

CASE ID # _____

**HEALTH AND RETIREMENT SURVEY
UNLABELLED PRIMARY COVERSHEET**

REVIEWED BY: _____

RFS/TL: _____ / _____
DATE INITIALSOFFICE: _____ / _____
DATE INITIALS

REVISED
Proj. 103 (466308)
Study Phase Code: 5
Apr.-Dec. 1992

0. This coversheet describes:

 an HU structure added to Listing Sheet and selected for this study an added HU found at a listed and selected lineSample ID is: ---

2. Interviewer's Label

1. Sample Address:

a. Unique Address or Description:

b. Sample Location: _____

c. H

c. Household ID# _____

COPY INFORMATION BELOW FROM LABELLED COVERSHEET:

RELEASE: _____

MODULE ADMIN.: 5. NO 1. YES ----> LETTER: _____R: R1 R2

3. This IW No. _____

4. Length of IW _____ (Minutes)

4a. Length of Module IW: _____ (Minutes)

5. Length of Post-Edit _____ (Minutes)

6. Pers. Ltr Req.? 5. NO 1. YES--> _____ (Date)

7. Total Calls (Call # of Final Call) _____

8. Date of Final Result _____

9. Final Result Code _____

10. Mode of Payment: 1. U/M CHECK 2. IWER PD.

11. Amount of Payment: \$ _____

12. Mode of IW: 1. FACE-TO-FACE 2. TELEPHONE13. IW Conducted In: 1. ENGLISH 2. SPANISH14. Proxy IW: 1. YES 5. NO15. Primary R's Date of Birth: _____ / _____ / _____
MO DAY YR16. Primary R is Age Eligible: 1. YES 5. NO

REMEMBER TO COMPLETE OBSERVATION SECTION, THUMBNAIL SKETCH, AND EDIT CHECKLIST

18. Hello, my name is _____, and I work for The University of Michigan's Survey Research Center. Let me show you my identification (SHOW ID). The University of Michigan is conducting a nationwide study, and we are interested in talking to people about health issues, employment and perceptions of retirement. You should have received a letter from the University telling you about this survey. (SHOW LETTER AND BROCHURE, IF NECESSARY.) This address was selected as part of the study's national sample, and I may need to interview someone here.

NEXT PAGE, ITEM 19.

19. EXACT TIME NOW: _____

20. HU LISTING OBTAINED FROM:

1. HU MEMBER	2. NEIGHBOR	3. APT. MGR.	4. LANDLORD	5. OBSERVATION	7. OTHER:
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21 a-d. In order to determine whom to interview, I need to know who lives at this address. Let me assure you that all information you provide is strictly confidential. I would like to start with you. What is your full name and how old are you?

Next, I would like the full name, age and relationship to you of each of the other members of this household who are living here now. Please be sure to include persons who usually live here but are presently living away at school.

	a. Household Member's Full Name (First) (Last)	b. Household Member's Relationship to Informant	c. Sex	d. Age	e. 50-62 Yr Old ASK: Yr of Birth	f. Age Eligible Person "√"	g. MARITAL STATUS	h. Person Number	j. Selected Eligible "√"	k. Primary/ Secondary R(s) [R1/R2]	m. House- holder "√"
M			M								
A			M								
L			M								
E			M								
S			M								
			M								
F			F								
E			F								
M			F								
A			F								
L			F								
E			F								
S			F								

21e. (ASK FOR ALL HU MEMBERS AGE 50-62) In what year was (NAME) born?

21f. CHECK COL. f FOR ALL PERSONS BORN 1931-1941.

22. INTERVIEWER CHECKPOINT

1. NO ONE BORN 1931-1941--->CODE RESULT '91', NER-->TURN TO P. 7, Z0
PRE-RECRUITMENT INFO

2. ALL OTHERS

23. (FOR EACH PERSON MARKED IN COL. 21f, ASK:) (Are you/Is NAME) married or living with someone in an intimate relationship?
MARK COL. 21g IF MARRIED OR LIVING WITH PARTNER: M=Married; P=Partner

