

Memorandum

Department of
Veterans Affairs

Date: July 14, 2008
From: VHA OMB Clearance Liaison (19E1)
Subj: Request for Approval of Generic Patient Satisfaction Survey (2900-0570)
To: VA OMB Clearance Officer (005E3)

Canandauagua VA Medical Center requests permission to use a patient e-mail greeting program.

a. POINT OF CONTACT for this program is:

Colleen Weber
VISN 2 Webmanager
113 Holland Avenue
Albany, NY 12208
(518) 626-6202
<http://vaww.visn2.med.va.gov/>
<http://www1.va.gov/visns/visn02/>

b. PURPOSE: This program is used to allow individuals to send greetings to patients in the hospital through an email that will be delivered to the patient

c. BURDEN:

# of Users per year	Time to fill out in minutes	Total time in minutes	Minutes divided by 60	Total Burden Hours
25	5	125	2.08	2.08

Mary Stout