



Assistant Secretary for Health  
Office of Public Health and Science  
Washington DC 20201

TO: Office of Management and Budget  
Brenda Aguilar, OMB Desk Officer for OPHS

THROUGH: Saleda Perryman, OPHS  
Sherette Funn-Coleman, OPHS

FROM: Deputy Assistant Secretary for Health  
(Disease Prevention and Health Promotion)

SUBJECT: Office of Disease Prevention and Health Promotion (ODPHP) Timeline  
for OMB Clearances (OMB No. 0990-0281)

Below is a detailed timeline of OMB clearance requests ODPHP has planned under our generic clearance OMB No. 0990-0281 for the next few months. We understand that the review period for requests under our generic clearance should take no more than two weeks. We have built in about an additional 2 weeks in our timeline for the review of these requests. We would appreciate any and all support to help facilitate these requests for clearance in this generous amount of time.

Research Name	Forms	Participants #& Burden Hours	Date to OPHS	Need Clearance (OMB)
1. Healthy People 2020 Communication Formative Research. Will inform communication about HP 2020 and the new Web site.	1. Short web-based questionnaire to Healthy People Consortium members. 2. Participant Screener for Focus Group and Interviews on Healthy People Web site design  3. Guide for Focus Group on Healthy People Web site design  4. Guide for Interview on Healthy People Web site design	1. 600 surveys, 10-minutes/survey. 100 burden hours.  2. Screen 120 people for focus groups and 48 people for interviews, 5 min/screener. 14 burden hours in total.  3. 6 focus groups of 5 people. 120 minutes per group. 60 burden hours.  4. 12 interviews, 60 minutes a piece. 12 burden hours.	12/16/09	1/22/10
2. Dietary Guidelines Focus Groups. Will inform communication about new Dietary Guidelines 2010	1. Participant Screener for Focus Groups  2. Focus Group Moderators Guide	1. Screen 90 people, 5 min/screener. 7.5 burden hours.  2. 6 focus groups of 9 people. 90 minutes per group. 81 burden hours.	1/22/10	3/5/10



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3. Healthfinder.gov Spanish formative research. Will inform a new set of Spanish prevention content for healthfinder.gov Espanol.	1. Participant Screen for focus groups and interviews 2. Focus Group Moderators Guide 3. Interview Guide	1. Screen 110 people, 5 min/screener. 9.2 burden hours. 2. 5 focus groups of 9 people. 90 minutes per group. 67.5 burden hours. 3. 24 interviews, 60 minutes a piece. 24 burden hours.	<b>3/5/09</b>	<b>4/16/10</b>
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ODPHP is available to answer any questions you or your staff may have about this clearance request (Ruby Bogley, 240-453-8250).

Linda Harris, Ph.D.  
Health Communication and eHealth Team Lead  
Office of Disease Prevention and Health Promotion  
Office of Public Health and Science