

## **NATIONAL INDIGENOUS ELDER JUSTICE INITIATIVE (NIEJI) PROGRAM: The Native Elder Maltreatment Survey: How to get started**

### **Step 1: Get tribal permission**

- We cannot begin processing your survey until a tribal resolution is received.
- The tribal resolution allows for participation in the in the data collection with the NIEJI Program and Administration for Community Living (ACL).
- The resolution ensures that the data belongs to the tribe and makes certain the tribal council receives a copy of the data.
- NIEJI processes the data and is the prime contact for tribes, Alaska villages, and Hawaiian homesteads. The resolution allows NIEJI to process tribal and national aggregate data.
- A copy of the tribal resolution will be available on the NIEJI website.

### **Step 2: Mail the signed resolution documents to:**

○ **National Indigenous Elder Justice Initiative** Attn: Peggy Jo Archer, Center for Rural Health University of North Dakota School of Medicine & Health Sciences, Suite E231 1301 North Columbia Road, Stop 9037 Grand Forks, ND 58202-9037

### **Step 3: Count the number of elders**

- Give our office an estimation of the number of elders participating, names of elders are not needed.
- We will mail you an appropriate number of surveys including extras for practice or training purposes. More surveys can be requested, please contact us.

### **Step 4: Interviewing elders**

- Interviewing the elder is the most important part of data collection. It is important to put the elder at ease allowing them to be comfortable.
- Start the interview process by going over the consent form. The interviewer's guide and consent forms are available on our website at [nieji.org](http://nieji.org).
- Do not pry for answers, names, or incidents. It is not necessary to insist upon cooperation from the elder being interviewed.
- It should be stated clearly that the elder's participation is completely voluntary. Elders can decide to stop at any point and/or not answer certain questions. Elders do not have to answer every question.

### **Step 5: Mail surveys to be processed to the address in Step 2 above**

- Surveys will be scanned and processed onsite at the NIEJI office.
- Do not bend, fold, or have stains on surveys as it will delay processing.
- Original surveys will be stored in a locked cabinet and destroyed after three years.

### **Step 6: Data returned to your tribal agency**

- You will receive a copy of your tribal assessment report and how the results can be utilized.
- Your tribal results along with national results will be mailed to you.

For more information and resources please contact us at:

**NATIONAL INDIGENOUS ELDER JUSTICE INITIATIVE**

Center for Rural Health

University of North Dakota School of Medicine & Health Sciences, Suite E231

1301 North Columbia Road, Stop 9037

Grand Forks, ND 58202-9037

Website: <https://www.nieji.org/>

Email: [info@nieji.org](mailto:info@nieji.org)

Telephone: (855) 834-1572

Fax: (701) 777-6779