

OMB Supporting Statement – Part B. Statistical Methods

Assessing State Programs' Community-Clinical Linkages and Related Technical Assistance Needs

Submitted for approval under CDC's Division for Heart Disease and Stroke Prevention generic approval #0920-0864, *Improving the Quality and Delivery of CDC's Heart Disease and Stroke Prevention Programs*

November 28, 2011

Data Collection Instrument

Assessing State Programs' Community-Clinical Linkages and Related Technical Assistance Needs Survey

Attachments

- Attachment 1. Web Survey Screen Shots
 - Attachment 2. Introductory Email to Potential Respondents
 - Attachment 3. Invitation to Potential Respondents [Includes survey link]
 - Attachment 4. Follow-up Reminder Email to Survey Respondents [Includes survey link]
 - Attachment 5. Thank You Email to Survey Respondents
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B. Statistical Methods

B.1 Respondent Universe and Sampling Methods

All NHDSP programs will be invited to participate. No statistical selection methods will be used.

B.2 Procedures for the Collection of Information

Data collection for the survey will be open for approximately three weeks. Links to the survey site and other materials will be distributed by the contractor via e-mails to the NHDSP contacts.

Two weeks prior to data collection, NHDSP contacts will receive an introductory email (**Attachment 2**) informing them to expect a link to the survey in one to two weeks. Approximately one week after distribution of the introductory email, contract vendor will distribute an invitational email (**Attachment 3**) to all potential respondents. The invitational email will provide instructions for completing the survey and provide a website link to the survey.

At the conclusion of data collection, the evaluation contractor will send a thank you email (**Attachment 5**) to all respondents who provided state names and e-mails within the survey to express appreciation for their participation.

B.3 Methods to Maximize Response Rates and Deal with Nonresponse

To encourage participation and to remind programs of closing dates for completing each survey part, the contractor will send an introductory email (two weeks prior to survey invitation). One week after distributing the invitational email, a reminder email (**Attachment 4**) repeating instructions and providing the website link will be sent to program managers from states that have not completed the survey or who have not self-identified their state. In states that elect to self-identify, no reminder emails will be sent. The contract vendor will manage the list of states that have completed the survey so that reminder emails are not sent unnecessarily.

B.4 Test of Procedures or Methods to be Undertaken

The instrument was pilot tested by two DHDSP staff members, both of whom have previous experience as a NHDSP manager or staff person. The pilot test was conducted to assess the clarity of the survey questions, ensure adequate response options and effective skip patterns, and to develop an estimated time burden per respondent.

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

RTI International Personnel	Statistical/ methodological consultants	Data collection	Data analysis
Barri Burrus, PhD, MS RTI Project Director 919-597-5109, barri@rti.org	X		X
LaShawn Curtis, DrPH, MPH RTI Evaluation Task Lead 770-407-4913, lcurtis@rti.org	X	X	X
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