

B. STATISTICAL METHODS

1. Respondent Universe and Sampling Methods

The applicable population (universe) is all of the awardees for the program (i.e., 62 awardees). All awardees will be asked to participate because data on each entity is integral for monitoring progress and measuring national preparedness. Sampling is not appropriate and there are too few recipients to employ a psychometrically sound sampling strategy. The anticipated response rate is 100 percent, since participation is a requirement for receiving funding from HPP (please see B.3 for further justification of this expected response rate).

2. Procedures for the Collection of Information

For the 2007 HPP funding period, data and information for HPP funded programs will be collected via the Grant Solutions Webpage. The appropriate HPP Project Officer will send each awardee an email requesting that they complete the Mid-Year and End-of-Year Reports, directing them to the online link on GrantSolutions.gov to download the files. The email will include detailed instructions on how to complete the reports and the time frame for completion. Awardees will have approximately 3 months to gather the requested information and complete and submit the report. Throughout this time, the Project Officers will be actively involved and will provide technical support as needed.

Data will be reported and collected using Microsoft Excel spread sheets and exported into the National Healthcare Preparedness Program Evaluation and Planning Interface (PEPI). The data in PEPI will be checked for accuracy (validity and completeness). After the accuracy is assessed, the data will be transformed into variables that are usable for analysis. Standard analytic techniques and simple descriptive analyses will be conducted to draft reports on data status before completing a comprehensive data analysis using a standard statistical program, Statistical Analysis System (SAS).

HPP will employ descriptive statistics to describe the basic features of the data. They will use univariate analysis to examine: distribution (frequency), central tendency (mean, median, and mode) and dispersion (range, variance, and standard deviation). In some cases, HPP will perform correlations to describe the degree of relationship between two variables. These methods, together with simple graphics analysis, serve as the basis for the analysis. This data collection effort does not require any statistical method for sample stratification, sample selection or estimation, since all of the awardees will be completing the reports.

3. Methods to Maximize Response Rates and Deal with Nonresponsiveness

One of the conditions for receiving HPP funding is completing appropriate reporting requirements as outlined in the program guidance. This requirement will increase the

likelihood of achieving a response rate of 100 percent. In addition, HPP designed the electronic data collection tools for ease of use. Clear and concise instructions will be included with the reports to help maximize response rates. HPP personnel will also discuss reporting requirements during monthly conference calls with awardees, answering any questions and providing reminders for the due dates of the reports. They will provide instructions and guidance on how to complete the report and tools and answer general questions as needed throughout the data collection effort. HPP Project Officers will monitor response rates and work with awardees to ensure completion of reports.

4. Test of Procedures or Methods to be Undertaken

Several sections of the Mid-Year and End-of-Year reports have been previously utilized by HPP during past years of the program, so length of time for completion was estimated from previous awardee experience. The reports have evolved over the years based on awardee and Project Officer feedback about the ease of data entry and analysis. The performance measure section of the reports was reviewed by a small subset of awardees to determine the amount of time it would take to complete.

5. Individuals Consulted on Statistical Aspects and Individuals Collecting and/or Analyzing Data

Statistical Aspects of Design and Data Collection/Analysis Contacts

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ATTACHMENT I.
PANDEMIC AND ALL-HAZARDS PREPAREDNESS ACT (PAHPA)

ATTACHMENT II.

**HOSPITAL PREPAREDNESS COOPERATIVE AGREEMENT (CA)
PROGRAM MID-YEAR AND END-OF-YEAR PROGRESS REPORT**

ATTACHMENT III.

SAMPLE TABLE FOR DATA ANALYSIS

National Bioterrorism Hospital Preparedness Program FY 06 Applications Summary: Bed Tracking Systems

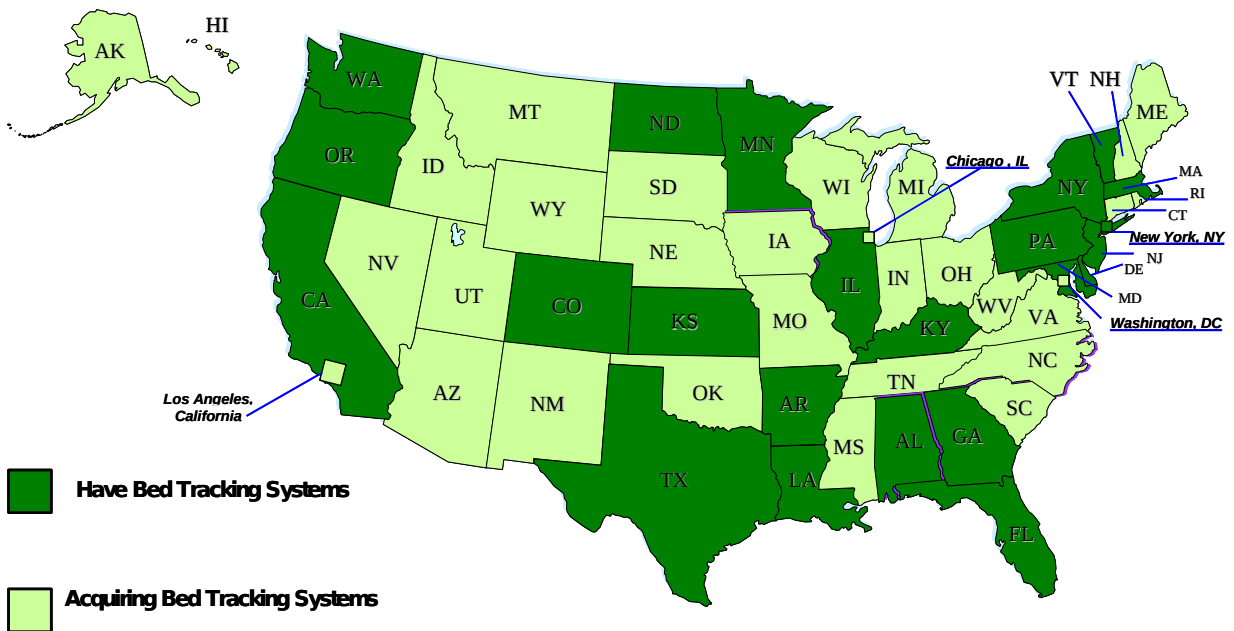
Bed Availability Tracking Systems (BTS)-Fiscal Year 2006 Guidance for the National Bioterrorism Hospital Preparedness Program (NBHPP) required applicants to develop bed tracking systems capable of reporting aggregate State level data to the HHS Secretary's Operation Center (SOC) according to HAvBed Categories. HAvBed categories are: staffed vacant / available bed count, emergency department divert status, decontamination facility availability and ventilator availability. Applicants were asked to include in their applications information on the status of current data collection systems relating to bed availability. An analysis of the applicant bed tracking system data revealed the following:

Bed Tracking Systems (BTS) Established by NBHPP FY 2006 Awardees

Bed Tracking	Percentage (n=62)
Awardees with BTS	38 (24)
Awardees with plans to acquire BTS	62 (38)

*Note: 27 of the 38 awardees have the ability to report BTS using the HAvBed System Categories.
Source: Booz, Allen, Hamilton Summary Review of FY 2006 National Bioterrorism Hospital Preparedness Program Awardees Grant Applications.*

Bed Tracking Systems (BTS) Established by NBHPP FY 2006 Awardees



States with HAvBed compliant systems account for over 65% of the US Population.

