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Supplementary S2-Online survey questions

Workforce Profile Collection Questionnaire #1

There are two disability related questions in the current version of the Workforce Profile Collection: one is intended to identify disabilities generally and the other asks about workplace modifications.

A joint project involving the PSC, FACS and the University of Sydney was devised to improve the questions and to enable:

- Improved response rates to disability questions
- Improved data quality for disability in the NSW government sector
- Comparison of the NSW public sector workforce with the NSW population
- (proportion of disability according to ABS data)
- Provision of a better evidence base to inform policy interventions

New questions were drafted based on a series of focus group discussions conducted by researchers at the University of Sydney.

In this online survey, we ask that you answer these draft questions and a few accompanying evaluation questions. Your participation in this survey is voluntary.

Your evaluations will help us to further improve these questions which will be trialled in the coming Workforce Profile Collections.

The survey should take around 10 minutes to complete.

If you would like to find out more about this project, you can contact xx at xx or xx of the University of Sydney at xx. A Participant Information Statement will be provided upon request.

INTRODUCTION:

The NSW Government is committed to reflecting the diverse community we serve and creating an inclusive workplace for all people, where everyone feels valued. The strength of our workforce lies in its diversity and in embracing differences. We therefore encourage you to provide your diversity information. The information you provide is personal and is stored in accordance with the Health Records and Information Privacy Act 2002 (NSW) and the Privacy and Personal Information Protection Act 1998. Your information is important because it will help build an accurate picture of the differences in our workforce, and help shape policy to create an engaged, productive and supported workforce.

1. Question D1:

In your everyday life, do you experience difficulty related to a long-term health condition or impairment in **any** of the following aspects:

- Social and community life (e.g., recreation, sport, religion)
- Work or education (e.g., school or vocational education, paid or voluntary work)
- Mobility (e.g., walking, using public transport)
- Self-care (e.g., washing, dressing)
- Domestic life (e.g., shopping, cooking, caring for others)
- Daily organisation (e.g., undertaking multiple tasks, handling stress)
- Communication (e.g., speaking or using communication devices)
- Learning (e.g., basic learning, or applying knowledge in solving problems or making decisions)
- Relationships (e.g., with acquaintances, friends, family, supervisors or colleagues)

Please select one of the following:

- Yes, I sometimes or always experience difficulty in at least one of the above areas, even if I use equipment, technology, assistance or other techniques.
- No, but I use equipment, technology, assistance or other techniques to avoid difficulty.
- No difficulty.

Note: "Long-term health condition" or "impairment" may refer to the following
Loss of sight or hearing;
Speech difficulties;
Shortness of breath or difficulty breathing;
Chronic or recurring pain or discomfort;
Blackouts, seizures or loss of consciousness;
Difficulties learning or understanding things;
Difficulties using arms or fingers;
Difficulties using feet or legs;
Mental health conditions;
Restricted physical activities or difficulties doing physical work;
Memory problems;
Social or behavioural difficulties;
Head injury, stroke or other acquired brain injury;

Or any other long-term condition.

2. How clear is the introduction * to this question?

Very clear Clear Somewhat clear Not very clear Very unclear

3. Does the introduction encourage you to answer the question?
Yes

No

4. Did the introduction provide enough information about the privacy and confidentiality of your answers?

Yes

No

5.Do you have any other comments on the introduction?

*6. How easy is question D1 to understand?

Very easy to understand Easy to understand
Somewhat easy to understand
Not very easy to understand
Very hard to understand

7. Are there any words that require an explanation?

Yes

No

If yes, which words?

Please read the alternative question (D2)

Question D2:
Do you experience difficulty in participating in everyday life because of a long-term health condition or impairment (physical, mental, intellectual, sensory) in **any** of the following:

- Social and community life
- Work or education
- Mobility
- Self-care
- Domestic life
- Daily organisation
- Communication

- Learning
- Relationships

* 8. Which of these questions (D1 or D2) do you feel more comfortable answering?
D1
D2

* 9. Do you prefer the list of everyday life areas with examples, as in D1?
Yes
No

* 10. Did you find the examples of "long-term health conditions" helpful?
Yes, I preferred the examples in D1.

