

PRIVACY ACT DETERMINATION

This document is the Privacy Act Determination for the Message and Material Testing project for Nonpharmaceutical Interventions.

MESSAGE AND MATERIAL TESTING FOR NONPHARMACEUTICAL INTERVENTIONS
PRIVACY ACT DETERMINATION

Nonpharmaceutical Interventions, 2012

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In handling data and records related to these focus groups, ORAU/ORISE will:

- Maintain no identifiers connecting any data collected to any particular participant, except for video and audio records.
- Provide no personal identifiers to CDC and others.
 - o Recruiters will have limited contact information (addresses, phone numbers, and email addresses) to secure the groups and provide technical support needed for respondents to participate in the web-based focus groups. Recruiters will NEVER share this information with the investigators at CDC or ORAU/ORISE. All personal information needed to schedule the groups will be shredded immediately after processing the respondents' incentives and responding to the participants' questions, if necessary, after the group.
- Receive non-identifying data, including first name, state of residence, age range, race and/or ethnicity from the recruiting company, Bryant Research, LLC, via DropBox. Data files will be downloaded, saved onto ORAU/ORISE secure network, and then erased from DropBox.
- Develop and deliver to CDC a report in an agreed-upon format summarizing the responses provided by participants. The report will contain no information sufficient to determine the identity of any participant.
- Retain one set of audio and video recordings from each group for three years. Audio and video recordings will be stored in a password-protected folder (password known only by members of the ORAU/ORISE team) secured by the ORISE/Department of Energy (DOE) firewall and by a redundant backup system. After the three-year period, ORAU/ORISE will permanently erase all computer files.

Audio and video files, with the exception of audio transcripts and chat box comments, will NOT be released to CDC for any reason and will be used by ORAU/ORISE for no purpose other than to prepare reports, presentations, proposals, and/or journal articles.

From Health Message Testing System (HMTS), OMB No. 0920-0572, Supporting Statement Part A:

A.10. Assurance of Confidentiality Provided to Respondents

The CDC Privacy Act Officer has determined that the Privacy Act does not apply to data collections conducted according to the procedures described in this application. Although personal information (e.g., gender, age, and race) will be gathered in message testing activities, no personal identifiers (e.g., full name, address or phone number, social security number, etc.) will be collected or maintained. Surveys done through online panels will use already-established records systems.