24. INTERVIEWER CHECKPOINT

SEE HHL, COL. 21f

1. ONLY ONE PERSON ELIGIBLE--->CHECK COL. 21j AND GO TO NEXT PAGE, ITEM 26

2. ONLY TWO PERSONS ELIGIBLE **AND**
MARRIED/PARTNERED TO EACH OTHER--->CHECK COL. 21j FOR BOTH PERSONS AND GO TO NEXT PAGE, ITEM 26

3. ALL OTHERS--->NEXT PAGE, ITEM 25

25. MULTIPLE AGE-ELIGIBLE PEOPLE IN HU--INSTRUCTIONS FOR SELECTING RESPONDENT

- A. In Col. 21h. assign a sequential number to each eligible person checked in Col. 21f. First number eligible (checked) MALES from oldest to youngest and continue the numbering with eligible (checked) FEMALES, from oldest to youngest.
- B. Use selection table to the right to select a respondent. In the first column circle the total number of eligible persons (highest number assigned in Col. 21h). The corresponding number in the second column of the selection table denotes the person to be selected as the age eligible respondent. Check Col. 21j for this person.

SELECTION TABLE E ₁	
If the number of eligible persons is:	Interview the person numbered:
1	1
2	2
3	3
4	3
5	3
6 or more	5

26.

1. ELIGIBLE PERSON IS MARRIED

2. ELIGIBLE PERSON IS SINGLE

ASK TO SPEAK TO PERSON(S) MARKED IN COL. 21j OR PERSON'S SPOUSE/PARTNER

ASK TO SPEAK TO PERSON MARKED IN COL. 21j; GO TO ITEM 28

27. **DETERMINE PRIMARY RESPONDENT (MOST KNOWLEDGEABLE RESPONDENT)**

(Hello, I am _____, and I am working on a nationwide survey for the University of Michigan's Survey Research Center. You should have received a letter from the University telling you about the survey. (SHOW LETTER AND BROCHURE, IF NECESSARY.)

My selection procedure tells me I need to interview you and your (HUSBAND/WIFE/PARTNER). Which of you is the most knowledgeable about your family's assets, debts and retirement planning?

1. HUSBAND

2. WIFE

3. PARTNER

28. RECORD "R1" IN COL. 21k TO DENOTE PRIMARY R (MOST KNOWLEDGEABLE). IF THIS PERSON IS MARRIED/PARTNER, ALSO RECORD "R2" IN COL. 21k TO DENOTE SECONDARY R (SPOUSE/PARTNER).

29. VERIFY ELIGIBILITY--DATE OF BIRTH OF R1 (OR R2). (Verify the year of birth of the age-eligible R.)

30. In whose name is this home owned or rented? (IF HU MEMBER(S), CHECK COL. 21m)

USE THIS COVERSHEET FOR THE PRIMARY R (KNOWLEDGEABLE RESPONDENT). COMPLETE A PEACH COVERSHEET FOR THE SECONDARY R.

ATTEMPT AN INTERVIEW WITH PRIMARY R (AND SECONDARY R).

RECONTACT INFORMATION

R1. Thank you very much for this interview. We value people like you who are willing to contribute their experiences to our research. We will be sending you a report of some of our findings as a way of expressing our appreciation for your cooperation. Our Regional Supervisor may also be calling or writing you to verify this interview. For these reasons I would like to verify your name and ask for your mailing address and telephone number.
(FOR WOMEN OBTAIN THEIR FIRST NAME, NOT THEIR HUSBAND'S FIRST NAME.)

R1a. What is your full legal name as it appears on official documents such as your voter's registration, Social Security Card, or driver's license? **(IWER: VERIFY SPELLING OF R'S FULL NAME AND WRITE CLEARLY.)**

NAME REFUSED	TITLE:	MR	MRS	MISS	MS	DR	REV
FIRST NAME			MIDDLE INITIAL	LAST NAME			

R1b. What is your address?

R1c. What is your Social Security Number?

ADDRESS REFUSED	STREET ADDRESS				SOC. SEC. # REFUSED			
CITY			STATE	ZIP CODE				

R2. INTERVIEWER CHECKPOINT: ADDRESS AT R1b ABOVE IS:

1. IDENTICAL TO SAMPLE LABEL ADDRESS GO TO R4	2. CORRECTED VERSION OF SAMPLE LABEL ADDRESS GO TO R4	3. DIFFERENT FROM SAMPLE LABEL ↓
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R3. Is this a mailing address for your home, an address you will be moving to, a relative's address, the address of a friend, a business address, or what?

