

# Supporting Statement for State Health Information Exchange Cooperative Agreement Program

## A. Justification

### 1. Circumstances Making the Collection of Information Necessary

The Department of Health and Human Services Office of National Coordinator for Health Information Technology (ONC) is requesting emergency action for this clearance by the Office of Management and Budget no later than 8/20/09. ONC is requesting emergency processing procedures for this application because this information is needed immediately to assure that ARRA funds are used timely and effectively to support electronic health record adoption which will improve the health care and quality. This funding opportunity needs to be made available as soon as possible because they are part of the fiscal stimulus initiative. Moreover, the Vice President would like to announce these opportunities very soon.

The purpose of this program, as authorized by Section 3013 of the American Recovery and Reinvestment Act is to provide grants to States and Qualified State Designated Entities for planning and implementation of interoperable health information technology. The letters of intent are part of the grant application process and assists ONC in planning for the independent review process of the grant applications.

### 2. Purpose and Use of Information Collection

The data collected will be used to help established state cooperative agreements to promote health information technology planning and implementation projects to advance appropriate and secure health information exchange (HIE) across the health care system. Awards will be made in the form of cooperative agreements to states or qualified State Designated Entities (SDEs). The purpose of this program is to continuously improve and expand HIE services over time to reach all health care providers in an effort to improve the quality and efficiency of health care. Cooperative agreement recipients will evolve and advance the necessary governance, policies, technical services, business operations and financing mechanisms for HIE over a four year performance period. This program will build off of existing efforts to advance regional and state level HIE while moving towards nationwide

interoperability.

Applicants are required to submit a letter of intent to apply for this funding opportunity to assist ONC in planning for the independent review process. This letter will be submitted by the state or State Designated Entity that will act as the applicant on behalf of all states involved in the proposed project.

**3. Use of Improved Information Technology and Burden Reduction**

All documents will be submitted electronically using grants.gov

**4. Efforts to Identify Duplication and Use of Similar Information**

We are using letters of intent related to applying for a cooperative agreement so the data from other like situations would not be applicable.

**5. Impact on Small Businesses or Other Small Entities**

No impact on small business

**6. Consequences of Collecting the Information Less Frequent Collection**

One time data collection.

**7. Special Circumstances Relating to the Guidelines of 5 CFR 1320.5**

No special circumstances.

**8. Comments in Response to the Federal Register Notice/Outside Consultation**

Due to the emergency nature of the program announcement OMB has waived the FRN requirements for this collection.

**9. Explanation of any Payment/Gift to Respondents**

Not applicable

**10. Assurance of Confidentiality Provided to Respondents**

No personal information will be collected other than general contact information. All grant information will be kept confidential as possible as allowed by law.

**11. Justification for Sensitive Questions**

No sensitive information will be collected.

**12. Estimates of Annualized Burden Hours (Total Hours & Wages)**

12A. Estimated Annualized Burden Hours

Type of Responden	Form Name	No. of Respondents	No. Responses	Average Burden	Total Burden
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			per Respondent	per Response (in hours)	Hours
State Health Information Technology Coordinator	Letter of Intent	50	1	10	500

12B.

Estimated Annualized Cost Burden

Type of Respondent	Total Burden Hours	Hourly Wage Rate	Total Respondent Costs
State Health Information Technology Coordinators	500	\$58.00	29,000

**13. Estimates of other Total Annual Cost Burden to Respondents or Recordkeepers/Capital Costs**

There are no additional recordkeeping/capital costs.

**14. Annualized Cost to Federal Government**

It will take approximately 50 hours to review approximately 50 letters of intent.

It will be accomplished by two GS-15s step 5 (\$65.62 per hour) 25 hours each for a total of \$3281.00.

**15. Explanation for Program Changes or Adjustments**

This is a new data collection.

**16. Plans for Tabulation and Publication and Project Time Schedule**

Data collection will begin as soon as clearance is received.

**17. Reason(s) Display of OMB Expiration Date is Inappropriate**

Not applicable.

**18. Exceptions to Certification for Paperwork Reduction Act Submissions**

There are no exceptions to the certification.

**B. Collection of Information Employing Statistical Methods If statistical methods will not be used to select respondents and item 17 on Form 83-I is checked “No” use this section to describe data collection procedures.**

The letters of intent will be reviewed but the data will not be analyzed using statistical methods.