

Work Performance Questionnaire – Baseline

A. YOUR WORK

A1. Are you currently in any of the following work situations? For each “Yes” response, record how long you have been in this situation (for example, 3 weeks or 5 months or 7 years).

	How long have you been in this situation? (Circle only one)					
	Yes	No	Enter Number	Weeks	Months	Years
a. Unemployed and looking for work?.....	1	2	_____	1	2	3
b. Temporarily laid off?.....	1	2	_____	1	2	3
c. Maternity Leave?.....	1	2	_____	1	2	3
d. Short-term sick leave?.....	1	2	_____	1	2	3
e. Extended sick leave or disability?.....	1	2	_____	1	2	3
f. Retired?.....	1	2	_____	1	2	3

A2. Do you do any of the following kinds of work? For each “Yes” response, estimate the number of hours you typically spend doing this kind of work each week. If it varies, estimate the average.

	Yes	No	Average Number of Hours each Week
a. Caregiver for your child(ren)?.....	1	2	_____
b. Working a full-time paying job?.....	1	2	_____
c. Working a part-time paying job?.....	1	2	_____
d. Self-employed?.....	1	2	_____
e. Volunteer work?.....	1	2	_____
f. Full-time student?.....	1	2	_____
g. Part-time student?.....	1	2	_____
h. Housework/home maintenance?.....	1	2	_____

A3. If you currently work for pay or profit or are on sick leave, please choose the category that best describes your main job. If none of the categories fits you exactly, please respond with the closest category. If you are currently not working and not on sick leave, skip to question B1. (Circle only one number.)

1. Executive, administrator, or senior manager
(e.g., CEO, sales VP, plant manager)
2. Professional
(e.g., engineer, accountant, systems analyst)
3. Technical support
(e.g., lab technician, legal assistant, computer programmer)
4. Sales
(e.g., sales representative, stockbroker, retail sales)
5. Clerical and administrative support
(e.g., secretary, billing clerk, office supervisor)
6. Service occupation
(e.g., security officer, food service worker, janitor)
7. Precision production and crafts worker
(e.g., mechanic, carpenter, machinist)
8. Operator or laborer
(e.g., assembly line worker, truck driver, construction worker)

A4. How many people do you personally supervise on your main job?

_____ NUMBER OF PEOPLE

A5. How many hours does your employer expect you to work in a typical 7-day week? If it varies, estimate the average. If you are self-employed, estimate the number of hours you would consider a full work week. If you have more than one job, combine total number of hours for all jobs.

_____ NUMBER OF HOURS

A6. Now please think of your work experience over the past 7 days. In the space provided below, write the number of days you spent in each of the following work situations.

In the past 7 days, how many days did you...

- | | <u>NUMBER
OF DAYS</u> |
|--|---------------------------|
| a. ...miss an <u>entire</u> work day because of problems with your physical or mental health? | _____ |
| b. ...miss an <u>entire</u> work day for any other reason (including vacation)? | _____ |
| c. ...miss <u>part</u> of a work day because of problems with your physical or mental health? | _____ |
| d. ...miss <u>part</u> of a work day for any other reason (including vacation)? | _____ |
| e. ...come in early, go home late, or work on your day off? | _____ |

A7. About how many hours altogether did you work in the past 7 days? (See examples below.) If you have more than one job, report the combined total number of hours for all jobs. If you did not work at all in the past 7 days, enter "0" and skip to question B1.

_____ NUMBER OF HOURS

Examples for Calculating Hours Worked in the Past 7 Days

8 hours per day for 5 days = 40 hours

7 hours per day for 5 days = 35 hours

8 hours per day for 4 days plus 4 hours per day for 1 day = 36 hours

7 hours per day for 3 days plus 4 hours per day for 2 days = 29 hours

A8. Did you have any of the following experiences at work in the past 7 days?

	<u>Yes</u>	<u>No</u>
a. Any special work success or achievement?.....	1	2
b. Any special work failure?.....	1	2
c. An accident that caused either damage, work delay, a near miss, or a safety risk?.....	1	2
d. If you answered "Yes" to any of the questions A8a, A8b, or A8c, please describe what happened.		

