

## **Instructions for the Healthy Families Oregon Staff Exit Survey**

The purpose of the Staff/Volunteer exit survey is to collect information about staff experiences with the Healthy Families Oregon (HFO) program and the reasons why staff leave the HFO program. Supervisors or Program Managers should provide a copy of the Exit Survey and a stamped envelope addressed to NPC Research (see below) to any staff member (Home Visitor, Administrative Assistant, Volunteer Coordinator, Supervisor, Manager, etc.) who has worked for the program as an employee (paid out of the program budget), and to volunteers serving in a staff capacity, before the staff person leaves her/his position. Staff should be encouraged, but not required, to complete the survey and mail it directly to NPC Research.

If the individual has already left the program, Program Managers or Supervisors should mail a survey to their home address.

Please provide a stamped envelope addressed to:

NPC Research  
Attention: Healthy Families Oregon  
5100 SW Macadam Ave., Suite 575  
Portland, OR 97239-3867

Any questions regarding the exit survey should be addressed to Lisa Sutter (503-378-6768) or Jerod Tarte (503-243-2436 x 103).