1. MAILING ADDRESS	2. ADDRESS TO WHICH R IS MOVING	3. RELATIVE	4. FRIEND	5. BUSINESS	7. OTHER: _____
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R4. And, what is your telephone number?

AREA CODE	TELEPHONE NUMBER	R HAS NO PHONE	PHONE NUMBER REFUSED
		NEXT PAGE, R6	

R5. Is your phone number listed in the current telephone directory?

1. YES, LISTED	5. NO, NOT LISTED	8. NOT SURE, DON'T KNOW
		NEXT PAGE, R6

R5a. Is your phone listed in your name?

1. YES	5. NO	R5b. In whose name is the phone listed? (What relation is this person to you?)
IF VOL. NOT LISTED		
		NAME _____ RELATIONSHIP _____
NEXT PAGE, R6		

NEXT PAGE, R6

R6. Do you have another place of residence or somewhere else you live during different times of the year?

1. YES →

5. NO

R6a. We may wish to contact you at your other residence. May I have that address and phone number?

ADDRESS REFUSED

STREET ADDRESS _____

CITY _____ STATE _____ ZIP _____

TELEPHONE NUMBER: _____ / _____

AREA CODE

R HAS NO PHONE PHONE REFUSED

R7. If for any reason we should have difficulty contacting you, could you give me the name, address, and telephone number of two close friends or relatives who will know how to get in touch with you? (And what is this person's relationship to you?)

1. NAME: _____ RELATIONSHIP TO R: _____

ADDRESS: _____

TELEPHONE: _____

2. NAME: _____ RELATIONSHIP TO R: _____

ADDRESS: _____

TELEPHONE: _____

R8. PRESENT THE PERMISSION FORM TO THE PRIMARY RESPONDENT (PRINTED ON LETTERHEAD) AND ASK (HIM/HER) TO READ IT. AFTER THE FORM IS COMPLETED, PLACE THE ORIGINAL INSIDE THE COVERSHEET, (PG. 6) AND GIVE ONE COPY TO R TO KEEP.

R9. TURN TO P. 7, Z1--OBTAIN RECRUITMENT INFORMATION

R10. TO BE COMPLETED BY INTERVIEWER DURING POST-EDIT:

Assuming we have or could obtain a telephone number for this respondent, is there any reason (e.g. hearing problem, illness) why we should not conduct an interview with this respondent by phone?

5. NO

1. YES →

R10a. What is the reason? _____

R11. If R refused any recontact information: what is your understanding of the reason(s) the information was refused?

IWER: Staple tear-off sheets from Family Booklet here. Also place Interviewer Data Card and Permission Form here.

Z0. EXACT TIME NOW: _____

Z1. RECRUITMENT FOR NEW HRS COHORT SAMPLE

<input type="checkbox"/>	1. PEOPLE AGE 44 - 50 IN HH LISTING AND <u>NOT</u> HRS R
<input type="checkbox"/>	2. ALL OTHERS--->GO TO ITEM Z2

Right now, this study is only interviewing people who were born between 1931 and 1941. However, the study will be going on for several years, and we would like to talk with (PERSON(S) AGED 44 - 50) in about four years.

Z2. RECRUITMENT FOR OLDEST OLD SAMPLE

<input type="checkbox"/>	1. PEOPLE AGE <u>68</u> OR OLDER IN HH LISTING AND <u>NOT</u> HRS R
<input type="checkbox"/>	2. ALL OTHERS--->GO TO Z3

(Right now, we are only interviewing people who were born between 1931 and 1941.) We (also) expect to be doing an important study of older adults next year, and we would like to talk with (NAME/PERSON(S) 68 OR OLDER) then.

The purpose of the study is to learn more about how and when people's health changes as they age. Most of what is currently known about this comes from studies done in hospitals, and not from talking with people in their own homes.

