

**Assessing the Adoption and Utility of
National Diabetes Education Program (NDEP) Tools and Resources for
Health Care Professionals and Health Education Facilitators**

Supporting Statement: Part B

New

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Table of Contents

Part B: Collection of Information Employing Statistical Methods

- B.1 Respondent Universe and Sampling Methods
- B.2 Procedures for the Collection of Information
- B.3 Methods to Maximize Response Rates and Deal with No Response
- B.4 Tests of Procedures or Methods to Be Undertaken
- B.5 Individuals Consulted on Statistical Aspects and Individuals Collecting and/or Analyzing Data

References

Attachments

Attachment 1	Authorizing Legislation: PHSA
Attachment 2	Federal Register Notice
Attachment 3a	PPOD Guide and Toolkit Survey Screenshots
Attachment 3b	PPOD Guide and Toolkit Survey: Advance Notice Email to Potential Respondents
Attachment 3c	PPOD Guide and Toolkit Survey: Follow-up Reminder Email to Potential Respondents
Attachment 4a	New Beginnings Survey Screenshots
Attachment 4b	New Beginnings Survey: Advance Notice Email to Potential Respondents
Attachment 4c	New Survey: Follow-up Reminder Email to Potential Respondents
Attachment 5	IRB Approval Letter (ICF International)
Attachment 6	References

Part B. Collections of Information Employing Statistical Methods

B.1 Respondent Universe and Sampling Methods

PPOD Guide and Toolkit

The updated PPOD Guide and Toolkit were announced in two CDC-hosted webinars that were held in 2014. In total, the webinars were attended by 200 health care providers and health professionals who serve patients with diabetes (e.g., pharmacists, podiatrists, optometrists, dentists, endocrinologists, certified diabetes educators, nutritionists, and primary care providers including physicians, nurse practitioners, and nurses). During registration for the webinar, CDC requested permission to re-contact registrants to complete a follow-up survey. The respondent universe for the assessment of the PPOD Guide and Toolkit is thus a convenience sample of webinar participants. Any health care provider or health professional who participated in a PPOD webinar is eligible to participate in the survey.

New Beginnings

NDEP hosted a webinar in May 2014 to launch the newly revised New Beginnings Discussion Guide. Approximately 391 individuals participated in the webinar. During registration for the webinar participants were asked permission to be contacted to complete a web-based survey in the future. CDC is following up with those 391 individuals. Additionally, NDEP is working with its partner organizations (e.g., AADE, ADA, SOPHE) to promote the availability of New Beginnings. These organizations may refer potential respondents to the NDEP website, which will furnish a link to the survey. Therefore, the respondent universe for the New Beginnings assessment will consist of a convenience sample of Certified Diabetes Educators (CDEs), other health educators, certified and non-certified health education specialists and community health/lay health workers who either participated in the webinar or those who were identified through communication with one of NDEPs' partner organizations.

B.2 Procedures for the Collection of Information

PPOD Guide and Toolkit

CDC staff will create a distribution list of health care professionals who participated in a PPOD Guide and Toolkit webinar on both August 18, 2014 and September 8, 2014 and agreed to be contacted in the future to complete a survey (**see Attachment 3a**). Approximately 6 months after each webinar participants will receive an advance notice e-mail (**see Attachment 3b**) informing them of the opportunity to participate in the survey. A week after the advance notice email is sent an email reminder with the survey link and instructions for completing the survey will be sent to all potential respondents (**see Attachment 3c**). Two weeks after the receipt of the email with the survey link, a follow-up email reminder (**see Attachment 3c**) will be sent to all potential respondents, with a link to the survey and instructions for completing the survey. The first information collection will be open for approximately 8 weeks starting February, 2015 through April 2015 (approximately February 18 through April 2, 2015) and the second information

collection will occur March 2015 through April 2015 (approximately March 8, 2015 through April 22, 2015). Analysis for both information collection phases will be completed in late spring, 2015.