A9. The next questions are about the time you spent during your hours at work in the past 7 days.

Circle the one number from each question that comes closest to your experience.

	<u>All of the time</u>	<u>Most of the time</u>	<u>Some of the time</u>	<u>A little of the time</u>	<u>None of the time</u>
a. How often was your performance higher than most workers on your job?.....	1	2	3	4	5
b. How often was your performance lower than most workers on your job?.....	1	2	3	4	5
c. How often did you do no work at times when you were supposed to be working?..	1	2	3	4	5
d. How often did you find yourself not working as carefully as you should?.....	1	2	3	4	5
e. How often was the quality of your work lower than it should have been?.....	1	2	3	4	5
f. How often did you not concentrate enough on your work?.....	1	2	3	4	5
g. How often did health problems limit the kind or amount of work you could do?.....	1	2	3	4	5

A10. On a scale from 0 to 10 where 0 is the worst job performance anyone could have at your job and 10 is the performance of a top worker, how would you rate the usual performance of most workers in a job similar to yours? *(Circle the number)*

Worst									Top	
Performance									Performance	
0	1	2	3	4	5	6	7	8	9	10

A11. Using the same 0-to-10 scale, how would you rate your usual job performance over the past year or two? *(Circle the number)*

Worst									Top	
Performance									Performance	
0	1	2	3	4	5	6	7	8	9	10

A12. Using the same 0-to-10 scale, how would you rate your overall performance on the days you worked during the past 7 days? *(Circle the number)*

Worst									Top	
Performance									Performance	
0	1	2	3	4	5	6	7	8	9	10

A13. How would you compare your overall job performance on the days you worked during the past 7 days with the performance of most other workers who have a similar type of job? (*Circle the number*)

1. You were **a lot better** than other workers
2. You were **somewhat better** than other workers
3. You were **a little better** than other workers
4. You were about **average**
5. You were **a little worse** than other workers
6. You were **somewhat worse** than other workers
7. You were **a lot worse** than other workers

B. DEMOGRAPHICS

B1. What is your current marital status?

- a. Married or cohabiting
- b. Separated
- c. Divorced
- d. Widowed
- e. Never married

B2. How many children do you have?

- a. None
- b. One
- c. Two
- d. Three
- e. Four or more

B3. What is your annual income from your job, before taxes? (*Circle the letter*)

- | | | |
|------------------------|------------------------|---------------------------|
| a. \$1 - \$999 | m. \$12,000 - \$12,999 | y. \$40,000 - \$44,999 |
| b. \$1,000 - \$1,999 | n. \$13,000 - \$13,999 | z. \$45,000 - \$49,999 |
| c. \$2,000 - \$2,999 | o. \$14,000 - \$14,999 | aa. \$50,000 - \$74,999 |
| d. \$3,000 - \$3,999 | p. \$15,000 - \$15,999 | bb. \$75,000 - \$99,999 |
| e. \$4,000 - \$4,999 | q. \$16,000 - \$16,999 | cc. \$100,000 - \$149,999 |
| f. \$5,000 - \$5,999 | r. \$17,000 - \$17,999 | dd. \$150,000 - \$199,999 |
| g. \$6,000 - \$6,999 | s. \$18,000 - \$18,999 | ee. \$200,000 - \$299,999 |
| h. \$7,000 - \$7,999 | t. \$19,000 - \$19,999 | ff. \$300,000 - \$499,999 |
| i. \$8,000 - \$8,999 | u. \$20,000 - \$24,999 | gg. \$500,000 - \$999,999 |
| j. \$9,000 - \$9,999 | v. \$25,000 - \$29,999 | hh. \$1,000,000 or more |
| k. \$10,000 - \$10,999 | w. \$30,000 - \$34,999 | |
| l. \$11,000 - \$11,999 | x. \$35,000 - \$39,999 | |