Z3. INTERVIEWER CHECKPOINT

<input type="checkbox"/>	1. PEOPLE IN HU AGE 44-50 <u>OR</u> 68+ AND <u>NOT</u> HRS R--->NEXT PAGE, Z4
<input type="checkbox"/>	2. ALL OTHERS--->END CONTACT

RECRUITMENT INFORMATION

24. I would like to verify your name and ask for the mailing address and telephone number. (FOR WOMEN OBTAIN THEIR FIRST NAME, NOT THEIR HUSBAND'S FIRST NAME.) What is your full legal name as it appears on official documents such as voter's registration, Social Security Card, or driver's license? (IWER: VERIFY SPELLING FULL NAME AND WRITE CLEARLY.)

NAME REFUSED [grid] TITLE: [grid] FIRST NAME [grid] MIDDLE [grid] LAST NAME [grid] MR MRS MISS MS DR REV

25. What is your address?

ADDRESS REFUSED [grid] STREET ADDRESS [grid] CITY [grid] STATE [grid] ZIP CODE [grid]

25a. In what year were you born? YEAR OF BIRTH

26. INTERVIEWER CHECKPOINT: ADDRESS ABOVE IS:

1. IDENTICAL TO SAMPLE LABEL ADDRESS GO TO Z8 2. CORRECTED VERSION OF SAMPLE LABEL ADDRESS GO TO Z8 3. DIFFERENT FROM SAMPLE LABEL

27. Is this a mailing address for your home, an address you will be moving to, a relative's address, the address of a friend, a business address, or what?

1. MAILING 2. MOVING 3. RELATIVE 4. FRIEND 5. BUSINESS 7. OTHER: [line]

28. And, what is your telephone number?

[grid] AREA CODE TELEPHONE NUMBER HAS NO PHONE PHONE NUMBER REFUSED GO TO Z10

29. Is the phone number listed in the current telephone directory?

1. YES, LISTED 5. NO, NOT LISTED 8. NOT SURE, DON'T KNOW

29a. Is your phone listed in your name?

1. YES 5. NO IF VOL. NOT LISTED

29b. In whose name is the phone listed? (What relation is this person to you?) NAME RELATIONSHIP

Z10. Do you have another place of residence or somewhere else you live during different times of the year?

1. YES 5. NO Z10a. We may wish to contact you at the other residence. May I have that address and phone number? ADDRESS REFUSED STREET ADDRESS CITY STATE ZIP TELEPHONE NUMBER: AREA CODE R HAS NO PHONE PHONE REFUSED

Z11. If for any reason we should have difficulty contacting you, could you give me the name, address, and telephone number of two close friends or relatives who will know how to get in touch with you? [And what is this person's relationship to you?]

1. NAME: RELATIONSHIP TO R: ADDRESS: TELEPHONE: 2. NAME: RELATIONSHIP TO R: ADDRESS: TELEPHONE:

SECOND PERSON AGE 44-50 OR 68+

Z12. I need to verify your full legal name as it appears on official documents. (VERIFY SPELLING OF FULL NAME AND WRITE CLEARLY.)

NAME REFUSED										TITLE:										MR	MRS	MISS	MS	DR	REV				
FIRST NAME										MIDDLE					LAST NAME														

Z13. In what year were you born? ____ YEAR OF BIRTH

Z14. Do you have another place of residence or somewhere else you live during different times of the year?

1. YES	→	Z14a. We may wish to contact you at the other residence. May I have that address and phone number?		ADDRESS REFUSED	
5. NO		STREET ADDRESS _____			
		CITY _____ STATE _____ ZIP _____			
		TELEPHONE NUMBER: _____ / _____	AREA CODE	R HAS NO PHONE	PHONE REFUSED

Z15. If for any reason we should have difficulty contacting you, could you give me the name, address, and telephone number of two close friends or relatives who will know how to get in touch with you? [And what is this person's relationship to you?]

1. NAME: _____ RELATIONSHIP TO R: _____

ADDRESS: _____

TELEPHONE: _____
2. NAME: _____ RELATIONSHIP TO R: _____

ADDRESS: _____

TELEPHONE: _____

THIRD PERSON AGE 44-50 OR 68+

Z16. I need to verify your full legal name as it appears on official documents. (VERIFY SPELLING OF FULL NAME AND WRITE CLEARLY.)

NAME REFUSED										TITLE:						MR	MRS	MISS	MS	DR	REV										
FIRST NAME										MIDDLE						LAST NAME															

Z17. In what year were you born? _____ YEAR OF BIRTH

Z18. Do you have another place of residence or somewhere else you live during different times of the year?

