

Information Collection Request

Reinstatement

Using a Reader Response Card to Assess Worker Notification Materials

Supporting Statement Part B

Submitted by:

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A. COLLECTIONS OF INFORMATION EMPLOYING STATISTICAL METHODS

Statistical methods will not be used to select respondents or to analyze responses. In this assessment, information from the Reader Response card from workers will be tallied and reported in terms of simple frequencies of answers to questions, along with a discussion of any important comments that are entered on the Reader Response card. Responses will be used to understand how notification procedures can be improved.

1. Respondent Universe and Sampling Methods

Sampling methods will not be used. All living and locatable workers from each of the study populations who received a notification letter and relevant enclosures will be sent a Reader Response card. Although only a self-selected proportion of the study population will complete and return the card, NIOSH researchers wish to provide each notified worker the opportunity to assess the notification materials and offer comments. The size of each study population to be notified varies from study to study, with an average of 8,000 workers notified per year.

2. Information Collection Procedures

The purpose of this feedback tool is to assess notification fact sheets and materials.. Inferential statistics involving issues of statistical power will not be used in this activity. This project will not employ statistical methods other than descriptive statistics to

summarize the responses received. The Reader Response card contains 10 questions and a space for written comments from respondents. Routinely assessing worker notification materials is meant to monitor usefulness, with minimal burden to respondents and minimal additional resource requirements.

3. Methods to Maximize Response Rates

Notified workers will be encouraged in the notification letter to complete and return the Reader Response card to NIOSH in the interest of advancing public health and improving worker notification materials. We estimate, however, that only approximately 10% of the respondents will return the card. This is based upon the fact that this activity is not a formal survey, but merely a mailing to provide epidemiological study results to workers in which they or their records have been included. No follow-up to non-respondents is conducted. To maximize the response rate, if the notification materials are returned from the post office as undeliverable, subjects will be traced to the extent possible and the notification packages will be re-mailed in cases where updated addresses have been found.

4. Tests of Procedures

A pre-test of the Reader Response card was completed. It was tested with a sample of 6-8 workers in October, 2007.

5. Statistical Consultants

The persons responsible for collecting and reviewing the Reader Response card information is:

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