No, I thought the explanation in D2 (physical, mental, intellectual and sensory) was clear enough.

11. Do you have a disability?
Yes
No

12. Do you have any other comments?

13. Question EN1:
What aspects of your work environment need to be improved to enable you to participate fully and effectively at work? (Select all areas where improvement is needed.)

- Support and relationships (e.g., support from colleagues or supervisors)
- Attitudes (e.g., attitudes or behaviour of colleagues, supervisors or others)
- Services, systems and policies (e.g., job design, working hours, flexibility, transport, employment policy, workplace and hiring policies)
- Products and technology (e.g., work equipment, IT, furniture, building access)
- Natural environment and human-made changes to the environment (e.g., sound, light, air or water)
- No improvements needed

14. How easy is this question to understand?

Very easy to understand
Easy to understand
Somewhat easy to understand
Not very easy to understand
Very hard to understand

* 15. Are there any words that require an explanation?
Yes
No
If yes, which words?

Please read the alternative question (EN2)
Question EN2: Do you need adjustments to be made to your work environment so that you can work effectively in your job? (Select all areas where adjustment is needed.)

- Support and relationships (e.g., support from colleagues or supervisors)
- Attitudes (e.g., attitudes or behaviour of colleagues, supervisors or others)
- Services, systems and policies (e.g., job design, working hours, flexibility, transport, employment policy, workplace and hiring policies)
- Products and technology (e.g., work equipment, IT, furniture, building access)
- Natural environment and human-made changes to the environment (e.g., sound, light, air or water)
- No adjustments needed

16. Which of these questions (EN1 or EN2) do you feel more comfortable * answering?
EN1
EN2

17. Do you have any other comments?

18. Question EP1:
What aspects of your current work environment have been improved to enable you to participate fully and effectively at work? (Select all areas where improvement has been made.)

- Support and relationships (e.g., support from colleagues or supervisors)
- Attitudes (e.g., attitudes or behaviour of colleagues, supervisors or others)
- Services, systems and policies (e.g., job design, working hours, flexibility, transport, employment policy, workplace and hiring policies)
- Products and technology (e.g., work equipment, IT, furniture, building access)
- Natural environment and human-made changes to the environment (e.g., sound, light, air or water)
- No improvements made

19. How easy is this question to understand?

Very easy to understand
Easy to understand

Somewhat easy to understand
Not very easy to understand
Very hard to understand

20. Are there any words that require an explanation?

Yes
No
If yes, which words?

Please read the alternative question (EP2)
Question EP2:
Have adjustments been made to your work environment in any of the following areas so that you can work effectively in your job:

- Support and relationships (e.g., support from colleagues or supervisors)
- Attitudes (e.g., attitudes or behaviour of colleagues, supervisors or others)
- Services, systems and policies (e.g., job design, working hours, flexibility, transport, employment policy, workplace and hiring policies)
- Products and technology (e.g., work equipment, IT, furniture, building access)
- Natural environment and human-made changes to the environment (e.g., sound, light, air or water)
- No adjustments made

21. Which of these questions (EP1 or EP2) do you feel more comfortable * answering?
EP1
EP2

22. Do you have any other comments?

Thank you for answering the above questions.
We would really appreciate you indicating your age range, gender and department
before submitting, to enable us to be confident that we have a broad representation of the sector.

23. Your age:

24. Your gender:

25. Your department/agency:

Thank you for completing this survey. We appreciate your contribution.

