

October 12, 2011

OMB Change Request – 0920-0696

New title: National HIV Prevention Program Monitoring and Evaluation (NHM&E) Data

Previous title: HIV Prevention Program Evaluation and Monitoring System for Health Departments and Community-Based Organizations (PEMS).

Background Information

The Centers for Disease Control and Prevention requests to add 11 variables to the National Monitoring and Evaluation (NHM&E) data set included in the currently-approved data collection 0920-0696, HIV Prevention Program Evaluation and Monitoring System for Health Departments and Community-Based Organizations (PEMS). As mentioned in the revision application approved on 9/18/10, we request that this data collection effort be renamed National HIV Prevention Program Monitoring and Evaluation (NHM&E) Data.

The NHM&E data are a set of standardized variables to assist Health Departments and Community-Based Organizations (CBOs) in monitoring and evaluating their activities to help them develop, deliver, and refine successful HIV prevention interventions. These data are also used to report key program performance indicators to CDC to show whether the programs implemented or supported are efficient and effective in achieving their stated goals. NHM&E data supply program managers with service-level information regarding intervention processes (e.g., who delivered what to whom, how many, where, and when) and client-level information (e.g., client demographics, behavioral risk factors, exposure to services, verified referrals into other services, and changes in risk-behaviors for selected interventions) for monitoring and enhancing local HIV prevention programs. Much of these data are already being collected by CBOs and HDs using locally developed forms. The NHM&E variables were approved by OMB on 09/18/10 and will expire on 8/31/13.

Under three recent funding opportunity announcements (FOAs) (PS10-10181, PS11-1117, and PS12-1201), health departments will be required to report additional, aggregate-level data to CDC related to their HIV prevention and care activities. This change request is to add additional variables to the currently approved list of NHM&E variables for the purposes of health department program monitoring and evaluation. These data are needed to monitor interventions that are critical to the White House National HIV/AIDS Strategy (NHAS) and have not previously been monitored by CDC (i.e., the variables did not exist when the previous data set was approved). Data collected and reported by CDC's 65 state and local health department grantees will be used to inform progress toward meeting goals and objectives of the NHAS.

CDC is requesting to add 11 variables to the NHM&E health education/risk reduction (HE/RR) data variables (see attachment for a description of these new variables) and modify two existing HE/RR variables. It is estimated that collecting information on the additional 11 required variables will add two (2) minutes per client to gather and maintain HE/RR data for a total of eight (8) minutes per client to gather and maintain HE/RR data.

The addition of these 2 minutes will equal 2,548 additional annual burden hours. On average, health departments serve 1,176 clients annually. Thus, adding two (2) minutes per client to gather and

maintain HE/RR data adds an additional 39 hours per health department annually. There are 65 health departments reporting to CDC for a total of 2,548 additional annual burden hours.

Please see the attached burden estimate that explicates the burden calculation for health department jurisdictions.

Burden Estimate Calculations - Health Education/Risk Reduction Data (HE/RR)

State and Local Health Department Grantees

Annual Additional Burden Estimate for Each Health Department					
Respondent	Data Collection Form	Number of Respondents	Number of responses per respondent	Average additional burden per response (in hours)	Total additional burden (in hours)
Health Department	No form required	65	1,176	2/60	2,548

Annual Total Burden Estimate for Each Health Department					
Respondent	Data Collection Form	Number of Respondents	Number of responses per respondent	Average burden per response (in hours)	Total burden (in hours)
Health Department	No form required	65	1,176	8/60	10,192