

Re: OMB No. 0920-0696
Program Evaluation and Monitoring System (PEMS)

Background Information for Requested Change:

The HIV Prevention Program Evaluation and Monitoring System (PEMS) for Health Departments (HD) and Community-based Organizations (CBO) is set of standardized variables to assist CBOs and HDs in monitoring and evaluating their data to help them develop, deliver, and refine successful HIV prevention interventions. These data are also used to report key program performance indicators to CDC to show whether the programs implemented or supported are efficient and effective in achieving their stated goals.

PEMS data supplies program managers with service-level information regarding intervention processes (e.g., who delivered what to whom, how many, where, and when) and client-level information (e.g., client demographics, behavioral risk factors, exposure to services, verified referrals into other services, and changes in risk-behaviors for selected interventions) for monitoring and enhancing local HIV prevention programs. Much of these data are already being collected by CBOs and HDs using locally developed forms. The PEMS software application will allow agencies relying on paper-based data collection and submission systems to be able to transition to electronic reporting requirements.

PEMS has been designed with input by representatives from HDs, CBOs, and other HIV prevention partners. The PEMS software application and supporting database have been designed to combine agency, program, intervention, and client data into one system. This integrated system reduces the burden of entering client data separately by intervention and allows for enhanced flexibility in monitoring and analyzing data across a range of HIV prevention activities.

The PEMS software application and all the associated variables received OMB approval on August 31, 2007. There are no required forms for PEMS data collection. However, there is an optional 3-part form for the scanning of counseling and testing (CT) data as a convenience to PEMS users. This form was included in the OMB-approved package. However, at the request of grantees during a pilot test, the form was changed cosmetically in order to make the flow of data collection easier. Also, an additional variable has been added to this form. However, that variable (X116) was already approved along with all the other variables in the recent OMB submission. There are no changes in burden, or number of respondents.