

**Attachment F: CDC Pandemic Influenza Readiness Assessment (PIRA) Notification Email**

Send message on assessment opening date [Date TBD pending OMB approval]

**From:** Chris Kosmos

**To:** State, Local, and Territorial PHEP Grant Contacts for CDC

**Subject:** Please take our Pandemic Influenza Readiness Assessment

Form Approved  
OMB Number: 0920-0879  
Expiration Date: 03/31/2018

Dear [Insert PHEP Director],

The 2009 H1N1 influenza pandemic underscored the importance of communities being prepared for potential threats to public health security. Because of its unique abilities to respond to infectious, occupational, or environmental incidents, the Centers for Disease Control and Prevention (CDC) plays a pivotal role in ensuring that state, local, and territorial public health systems are prepared for these and other public health incidents. To ensure preparedness in all 62 jurisdictions, **CDC invites you to complete an assessment of your jurisdiction’s Public Health Emergency Preparedness and Response activities related to Novel Influenza.**

The assessment is designed and separated into 7 distinct modules, to be completed by a Subject Matter Expert, regardless of their role in the health department. We ask that you provide a contact to include their Name and Email address to receive the assessment survey link. Please note that this contact will serve as the primary contact for that module. Your privacy and their privacy is important to us; your responses to all questions will be kept in a secure manner. Please fill in the table below with contacts for each module:

Module	Name	Email
<b>1. Vaccination Planning</b>		
<b>2. Epidemiology and Laboratory</b>		
<b>3. Medical Care and Countermeasures</b>		
<b>4. Healthcare Systems</b>		
<b>5. Community Mitigation</b>		
<b>6. Public Information and Communication</b>		
<b>7. Public Health and Immunization Workers</b>		

The deadline for submitting your feedback is [actual date TBD pending OMB approval]. If you have any technical issues, please send your inquiries to Olga Nacalaban [xje5@cdc.gov](mailto:xje5@cdc.gov).

Thank you for your participation.

NAME

Public reporting burden of this collection of information is estimated to average 30 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing information. An agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a currently valid Office of Management and Budget control

number. Send comments regarding this burden estimate, or any other aspect of this information collection, including suggestions for reducing this burden to CDC/Agency for Toxic Substance and Disease Registry Information Collection Review Office, 1600 Clifton Road NE, MS D-74, Atlanta, Georgia 30333; Attention: PRA (0920-0879).