



REQUEST FOR DETERMINATION OF RESEARCH STATUS

To be completed by the staff member with lead responsibility for the project and approved by branch chief (if applicable) and Division ADS. A separate PGO funding memo is required if project is research and involves human subjects regardless of the CDC staff role.

- Instructions:**
- (1) Use this form to declare: (a) the research status of any project, (b) role or roles of CDC staff
 - (2) A short summary should be attached offering specific details about the project and the role of staff.
 - (3) Be sure to complete all applicable items, obtain appropriate signatures and submit this form for approval.

Tracking Number: DP08-801
(Use PGO number if cooperative agreement, grant, etc.)

Date submitted: 12/29/2010

Title of Project: Indicators of the performance of local, state, territorial, and tribal education agencies in HIV prevention, coordinated school health programs, and asthma management activities for adolescent and school health programs.

Dates for project period:

Beginning: 06/01/2011
Ending: 05/31/2014

Dates for funding (if applicable):

Beginning: _____
Ending: _____

Project is (choose one):

NOTE: Revision, as used below, refers to any substantive change made to the project including scope of project, funding restrictions, personnel, role of CDC staff member, determination of research status, etc.

- New** **Revision**
- Continuation, without revision(s)** **Continuation, with revision(s)**

Lead staff member:

Name: Catherine Rasberry
User ID: FHH6
Scientific Ethics number: 9625

Contact information:

Division: DASH
Telephone: 770-488-5635
Mailstop: K33

Please indicate your role(s) in this project:

- Project officer** **Technical monitor**
 - Principal investigator** **Investigator**
 - Consultant** **Other (please explain)**
- Oversees data analysis.

1. Are any or all of the activities within this project DESIGNED to contribute to generalizable knowledge (i.e., research)?

- YES** **NO**

If YES, list those activities which are research:

2. Is this CDC project research or public health practice (check all that apply)?

- Research** **Public health practice**
- Check one:* *Check all that apply:*
- Human subjects involved** **Emergency Response** **Surveillance**
 - Human subjects not involved** **Program evaluation** **Other (please explain)**

3. If RESEARCH involving human subjects, has the project or research activities been reviewed by the CDC IRB for human subjects protection?

- a. **NO, New project, not yet reviewed** d. **YES, Reviewed and approved by CDC**
- b. **NO, Existing project, not ready to submit** **If YES, please list protocol number _ and expiration date _____**
- c. **NO, Submitted for approval** e. **NO, RESEARCH, no CDC investigators (CDC IRB not required)**
- f. **N/A (Not Applicable)**

If RESEARCH, list any other CDC staff involved in this project, please include the name, role, and scientific ethics number

Name	Role (project officer, investigator, consultant, etc.)	Scientific ethics number Prin
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IF YOU THINK THE RESEARCH PROJECT MIGHT QUALIFY AS EXEMPT RESEARCH (as identified in 45CFR46.101), PLEASE ANSWER questions 4-6, OTHERWISE SKIP TO question 7.

4. Does the proposed research involve prisoners?
 YES If YES, this research cannot be exempted and must be reviewed by an IRB (skip to question 7).
 NO
5. Does the proposed research involve fetuses, pregnant women, or human in vitro fertilization as targets (such that Subpart B would apply)?
 YES If YES, this research cannot be exempted and must be reviewed by an IRB (skip to question 7).
 NO

Educational Research

- 6.1 Is this research conducted in established or commonly accepted educational settings, AND does the research involve normal educational practices (e.g., research on regular and special education strategies or research on the effectiveness of, or comparison among instructional techniques, curricula or classroom management methods)?
 YES NO

Research Involving Surveys, Interview Procedures (including Focus groups), Observation of Public Behavior, or Educational Tests

- 6.2 Will this research use educational tests (cognitive, diagnostic, aptitude, achievement), survey procedures, interview procedures or observation of public behavior?
 YES NO If NO skip to 6.3
- Will children (<18 years of age) be research subjects?
 YES If YES, this research cannot be exempted and must be reviewed by an IRB (skip to item 7)
 NO

- 6.2.1 Is the information obtained recorded in such a manner that human subjects can be identified directly or indirectly through identifiers (such as a code) linked to the subjects;
 YES NO
- 6.2.2 Will any disclosure of the human subjects' responses outside of the research setting have the potential to place the subjects at risk of criminal or civil liability, or be damaging to the subjects' financial standing, employability or reputation? (Examples here may include: the collection of sensitive data regarding the subjects' (or relatives' or associates') possible substance abuse, sexuality, criminal history or intent, medical or psychological condition, financial status, or similarly compromising information).
 YES NO