Workforce Profile Collection Questionnaire #2

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1. Question D2:
Do you experience difficulty in participating in everyday life because of a long-term health condition or impairment (physical, mental, intellectual, sensory) in any of the

following aspects:

- Social and community life
- Work or education
- Mobility
- Self-care
- Domestic life
- Daily organisation
- Communication
- Learning
- Relationships

Please select one of the following:

- Yes, I sometimes or always experience difficulty in at least one of the above areas, even if I use equipment, technology, assistance or other techniques
- No, but I use equipment, technology, assistance or other techniques to avoid difficulty
- No difficulty

2. How clear is the introduction to this question?

Very clear Clear Somewhat clear Not very clear Very unclear

3. Does the introduction encourage you to answer the question?

Yes

No

4. Did the introduction provide enough information about the privacy and confidentiality of your answers?

Yes

No

5. Do you have any other comments about the introduction?

6. How easy is question D2 to understand?

Very easy to understand Easy to understand Somewhat easy to Understand Not very easy to understand Very hard to understand

* 7. Are there any words that need explanation?

Yes

No

If yes, which words?

Please read the alternative question (D1)

Question D1:

In your everyday life, do you experience difficulty related to a long-term health condition or impairment in any of the following aspects:

- Social and community life (e.g., recreation, sport, religion)
- Work or education (e.g., school or vocational education, paid or voluntary work)
- Mobility (e.g., walking, using public transport)
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- Domestic life (e.g., shopping, cooking, caring for others)
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Difficulties using feet or legs;
Mental health conditions;
Restricted in physical activities or in doing physical work;
Memory problems;
Social or behavioural difficulties;
Head injury, stroke or other acquired brain injury;
Or any other long-term conditions.

8. Which of these questions (D2 and D1) do you feel more comfortable answering?
D2
D1

9. Do you prefer the list of everyday life areas with examples, as in D1?
Yes

No

10. Did you find the examples of “long-term health conditions” helpful?
Yes, I preferred the examples, as in D1.
No, I thought the explanation in D2 (physical, mental, intellectual and sensory) was clear enough
11. Do you have a disability?
Yes
No

12. Do you have any other comments?

13. Question EN2:
Do you need adjustments to be made to your work environment so that you can work effectively in your job? (Select all areas where adjustment is needed.)

- Support and relationships (e.g., support from colleagues or supervisors)
- Attitudes (e.g., attitudes or behaviour of colleagues, supervisors or others)
- Services, systems and policies (e.g., job design, working hours, flexibility, transport, employment policy, workplace and hiring
- policies)
- Products and technology (e.g., work equipment, IT, furniture, building access)
- Natural environment and human-made changes to environment (e.g., sound, light, air or water)
- No adjustments needed

14. How easy is this question to understand?

Very easy to understand Easy to understand Somewhat easy to understand Not very easy to understand
Very hard to understand

15. Are there any words that need explanation?

Yes

No

If yes, which words?

Please read the alternative question (EN1)
Question EN1:
What aspects of your work environment need to be improved to enable you to
participate fully and effectively at work? (Select all areas where improvement is needed.)

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- Natural environment and human-made changes to the environment, (e.g., sound, light, air or water)
- No improvements needed

16. Which of these questions (EN2 or EN1) do you feel more comfortable * answering?
EN2
EN1
17. Do you have any other comments?

18. Question EP2:

Have adjustments been made to your work environment in any of the following areas so that you can work effectively in your job:

- Support and relationships (e.g., support from colleagues or supervisors)
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20. Are there any words that need explanation?

Yes

No

If yes, which words?

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Question EP1:

What aspects of your current work environment have been improved to enable you to participate fully and effectively at work? (Select all areas where improvement has been made.)

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- No improvements made

21. Which one of these questions (EP2 and EP1) do you feel more comfortable answering?

EP2

EP1

22. Do you have any other comments?

Thank you for answering the above questions.

We would really appreciate you indicating your age range, gender and department

before submitting, to enable us to be confident that we have a broad representation of the sector.

23. Your age:

24. Your gender:

25. Your department/agency:

Thank you for completing this survey. We appreciate your contribution.