1. YES →	<p>Z18a. We may wish to contact you at the other residence. May I have that address and phone number?</p> <p>STREET ADDRESS _____ ADDRESS REFUSED</p> <p>CITY _____ STATE _____ ZIP _____</p> <p>TELEPHONE NUMBER: _____ R HAS NO PHONE PHONE REFUSED</p> <p style="text-align: center;">AREA CODE</p>
5. NO	

Z19. If for any reason we should have difficulty contacting you, could you give me the name, address, and telephone number of two close friends or relatives who will know how to get in touch with you? [And what is this person's relationship to you?]

- NAME: _____ RELATIONSHIP TO R: _____

ADDRESS: _____

TELEPHONE: _____
- NAME: _____ RELATIONSHIP TO R: _____

ADDRESS: _____

TELEPHONE: _____

FOURTH PERSON AGE 44-50 OR 60+

220. I need to verify your full legal name as it appears on official documents. (VERIFY SPELLING OF FULL NAME AND WRITE CLEARLY.)

NAME REFUSED										TITLE: MR MRS MISS MS DR REV							
FIRST NAME										MIDDLE		LAST NAME					

221. In what year were you born? _____ YEAR OF BIRTH

222. Do you have another place of residence or somewhere else you live during different times of the year?

1. YES → Z22a. We may wish to contact you at the other residence. May I have that address and phone number?

5. NO

ADDRESS REFUSED

STREET ADDRESS _____

CITY _____ STATE _____ ZIP _____

TELEPHONE NUMBER: _____ / _____

AREA CODE R HAS NO PHONE PHONE REFUSED

223. If for any reason we should have difficulty contacting you, could you give me the name, address, and telephone number of two close friends or relatives who will know how to get in touch with you? [And what is this person's relationship to you?]

1. NAME: _____ RELATIONSHIP TO R: _____

ADDRESS: _____

TELEPHONE: _____

2. NAME: _____ RELATIONSHIP TO R: _____

ADDRESS: _____

TELEPHONE: _____

NONINTERVIEW FORM

MUST be completed for each coversheet finalized as a Noninterview.

NI1. Describe the type of structure in which the respondent lives (sample address).

01. MOBILE HOME	02. DETACHED SINGLE FAMILY	03. MULTI-FAMILY	04. APARTMENT HOUSE	05. CONDO COMPLEX	07. OTHER, (SPECIFY): _____
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NI2. Is there a building manager, security guard, or other gatekeeper whose cooperation you need in order to gain access to the R's housing unit?

1. YES 5. NO --->GO TO NI3

NI2a. Check the box below which best describes the situation.

- 1. Building Manager or other Gatekeeper must let you in the building (on the grounds, into the mobile home park) but then you are free to attempt contact with R's HU.
- 2. Building Manager/other Gatekeeper must get permission from someone in R's HU before you are allowed to make contact with the household.
- 7. Other (DESCRIBE SITUATION:) _____

NI3. Were you ever able to make contact with someone at this housing unit?

1. YES 5. NO

NI3a. Did you ever have any contact with the respondent?

1. YES 5. NO
NEXT PAGE, NI4

NI3b. Did R refuse initially?

1. YES 5. NO
GO TO NI3d

NI3c. Did R break any appointment?

0. NONE 1. ONE 2. TWO OR MORE

NI3d. If there was any resistance from the R, what reasons were given?

A. SURVEYS WASTE OF TIME; PREVIOUS BAD EXPERIENCE	B. VERY ILL	C. 'TOO BUSY'
D. STRESSFUL FAMILY SITUATION	E. CONFIDENTIALITY	
F. INVASION OF PRIVACY	G. NO REASON GIVEN	

H. OTHER (SPECIFY):

NI3e. What is the reason for no contact?

1. NOBODY HOME AT ANY CALL; NO INFO ABOUT HOUSEHOLD COULD BE OBTAINED

2. ALL OCCUPANTS AWAY DURING ENTIRE STUDY PERIOD (i.e., long vacation, illness); INFO OBTAINED FROM NEIGHBOR, MANAGER, ETC.

3. NOBODY ANSWERED DOOR BUT THINK SOMEONE IN HU WHEN VISIT(S) MADE

4. COULD NOT OBTAIN ACCESS TO HU

NI3f. Who verified that this HU is occupied?

