

## Attachment J. Advance Notification of NPHII Assessment

**From:** OSTLTS DPHPI

**To:** Performance Improvement Managers or Principal Investigators in NPHII STLTs

**Subject:** NPHII Annual Assessment opens [actual date TBD pending OMB approval] – PDF attached

Greetings,

As Year Two of the National Public Health Improvement Initiative (NPHII) has come to a close, CDC, in conjunction with the National Network of Public Health Institutes (NNPHI) and NORC at the University of Chicago, will soon be requesting your participation in the NPHII *Annual Assessment of Performance Management and Improvement Practices*. The assessment is part of the broader NPHII evaluation and is designed to collect information on progress made in key areas over the last project period, including training and competencies associated with performance management and quality improvement, accreditation readiness activities, and performance management and quality improvement efforts undertaken with NPHII funding.

For grantees that have designated a Performance Improvement Manager (PIM), we request that the PIM complete the assessment. If a PIM is not in place at the time of the assessment, we ask that the Principal Investigator for your agency's NPHII Cooperative Agreement complete the assessment. *Per your cooperative agreement, it is expected that you participate in evaluation activities for this Initiative.*

We realize that some questions may require input from your colleagues and encourage you to consult with them in order to ensure that you are able to provide complete and accurate responses. To help you to gather that information in preparation for completing the online assessment, this email includes a PDF version of the assessment. We also encourage you to print this document and use it as a reference while filling out the online assessment as it contains definitions that might be useful throughout the assessment.

Your responses and comments to the assessment are **confidential**. Findings will be shared back individually for each grantee and in an aggregate report for all NPHII grantees, national partners, and CDC NPHII staff. Findings may also be presented at upcoming meetings and be synthesized in articles and reports that may be publicly available. When the findings are reported publicly, data and quotations will not be linked to the identity of a particular respondent or organization; however please be aware that, due to the small size of the grantee population, organizations may be indirectly identifiable.

On [actual date TBD pending OMB approval], NORC at the University of Chicago will send an email with a link to the online assessment. **We ask that you complete this assessment by [actual date TBD pending OMB approval].**

If you have any questions about the assessment or the evaluation, or feel that this letter reached you in error, please feel free to contact Anita McLees, CDC, at [zdu5@cdc.gov](mailto:zdu5@cdc.gov) or 404-498-0316; or Nikki Lawhorn Rider, Research Manager, NNPHI at [nlawhorn@nnphi.org](mailto:nlawhorn@nnphi.org) or 251-928-8534.

Sincerely,

Division of Public Health Performance Improvement

Office for State, Tribal, Local, and Territorial Support

Centers for Disease Control and Prevention