

Supporting Statement
Application for Civil Surgeon Designation Registration
(OMB No. 1615-NEW)

A. Justification.

1. Section 212(a)(1)(A) of the Immigration and Nationality Act (Act) renders individuals inadmissible if the individual is afflicted with the statutorily mentioned diseases or medical conditions. In order to establish that the individual is admissible when seeking adjustment of status to a legal permanent resident (and in certain cases other aliens seeking an immigration benefit), the individual must submit Form I-693, Report of Medical Examination and Vaccination Record, that is completed by a USCIS designated physician, or “civil surgeon.” The statutory basis for civil surgeons and the medical examination of aliens is contained in section 232 of the INA and 8 CFR 232.2. To be selected as a civil surgeon, the physician has to demonstrate that he or she is a licensed physician with no less than 4 years of professional experience. Civil surgeons are currently designated by USCIS District Directors. 8 CFR 232.2.

To apply for civil surgeon designation, USCIS requires a civil surgeon to submit the following information:

- A letter to the District Director requesting consideration,
- A copy of a current medical license (in the state in which the physician seeks to complete immigration medical examinations),

- A current resume that shows at least 4 years of professional experience (not including residency or medical school), and
 - Two signature cards showing the physician's name and signature.
2. This information collection is required to determine whether a physician meets the statutory and regulatory requirement for civil surgeon designation. For example, all documents are reviewed to determine whether the physician has a currently valid medical license and whether the physician has had any action taken against him or her by the medical licensing authority of the state. If the civil surgeon designation request is accepted, the physician is included in USCIS' Civil Surgeon locator and is authorized to complete Form I-693 for an applicant's adjustment of status.
 3. The use of this information collection provides the most efficient means for collecting and processing the required data. Currently, USCIS does not employ the use of information technology in collecting and processing information provided with an application for a request for civil surgeon designation. USCIS does not have the automated capability in place to accept electronic submission for such requests. However, this information collection will be scheduled for e-filing under the Business Transformation Project.
 4. A review of the Forms Inventory Report revealed no duplication of effort, and there is no other similar information currently available which can be used for this purpose.
 5. This information collection does not have an impact on small businesses or other small entities.

6. If the information is not collected, USCIS will be unable to adjudicate requests by physicians for civil surgeon designation. The information collection enables USCIS to effectively adjudicate requests made by physicians for civil surgeon designation and ensures that physicians serving USCIS and its applicants meet the statutory requirements governing civil surgeon designation.
7. There are no special circumstances applicable to this information collection.
8. USCIS has posted a 60-day Federal Register Notice in the Proposed Rule: U.S. Citizenship and Immigration Services Fee Schedule (1615-AB80). USCIS will address any comments when the proposed rule is finalized.
9. USCIS does not provide payments or gifts to respondents in exchange for a benefit sought.
10. There is no assurance of confidentiality.
11. There are no questions of a sensitive nature.
12. **Annual Reporting Burden:**

a. Number of Respondents:	1,200
b. Number of Responses per each Respondent:	1
c. Total Annual Responses:	1,200
d. Hours per Response:	1
e. Total Annual Reporting Burden:	1,200

Annual Reporting

Total annual reporting burden hours is 1,200. This figure was derived by multiplying number of respondents (1,200) x frequency of response (1) x 1 hour per response.

13. There are no capital or start-up costs associated with this information collection. Any cost burdens to respondents as a result of this collection are identified in question 14. However, there is a fee of \$545 for this information collection.

14. **Annualized Cost Analysis:**

a. Printing Cost	\$	0
b. Collection and Processing	\$	654,000
c. Total Cost to Program	\$	654,000
d. Fee Charge	\$	654,000
e. Total Cost to Government	\$	0

Government Cost

The estimated cost of the program to the Government is calculated by multiplying the estimated number of respondents (1,200) x \$545 the suggested fee charge (which includes the suggested average hourly rate for clerical, officer, and managerial time with benefits).

Public Cost

The estimated annual public cost is \$ 678,576. This estimate is calculated by multiplying the number of respondents (1,200) x 1 number of responses x 1 hour per response x \$20.48¹ (average hourly rate), plus the number of respondents (1,200) x \$545 fee charge.

15. Since this is a new information collection, there is an increase of 1,200 annual burden hours to the current OMB inventory. There is also an increase in the

¹ Average hourly rate for Office & Administrative Support occupations of \$14.32 multiplied by 1.43 to reflect benefits.. Bureau of Labor Statistics May 2008 National Occupational Employment and Wage Estimates: http://www.bls.gov/oes/2008/may/oes_nat.htm#b43-0000.

annual cost burden \$654,000. This increase can be attributed to the Proposed Rule: U.S. Citizenship and Immigration Services Fee schedule; 1615-AB80.

- 16. USCIS does not intend to employ the use of statistics or the publication thereof for this collection of information.
- 17. DHS will not display the expiration date for this information collection since there is no form for this information collection.
- 18. USCIS does not request an exception to the certification of this information collection.

B. No statistical methods will be employed for this information collection.

Not Applicable.

C. Certification and Signatures.

PAPERWORK CERTIFICATION

In submitting this request for OMB approval, I certify that the requirements of the Privacy Act and OMB directives have been complied with including paperwork regulations, statistical standards or directives, and any other information policy directives promulgated under 5 CFR 1320.

Sunday Aigbe
Chief,
Regulatory Products Division,
U.S. Citizenship and Immigration Services.

Date