

**Mini Supporting Statement**  
**Hazardous Substances Data Bank: Evaluation and Needs Assessment**

**Section A**

**A.1 Circumstances Requiring the Collection of Data**

This survey will help fulfill the requirements of:

- Executive Order 12862, “Setting Customer Service Standards,” which directs Agencies to continually reform their management practices and operations to provide service to the public that matches or exceeds the best service available in the private sector; and
- The March 3, 1998 White House Memorandum, “Conducting Conversations with America to Further Improve Customer Service,” which directs Agencies to determine the kind and quality of service its customers want as well as their level of satisfaction with existing services.
- Evaluation of web resources aids NLM in its legislative mandate to “collect, preserve and disseminate” health information.

**A.2 Purposes and Uses of the Data**

Evaluation of web resources aids NLM in its legislative mandate to “collect, preserve and disseminate” health information.

**A.3 Use of Information Technology to Reduce Burden**

As appropriate, automated information technology will be used to collect and process information for this survey to reduce the burden on the public. The survey will be conducted through a website. Participants will be invited to the site via special listserv postings and through member-only websites for key professional organizations. Responses will be collected online.

**A.4 Efforts to Identify Duplication**

Users will be asked to complete the survey only once.

**A.5. Small Business**

NA

**A.6 Consequences of Not Collecting the Information**

NLM produces the Hazardous Substances Data Bank (HSDB) as an expert online scientific resource. It is necessary to assess users’ experience with this electronic resource in order to obtain information for improving the design of the site, content organization scheme and visual interface. Absent this survey, no improvement to the site can be made in order to increase the match between users’ needs and the site’s resources.

**A7. Special Circumstances Justifying Inconsistencies with Guidelines in 5 C.F.R. 1320.5**

This survey will be implemented in a manner that fully complies with 5 C.F.R. 1320.5.

**A.8. Consultation Outside the Agency**

N/A

**A.9. Payments or Gifts to Respondents**

No payment or gift will be provided to survey participants

**A.10. Assurance of Confidentiality**

Individual respondents will not be identified and participation will be strictly voluntary. Respondents will be assured that neither their participation/non-participation nor any responses to items will have any effect on their access to the site's resources.

**A.11 Questions of a Sensitive Nature**

No questions will be asked of a personal or sensitive nature.

**A.12 Estimates of Response of Burden**

Estimates of Annual Hours Burden				
Types of Respondents	Number of Respondents	Frequency of Response	Average Response Time	Annual Hour Burden
Researchers, Physicians, Other Health Care Providers, Librarians, Students, General Public	150	1	20 min	50 hrs (3000 min)

Annualized Cost to Respondents				
Types of Respondents	Number of Respondents	Frequency of Response	Hourly Wage Rate	Respondent Cost
Health professionals, researchers, information specialists	150	1	\$25	\$1250.00

**A.13. Estimate of Total Capital and Startup Costs/Operation and Maintenance Costs to Respondents or Record Keepers**

N/A

**A.14. Estimates of Costs to the Federal Government**

Cost to the NLM will be approximately \$5000, representing contractor time to develop and administer the survey as well as analyze results

**A.15. Changes in Burden**

N/A

**A.16. Plans for Publication, analysis and Schedule**

Results will be tabulated after the completion of the survey. Results of selected findings may be published in refereed journals and other publications within a timely fashion in order to contribute to the library literature.

**A.17. Approval to Not Display Expiration Date**

We are not requesting an exemption to the display of the OMB Expiration date.

**A.18 Exceptions to Item 19 of OMB form 83-I**

These surveys will comply with the requirements in 5 CFR 1320.9.

## **Section B**

### **B.1. Respondent Universe and Sampling Methods**

The survey was created to obtain site usability feedback key stakeholders, particularly clinical researchers, healthcare professionals, health science libraries, toxicologists, health safety and environmental specialists, and consumer advocates. It will be used to identify user needs related to an electronic toxicological resource like the HSDB. No attempts will be made to derive generalizable statements about any of the stakeholder groups at large.

### **B.2. Information Collection Procedures/Limitations of the Study**

NLM will collect all information in a manner that is consistent with the following principles:

- o Appropriate sample sizes will be determined for the survey so that the burden is minimized while reliable estimates are produced.
- o Participation will be full voluntary, and non participation will have no impact on eligibility for or receipt of future services.
- o Collected information will be limited to that which is needed to assess customer satisfaction.

### **B.3. Methods for Maximizing the Response Rate and Addressing Issues of Nonresponse**

Consistent with sound survey methodology, the design of the survey will include approaches to maximize response rates, while retaining the voluntary nature of the effort.

### **B.4. Tests of Procedures of Methods**

All pre-testings will be carried out at a level and in a manner consistent with the specific survey.

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

Translational Technologies International, LLC (TTI) will be performing data collection and data analysis activities. Dr. April Zambelli-Weiner, President of TTI, will be overseeing these activities. Dr. Zambelli-Weiner has a PhD in Epidemiology and Statistical Genetics from Johns Hopkins University.