- 6.3 Will this research use educational tests (cognitive, diagnostic, aptitude, achievement), survey procedures, interview procedures, or observation of public behavior but the research is not exempt under paragraph 6.2 of this section:
 YES NO If NO skip to 6.4
- 6.3.1 Will this research involve human subjects that are elected or appointed public officials or candidates for public office?
 YES NO
- 6.3.2 Does federal statute(s) require(s) without exception that confidentiality of the personally identifiable information will be maintained throughout the research and thereafter? (Note: CDC can use this exemption criterion only in the case where a 308(d) Assurance of Confidentiality has been obtained to cover the research).
 YES NO

Existing Data Which Is Publicly Available or Unidentifiable

- 6.4 Does this research involve only the collection or study of existing* data, documents, records, pathological or diagnostic specimens? (* 'existing' means existing before the study begins)?
 YES NO If NO skip to 7
- 6.4.1 Is this material or information publicly available?
 YES NO
- 6.4.2 Is this material or information recorded in such a manner by the investigator that the subjects cannot be identified directly or indirectly through identifiers linked to the subjects?
(Note: If a link is created by an investigator even temporarily, for research purposes, this criterion is not met. If a temporary link is created by clinical staff who already have access to the data, this criterion is met).
 YES (there are no identifying information and no unique identifiers or codes)
 NO (there are identifiers (including codes))

7. Please prepare and attach a short summary paragraph (<1 page); if this is new:

- a. Be sure to include the purpose of the project, specific details about the project and the role of the CDC staff member(s) in the project. In explaining one's role as a consultant be particularly careful to identify involvement in things like: study design decisions, oversight of protocol development, participation in review of data collection procedures, and participation in data analysis and/or manuscript preparation, as well as whether there will be access to identifiable or personal data.
- b. Explain your project status selection (research--non-exempt, exempt, no CDC investigator or not involving human subjects; public health practice). If you selected research not involving human subjects be sure to indicate if the data includes any personal information (e.g., name, SSN), linkable study identification numbers or codes, or geographical information.

The purpose of this project is to assess programmatic activities among local, state, territorial, and tribal education agencies (LEA, SEA, TEA, and TG) funded by the Centers for Disease Control and Prevention (CDC), Division of Adolescent and School Health (DASH) through funding announcement DP08-801. The Indicators for School Health Programs (Indicators) are a set of four questionnaires that are used to provide basic process evaluation data on HIV prevention activities, coordinated school health program for physical activity, nutrition, and tobacco-use prevention (CSHP/PANT) activities, and asthma management activities conducted under FOA DP08-801. The CDC staff members involved in the project will provide assistance in the analysis and reporting of the data.

The Indicators provide basic program evaluation data on the activities of DASH-funded partners as part of routine public health practice. The data (basic process evaluation data) describe activities such as the types of materials distributed, the number of professional development events held, and the topics of technical assistance provided. All data collected are representative of education agency activities. No information is collected about individuals; no personal data are collected.

8. Please list the primary project site and all collaborating site(s).

Explanation of project components:

9. If project involves research that is funded extramurally, list amount of award that should be restricted pending IRB approval and describe which project components will be affected, if known:

Approvals (signature and position title)	Date	Research Determination / Remarks
Catherine Rasberry - HEALTH SCIENTIST staff member completing this form	12/29/2010	<input checked="" type="checkbox"/> Public health practice <input type="checkbox"/> Research not involving human subjects <input type="checkbox"/> Research involving human subjects, no CDC investigators <input type="checkbox"/> Research involving human subjects, CDC investigators, exempt <input type="checkbox"/> Research involving human subjects, CDC investigators, not exempt (check if applicable) <input type="checkbox"/> Local IRB <input type="checkbox"/> CDC Exemption <input type="checkbox"/> CDC IRB <u>Comments:</u>
Stephen Banspach - ASSOCIATE DIRECTOR FOR SCIENCE Team Lead	12/29/2010	<input checked="" type="checkbox"/> Public health practice <input type="checkbox"/> Research not involving human subjects <input type="checkbox"/> Research involving human subjects, no CDC investigators <input type="checkbox"/> Research involving human subjects, CDC investigators, exempt <input type="checkbox"/> Research involving human subjects, CDC investigators, not exempt (check if applicable) <input type="checkbox"/> Local IRB <input type="checkbox"/> CDC Exemption <input type="checkbox"/> CDC IRB <u>Comments:</u>

