

PAPERWORK REDUCTION ACT SUBMISSION WORKSHEET  
Part II: Information Collection Detail

**This template is intended for staff without an ICRAS account. Please fill out and submit to the appropriate Operating Division to enter into ICRAS. The form mirrors the screens available in the ICRAS 4 system. To request an account to log into ICRAS.**

Instructions for filling out the form are available at [www.paperworkreduction.gov](http://www.paperworkreduction.gov).

**1. Title:** Medicare Durable Medical Equipment Supplier Enrollment Application - CMS 855S  
(Surety Bond - §424.57(d)(6))

|  |  |  |
|--|--|--|
| <p>2. Is this a Common Form?</p> <p><input type="checkbox"/> Yes</p> <p><input checked="" type="checkbox"/> No</p> | <p>3. Obligation to respond (<i>check one</i>)</p> <p>a. <input type="checkbox"/> Voluntary</p> <p>b. <input checked="" type="checkbox"/> Required to obtain or retain benefits</p> <p>c. <input type="checkbox"/> Mandatory</p> | <p>4. Frequency of reporting (<i>check all that apply</i>)</p> <p>a. <input type="checkbox"/> Hourly (24 -7)</p> <p>b. <input type="checkbox"/> Hourly Bus (40 per week)</p> <p>c. <input type="checkbox"/> Daily (7 per week)</p> <p>d. <input type="checkbox"/> Daily Bus (5 per week)</p> <p>e. <input type="checkbox"/> Weekly (52 per year)</p> <p>f. <input type="checkbox"/> Monthly</p> <p>g. <input type="checkbox"/> Yearly</p> <p>h. <input type="checkbox"/> Every Decade</p> <p>i. <input type="checkbox"/> Quarterly</p> <p>j. <input type="checkbox"/> Semi-annually</p> <p>k. <input type="checkbox"/> Biennially</p> <p>l. <input type="checkbox"/> Once</p> <p>m. <input checked="" type="checkbox"/> occasionally</p> |
|--|--|--|

5. CFR Citation(s) for the information collection under review (if applicable).

Title 42 Part 424 Section 57(d)(6)

Title    Part            Section           

Title    Part            Section           

Title    Part            Section           

6. Information Collection Instruments - Send all instruments along with the Part 2 form(s). If more than one Part 2 is completed make sure to identify which instruments are associated with which Part 2 form.

7. Federal Enterprise Architecture Business Reference Model (Select one Services for Citizens Line of Business and one Subfunction from its group)

|   |   |
|---|---|
| Services for Citizens Line of Business  | Subfunction   |
| None                                    |   |
| Community and Social Services <u>  </u> | <b>Homeownership Promotion</b> <u>  </u><br><b>Community and Regional Development</b> <u>  </u><br><b>Social Services</b> <u>  </u> |

|                                       |  |
|---------------------------------------|--|
|                                       | Postal Service___<br>None___   |
| Correctional Activities___            | Criminal Incarceration___<br>Criminal Rehabilitation___<br>None  |
| Defense and National Security___      | Strategic National and Theater Defense___<br>Operational Defense___<br>Tactical Defense___<br>None___  |
| Disaster Management___                | Disaster Monitoring and Predication___<br>Disaster Preparedness and Planning___<br>Disaster Repair and Restore___<br>Emergency Response___<br>None___                        |
| Economic Development___               | Business and Industry Development___<br>Intellectual Property Protection___<br>Financial Sector Oversight___<br>Industry Sector Income Stabilization___<br>None___           |
| Education___                          | Elementary, Secondary, and Vocational Education___<br>Higher Education___<br>Cultural and Historic Preservation___<br>Cultural and Historic Exhibition___<br>None___         |
| Energy___                             | Energy Supply___<br>Energy Conservation and Preparedness___<br>Energy Resource Management___<br>Energy Production___<br>None___  |
| Environmental Management___           | Environmental Monitoring and Forecasting___<br>Environmental Remediation___<br>Pollution Prevention and Control___<br>None___  |
| General Science and Innovation___     | Scientific and Technological Research and Innovation___<br>Space Exploration and Innovation___<br>None___  |
| Health <u>X</u>                       | Illness Prevention___<br>Immunization Management___<br>Public Health Monitoring___<br>Health Care Services <u>X</u><br>Consumer Health and Safety___<br>None___              |
| Homeland Security___                  | Border and Transportation Security___<br>Key Asset and Critical Infrastructure Protection___<br>Catastrophic Defense___<br>None___   |
| Income Security___                    | General Retirement and Disability___<br>Unemployment Compensation___<br>Housing Assistance___<br>Food and Nutrition Assistance___<br>Survivor Compensation___<br>None___     |
| Intelligence Operations___            | Intelligence Planning and Direction/Needs___<br>Intelligence Collection___<br>Intelligence Analysis and Production___<br>Dissemination___<br>None___                         |
| International Affairs and Commerce___ | Foreign Affairs___<br>International Development and Humanitarian Aid___<br>Global Trade___<br>None___  |
| Law Enforcement___                    | Criminal Apprehension___<br>Criminal Investigation and Surveillance___<br>Citizen Protection___<br>Crime Prevention___<br>Leadership Protection___<br>Property Protection___ |

|  |  |
|--|--|
|  | <b>Substance Control</b> ___<br><b>None</b> ___  |
| Litigation and Judicial Activities ___ | <b>Judicial Hearing</b> ___<br><b>Legal Defense</b> ___<br><b>Legal Investigation</b> ___<br><b>Legal Prosecution and Litigation</b> ___<br><b>Resolution Facilitation</b> ___<br><b>None</b> ___                            |
| Natural Resources ___                  | <b>Water Resource Management</b> ___<br><b>Conservation, Marine and Land Management</b> ___<br><b>Recreational Resource Management and Tourism</b> ___<br><b>Agricultural Innovation and Services</b> ___<br><b>None</b> ___ |
| Transportation ___                     | <b>Air Transportation</b> ___<br><b>Ground Transportation</b> ___<br><b>Water Transportation</b> ___<br><b>Space Operations</b> ___<br><b>None</b> ___   |
| Workforce Management ___               | <b>Training and Employment</b> ___<br><b>Labor Rights Management</b> ___<br><b>Worker Safety</b> ___<br><b>None</b> ___  |

See <http://www.feapmo.gov> for the Business Reference Model categories and definitions.

8. Privacy Act System of Records (if applicable) n/a

Title: \_\_\_\_\_

Federal Register Citation: Volume \_\_\_\_\_ Page number \_\_\_\_\_ Publication date \_\_\_\_/\_\_\_\_/\_\_\_\_

9. Respondents

- a. Total # 250
- b. Small Entity # \_\_\_\_\_
- c. Percent Electronic 0

- Affected public (choose one)
- a. \_\_\_ Individuals or households
  - b.  Private Sector
  - c. \_\_\_ State, Local, or Tribal Governments
  - d. \_\_\_ Federal Government
- (if Private Sector check all that apply)
- a.  Business or other for-profits
  - b.  Not-for-profit institutions
  - c. \_\_\_ Farms

10. Frequency: How often on average will each respondent respond to the Information Collection?

- Number of Responses per Respondent 1
- Per (select the most appropriate time period for this collection)
- a. \_\_\_ Hour (24-7) - 8736 per year
  - b. \_\_\_ Business Hour (40 per week) - 2080 per year
  - c. \_\_\_ Day (7 per week) - 364 per year
  - d. \_\_\_ Business Day (5 per week) - 260 per year
  - e. \_\_\_ Week - 52 per year
  - f. \_\_\_ Month - 12 per year
  - g.  Year
  - h. \_\_\_ Decade .1 per year
  - i. \_\_\_ Quarter - 4 per year
  - j. \_\_\_ Half-Year - 2 per year
  - k. \_\_\_ Biennial - 0.5 per year

Calculated: Annual Frequency = 1 times a year (per respondent)

Calculated: Annual Number Of Responses = 250 a year

11. Hour and Cost Burden

Enter the hours and cost (per response) broken out by reporting, record keeping, and third-party disclosure.

|                        | Time per Response | Hour per response | Annual Hour Burden | Cost per Response | Annual cost Burden |
|------------------------|-------------------|-------------------|--------------------|-------------------|--------------------|
| Reporting              | 3 hours           | 3 hours           | 750 hours          |                   |                    |
| Record keeping         |                   |                   |                    |                   |                    |
| Third party disclosure |                   |                   |                    |                   |                    |
| Total                  |                   |                   |                    |                   |                    |

12. Allocate the change in burden

|                       | Total Requested | Change Due to New Statute | Change Due to Agency Discretion | Due to Agency Estimate | Change Due Violation | Currently Approved |
|-----------------------|-----------------|---------------------------|---------------------------------|------------------------|----------------------|--------------------|
| a. Annual Responses   |                 |                           |                                 |                        |                      |                    |
| b. Annual Hour Burden | hours           | hours                     | hours                           | hours                  | hours                | hours              |
| c. Annual Cost Burden | \$              | \$                        | \$                              | \$                     | \$                   | \$                 |