1. UNABLE TO VERIFY 2. NEIGHBOR 3. BUILDING MANAGER

7. OTHER (SPECIFY):

CALL RECORD

	CALL #6	CALL #7	CALL #8	CALL #9	CALL #10
DATE					
DAY OF WEEK					
EXACT TIME BEGAN	AM / PM	AM / PM	AM / PM	AM / PM	AM / PM
IWER ID					
CONTACT WITH:	R / INF / NO ONE	R / INF / NO ONE	R / INF / NO ONE	R / INF / NO ONE	R / INF / NO ONE
MODE OF CONTACT:	PERSONAL / TEL	PERSONAL / TEL	PERSONAL / TEL	PERSONAL / TEL	PERSONAL / TEL
TELEPHONE NUMBER IF OBTAINED:					
HU LISTING OBTAINED:	YES / NO	YES / NO	YES / NO	YES / NO	YES / NO
APPOINTMENT MADE:	YES / NO	YES / NO	YES / NO	YES / NO	YES / NO
APPOINTMENT KEPT:	YES / NO	YES / NO	YES / NO	YES / NO	YES / NO
EXACT TIME END	AM / PM	AM / PM	AM / PM	AM / PM	AM / PM
DETAILED DESCRIPTION OF CONTACT OR ATTEMPT TO CONTACT					
TOTAL TIME FOR CALL:					

CALL RECORD

	CALL #11	CALL #12	CALL #13	CALL #14	CALL #15
DATE					
DAY OF WEEK					
EXACT TIME BEGAN	AM / PM	AM / PM	AM / PM	AM / PM	AM / PM
OPER ID					
CONTACT WITH:	R / INF / NO ONE	R / INF / NO ONE	R / INF / NO ONE	R / INF / NO ONE	R / INF / NO ONE
MODE OF CONTACT:	PERSONAL / TEL	PERSONAL / TEL	PERSONAL / TEL	PERSONAL / TEL	PERSONAL / TEL
TELEPHONE NUMBER IF OBTAINED:					
HOME LISTING OBTAINED:	YES / NO	YES / NO	YES / NO	YES / NO	YES / NO
APPOINTMENT MADE:	YES / NO	YES / NO	YES / NO	YES / NO	YES / NO
APPOINTMENT KEPT:	YES / NO	YES / NO	YES / NO	YES / NO	YES / NO
EXACT TIME END	AM / PM	AM / PM	AM / PM	AM / PM	AM / PM
DETAILED DESCRIPTION OF CONTACT OR ATTEMPT TO CONTACT					
TOTAL TIME FOR CALL:					

	CALL #1	CALL #2	CALL #3	CALL #4	CALL #5
DATE					
DAY OF WEEK					
EXACT TIME BEGAN	AM / PM	AM / PM	AM / PM	AM / PM	AM / PM
CALL SLOT LETTER					
IWER ID					
CONTACT WITH:	R / INF / NO ONE	R / INF / NO ONE	R / INF / NO ONE	R / INF / NO ONE	R / INF / NO ONE
MODE OF CONTACT:	PERSONAL / TEL	PERSONAL / TEL	PERSONAL / TEL	PERSONAL / TEL	PERSONAL / TEL
TELEPHONE NUMBER IF OBTAINED:					
HU LISTING OBTAINED:	YES / NO	YES / NO	YES / NO	YES / NO	YES / NO
APPOINTMENT MADE:	YES / NO	YES / NO	YES / NO	YES / NO	YES / NO
APPOINTMENT KEPT:	YES / NO	YES / NO	YES / NO	YES / NO	YES / NO
EXACT TIME END	AM / PM	AM / PM	AM / PM	AM / PM	AM / PM
DETAILED DESCRIPTION OF CONTACT OR ATTEMPT TO CONTACT					

****CALL SLOT TIMES****

A. MONDAY-FRIDAY
Between 5:31-7:30 pm

B. MONDAY-FRIDAY
Between 7:31-9:30 pm
(Different day than item A.)

C. SATURDAY Anytime

D. SUNDAY Anytime

E. MONDAY-FRIDAY
Before 5:30 pm

TOTAL TIME FOR CALL: