portal: <https://www.virginiadorsupport.org/gpra-survey-materials>

### Does the online version handle skip patterns and cross checks?

Yes. The online version will automatically follow the skip patterns that are noted in the paper version. The online version will also notify you when a response conflicts with a response to a previous question. In some cases, it will not let you proceed if the responses do not align appropriately.

### How will I know that I successfully submitted a GPRA survey online?

After you click Submit on the final page of the survey, you will see a confirmation page. In addition, you can opt to receive a confirmation email that includes the client ID, interview date, CSB name, and date of submission. Make sure to enter your email address on the last page of the survey if you'd like to receive a confirmation email.

### How can I get a copy of the survey responses submitted in the online version?

After you submit the survey, you will see a confirmation page that provides a summary of all responses to the survey. You can print or save this page for your records. There is also an option on that page to download a PDF version of the survey responses. If you forget to save the responses after submitting the survey, please contact the TA team and we can get you a copy.

## **GPRRA Administration**

### **What should I do in advance of an interview to make sure I'm ready?**

Make sure that you have the GPRRA survey ready and have completed the administrative sections before interviewing the client. Be sure to also have the consent form printed out and ready for the client to review. There is also a client locator form that can be used to keep in contact with the client for the 6-month follow-up and discharge interviews. This is an optional resource that can be helpful if your agency does not already have a follow-up system in place.

### **What happens if a client does not sign the consent form?**

If a client does not provide consent, they are not expected to complete the GPRRA. On the online entry form, there is an option to indicate that the client did not provide consent. Declining to consent to the evaluation should not impact the treatment services that your agency is providing to the client.

### **Can I complete the GPRRA over the phone?**

Yes, you can complete the GPRRA over the phone for the intake, follow-up, and discharge interviews. If you complete the intake GPRRA over the phone, you will need to read the full consent form aloud to obtain verbal consent from the client.

### **Do I have to complete the GPRRA interview in one sitting?**

It is recommended, but not required that you complete the interview in one sitting. If you need to, you can leave the survey open on your computer and come back to it. After 24 hours, the survey will automatically close and you will not be able to continue. If this happens and you did not finish entering data, contact the TA team and we can provide you a link to continue the survey.

### **What should I do if I need to access a survey that was already in progress but timed out?**

Please contact [SORSupport@omni.org](mailto:SORSupport@omni.org) and provide the client ID for the survey that was in progress. We will provide you a link to access the survey so you can finish entering data.

### **Can I edit a survey that has already been submitted?**

In general, once a completed GPRRA survey is submitted, it cannot be edited. If you realize that you made a mistake while filling out the survey, please contact the TA team to assist you in updating the survey

# GPRA Expansion Questions

## What is the GPRA Expansion?

In order to increase the number of individuals completing the GPRA to meet SAMHSA's requirements, the eligibility criteria for the GPRA was expanded in the beginning of Year 2, starting for most agencies on November 1st, 2019. Prior to this expansion, the eligibility criteria included only those clients receiving SOR-funded MAT services. The expanded GPRA eligibility criteria will look different at each agency but can include any individual with an opioid use disorder or stimulant use disorder that is receiving services paid by the SOR grant (e.g., clients working with peer recovery specialists, clients receiving wraparound services). If you need clarification on how your agency is expanding GPRA eligibility, please contact the OMNI TA team.

## Can I GPRA a client who is receiving SOR services besides MAT?

Yes, starting in Year 2 (October 1st, 2019), the GPRA eligibility criteria was extended to any client receiving SOR-funded services.

## If a client is receiving MAT through Medicaid, can they be administered the GPRA?

If a client is receiving MAT through Medicaid, they can be administered the GPRA if they are receiving any other services funded by the SOR grant or their MAT is partially funded by the SOR.

## If a client is no longer receiving services or SOR funds, do I still have to complete a follow-up GPRA?

Yes, any client that is administered an intake GPRA should be contacted for a follow-up interview even if they are no longer receiving SOR funding or services from your agency.

## Follow-up GPRA

### How will I know when it is time to administer a follow-up survey with my client?

OMNI's TA team is managing all follow-up windows. A spreadsheet with the follow-up windows for each client that you intake can be found in your agency's Dropbox folder: <https://www.virginiasorsupport.org/csbfqhc-1>

### How is the 6-month follow-up window calculated?

The follow-up window opens 5 months after the interview date for the intake GPRA and closes 8 months after the intake interview date. This window can be found for each individual client on your tracking sheets in your CSB/FQHC Dropbox folder.

## How can I access my Dropbox folder?

You can access your CSB/FQHC folder at <https://www.virginiasorsupport.org/csbfqhc-1>. There are instructions for setting up your Dropbox account under the CSB Dropbox Resource section. Please reach out to the TA team if you need a Dropbox invitation to your specific CSB/FQHC folder.

## When do I complete an administrative follow-up GPRA?

An administrative follow-up interview is completed when the follow-up window has closed, and you were not able to get in contact with the client for an interview. You are expected to try to get in contact with the client throughout the full follow-up window before completing an administrative follow-up.

## When do I complete an administrative discharge?

An administrative discharge is completed when a client has left services at your agency, and you are not able to get in touch with a client for an interview. We recommend trying to get in contact with a client for 6 weeks before completing an administrative discharge. There is an option to select administrative discharge on the survey when asked about discharge type.

## Gift Cards

### When do clients get a gift card for completing a GPRA interview?

Clients can receive a \$30 gift card after completing the 6-month follow-up interview. These gift cards are purchased and coordinated by your agency using the SOR budget.

### What types of gift cards are allowed?

Your agency will have some leeway in choosing gift cards to stores that are available in your area; however, the cards cannot be gift cards that function like cash, such as Visa gift cards, or to a store where it can be used for alcohol.

### We want to buy a gift card to a store that the client likes, but we do not want the client to purchase alcohol using the gift card. Do you have any recommendations for stores?

That is a good consideration! We have heard from other agencies that have had the same issues. They suggested buying gift cards to Marshall's, Dollar Tree, or McDonald's. Some agencies have also distributed gift cards for gas or cell phone minutes.

## Have a question that's not answered here? We want to hear it!

Contact the TA team at [SORSupport@omni.org](mailto:SORSupport@omni.org).