Stephen Banspach - ASSOCIATE DIRECTOR FOR SCIENCE Division ADS	12/29/2010	<input checked="" type="checkbox"/> Public health practice <input type="checkbox"/> Research not involving human subjects <input type="checkbox"/> Research involving human subjects, no CDC investigators <input type="checkbox"/> Research involving human subjects, CDC investigators, exempt <input type="checkbox"/> Research involving human subjects, CDC investigators, not exempt (check if applicable) <input type="checkbox"/> Local IRB <input type="checkbox"/> CDC Exemption <input type="checkbox"/> CDC IRB <u>Comments:</u>
Joan Redmond Leonard - PUBLIC HEALTH ANALYST ADS, Deputy ADS, or Human Subjects Contact	01/22/2011	<input checked="" type="checkbox"/> Public health practice <input type="checkbox"/> Research not involving human subjects <input type="checkbox"/> Research involving human subjects, no CDC investigators <input type="checkbox"/> Research involving human subjects, CDC investigators, exempt <input type="checkbox"/> Research involving human subjects, CDC investigators, not exempt (check if applicable) <input type="checkbox"/> Local IRB <input type="checkbox"/> CDC Exemption <input type="checkbox"/> CDC IRB <u>Comments:</u>

List of Grantees

<u>Grantee #</u>	<u>Grantee Name</u>
1189	Tennessee Department Of Education
1214	Texas Education Agency
1187	Utah State Department of Health
1262	Vermont Department Of Education
1199	Virginia Department Of Education
1216	Virginia Department of Health
1264	Washington Office Of Superintendent Of Public Instruction
1218	West Virginia Department Of Education
1231	Winnebago Tribe of Nebraska
1204	Wisconsin Department Of Public Instruction
1236	Wyoming Department Of Education
1226	Alabama Department Of Education
1210	Alaska Department Of Education and Early Development
1221	Albuquerque Public Schools
1309	American Samoa Department of Education
1246	Arizona Department Of Education
1181	Arkansas Department Of Education
1258	Baltimore City Public School System
1271	Boston Public Schools
1180	California Department Of Education
1233	Charlotte-Meckleburg Schools
1208	Cherokee Nation Health Service Group
1234	Chicago Public Schools
1205	Clark County School District
1232	Colorado Department Of Education
1186	Common Wealth of the Northern Marianas Islands
1229	Confederated Salish & Kootenai Tribes
1193	Connecticut State Department of Education
1254	Dallas Independent School District
1255	Delaware Department of Education
1206	District of Columbia Department of Education
1265	Duval County Public Schools
1239	Florida Department Of Education
1241	Fresno Unified School District
1307	Georgia Department Of Community Health.
1270	Georgia Department Of Education
1185	Guam Public School System
1203	Hawaii Department of Education
1224	Hillsborough County Public Schools
1179	Houston Independent School District
1269	Idaho Department Of Education
1220	Illinois State Board Of Education
1178	Indiana Department Of Education
1192	Iowa Department Of Education
1188	Kansas State Department Of Education
1195	Kentucky Department of Education
1201	Los Angeles Unified School District
1243	Louisiana Department Of Education
1209	Louisiana Department Of Education
1253	Maine Department of Education
1202	Maryland State Department Of Education
1251	Massachusetts Department Of Education
1215	Memphis City Schools
1213	Michigan Department Of Education
1196	Milwaukee Public Schools
1256	Minnesota Dept of Education
1237	Mississippi Department Of Education
1252	Missouri Department Of Elementary And Secondary Education
1230	Montana Office Of Public Instruction
1225	Native Village of Kotzebue
1260	Nebraska Department Of Education

1227 Nevada Department Of Education
1217 New Hampshire Department Of Education
1263 New Jersey Department of Education
1190 New Mexico Public Education Department
1200 New York City Department Of Education
1194 New York State Department of Education
1240 Newark Public Schools
1238 Nez Perce Tribe
1259 NORTH CAROLINA DEPARTMENT OF PUBLIC INSTRUCTION
1235 North Dakota Department of Public Instruction
1250 Ohio Department of Education
1197 Oklahoma State Department Of Education
1212 Oneida Tribe of Indians of Wisconsin
1191 Orange County Public Schools
1228 Oregon Department Of Education
1207 Pennsylvania Department of Education
1248 Public Health Institute
1303 Puerto Rico Department Of Education
1245 Republic Of Palau Ministry Of Education
1392 Republic of the Marshall Islands
1261 Rhode Island Department of Elementary & Secondary Education
1211 San Bernardino City Unified School District
1182 San Diego Unified School District
1177 San Francisco Unified School District
1223 School Board of Broward County, Florida
1198 School board of Miami-Dade County, Florida
1249 School Board of Palm Beach County
1242 School District Of Philadelphia
1222 School District of the City of Detroit
111222 School District of the City of Detroit
1257 Seattle Public Schools
1244 South Carolina Department Of Education
1247 South Dakota Department Of Education
1219 State Of Ohio Department Of Health