New Beginnings

CDC staff will create a distribution list of health care professionals who participated in the Depression, Distress and Diabetes webinar held on May 20, 2014 and agreed to be contacted in the future to complete a survey. Respondents will receive an advance notice e-mail (**see Attachment 4b**) informing them of the opportunity to participate in the survey either from CDC's data collection contractor or a partner organization. Other potential participants will be directed to the survey through an NDEP partner organization. A link to the survey (**see Attachment 4a**) will be activated on the NDEP website or a partner organizations website on January 20, 2015, approximately 8 months after the webinar.

A week after the advance notice email is sent an email reminder with the survey link and instructions for completing the survey will be sent to all potential respondents (**see Attachment 4c**). Two weeks after the receipt of the email with the survey link a follow-up email reminder (**see Attachment 4c**) will be sent to all potential respondents, with a link to the survey and instructions for completing the survey. The information collection will be open for approximately 6 weeks, starting January 20, 2015 through April 2, 2015. It anticipated that analysis for information collection will be completed in late spring, 2015.

B.3 Methods to Maximize Response Rates and Deal with No Response

For both the PPOD Guide and Toolkit and New Beginnings surveys, utilizing Askia, a web-based survey platform will help to facilitate survey completion thus increasing the likelihood of response. Web-based surveys have many features designed to reduce respondent burden, and thus increase survey representativeness and effectiveness with minimal respondent effort. Askia supports all devices and operating systems by translating the questionnaire into displays optimized for each platform allowing respondents to use anything from modern smartphones to older desktop computers and displays, with the survey displayed appropriately for each view.

PPOD Guide and Toolkit

To encourage participation and to remind potential respondents of closing dates for completing the surveys, ICF International staff will send two emails to the healthcare professionals included on the webinar distribution list. Participants will receive an advance notice email requesting their participation in the survey (**see Attachment 3b**). A follow-up reminder email (**see Attachment 3c**) will contain the link to the survey on the NDEP website. Each reminder email will provide instructions for completing the survey and will provide customized link to the survey.

New Beginnings

Most potential respondents will access the survey by either going to the CDC NDEP website or clicking on the link which will be prominently featured on the homepage or by clicking a link on a NDEP partners' website that will take them to the CDC NDEP website's link. Potential respondents who attended an NDEP promotional webinar will receive an advance notice email requesting their participation in the survey (**see Attachment 4b**). A follow-up reminder email

(see Attachment 4c) will contain the link to the survey on the NDEP website. The reminder email containing the link to the survey will be sent one week after the invitational email and again at two weeks. Potential respondents who requested a free DVD copy of the movie, the Debilitator, will also receive an advance notice email requesting their participation in the survey.

B.4 Tests of Procedures or Methods to be Undertaken

The surveys were assessed for clarity and ease of use by CDC staff and the data collection contractor. These assessments determined the estimated burden per response for each survey instrument.

B.5 Individuals Consulted on Statistical Aspects and Individuals Collecting and/or Analyzing Data

Kai A. Stewart, PhD, MPH is the Principal Investigator and Technical Monitor for the study, and has overall responsibility for overseeing the design, conduct, and analysis of the study. She will also approve and receive all contract deliverables (inv9@cdc.gov or 770-488-6659). The survey instruments, sampling and data collection procedures, and analysis plans were designed in collaboration with researchers employed with CDC’s data collection and analysis contractor. Michelle Revels, MA (404-592-2156) has technical responsibility for the data collection and overall financial responsibility for the study resides with Laurie Ferraro of ICF. Ms. Revels worked closely with several ICF International staff including, Ronaldo Iachan, PhD, Linda Baffo, MA, Lela Baughman, MSW and Elizabeth Kroupa, MA to design this assessment. She will direct the overall data collection and analysis effort. She and Linda Baffo will also be responsible for writing the project reports.

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